

Holy Communion Anglican Church

meeting at the

Rocky Hill Grange
1340 South County Trail
East Greenwich, Rhode Island
website: holycommunionri.org

Bylaws



Bylaws Committee:

The Reverend Nathan Stomberg, *Rector*
The Reverend Mark R. Galloway, *Bishop-retired*
Bob Bickerstaff, *Vice President & Treasurer*
Adam Stomberg, *Director*

Holy Communion Anglican Church

Bylaws

Ratified at the First Annual Meeting of the Corporation on July 18, 2021

Mission Statement:

“The mission of Holy Communion Anglican Church is to proclaim the Gospel of Jesus Christ and worship Him in Word and Sacrament.”

Article I – Name and Purpose

Section 1: The name of the organization shall be Holy Communion Anglican Church, to be commonly known as Holy Communion Church, and hereinafter called “Holy Communion”.

Section 2: Holy Communion Anglican Church is incorporated as a non-profit corporation in the State of Rhode Island and is organized exclusively for religious, charitable, and educational purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, and it shall therefore refrain from engaging in any activity not permitted by that section of the Code.

Section 3: Statement of faith and Anglican identity. Holy Communion Anglican Church is an autonomous Christian Congregation grounded in the liturgical, theological, and ministerial traditions of the Anglican heritage. As such, Holy Communion Anglican Church as a Congregation anchors her Anglican identity in the liturgical use of her 2021 version of the Common Prayer Book (CPB). The Congregation also faithfully affirms and defends the historic orthodox Christian Faith of the One Holy Catholic (Universal) and Apostolic Church: as revealed in the Holy Scriptures of the Old and New Testaments; as confessed in the Apostles’, Nicene, and Athanasian Creeds; and as articulated in the original (English/Latin) version of the (Anglican) *Thirty-Nine Articles of Religion of 1571*. Consistent with the practice of the venerable Anglican Common Prayer Tradition: the rubrics, liturgies, and Catechism of the 2021 Common Prayer Book of Holy Communion Anglican Church hold the status of statutory law within the Congregation.

Section 4: The Three Marks of the Church Universal. Holy Communion Anglican Church affirms that “the true Church is a Universal Congregation or fellowship of God’s faithful and elect people, ‘built upon the foundation of the Apostles and Prophets, Jesus Christ himself being the head cornerstone (Ephesians 2:20).” [1] Holy Communion Anglican Church, therefore, in particular, propagates the distinct evangelical belief that the Church Catholic “hath always three notes or marks

whereby it is known: Pure doctrine, the Sacraments ministered according to Christ's holy institution, and the right use of Ecclesiastical Discipline.” [2]

Holy Communion Anglican Church believes and teaches that these three marks, described below, are “agreeable both to the Scriptures of God, and also to the doctrine of the ancient fathers, so that none may justly find fault therewith.” [3]

1. **Pure Doctrine.** This first mark of the Church Universal is that Salvation is received by Grace, through Faith: “We are accounted righteous before God, only for the merit of our Lord and Saviour Jesus Christ by Faith, and not for our own works or deservings” (Article XI, Thirty-nine Articles; see Ephesians 2:8-9).
2. **The Sacraments, Administered According to Christ's Holy Institution.** This second mark of the Church Universal is the right administration of the Sacraments instituted by Christ: “The visible Church of Christ is a congregation of faithful men, in which the pure Word of God is preached, and the Sacraments be duly ministered according to Christ's ordinance” (Article XIX, Thirty-nine Articles).
3. **The Right Use of Ecclesiastical Discipline.** This third mark of the Church Universal is the proper use of Church discipline: “It appertaineth to the discipline of the Church, that inquiry be made of evil Ministers [of the Word and Sacraments], and that they be accused by those that have knowledge of their offences; and finally, being found guilty by just judgment, be deposed” (Article XXVI, Thirty-nine Articles). Likewise, “that [baptized] person which by open denunciation of the Church is rightly cut off from the unity of the Church, and excommunicated, ought to be taken of the whole multitude of the faithful, as an Heathen [“Pagan”] and Publican [“Swindler”], until he be openly reconciled by penance, and received into the Church by a Judge that hath authority thereto” (Article XXXIII, Thirty-nine Articles).

[1] Quoted from Sermon No. 16 (“Of the gifts of the Holy Ghost”) of The Second Book of Homilies of 1562 of the Church of England. Article XXXV of the Thirty-nine Articles of Religion of 1571 of the Church of England gives confessional authority to the Homilies: “The second book of Homilies, the several titles whereof we have joined under this Article, doth contain a godly and wholesome Doctrine, and necessary for these times...; therefore, we judge them to be read in Churches by the Ministers, diligently and distinctly, that they may be understood of the people” (Article XXXV).

[2] Sermon No. 16 (“Of the gifts of the Holy Ghost”) of the Second Book of Homilies

[3] Ibid.

Article II – Membership

Section 1: Expectations of Members. Membership in Holy Communion shall consist of those baptized Christians who publicly affirm the beliefs, purpose and mission of this Congregation as codified in these Bylaws [and as articulated in The Baptismal Vows/Covenant of the (2021) Common Prayer Book (CPB, p. 189 & p. 200)]. Members are expected to affirm the belief that it is “the duty of all Christians to follow Christ; to come together week by week for corporate worship; and to work, pray, and give for the spread of the kingdom of God” (Catechism, Q. 136, CPB, p. 654). Members shall give sacrificially and gratefully of their time, talent, and treasure to the “work of ministry” (Ephesians 4:12). Further, members are expected to affirm this Congregation’s belief in the tithe (Catechism, Q. 137 & Q. 138, CPB, p. 655) – the cheerful giving of ten percent of one’s income – as the generally received Biblical norm and the traditional standard of Christian giving (Genesis 14:18-20; Deuteronomy 16:16-17; Proverbs 3:9-10; Malachi 3:10; Matthew 6:19-20; 2 Corinthians 8:1-15, 9:6-7; 1 Timothy 6:17-19; Hebrews 7:1-3).

