

AMMENDED BY-LAWS
Of
THE PARTNERSHIP COUNCIL, PARTNERS IN MINISTRY
EASTERN CONVOCATION, DIOCESE OF WEST TEXAS
November – 1998

1. NAME

- 1.1 The name of this organization shall be the Partnership Council, Partners in Ministry Eastern Convocation, Diocese of West Texas and shall be known as “The Partnership Council.”

2. MEMBERSHIP

- 2.1 The member congregations served by the Partnership Council are:

Edna, Trinity Church (parish)
Goliad, St. Stephen’s (mission)
Hallettsville, St. James’ (mission)
Kenedy, St. Matthew’s (mission)
Port Lavaca, Grace Church (parish)
Refugio, Ascension (mission)
Yoakum, Holy Communion (mission)

- 2.2 The Senior Warden or Bishop’s Warden and one other person selected by each of the member congregations shall comprise the Partnership Council and the Canon Missioner shall be the Presiding Officer.

- 2.3 The Canon Missioner and all missioners in the Partnership shall be entitled to voice but without vote on the Partnership Council.

- 2.4 Less than full-time missioners and other staff of the Partnership shall be welcome at meetings of the Partnership Council with voice but without vote.

- 2.5 The Bishop, Bishop Coadjutor, Suffragan Bishop, and the Bishop’s designee shall be members, ex- officio of the Partnership Council.

- 2.6 Members of the Partnership Council shall each have one vote.

3. OFFICERS

For the efficient operation of the Partnership Council officers shall be elected as need arises but shall include the following:

- 3.1 Council Warden, shall be elected from the Partnership Council membership.

- 3.2 Council Vice-Warden, shall be elected from the Partnership Council membership.

- 3.3 Secretary, shall be elected from the Partnership Council membership.

- 3.4 Treasurer, shall be elected from the membership of Partnership congregations and need not be a member of the Partnership Council.

- 3.5 Such other officers as shall be directed by the Partnership Council.

4. RESPONSIBILITIES OF OFFICERS

- 4.1 The Canon Missioner shall be the chief executive officer, shall preside at all meeting of the Council and shall be responsible and accountable to the Partnership Council in all matters pertaining to the Partners in Ministry.
- 4.2 The Council Warden, in the absence of the Canon Missioner, shall preside at meetings and shall be responsible and accountable to the Partnership Council in all matters pertaining to Partners in Ministry.
- 4.3 The Council Vice-Warden shall preside at meeting of the Partnership Council in the absence of the Canon Missioner and Council Warden. Such other responsibilities shall from time to time be assigned to the Vice Warden by direction of the Canon Missioner.
- 4.4 The Secretary shall keep a minute book of the proceedings of the Partnership Council and shall provide meeting notices and copies of minutes to Council members no later than one week prior to prescribed meetings.
- 4.5 The Treasurer shall establish generally accepted accounting procedures and maintain appropriate books of account for the recording of all monetary transactions of the Partnership Council. Report of such transactions shall be made at each meeting of the Partnership Council. The book of account shall be audited annually by an external source as required by canon, of congregations. The treasurer shall be bonded.
- 4.6 Additional posts as elected or appointed by the Partnership Council shall have functions described by the Partnership Council.

5. THE EXECUTIVE COMMITTEE

- 5.1 The Council Warden, Council Vice-Warden, Secretary, Treasurer, and such other persons as may be designated by the Partnership Council shall constitute the Executive Committee.
- 5.2 The Executive Committee shall be empowered to act for the Council in matters of urgency and shall report to the Partnership Council at its next meeting.

6. MEETINGS

- 6.1 The Partnership Council shall meet monthly on a day and at a time mutually agreed upon by constituent members.
- 6.2 The Partnership Council may waive meetings during any one or more of the months of June, July, and August.
- 6.3 Other meetings may be called by the chair, provided their purposes are announced at least three days in advance.
- 6.4 Other meetings of the Partnership Council shall be ordered when three congregations petition the chair, orally or in writing, subject to the provisions of item 6.3 above.

