

1 **BY-LAWS**
2 **FOR THE GOVERNMENT OF THE PROVINCE OF THE MIDWEST**
3 **OF THE EPISCOPAL CHURCH IN THE UNITED STATES OF AMERICA**
4 **(effective as of April 18, 2015)**

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6 **ARTICLE I: PURPOSE**
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8 Sec. 1. Association. The Province of the Midwest (also known as Province V) is an association
9 of dioceses authorized in Article VII ~~and established in Title I, Canon 9.1,~~ of the
10 Constitution and Canons for the Government of the Protestant Episcopal Church in the
11 United States of America, **and established in Title I, Canon 9.1 thereof.**
12

13 Sec. 2. Purpose. The purpose of the Province of the Midwest shall be to: provide a structure
14 which facilitates **its members** dioceses' ability to collaborate together in ministry,
15 whether it be in common projects or through the sharing of resources, assets, and
16 experience.
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19 **ARTICLE II: SYNOD**
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21 Sec. 1. Houses. There shall be a Synod of the Province consisting of a House of Bishops and a
22 House of Deputies, which shall deliberate together **and vote as a single body.**

23 (a) The House of Bishops shall consist of every Bishop Diocesan of this Church,
24 having jurisdiction within the Province, every Bishop Coadjutor, Bishop Suffragan, and
25 ~~Assisting~~ **Assistant** Bishop, and every Bishop whose current Episcopal work is **has been**
26 within the province, **but who by reason of advance age or bodily infirmity has resigned,**
27 shall have a seat ~~voice~~ and vote in the House of Bishops **of the Province.”** [Reference:
28 ***Constitution and Canons of The Episcopal Church. Title I, Canon 9.5.***]

29 (b) Each Diocese within the Province shall be entitled to representation in the
30 **Synod** House of Deputies by one (1) Presbyter or Deacon canonically resident in the
31 Diocese, and two (2) Lay Persons, confirmed, adult communicants of this Church in good
32 standing and ~~resident in~~ **members of churches within** the Diocese. The method of
33 selection ~~and length of term~~ for Deputies shall be determined by their respective dioceses.
34 **Deputies shall serve for a term of three years.** Every deputy shall have seat, voice and
35 vote.

36 (c) **The President and Vice President are the President of their respective**
37 **Provincial House.**
38

39 Sec. 2. Meetings. The Synod shall meet at least once each triennium, ~~at a time~~ in the same year
40 of, but **a few months** prior to, General Convention. The Synod may be convened
41 electronically or in other acceptable formats during the triennium as initiated by the
42 President. The President may call special meetings of the Synod with at least 30 days
43 ~~written previous notice provided to current Synod members.~~ The purpose of a special
44 meeting shall be stated in the call. ~~Business shall be conducted using Roberts Rules of~~
45 ~~Order, most recently revised.~~ **Unless otherwise provided by these by-laws or other duly**

46 adopted rules of order, business shall be conducted in accordance with Robert's Rules of
47 Order, most recently revised.
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50 Sec. 3. Powers. The Provincial Synod shall have the power: ~~enumerated in Title I, Canon 9.8, of~~
51 ~~the Constitution and Canons of the Episcopal Church.~~ (a) to enact Ordinances for its own
52 regulation and government; (b) to perform such duties as may be committed to it by the
53 General Convention; (c) to deal with all matters within the Province; *provided, however,*
54 *that no Provincial Synod shall have power to regulate or control the internal policy or*
55 *affairs of any constituent Diocese; and provided, further, that all actions and proceedings*
56 *of the Synod shall be subject to and in conformity with the provisions of the Constitution*
57 *and the Canons for the governance of this Church; (d) to adopt a budget for the*
58 *maintenance of any Provincial work undertaken by the Synod, such budget to be raised in*
59 *such manner as the Synod may determine; (e) to create by Ordinance a provincial*
60 *Executive Board with power to administer and carry on such work as may be committed*
61 *to it by the General Convention, or by the Presiding Bishop and the Executive Council or*
62 *by the Synod of the Province. [Reference: *Constitution and Canons of The Episcopal**
63 *Church. Title I, Canon 9.9.]*
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66 Sec. 4. Quorum. ~~A quorum of the Synod shall consist of a majority of the members of the House~~
67 ~~of Bishops present and a majority of the members of the House of Deputies present. In~~
68 ~~the absence of the quorum no business shall be transacted excepting the Synod may~~
69 ~~adjourn *sine die* until a quorum is present. A quorum for the Provincial House of Bishops~~
70 ~~and Provincial House of Deputies shall be the members entitled to vote who are present~~
71 ~~after a duly notified meeting.~~
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73 74 ARTICLE III: OFFICERS 75

