

Approved and ratified parish by-laws

Uniform Parish Regulations Article 24:

**By-law:** *The number of members of the Parish Council is 15 members. Seven members will be elected on the even year and 8 members will be elected on the odd years. The term of office shall be two years.*

Uniform Parish Regulations Article 25 :

**By-law:** *Nomination to the Parish Council shall be by the submission of a signed application to the standing Board of Elections and in accordance with all provisions of the UPR.*

**By-law:** *Absentee ballots are permitted in the election of the Parish Council. Such absentee ballots shall be available the Sunday prior to the elections. Absentee ballots may be obtained either in person at the Church office or by mail. The deadline for returning the ballots shall be consistent with the provisions of the UPR.*

**By-law:** *The time for voting shall be from the conclusion of the Divine Liturgy until 4:00 pm.*

Uniform Parish Regulations Article 27:

**By-law:** *In addition to the President, Vice President, Secretary and Treasurer, there shall be a Financial Secretary.*

Uniform Parish Regulations Article 28:

**By-law:** *All Parish Council meetings shall be conducted according to the UPR and the Parish bylaws. Roberts Rules of Order may be consulted for further clarification, if necessary.*

Uniform Parish Regulations Article 30:

**By-law:** *All Parish Assemblies shall be conducted according to the UPR and the Parish bylaws. Roberts Rules of Order may be consulted for further clarification, if necessary.*

Uniform Parish Regulations Article 31, Section 4:

**By-law:** *A quorum for the Parish Assembly shall consist of 35 members in good standing.*

Uniform Parish Regulations Article 31, Section 9:

**By-law:** *The chairman of the Assembly may appoint a parliamentarian, if needed*

Uniform Parish Regulations Article 32, Section 1:

**By-law:** *Immediate family shall be defined as husband-wife, parents, brother-sister, children*

Uniform Parish Regulations Article 32, Section 3:

**By-law:** *The Board of Elections shall specify the maximum number of votes per ballot. The maximum number of votes per ballot shall correspond with the total number of seats up for election. The minimum number of votes per ballot shall be one vote.*

Uniform Parish Regulations Article 33:

**By-law:** *The Parish Council shall submit all financial records and documents to the Board of Auditors in a timely manner. The Board of Auditors shall submit the audit report at the first Parish Assembly of the year.*

Uniform Parish Regulations Article 34:

**By-law:** *General Assembly approval shall be obtained for non-budgeted line item expenditures exceeding \$3000.00*

Uniform Parish Regulations Article 35:

**By-law:** *The procedure for amending the By-laws of the parish shall be consistent with the UPR and the Parish By-laws. For a by-law to be proposed, it must first be presented on the floor of a General Assembly. By-law proposals may only be submitted by the Parish Council or a member in good standing of the parish. After receiving a second, the By-law shall be referred to the by-law committee to be prepared for publication. The by-law committee shall then publish the proposed text in parish publications at least 10 days before the next Parish Assembly where that By-law will be presented for approval. Approval of the by-law requires 2/3 majority for passage. The by-law will then be submitted to the Metropolis for ratification before being in force.*

**By-law:** *The bylaw committee is an ad-hoc committee of the parish council. A by-law committee will be formed when the Archdiocese issues a revision of the Uniform Parish Regulations or when the Parish Council or the General Assembly sees a need. The Parish council shall appoint and oversee the work of the by-law committee. The by-law committee shall consist of the Priest, Parish Council President, two members from the Parish Council and two Stewards from the membership. The work of the by-law committee is to review and commit to writing the proposed local bylaw(s) consistent with the needs of the parish and the UPR. The length of mandate for the by-law committee exists until the vote on the by-law(s) at a duly called General Assembly.*