- 6.5 The budget setting meeting of the Partnership Council shall be the November meeting.
 - 6.6 The annual meeting of the Partnership Council shall be that meeting which occurs first after the first day of _____. At such time the following shall be enacted:
 - 6.6.1 The election of officers
 - 6.6.2 The adoption of the budget of the Partnership Council.
 - 6.6.3 Such other matters that shall come before it.
 - 6.7 In the interest of the spirit of openness, meetings of the Partnership Council shall be construed as being meetings open to any of the membership of constituent congregations. In the interest of the handling of business, the chair may limit debate to members of the Partnership Council.
 - 6.8 At the discretion of the chair or by simple majority vote of the membership, the Partnership Council may meet, all or in part, in executive session.
 - 6.9 Officers for the year 1995 shall be elected at the June or July meeting of the Partnership Council.
7. QUORUM
- 7.1 One more than half of the membership of the Partnership Council shall constitute a quorum.
 - 7.2 The membership list of the Partnership Council shall be published.
 - 7.3 Any vacancy from constituent representatives shall reduce the aggregate number for purposes of determining quorum.
8. BANK ACCOUNTS
- 8.1 All members of the Executive Committee shall be empowered to deposit or withdraw funds of the Partnership Council for the purposes of carrying out its program. Two signatures shall be required on each check written on any Partnership account.
 - 8.2 Activity of accounts shall be reported at each meeting of the Partnership Council.
 - 8.3 Accounts shall be submitted to annual audit at the close of each calendar year with statement of audit filed with the Partnership Council at its February meeting.
 - 8.4 An officer other than the Treasurer shall reconcile monthly the monthly bank statements. This shall be reported at each monthly meeting.
9. THE MINISTRY
- 9.1 The clergy team and particularly the Canon Missioner shall be responsible for, and accountable to, the Partnership Council in all aspects of the ministry of Partners in Ministry.
 - 9.2 Objectives for Partners in Ministry shall be identified, ratified, and reviewed no later than the March meeting of the Partnership Council.

9.3 In the event of vacancies occurring, the Partnership Council will fill vacancies in accordance with the provisions of the Partnership Covenant.

10. THE BUDGET

- 10.1 The budget of the Partnership Council shall be prepared and reviewed annually and in consultations with the office of the Bishop.
- 10.2 Budget obligations of member congregations for 1995 shall be set in June or July of 1995. The following year will be discussed in October, voted on in November and confirmed at the Annual Meeting.
- 10.3 Payments to the central treasury of this Partnership Council will be made on a prescribed schedule. Notification by congregation shall be made to the treasurer in the event that commitments cannot be met within the time frame agreed.

11. REVIEW

- 11.1 The Bishop, or his designee shall constitute the agency of review. Such review shall take place annually, prior to the annual meeting, when a report of the review shall be made.
- 11.2 Items to be reviewed are as follows:
 - 11.2.1 Current objectives for the Partnership
 - 11.2.2 Implementation of the same
 - 11.2.3 Shaping of objectives for the subsequent period
 - 11.2.4 Partnership in Ministry budgetary commitments
 - 11.2.5 Compensation package for Canon Missioner and other members of the clergy team.
 - 11.2.6 Review of individual congregation status.
- 11.3 The written report of the process shall be submitted to the Partnership Council and to member congregations.

12. REVISION

- 12.1 These by-laws may be revised by majority vote of the Partnership Council, provided that the proposed revision be initiated at one meeting and with action taken at a subsequent meeting.

13. PARLIAMENTARY PROCEDURES

- 13.1 The Canons of the Church (national and Diocesan) together with applicable religious corporate laws of the State of Texas shall be used as points of reference.
- 13.2 In matters of the conduct of business, Robert's Rules shall be the standard.