Section 2: Annual Renewal of The Baptismal Covenant. All members of Holy Communion are expected to renew their moral commitment to membership in this Congregation through their participation in the collective recitation of The Baptismal Covenant (CPB, p. 200) of this church (in addition to signing an official formal written declaration to be designed by the Rector) annually on the Sunday after the church’s Patronal Festival, the Feast of Corpus Christi. For reasons of Christian discipline, the public Renewal of Baptismal Vows (CPB, p. 189) or the corporate recitation of The Baptismal Covenant shall also take place in this church on All Saints’ Sunday and on the First Sunday after the Epiphany: The Baptism of Our Lord Jesus Christ (CPB, p. 194).

The Rite of Confirmation

Section 3: On Confirmation. At Holy Communion Anglican Church, those who were baptized at an early age are expected to make a mature public affirmation of their Faith in Jesus Christ as Savior and Lord (Ephesians 4:13) through the Rite of Confirmation (CPB, p. 313) when they are truly spiritually ready and have been duly prepared. They are therefore committing themselves to the responsibilities of The Baptismal Vows and Covenant (CPB, p. 189 & p. 200), taken for them initially by their parent(s), guardian(s), sponsor(s), and/or godparent(s). This affirmation underscores God’s initial “indissoluble” action of grace in the Sacrament of Holy Baptism (see first rubric on p. 194 of CPB). Thus, because “Holy Baptism is full initiation by water and the Holy Spirit into Christ’s Body the Church Universal” (first rubric on p. 194 of CPB), participation in the Rite of Confirmation is a matter of Christian discipline and not a matter of salvation (see first paragraph p. 8, Preface, CPB).

Section 4: On becoming an adult member of the Congregation. At Holy Communion Anglican Church, the Rite of Confirmation is one manner by which the Baptized become adult members of the Congregation. Those Confirmed receive strength from the Holy Spirit through prayer and the laying on of hands by the ordained apostolic leadership of the church. It is required of those who desire to be Confirmed that they have been rightly baptized, are about sixteen years of

age or older, are sufficiently instructed in the Christian Faith, are penitent for their sins (James 5:13-16) and are ready to publicly affirm their Confession of Jesus Christ as Savior and Lord (Ephesians 4:14-15).

Section 5: Preparation for Confirmation. At Holy Communion Anglican Church, the laying on of hands in the Rite of Confirmation marks the completion of the Congregation's program of Confirmation ministry, an extended period of instruction in the Christian Faith as is revealed in the Holy Scriptures of the Old and New Testaments, confessed in the Apostles', Nicene and Athanasian Creeds, articulated in the Thirty-nine Articles of Religion as well as in this church's Catechism (CPB, p. 628 through p. 672), and as is lived out liturgically in her 2021 Common Prayer Book.

Section 6: Confirmation of adults. Any individual who has rightly received the Sacrament of Holy Baptism at Holy Communion Anglican Church as an adult (here defined as a person about sixteen years of age or older) is to be fully recognized as a Christian who has truly made a mature public affirmation of his or her Faith in Jesus Christ as Savior and Lord. Such persons, however, may subsequently avail themselves to the laying on of apostolic hands in the Rite of Confirmation or the Rite of Reaffirmation of Baptismal Vows (if they so desire) as are found in the 2021 Common Prayer Book (p. 313). Regardless, in all cases these persons are to be considered adult members of Holy Communion Anglican Church.

The Rite of Reception

Section 7: Purpose of the Rite of Reception. An adult baptized Christian who has made a mature public affirmation of Faith in Jesus Christ as Savior and Lord (defined here either as a "Believer's Baptism" or a form of the Rite of "Confirmation") in another Biblically orthodox Christian Congregation and who desires to become a member of Holy Communion Anglican Church does so through the Rite of Reception into the Congregation.

Section 8: Process of Reception. The Rite of Reception for membership in Holy Communion Anglican Church involves a process of introduction and orientation; an interview with the Rector and/or the Elders; an affirmation of Faith in Jesus Christ as Savior and Lord (Ephesians 4:14-15); a profession of belief in the supreme authority of the holy Scriptures (Catechism, Q. 104, CPB, p. 648); and a professed agreement with the doctrine, purpose, and mission of Holy Communion Anglican Church. New members are affirmed and welcomed by the Congregation during a celebration of the Common Prayer Book's Rite of Reception (p. 313).

The Rights of Membership

Section 9: The Lord's Supper. The (baptized) members of the Congregation are invited to partake of the Sacrament of the Supper of the Lord at Holy Communion Anglican Church. Visiting baptized adults who belong to another Biblically orthodox Christian Congregation and who believe in the grace bestowed in the Sacrament are also welcomed to come to the holy Table and partake of

the Sacraments at Holy Communion Anglican Church. Children who are baptized may receive Holy Communion with the informed consent of their parent(s) or guardian(s). Before coming to the Table, any person who would presume to “eat of the bread and drink of the cup” (1 Corinthians 11:28) must have acknowledged and repented of their sins and have been reconciled to their neighbors, lest they “be guilty of profaning the body and blood of the Lord” and bring “judgment on (themselves)” (1 Corinthians 11:27, 29).

Section 10: Holy Baptism. Only members of Holy Communion Anglican Church are eligible to have their child receive the Sacrament of Holy Baptism in this Congregation, and then only at the discretion of the Rector, in consultation with the Elders, and after proper instruction. Cases of the need to baptize an infant or an adult in exceptional circumstances are always the pastoral prerogative of the Rector and/or the Elders.

Section 11: Holy Matrimony. At the discretion of the Rector, in consultation with the Elders, only a man (of that sex assigned at birth, and of that chromosomal makeup) and a woman (of that sex assigned at birth, and of that chromosomal makeup), one of whom must be a member of Holy Communion Anglican Church and the other an active baptized orthodox Christian, are eligible, after an extended period of pre-marital preparation and counseling, to be joined together in the Rite of Holy Matrimony in this Congregation. No Presbyter (including the Rector) of this Congregation may officiate at any wedding, under any circumstance, without the consent of the Presbytery. All cases of a person or persons who is/are now divorced, after having previously received (validly) the Rite of Christian Marriage, who request(s) to be united in Holy Matrimony must have the circumstances of the demise of the previous marriage(s) reviewed by the Presbytery of this Congregation, who will in turn determine if the request of the said person(s) meets the New Testament standards under which remarriage may be warranted (see “Pauline Privilege” in 1 Corinthians 7:10-15).

