

# **Southern Deanery Council Bylaws**

**January 2016**

The Southern Deanery accepts as a component of these bylaws the appendix of the Diocese of West Missouri Canons entitled “Deaneries of the Diocese of West Missouri.”

Further, the Southern Deanery shall have a council which shall handle the functions and responsibilities of the Deanery and be responsible to the Bishop and Diocesan Council for those functions.

These bylaws shall remain in force until amended by a two-thirds vote of the Southern Deanery Council members. The bylaws shall be reviewed every five years.

## **Section I. Composition of the Southern Deanery Council**

- (1) All active licensed clergy assigned to a parish/congregation and canonically resident clergy in the Southern Deanery shall be considered members of the Southern Deanery Council. The parishes and congregations within the Southern Deanery are defined by the Diocesan Council.
- (2) All elected or appointed lay delegates to Diocesan Convention, from each congregation or parish and youth delegates within the Southern Deanery, shall by virtue of their position be the lay members of the Southern Deanery Council until their replacement is elected or appointed by that congregation. Alternates may assume the responsibilities of the elected/appointed delegates if the delegate is unable to serve.
- (3) For purposes of acting on the business of the Southern Deanery Council, a simple majority of all the congregations of the Deanery will be considered a quorum.
- (4) All representatives, whether lay or clergy, shall have equal voice and vote.
- (5) Officers of the Southern Deanery Council shall be as follows.
  - a) a Dean, who shall serve as presiding officer of the Council (presbyterial order),
  - b) a Vice-Chair, who shall be in the lay order,
  - c) a Secretary, who shall be of any order,
  - d) a Treasurer, who shall be of any order,
  - e) and any other officers deemed necessary by the Deanery Council and elected as the Council shall devise.
- (6) Officers of the Deanery Council shall serve in the roles customary to their office.
  - a) The Dean shall preside at meetings of the Deanery Council and assume all other responsibilities of the role as outlined in this document.
  - b) The Vice-Chair shall preside at meetings of the Deanery Council, and attend the Diocesan Council and the Diocesan Finance Committee, in the absence of the Dean.

- c) The Secretary shall take such notes and minutes as may be needed to keep a record of the decisions and work of the Deanery Council. The Secretary, in conjunction with the Dean, will ensure that written minutes or notes are disseminated to the full Deanery Council.
  - d) The Treasurer shall collect and disperse funds, including funds allocated to the deanery by the diocese. The Treasurer shall provide a financial report at each Deanery Council meeting, and the Treasurer's records shall be audited once each year.
- (7) The Dean shall be elected from among the presbyters of the Deanery by the Deanery Council and shall serve a term of two (2) years. A Dean shall be eligible to serve no more than two (2) full terms in succession. If elected to finish an unexpired term, a Dean shall, after completing the unexpired term, be eligible to be elected to two (2) full terms before becoming ineligible for re-election. If a vacancy occurs during the term of a Dean, the Bishop shall convene a meeting of the Deanery Council to select a successor to serve for the remainder of the term.
- (8) All other officers of the Deanery Council, except the Dean, shall be elected by the Deanery Council and shall serve two-year terms with the Vice-Chair being elected in odd numbered years and the Dean being elected in even numbered years unless a vacancy shall occur in that office. In the event of a vacancy, the position shall be filled by election for the unexpired term of the office. The lay Vice-Chair shall serve a full two-year term even if not serving as an elected or appointed parish delegate for a parish or congregation during the second year of his or her term.
- (9) Customarily, the election of officers should take place at the Fall Deanery Council meeting and the officers shall take their office at the first meeting of the Council following Diocesan Convention. Deans shall be elected at the meeting of the Southern Deanery Council closest but prior to the Convention of the Diocese of West Missouri and shall take office for their new terms immediately after the adjournment of said Convention.

## **Section II. Responsibilities of the Dean**

- (1) The Dean shall preside at meetings of the Deanery Council.
- (2) The Dean shall lead the Deanery Council in such a way that it attends diligently to the purposes stated in the by-laws.
- (3) The Dean shall establish the dates and locations of all Deanery Council meetings in consultation with the Vice-Chair and the Council's members.
- (4) The Dean shall notify all parishes and congregations and other interested parties, in writing, of the time and place of meetings of the Deanery Council at least fifteen (15) days prior to such meetings.
- (5) Each Dean shall facilitate meetings of the Deanery clergy (such meetings often referred to as a Deanery Clericus) in order that the clergy may take council with one another for the

good of the Deanery, the Diocese, and the Church; offer one another support, camaraderie, and fellowship; and grow professionally by serving as a learning community for professional improvement.

- (6) Diocesan Responsibilities of the Dean include serving as ex officio member of the Diocesan Council and serving as member of other commissions, committees, or departments of the diocese as the Bishop or diocesan Canons shall direct.

### **Section III. Function and Responsibilities of the Southern Deanery Council**

#### (1) Missional Purpose

- a) The Deanery Council shall formulate and carry out a program of missional activity consistent with the Church's God-given mission to spread the Good News and "to restore all people to unity with God and each other in Christ" (BCP, p. 855). The program of ministry shall be collaborative and shall further the work of the deanery, constituent congregations and parishes, and of the diocese.
- b) To facilitate its missional purpose, the Deanery Council may request monetary support from the Diocesan Council and may submit requests to be included in the dioceses' annual Plan for Ministry (a.k.a. the diocesan budget).
- c) The Deanery Council shall set priorities for the work of the Deanery and shall monitor the various tasks and projects selected to ensure that the purpose of the activity has been achieved.

#### (2) Governance Purpose

- a) The Deanery Council shall function as a part of the total governance of the Diocese of West Missouri to assist the Convention and the Diocesan Council in the shared work of those two related bodies.
- b) The Deanery Council shall be empowered to submit resolutions to convention and shall assist with preparation of the diocesan Plan for Ministry and in soliciting nominations for diocesan offices.
- c) Prior to the Diocesan Convention each year, the Dean may call to a special meeting every Presbyter and Deacon canonically resident or licensed to any office within the Deanery, delegates and alternates of the parishes and congregations to Diocesan Convention, and every lay representative to Deanery Council, for the purpose of considering matters to be brought before Diocesan Convention and to otherwise make preparations for Diocesan Convention.

#### 3) Collaborative Purpose

- a) The Deanery Council's purpose shall be to build, develop, and maintain collaboration, common purpose, and communication between its constituent members as well as the entire diocese.
- b) Both Clergy and Lay Deanery Council Representatives shall have the responsibility to report to their relevant Vestry or Bishop's Committee on a regular basis to inform the Vestry or Bishop's Committee of the Deanery Council's vision, missional work, and progress.
- c) All members of the Deanery Council shall share in the life and work of their parishes and congregations, in the life and work of the Deanery and in the life

and work of the Diocese for the mutual benefit of each other and for the building up of God's kingdom.

- 4) To ensure fair and open deliberations, debate and voting shall be according to the latest edition of *Robert's Rules of Order*.