76 Sec. 1. Officers. The Officers of the Province shall be a President, a Vice-President, a Secretary,
77 a Treasurer.

78 (a) **The President**, who may be a Bishop, Presbyter, Deacon or Lay Person of the
79 Province shall be elected by the Synod for a term of three years, or until a successor is
80 elected, and the term of office shall begin at the close of the Synod meeting where
81 elected. The President shall preside at Synod meetings, convene and lead the Executive
82 Board, supervise the work of the ~~Provincial Coordinator~~ **compensated employees** and
83 execute other duties delineated in these By-Laws. **A written report on the ministries,**
84 **programs and other work of the Province shall be submitted annually to the Executive**
85 **Council by the President. [Reference: *Constitution and Canons of The Episcopal***
86 **Church. Title I, Canon 9.13.]**
87

88 (b) **The Vice-President**, who may be a Bishop, Presbyter, Deacon, or Lay Person of the
89 Province shall be elected by the Synod of a term of three years, or until a successor is
90 elected, and the term of office shall begin at the close of the Synod meeting where
91 elected. The election shall be concurrent with the election of President. ~~When the person~~

92 elected President is not a Bishop, only a member of the House of Bishops may be a
93 candidate for Vice President and the Bishop so elected shall service, *ex officio*, as
94 President of the House of Bishops, and shall represent the Province in all matters
95 requiring the participation of a Bishop. The Vice-President shall assist the President in
96 fulfilling his/her duties. In the absence of the President, the Vice-President leads the
97 Synod or Executive Board. If the President resigns, the Vice-President fulfills the
98 remainder of the President's term until there is an election at the next Synod.

99 (c) **The Secretary**, who may be a Bishop, Presbyter, Deacon, or Lay Person of the
100 Province shall be elected by the synod for a term of three years, or until a successor is
101 elected, and the term of office shall begin at the close of the Synod meeting where elected.
102 The secretary is responsible for taking and **in the** filing of minutes for **Provincial**
103 Executive Board and **Provincial** Synod meetings. The Secretary also assists the
104 Provincial Coordinator in filing of reports as mandated by ~~Episcopal Church Canons~~
105 ~~Executive Council action~~ **Canons of the Episcopal Church, Executive Council action, and**
106 **per Title I, Canon 9.12 of the Constitution and Canons of The Episcopal Church.**
107

108 (d) **The Treasurer**, who may be a Bishop Presbyter, Deacon, or Lay Person of the
109 Province shall be elected by the Synod for a term of three years, or until a successor is
110 elected, and the term of office shall begin at the close of the Synod meeting where
111 elected. The nominees for Treasurer should be familiar with the business methods of this
112 Church. Provincial funds will be held by a diocese of the Province as a designated
113 account for Provincial use only. Those funds shall be audited each year as a part of the
114 **audit of the** custodial Diocese's audit. The Treasurer is responsible for ~~working with the~~
115 ~~Provincial Coordinator on the~~ collection and distribution of Provincial funds and to report
116 regularly to the Executive Board and Synod on the state of Provincial finances.
117 **[Reference: Constitution and Canons of The Episcopal Church. Title I, Canon 7.1.]**
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120 Sec. 2. Rights and Limits. The Officers of the Province shall have seat, voice and vote at Synod
121 meetings and shall serve no more than two consecutive elected terms in the same Office.
122

123 Sec. 3. Vacancies. Should the office of President become vacant, the Vice-President shall
124 assume the duties of President until the next regular Presidential election. Should any
125 office become vacant, the President shall ~~appoint a person in accordance~~ **nominate, with**
126 **confirmation by the Province V Executive Board, a person in accordance** with Sec. 1 of
127 this Article, to serve in the office until such time as the Synod shall meet, when there
128 shall be an election to fill the unexpired portion of the term. ~~Vacancies for Representative~~
129 ~~to Executive Council of the Episcopal Church may be nominated by members of the~~
130 ~~Synod House of Bishops and House of Deputies and filled by a majority vote of the~~
131 ~~same.~~
132

133 Sec. 4. Nominations

134 Candidates for Officers of the Province shall be submitted by the Bishops or Standing
135 Committees of the dioceses of the Province. The President shall establish a nominating
136 committee which shall issue a call for nominations to the dioceses no less that 90 days

137 before the Synod. The nominating committee shall ensure there are adequate candidates
138 for each office.

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141 **ARTICLE IV: CANONICAL RESPONSIBILITIES**
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143 Sec. 1. Representatives to Executive Council of the General Convention.