Section 12: Voting at meetings of the Congregation. Only members have the right to vote at the Annual Meeting, or any Special Meeting of Holy Communion Anglican Church. A record of the names and addresses of the members entitled to vote shall be maintained by the church (under the supervision of the Rector and Elders).

Article III – The Use of Ecclesiastical Discipline

Section 1: Expectations of church members. Members of Holy Communion Anglican Church are expected to speak, act, and live in a way that is compatible with the definition of membership (Ephesians 5:1-2) as defined in Article II above. It shall be the responsibility of the Presbyterate to hold members of Holy Communion Anglican Church accountable to their promises, such that members of (and visitors to) the Congregation understand the significance in the Christian journey of immersing oneself in the body of Christ. In such cases that members (or visitors) are not

demonstrating Christian character in these ways, Presbyters are responsible to counsel and discipline members of (and visitors to) the church accordingly (1 Peter 5:1-4; 2 Timothy 1:14, 2:25, 4:2; Titus 2:15; see Article VII).

Section 2: Disciplinary process. Members of (or visitors to) Holy Communion Anglican Church who persistently err in their explanation and sharing of the essential Biblical doctrines of the Christian Faith (1 Timothy 1:3-4, 6:3-5; 2 Timothy 2:16-19, 4:3-4), or who engage in personal moral conduct unbecoming of a Christian disciple (1 Timothy 1:9-11; 2 Timothy 3:1-5), shall be called upon by the Rector and/or the Elders (1 Timothy 5:20-21; 2 Timothy 1:13-14, 4:2) “with gentleness” (2 Timothy 2:25) and with the goal of full restoration based upon the New Testament pattern (Galatians 6:1; 2 Timothy 2:24-26; Matthew 18:15-20). In accordance with the authority granted a Presbyter (1 Timothy 3:1; Acts 20:28) in the ancient Christian tradition, the Rector, when he deems it appropriate, may decline to allow such persons to receive the Sacrament of Holy Communion (the preeminent grace filled symbol of unity within the body of Christ) until such time as they have amended their lives according to God’s holy Writ. In all cases of excommunication, the Rector is required to have discussed the matter with the Presbyters before implementing his decision (Article XXXIII, Thirty-nine Articles; see Disciplinary Rubrics, CPB, p. 211 & p. 212).

Section 3: Dismissal from the church. The potential dismissal from the fellowship of Holy Communion Anglican Church of a member (or visitor) who does not respond to the steps outlined in section two above must be addressed by the Rector and/or the Elders at a meeting of the Board of Directors. The accused may address the Board at a mutually and appropriately determined time if he or she so chooses. Dismissal of a person for disciplinary reasons from fellowship in the Congregation shall require an affirmative vote of 75 percent of all Board Members (Titus 3:10-11; Article XXXIII, Thirty-nine Articles). If a person is removed and barred from fellowship by an affirmative vote of the Board of Directors, that person shall receive written notification of such decision from the Rector and/or the Presbyters within thirty (30) days of the verdict (see Disciplinary Rubrics, CPB, p. 212).

Section 4: Discipline without an incumbent Rector. In an interim period (when there is no incumbent Rector) the Presbyterate shall possess the authority granted to the Rector as stated in paragraphs two (2) and three (3) above.

Section 5: Restoration of a church member. Members of (or visitors to) Holy Communion Anglican Church who have been disciplined and/or who have ceased to be involved in the worship of the Triune God in Word and Sacrament and in living a life characteristic of a Christian disciple, may be restored to fellowship and once again participate actively and in the Christian life of the Congregation if they are truly penitent for their sins and have confessed them as such (James 5:13-16). As a sign of such repentance, these persons, in the context of a Sabbath celebration of the Holy Eucharist, shall, with the Priesthood of Believers (1 Peter 2:9), make a joy filled public renewal of The

Baptismal Vows/Covenant (see Disciplinary Rubrics, CPB p. 212 & The (Renewal of) Baptismal (Vows)/Covenant, CPB, p. 189 & p. 200).

Article IV – The Annual Meeting and Special Meetings

Section 1: Date and place. The Annual Meeting of Holy Communion shall be held by the second Sunday of February each year on a date and at a time and place determined by the Board of Directors. The date, time, and place of any Special Meetings of the Congregation shall also be determined by the Board of Directors. The location of the Annual Meeting and any Special Meeting shall be within the State of Rhode Island. In the event of unforeseen circumstances of any nature, the Annual Meeting may be postponed to a later date by the Board of Directors.

Section 2: Special Meetings of the Congregation. A Special Meeting of the members of Holy Communion Anglican Church, for any purpose or purposes, may be called by the following: The Rector; the Vice President (with an affirmative vote of 75 percent of the Board of Directors); or upon a written request addressed to the Rector or Vice President by 25% of eligible voting members of the Congregation. Any such call shall state the purpose or purposes of the proposed meeting. Business transacted at any Special Meeting of the Congregation shall be limited to the purpose or purposes for which the meeting was called.

Section 3: Notice. Written notice of the Annual Meeting and any Special Meetings of the Congregation shall be provided by the Secretary to each eligible voting member of Holy Communion Anglican Church not less than ten (10) days, but no more than sixty (60) days, before the meeting. The notice must state the date, time, and place of the meeting (and the purpose or purposes of any Special Meeting).

Section 4: Conduct of Meetings. Twenty-five percent (25%) of eligible voting members of Holy Communion Anglican Church will constitute a quorum at the Annual Meeting and any Special Meetings of the Congregation. All motions brought before the Annual Meeting or any Special Meeting shall require a two-thirds (2/3) affirmative vote of all members present and voting, except that any amendments to the Bylaws and any decisions regarding real property transactions shall require a three-fourths (3/4) affirmative vote of all members present and voting. All congregational meetings shall be conducted in accordance with Robert's Rule of Order.

Section 5: Presiding officer. The Rector shall normally preside at the Annual Meeting and all Special Meetings of Holy Communion Anglican Church. During an interim period when the office of Rector is vacant or at any time when the Rector is unavailable, the Vice President shall preside at the Annual Meeting and any Special Meetings.

Section 6: Required Annual Reports. Annual Reports shall be made in writing to the Annual Meeting of Holy Communion Anglican Church by at least the following: The Rector, the Vice President, and the Treasurer. Deacons and others may also provide reports upon request by the Rector.

Article V – Board of Directors

Section 1: Board Role and Compensation. The Board of Directors is the legal governing body of Holy Communion Anglican Church, with responsibility for all temporal affairs of the Congregation, to include setting administrative policies; establishing and approving the annual budget; monitoring the finances of the church; overseeing church outreach; stewarding church property (both rented and owned) and assets; and providing stewardship and Christian education opportunities for all members of (and visitors to) the Congregation. The members of the Board shall not receive any compensation for their work on the Board other than reimbursement of reasonable expenses. The Board shall maintain and adhere to a Conflict-of-Interest Policy consistent with the guidance furnished by the Internal Revenue Service.

Section 2: Board Makeup. The Board shall consist of at least five (5) but no more than six (6) members, which number will regularly include the President, Vice President, Secretary, and Treasurer of the Corporation and at least one additional Director. The incumbent Rector of Holy Communion Anglican Church shall be the *ex officio* President of the Board of Directors and of the Corporation and shall provide spiritual and Biblical oversight to the Board. The Vice President shall assist in the leadership of the Board and shall assume the duties of the President of the Board at any time when the President is unavailable. The Treasurer shall oversee all the financial matters of the Congregation and provide information and guidance to the Board regarding any and all financial issues. The Secretary shall oversee all recordkeeping functions of the Corporation and the Board.

Section 3: Meetings. The Board shall meet at least quarterly at agreed-upon times and places. If an in-person meeting cannot be arranged, a meeting of the Board may be held by means of a telephone or computer conference call, and a connection to such will constitute presence at that meeting. Special Meetings of the Board may be called by the President, Vice President, or at the request of 75 percent of the Board members. An official Board meeting requires that each Board member be notified of the meeting at least one (1) week in advance.

Section 4: Conduct of Meetings. The President shall preside at all Board meetings where he is present unless he arranges for the Vice President to preside. If the President is absent from a meeting for any reason, the Vice President shall preside at that meeting, and the Vice President shall also preside at all Board meetings when the position of President is vacant. The presence of 75 percent of all incumbent Board members shall constitute a quorum for any meeting of the Board, and for any motion to be passed, it must receive an affirmative vote of 75 percent of the members present. Board meetings shall be conducted in accordance with *Robert's Rules of Order*.

Section 5: Non-member participation at Board Meetings.

- a. Meetings of the Board of Directors are open to all Congregants of Holy Communion Anglican Church. To have voice at a meeting, any such persons must make a request to the Secretary to be put on the agenda at least one week prior to the scheduled meeting or receive permission to be heard during the meeting from an affirmative vote of 75 percent of the Board members present.
- b. Deacons, as people consecrated to serve the Congregation and entrusted with the oversight of temporal good works, have particular wisdom and valuable insight into the life of the Congregation. As such, Deacons serving the Congregation may voluntarily attend Board meetings with voice, but no vote. Deacons who wish to attend Board meetings are to be notified of such meetings with the other Board members, and they do not require a formal invitation to join with voice.
- c. The President of the Board may at his discretion invite anyone he chooses to attend a Board meeting and have voice at that meeting without further action.

Section 6: Board Nominations, Qualifications, and Elections. Any member of the Board of Directors may nominate candidates to fill any open position on the Board (except that of the President). Nominations shall be made based on spiritual gifts, aptitude, and calling. A nominee must be an orthodox, practicing Christian; a spiritually mature member of the Congregation; and must demonstrate the fruit of the Spirit (Galatians 5:22-24). Potential Board members must also affirm the mission and beliefs of Holy Communion Anglican Church as described in these Bylaws and the 2021 Common Prayer Book. Directors and Officers will be elected by an affirmative vote of 75 percent of all incumbent Board members and ratification by a two-thirds (2/3) affirmative vote of the eligible voting members present at an Annual Meeting or a Special Meeting of the Congregation.

Section 7: Annual Evaluations and Renewal of Service. Every year, the Board of Directors will together evaluate their individual and collective gifts, calling, Biblical qualifications, and other personal factors that might affect their ability to serve. An individual may decide not to continue or may be asked not to continue by recommendation of the Rector and a concurrence of 75 percent of the other incumbent Board members.

Section 8: Resignations, Terminations, and Absences. Resignation from the Board must be in writing and received by the Secretary and President. A member may be removed from the Board if he or she has three unexcused absences from Board meetings in a year. Removal for absenteeism, misconduct, or other reason shall be by an affirmative vote of 75 percent of all remaining Board members.

Article VI – The Rector

Section 1: Office and Qualifications. The Rector of Holy Communion Anglican Church shall be a man who is an ordained Apostolic Presbyter (1 Peter 5:1; Titus 1:5), and so embodies the appropriate charisms and calling as are outlined in the prescribed guidelines of the New Testament (Article VII, Section 4).

Section 2: Election and tenure. The election of the Rector shall require an affirmative vote of 75 percent of the Board of Directors, and ratification by a two-thirds (2/3) affirmative vote of the eligible voting members present at the Annual Meeting or Special Meeting of Holy Communion Anglican Church (Article IV). The future Rector shall have been nominated by a *Call Committee*. The said Committee will be representative of the Congregation, numbering up to five members, including: The Vice President, one additional Director, up to one Deacon, and up to two members appointed by the Board of Directors from the membership of the church. Qualifications for the selection of the latter two Committee members will be based on their spiritual discernment and on their knowledge of the sacramental, pastoral, and administrative oversight needs of Holy Communion Anglican Church. The tenure of the Rector will be for an indefinite period.

Section 3: Oversight. The Rector shall be the President of the Corporation, primary sacramental and pastoral Minister, and principal Executive Officer of Holy Communion Anglican Church. Subject to the direction and supervision of the Board of Directors, the accountability of brother Presbyters, and the advice of the Deacon(s), the Rector shall have general oversight of both the pastoral and temporal affairs of the Congregation.