144 (a) At the meeting immediately prior to a General Convention of the Episcopal
145 Church, the Synod shall elect one of its two Representatives to the Executive
146 Council of the Episcopal Church for a term of six years. *The Executive Council*
147 *will advise the Province and create a description on what skills, gifts and*
148 *experience are needed on the Council to enable it to function with maximum*
149 *effectiveness. Representatives must be canonically and physically resident in the*
150 *Province.* Terms shall be alternated between a lay and clerical representative and
151 shall commence at the first meeting of the Executive Council following General
152 Convention. ~~This section shall conform with, be subject and pursuant to Title I,~~
153 ~~Canon 4, of the Constitution and Canons of the Episcopal Church. [Reference:~~
154 *Constitution and Canons of The Episcopal Church. Title I, Canon 4.1.]*
155

156 (b) Should there be a vacancy in the position of Representative to the Executive
157 Council of the General Convention, the President shall nominate, with
158 confirmation by the Province V Executive Board, a person to serve in the position
159 until such time as the Synod shall meet, when there shall be an election to fill the
160 unexpired portion of the term. [Reference: *Constitution and Canons of The*
161 *Episcopal Church. Title I, Canon 4.1.i.]*
162

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164 Sec. 2. General Convention Action. ~~As prescribed by Title I.9.10 of the Constitution and Canons~~
165 ~~of the Episcopal Church, It shall be the duty of the Executive Board, on behalf of the~~
166 *Provincial Synod,* to consider the subject or subjects referred to them *by the General*
167 *Convention* at the first meeting of the Executive Board held after General Convention,
168 and to report their action and judgment in the matter to the Secretary of ~~the House of~~
169 ~~Bishops and to the Secretary of the House of Deputies.~~ *General Convention as requested.*
170 *[Reference: Constitution and Canons of The Episcopal Church. Title I, Canon 9.10.]*
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173 **ARTICLE V: EXECUTIVE BOARD**
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175 Sec. 1. Members. The Executive Board or “Council” of the Province shall consist of the Synod
176 President, Vice-President, Secretary and Treasurer, the two elected Province V members
177 of Executive Council, and one representative from each diocese who is appointed by the
178 Bishop with the advice and consent of the Standing Committee, or by the Standing
179 Committee when it is the Ecclesiastical Authority. The Province Coordinator serves as
180 an ex-officio member with seat and voice.

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182 Sec. 2. Meetings. The Executive Board shall meet at least once each calendar year. The

183 President or any three members of the Executive Board may call a special meeting with
184 at least 30 days written notice provided to the current Executive Board members.
185

186 Sec. 3. Duties. The Executive Board shall have general supervision of the affairs of the Province
187 between Synods. The duties of the Executive Board shall include, but not be limited to:

188 ~~Evaluating the Provincial Statement of Purpose;~~

189 (a) Create and administer a grant process that provides funds for collaborative ministries
190 which are working towards the goals and objectives of member dioceses;

191 (b) ~~Creating and administering a grant process that provides funds for collaborative~~
192 ~~ministries which are working towards the goals and objectives of member dioceses;~~

193 ~~Examining and responding to opportunities to promote and support collaboration~~
194 ~~between dioceses in the Province;~~

195 (c) ~~Evaluating the Provincial Statement of Purpose;~~

196 (d) Receiving reports from the elected Representatives to Executive Council;

197 (e) Being a Council of Advice for the President and the Executive Council
198 Representatives as needed;

199 (f) Suggesting policy statements for action by the Synod;

200 (g) Organizing and designing the Synod meeting;

201 (h) Adopting ~~on behalf of the triennial Synod~~ and communicating to the Bishops of the
202 Province an annual budget and, when necessary, requesting a voluntary contribution
203 beyond the diocesan asking in Article VI;

204 (i) ~~Monitoring~~ and ~~reviewing~~ expenses and ~~reallocating~~ budgeted amounts as needed.
205 Provide written notification to all Bishops of the Province of any reallocation of
206 budgeted amounts;

207 (j) ~~Reviewing~~ By-Laws at least once every three (3) years and ~~making~~ recommendations
208 for amendments at the meeting of the Synod as needed.
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211 **ARTICLE VI: DIOCESAN FINANCIAL SUPPORT**

212 Sec. 1. The amount of financial support requested from each diocese in the Province shall be
213 ~~0.2%~~ **0.3%** of the amount upon which the Diocese's asking to the Episcopal Church is
214 based.
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216 Sec. 2. The President and Executive Board shall annually review the amount requested from each
217 diocese and make recommendations, as necessary, at the triennial meeting of the Synod.
218

219 Sec. 3. The financial support of the Province is a voluntary responsibility of each member
220 Diocese.
221

222 **ARTICLE VII: COMPENSATED EMPLOYMENT POSITIONS**

223 ~~Sec. 1.~~ The Executive Board may establish compensated employment positions to support the
224 work of the Province.
225

226 ~~Sec. 2. Compensated employment positions shall include a written job description, which shall~~
227 ~~include the following:~~

228 (a) ~~Title of the position;~~

- 229 ~~(b) Duties of the position;~~
- 230 ~~(c) Estimated number of compensated hours for the position per year;~~
- 231 ~~(d) To whom the position is directly accountable;~~
- 232 ~~(e) Method of evaluation for the position.~~

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234 ~~Sec. 3. Funding for compensated employment positions shall be funded through the budget~~

235 ~~process of the Synod.~~

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239 **ARTICLE VIII: AMENDMENT**

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241 These By-Laws shall become effective upon adoption by a majority vote of the Synod of the

242 Province ~~V of the Midwest~~. These By-Laws may be amended at any Synod meeting by a two-

243 thirds vote.

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