Section 4: Prerogatives and Submission to the Common Prayer Book. The Rector, as representative of the Congregation's Priesthood of Believers (1 Peter 2:9) and Chief Pastor to the flock, shall have control of the worship (including the entire music program, based in the Anglican tradition) and pastoral jurisdiction of Holy Communion Anglican Church, and shall discharge his duties in concert with the Biblical model (1 Peter 5:1-4) and in accordance with the rubrics of the 2021 Common Prayer Book. It is imperative that the Rector hold the Common Prayer Book in high regard and interpret it in a manner consistent with its foundations in the Ancient Church and its existing application by the leadership of Holy Communion Anglican Church. For purposes of his office and for the discharge of all functions and duties thereof, the Rector shall at all times have access, use, and control of the Congregation's building(s) and ground(s), in accordance with any applicable lease or rental agreement. The Rector shall have the right to voice and vote at any and all committees functioning within the church, having the authority to invite anyone with voice to such meetings.

Section 5: Responsibilities. The Rector shall bear primary responsibility for pastoral leadership; maintaining unity in the Body of Christ; overseeing the preaching of the New Covenant's Gospel of Salvation and the teaching of the full counsel of the Word of God; overseeing the administration of

the Sacraments of Holy Baptism and the Lord's Supper (Articles XIX & XXIII, Thirty-nine Articles), the Rites of Confirmation, Holy Matrimony, and the other Rites of the Universal Church (Catechism, CPB, p. 664-668); the pastoral care of all members of (and visitors to) Holy Communion Anglican Church; as well as other oversight duties. Such duties will usually include but are not limited to pastoral counseling and referral; communication of the mission, goals, and vision of the Board of Directors; empowering and training the flock for the work of ministry (Ephesians 4:12); supervision of any Church Staff members; and ensuring the use of sound administrative practices within the life of the Congregation.

Section 6: Differentiation between the offices of Rector and Bishop. In the early Church (referring to the period of time before the First Ecumenical Council of Nicaea in 325 A.D.), Elders shared in the oversight of the local Christian church with their Presiding Elder, who was also called (in the Greek) *episkopos*, the latter being a term which has traditionally been translated into English as "Bishop." The word *episkopos*, however, originates from the Greek words for "epi-" meaning "over" and "-skopos" meaning "seer." Therefore, an *episkopos* is literally and more accurately rendered as an "over-seer" or a "superintendent."

Rightly understood, the Bishop was *primus inter pares* (Latin for "first among equals") when gathered with his congregation's Eldership. Indeed, right up to the Council of Nicaea in 325, it was the tradition in some places for the congregation's Elders alone (not visiting Bishops) to lay hands in prayer upon a duly elected fellow Elder and set him apart as the congregational Superintendent (*episkopos*, or Bishop).

In addition to his responsibility as the primary overseer of the pastoral and temporal affairs of the congregation, the Bishop (together with at least one other Elder) also bore the responsibility of setting apart new congregational Elders through the laying on of hands and prayer. Thus, the tradition was that the Superintendent performed the ordering, and the Elders provided the sealing in the Holy Spirit (Hippolytus, *Apostolic Tradition*, 8).

In light of the historical context, therefore, the office of Rector is not the same as the office of Bishop; with no Board of Elders from which to be set apart, there can be no Superintendent. While Holy Communion shall strive to achieve such a plurality (Article VII, Section 3), the Rector should not exercise duties specifically requiring the charisms of a Bishop, chiefly, the consecration of new congregational Elders to the work of ministry.

Therefore, in situations which require the charisms of a Bishop, it is right for the Rector to work with a Biblically orthodox Bishop (or Bishop-retired) in fellowship with Holy Communion Anglican Church to fulfill such duties.

Section 7: Church Staff. The Rector shall have the right, contingent upon an affirmative vote of 75 percent of the Board of Directors, to hire and/or appoint all members of the Church Staff of Holy Communion Anglican Church. Members of the Church Staff (whose positions and duties are established and defined by the Rector at his discretion) shall be selected by the Rector based on his

or her spiritual gifts, aptitude, and calling. Each member of the Church Staff shall be an orthodox Christian believer, affirming the mission and beliefs of Holy Communion Anglican Church as described in these Bylaws and the 2021 Common Prayer Book. Members of the Church Staff will serve with a commitment for a year, renewable subject to an annual review of gifts, calling and effectiveness, as provided for by the Rector.

Section 8: Committees. The Rector shall have the authority to establish committees as he deems necessary within the life of the Congregation. These committees shall perform such duties as may be requested of them by the Rector for a period to be determined by him.

Section 9: Guest speakers and preachers. It is the prerogative of the Rector, in counsel with (and with the approval of) the other members of the Presbytery, to occasionally invite guest speakers or preachers to speak on a pertinent topic at announcements, to give a lesson, or to deliver the sermon in the context of the celebration of the Holy Eucharist, with the following conditions: The invitee is a Biblically-orthodox Christian believer; the invitee is endowed with such spiritual gifts as lend to the delivery of said announcement, lesson, or sermon; the message to be shared has been reviewed as appropriate and does not blatantly contradict Holy Scripture; and the delivery of such announcement, lesson, or sermon by the invitee clearly builds up the Christian life of the Congregation.

Section 10: Affiliation of the Congregation. The choice(s) of which Biblically orthodox fellowship(s) of Congregations within the Universal Church to which Holy Communion Anglican Church may affiliate (or disaffiliate) shall be the prerogative of the incumbent Rector, contingent upon a 75 percent affirmative vote of the Board of Directors, and ratification by a two-thirds (2/3) affirmative vote of the eligible voting members present at the Annual Meeting or a Special Meeting of the Congregation (Article IV).

Section 11: Annual Evaluation. The Rector will meet at least annually with his fellow Elders and the Board of Directors (separately) to evaluate his preaching and teaching duties, his sacramental, pastoral, and administrative oversight ministries, to set goals, and to humbly receive recommended areas for improvement.

Section 12: Retirement and Vice President's role in an interim period. If and when the Rector decides to terminate his sacramental, pastoral, and administrative oversight duties at Holy Communion Anglican Church, he shall generally be required to provide a minimum of six (6) weeks' notice to the Board of Directors. Whenever the position of Rector is vacant in the Congregation, the Vice President shall assume all duties and responsibilities of the President of the Board of Directors and shall arrange for the maintenance of divine services and the appropriate sacramental, pastoral, and administrative care of the members of (and visitors to) the church during the interim period.

Section 13: Resignation and/or removal from Office. The Scriptures demand that Elders be above reproach (Titus 1:5-9). Therefore, any charge(s) against the Rector (from laity or clergy) for neglect of his ecclesiastical duty and/or for doctrinal error (1 Peter 5:1-4) and/or for moral conduct unbecoming of a Presbyter in the role of Rector, shall be submitted first in writing to the Vice President. Upon receiving the charges against the Rector, the Vice President shall bring the information in confidence to the Board of Directors, with the right to consultation with other Biblically orthodox Presbyters of the Church Universal. If in the judgement of the Board there is substance to the accusation(s) (1 Timothy 5:19) and the charge(s) are worthy of consideration for removal from the Rector's work and ministry, they should encourage the Rector to resign. If the Rector will not resign, then the Rector can be removed from office for negligence of duty and/or doctrinal error and/or moral conduct unbecoming of a Presbyter (1 Peter 5:1) and Rector with an affirmative vote of 75 percent of Board members. In all decisions regarding the charges brought against the Rector, the Vice President shall serve as the spokesperson for the Board of Directors.

Article VII – Elders

Section 1: Appointment and Ordination. The Presbyterate is the body generally appointed (Acts 14:23; Titus 1:5) by a Bishop to share the duties of overseeing the doctrine, discipline, and worship of a Congregation. Holy Communion Anglican Church recognizes the public authority of a Bishop in the Universal Church (1 Timothy 3:1), given by a Congregation, to “call and send Ministers into the Lord's vineyard” (Article XXIII, Thirty-nine Articles). Therefore, an Elder is normally “set apart” (Acts 13:2) with the laying on of hands and prayer by a Bishop and other fellow Presbyters, sharing in the prerogatives of apostolic oversight within the church (1 Peter 5:1-4).

Section 2: Consent of the Board of Directors. Following selection for appointment to ministry, a Biblically qualified Elder must be confirmed by an affirmative vote by 75 percent of incumbent members of the Board of Directors. Within sixty (60) days of a Presbyter's approval by the Board, the Elder-designate shall normally (within the context of the Holy Eucharist on a Sunday or Holy Day) be “set apart” (Acts 13:2; CPB, p. 377) by the laying on of hands and prayer of a Bishop to the Apostolic Order of a presbuteros (1 Peter 5:1). The other Presbyters serving the Congregation shall join the laying on of hands.

Section 3: Plurality. Holy Communion Anglican Church recognizes the wisdom in a plurality of Elders as instituted in the ancient Church, which believed that the council of Elders was both an integral and essential part of the local church's government and her ecclesiastical continuity with her apostolic past. Indeed, as Saint Jerome argues, a congregation's council of Elders could legitimately assume the functions of the *episkopos* when the office was vacant (Jerome, *Commentary on Titus* 1:5-7).

The Rector of Holy Communion shall thus strive (in appropriate counsel with any fellow Biblically ordained ministers of the Church Universal) to build an appropriate plurality of Elders in the church. When the necessary spiritual gifts and calling cannot be discerned from men within the

Congregation, it is acceptable to invite those Biblically orthodox ordained ministers of the Universal Church to join the Eldership serving Holy Communion, even if they are not regular members of the Congregation. Such invitations must be made in counsel with any other Presbyters and approved by an affirmative vote of 75 percent of the Board of Directors.

Section 4: Qualifications for Elders. The qualifications for serving as an Elder in Holy Communion Anglican Church include the appropriate charisms and calling as are outlined in the prescribed guidelines of the New Testament. A qualified Elder, a presbuteros (Titus 1:5-9), is a man who is a Spirit-filled (Acts 6:3) member of the Congregation; led by the example of Christ, devoted to the Word of God and to daily prayer; able to communicate God's Truth; devoted (if married) to his wife; disciplined, wise and respected; hospitable; free of addictions; gentle and peaceable; not greedy; having a healthy family life; continually growing in the Faith; honest; servant-minded; committed to God's will; fair and just; stable and persevering (Ordering of an Elder, CPB, p. 377). Elders should also have a working knowledge of the 2021 Common Prayer Book and be subject to its rubrics, striving to faithfully act in accordance with them in service of the Congregation.

Section 5: Duties. The Presbyters of Holy Communion Anglican Church, at the Rector's discretion (and contingent upon the individual Elder's personal gifts, energy, and available time) may be called on to preach the New Covenant's Gospel of Salvation and the full counsel of the Word of God; and to administer the Sacraments of Holy Baptism and the Lord's Supper, and other Rites of the Church Universal. All Presbyters, at the Rector's discretion, may be called on to lead prayer and liturgical worship, teach Bible studies, lead Confirmation and adult education classes, make pastoral calls, offer pastoral counseling, and provide specific ministry leadership within the Congregation (1 Timothy 5:17-18; James 5:13-15; 1 Timothy 5:2). Collectively, the Elders shall share the responsibility and authority to "shepherd the flock of God" (1 Peter 5:2). The Elders are, "with gentleness" (2 Timothy 2:25), to humbly "guard the good treasure" entrusted to Holy Communion Anglican Church (2 Timothy 1:14); to "convince, reprimand and encourage" the faithful (2 Timothy 4:2), as well as "exhort and correct with all authority" (Titus 2:15), so Christ may be followed, honored, and glorified by all members of (and visitors to) the church. The Elders are to "exercise oversight, not under compulsion, but willingly, as God would have (them); not for shameful gain, but eagerly, not domineering over those in (their) charge, but being examples to the flock" (1 Peter 5:2-3). All members of (and visitors to) Holy Communion Anglican Church are called to lovingly support and respect the Presbyters, the church's divinely called leaders in their ministry (Hebrews 13:17; 1 Thessalonians 5:12-13; Catechism, Q. 116, CPB, p. 651). The Elders shall normally meet at least once every 6 weeks.

Section 6: Ministering to inactive members. Members and visitors who appear to have become inactive (having not attended services at Holy Communion Anglican Church within the last 90 days) shall be contacted by one or more of the Presbyters in a spirit of love to determine the cause of absence. The Eldership shall decide what action (if any) is necessary. Possible actions include (but

are not limited to) prayer, assistance, and making efforts to restore the person back to full active participation in the body of Christ (1 Peter 5:2-4).

Section 7: Annual Evaluation. Elders shall serve with a commitment for a term of one year, renewable each subsequent year subject to review and re-affirmation by the Rector and recommitment by the Elder. Each year, the Presbyters will together evaluate their individual and collective gifts, calling, Biblical qualifications and other personal factors that might affect their ability to serve. An individual may decide not to continue or be asked not to continue to serve in the Presbyterate by a recommendation of the Rector and a two-thirds (2/3) concurrence of the other Elders regularly serving Holy Communion Anglican Church.

Section 8: Retired Elders. A Presbyterian (including a Bishop-retired), who in good standing retires from the work of the ordained ministry within Holy Communion Anglican Church and returns to serving the body of Christ with the ranks of the Priesthood of Believers (1 Peter 2:9), may be appointed by the Rector, subject to the endorsement of an affirmative vote of 75 percent of Board members, to the status of a licensed “Presbyter-retired” (or in the case of a Superintendent, “Bishop-retired”). A Presbyter-retired may, at the discretion of the Rector, be allowed to serve as the Presiding Elder in liturgy, administer the Sacraments in the Congregation and other Rites of the Church Universal. The retired Presbyter may, at the Rector’s pleasure, serve as a licensed preacher and teacher in the Congregation on occasions to be determined by the Rector. Licensure shall be renewable annually at the Rector’s discretion. If invited by the Rector to attend Elders’ meetings or the Board of Directors, the Presbyter-retired may do so to listen and advise, without official vote. The Rector shall have the authority to appoint and license an ordained, Biblically orthodox Apostolic Presbyter or Bishop to preach and preside.

Article VIII – Deacons

Section 1: Role. Diaconal Ministers are servants of the Gospel who are consecrated and commissioned through the laying on of hands and prayer by a Superintendent to the ministry of general oversight of the temporal good works of the Church (Acts 6:1-6; Ordinal, CPB, p. 391). Deacons at Holy Communion Anglican Church may consist of Diaconal Ministers elected by the Board of Directors (with ratification by the voting members of the Annual Meeting or a Special Meeting of Holy Communion Anglican Church), or Deacons from other Biblically orthodox churches who are accepted in their vocation to serve the Congregation and confirmed in the same manner.

Section 2: Duties. Deacons, in conjunction with the Rector, shall be responsible for overseeing: (1) Congregational Care: the ministering to the temporal needs of the members of (and visitors to) the Congregation; (2) Stewardship: modeling the implementation of the Biblical principles of stewardship in all areas of Christian life; (3) Outreach: the distribution of our church’s time, talent,

and treasure to the advancement of the Gospel within and beyond our local assembly; (4) Property: the appropriate care and maintenance of the property the Lord has entrusted to the Congregation; (5) Servant Evangelism: the implementation of the ministry of making disciples of Christ by sharing the Good News of Salvation in Christ through good works and educational opportunities.

Section 3: Meetings. When a plurality of Deacons exists within the Congregation, the Deacons may meet at their discretion, giving notice to the Rector at least one week in advance. The Rector may attend any and all meetings at his discretion and may be asked by the Deacons to attend a certain meeting to address specific issues or concerns. Deacons may also attend Board meetings (without special invitation) with voice but no vote (Article V, Section 5b).

Section 4: Nomination. Potential Diaconal Ministers shall be members of Holy Communion Anglican Church, selected by a Nominating Committee. The membership of said Committee shall be appointed by the Rector and shall consist of the Rector as *ex-officio* Chairman, the senior Deacon, the Vice President, and up to one additional Board member. The potential Diaconal Minister(s) shall be considered based on his or her spiritual gifts, talents and calling, which shall be in concert with the qualifications outlined in the New Testament (1 Timothy 3:8-13, Acts 6:3). After interviewing potential nominee(s) and arriving at a consensus through prayer and discernment, the Nominating Committee shall present the name(s) of the nominee(s) to the Board of Directors for election. An affirmative vote of 75 percent of the Board of Directors is required for election as a Deacon-designate. The Board of Directors shall place the name of the elected Diaconal Minister-designate before the voting members of the Annual Meeting or a Special Meeting of the Congregation for ratification. A two-thirds (2/3) affirmative vote of the voting members of the church will be required for ratification of a Diaconal Minister's election. If a two-thirds (2/3) affirmative vote is not forthcoming, then the process shall start over according to the above procedure.

Section 5: Receiving a Consecrated Deacon. A Deacon from another Biblically orthodox congregation, previously consecrated in the tradition of the catholic (Universal) Church, who in good standing joins Holy Communion Anglican Church may be confirmed to serve at Holy Communion by the same Nominating Committee as described in Section 4 above. If confirmed via a consensus of the Committee, the Deacon to be received shall be elected and ratified via the same process as Section 4 above.

Section 6: Consecration. Within sixty (60) days of the ratification of a new Diaconal Minister to his or her Office by the voting members of the Annual Meeting or a Special Meeting of the Congregation, a Bishop (invited by the Rector) shall "consecrate and commission" (CPB, p. 391) the person to his or her ministry with the laying on of hands and prayer within the context of the Holy Eucharist on a Sunday or Holy Day (CPB, p. 390).

Section 7: Annual Evaluations. Deacons shall serve with a commitment for a term of one year, renewable each subsequent year subject to review and re-affirmation by the Rector and recommitment by the Diaconal Minister. Each year, the Deacon(s) will evaluate their individual and collective gifts, calling, Biblical qualifications and other personal factors that might affect their ability to serve. An individual may decide not to continue or may be asked not to continue by the recommendation of the Rector and a three-fourths (3/4) concurrence of the other incumbent Diaconal Ministers.

Section 8: Retired Deacons. A Deacon in good standing who retires from actively serving in his or her Office and who then returns to serving in the body of Christ within the ranks of the Priesthood of Believers (1 Peter 2:9), may be licensed by the Rector as Deacon-retired, subject to the endorsement of 75 percent of the Board of Directors, to on occasion serve liturgically in the Congregation at the Rector's discretion. If invited by the Rector to attend meetings of the Board of Directors, a Deacon-retired may do so to listen and advise, but without having official vote.

Article IX – Financial Matters

Section 1: Fiscal Year. The fiscal year of Holy Communion Anglican Church shall be the calendar year.

Section 2: Execution of Instruments.

- a. The execution of any notes, deeds, deeds of trust, mortgages, leases, or security agreements in the name of Holy Communion Anglican Church must be authorized by the Board of Directors and shall require the signature of at least two Officers of the Corporation.
- b. Any and all other instruments executed in the name of Holy Communion Anglican Church, including but not limited to contracts, agreements, purchase orders, checks and drafts issued, endorsements of checks and drafts received, certificates, applications, and reports shall be executed by one or more Officers of the Corporation, or by Board members, employees, or other agents of the Corporation as authorized by the Board of Directors.

Section 3: Property Decisions. Decisions regarding real property transactions must be approved by a vote of no less than 75 percent of the eligible voting members of the Congregation who are present at an Annual Meeting or a Special Meeting.

Section 4: Gifts. The Board of Directors shall have the authority to accept or reject, on behalf of Holy Communion Anglican Church, any contribution, gift, bequest, or devise for the general purposes or for any special purposes of the Congregation.

Section 5: Financial Oversight. The Treasurer of Holy Communion Anglican Church shall receive and be the custodian of all church funds, shall make disbursements as authorized or delegated by the Board of Directors, and shall oversee the creation and maintenance of the financial

records of the Corporation. All funds received by Holy Communion Anglican Church shall be deposited directly into one or more of the Congregation's banking accounts in a timely manner.

Section 6: Banking Documents. The Treasurer shall have the authority to sign checks, drafts, and other banking documents in the name of Holy Communion Anglican Church, and that authority shall also be assigned to one or more other members of the Board of Directors, based on an affirmative vote of 75 percent of the Board members. In the event of the Treasurer's absence, one of the other Board members may be expressly authorized by the Board of Directors to perform some or all the duties of the Treasurer.

Section 7: Counters. The Treasurer may (with the approval of the Board of Directors) appoint members of the Congregation to assist with the counting of the Congregation's monetary offerings. The Treasurer will supervise the counting process and ensure (for reasons of security and accountability) that there are at least two counters present at all times during that process.

Section 8: Financial Reports. The Treasurer shall present monthly financial reports to the Board of Directors regarding the church's receipts, expenditures, and account balances. The Treasurer shall also present quarterly financial reports to the Congregation and an annual financial review and budget report at the Annual Meeting of the Corporation. All financial records of the Holy Communion Anglican Church may be inspected by any member of the Congregation, or by his or her agent or attorney, for any proper purpose at any reasonable time.

Section 9: Annual Budget. A Budget Committee shall be responsible for preparing a proposed annual budget for Holy Communion Anglican Church each year for the following year. The Budget Committee shall be formed by October 1st of the year and will then meet one or more times to create the proposed budget. The Committee shall be representative of the Congregation, numbering between five and seven members, including the Treasurer (ex-officio), the Rector (ex-officio), and the Vice-President (ex-officio). The remaining members of the Committee shall be appointed by the Board of Directors, selected based on their Christian discernment and on their knowledge of the financial health and temporal needs of the Congregation. The Treasurer of the Congregation shall serve as ex-officio Chairman of the Budget Committee. The proposed budget shall be presented to the Board of Directors by December 1st of each year, and the Board shall approve a budget (with or without changes to the proposed budget) by December 31st. The approved budget shall then be presented at the Annual Meeting.

Section 10: Annual Audit. Each year, an independent auditor or audit committee, appointed by an affirmative vote of 75 percent of the Board of Directors, shall review the accounts and financial records of Holy Communion Anglican Church from the previous calendar year and provide a report to the Board of Directors as to the adequacy and accuracy of those financial records. This report shall be completed by August 31st of the year, and the results subsequently made available to the members of the Congregation.

Section 11: Insurance and Indemnification. Holy Communion Anglican Church shall obtain proper and adequate insurance for all activities and properties of the Congregation and shall fully indemnify the Rector, Elders, Diaconal Ministers, Board Members, Corporate Officers, and Church Staff members in the reasonable performance of their duties.

Article X – Miscellaneous

Section 1: Sexual Misconduct Policy. The Board of Directors shall maintain a sexual misconduct policy for Holy Communion Anglican Church and said policy will be made available at the place of worship.

Section 2: Amendments to Corporate Documents. The Articles of Incorporation and/or Bylaws of Holy Communion Anglican Church may be amended by an affirmative vote of 75 percent of the Board of Directors at an official meeting of that Board followed by an affirmative ratification vote of no less than three-fourths (3/4) of the eligible voting members of the Congregation who are present at an Annual Meeting or a Special Meeting. Proposed amendments must be submitted to Board members at least fourteen (14) days prior to the Board meeting at which the amendments are to be considered, and amendments approved by the Board must be made available to eligible voting members of the Congregation at least thirty (30) days prior to the Annual Meeting or Special Meeting at which the amendments will be considered.

Section 3: Schism, Dissolution, and Distribution of Assets.

1. In the event of schism within Holy Communion Anglican Church, from which we sincerely pray God spares us, the title of all church property, as well as all other assets, shall remain with the group which abides by the Bylaws of Holy Communion Anglican Church, as determined by the Board of Directors.
2. The Corporation may be dissolved by a vote of 75 percent of the Board of Directors. In the event of such dissolution, all assets of Holy Communion Anglican Church shall be distributed to one or more, Biblically orthodox Christian organization(s) to be determined by the Board of Directors; with the requirement that said organization(s) be organized and operated exclusively for religious, charitable, or educational purposes within the meaning of section 501(c)(3) of the Internal Revenue Code.