

ORDINANCES OF THE SECOND PROVINCE  
OF  
THE PROTESTANT EPISCOPAL CHURCH IN THE  
UNITED STATES OF AMERICA

(As adopted June 4, 1987, amended variously through May 11, 2000)

ORDINANCE I  
*COMPOSITION OF PROVINCIAL SYNOD*

**Section I - MEMBERSHIP**

In accordance with Article VII of the Constitution and of the Title I Canon entitled "Of Provinces", both of the Protestant Episcopal Church in the United States of America, the Dioceses designated in said Canon as the Second Province have constituted themselves a Provincial Synod consisting of a House of Bishops and a House of Deputies. The House of Bishops and the House of Deputies may sit and deliberate either separately or together. Either House may initiate action, but the concurrent majority of both Houses, voting either separately or together, shall be necessary to constitute the will of the Synod.

**Section 2 - HOUSE OF BISHOPS**

(a) The House of Bishops shall consist of every Bishop of this Church having jurisdiction within the Province, every Bishop Coadjutor, Suffragan Bishop and Assistant Bishop, and every Bishop whose episcopal work has been within the Province, but who by reason of advanced age or bodily infirmity has resigned. Each such Bishop shall have a seat and vote in the House of Bishops.

(b) The House of Bishops shall elect its own Secretary when it sits and deliberates separately.

**Section 3 - HOUSE OF DEPUTIES**

(a) Each Diocese within the Province shall be entitled to representation in the House of Deputies by four presbyters or deacons canonically resident in the Diocese they represent and four lay persons who are communicants in good standing of the Episcopal Church.

(b) Each Diocese shall determine the manner in which its Deputies shall be chosen.

**Section 4 - QUORUMS**

A quorum for the transaction of business of the Provincial Synod meeting in joint session shall consist of at least one Bishop or Deputy from each of a majority of the Dioceses. A quorum for the transaction of business in the House of Bishops, when acting separately, shall consist of at least one Bishop from each of a majority of the Dioceses, except that a quorum need not be present for the purpose of convening prior to a joint session of the Synod. A quorum for the transaction of business in the Houses of Deputies,

when acting separately, shall consist of at least one deputy from each of a majority of the Dioceses.

## ORDINANCE II PURPOSE OF THE PROVINCE

The purpose and function of the Province is to foster and support the Church's mission and ministry in a regional coalition of Dioceses by providing regular channels and systems of communication, promotion, support, education and fellowship among the Dioceses of the Province.

## ORDINANCE III OFFICERS OF THE PROVINCE

### Section 1 - PRESIDENT

(a) The President of the Province may be one of the Bishops, Presbyters, Deacons or Lay Persons of the Province elected by the Synod voting as provided in Ordinance V hereafter.

(b) The President shall preside at the meetings of the Synod when both Houses sit and deliberate together and of the House of which a member when it sits and deliberates separately.

### Section 2 - VICE PRESIDENT

(a) The Vice President of the Province may be one of the Bishops, Presbyters, Deacons or Lay Persons of the Province, elected by the Synod voting as provided in Ordinance V hereafter, provided that if the President is a Bishop, then the Vice President shall be either a Presbyter, Deacon or Lay Person of the Province, and if the President is either a Presbyter, Deacon or Lay Person, then the Vice President shall be a Bishop.

(b) The Vice President shall preside at the meetings of the House of which a member when it sits and deliberates separately.

### Section 3 - SECRETARY

(a) The Secretary of the Province, who shall also serve as Secretary of the House of Deputies when it sits and deliberates separately, shall be elected by a concurrent majority of all the votes cast in each House.

(b) The Secretary shall whenever necessary procure from each Diocese within the Province a duly certified list of Bishops and Deputies from each jurisdiction.

(c) At all meetings of the Synod the Secretary shall record the names of all persons entitled to a seat, voice or vote and if there be a quorum present, shall so declare. The Secretary shall keep full records of the proceedings of the Synod and publish them.

(d) The Secretary may, with the approval of the Synod, appoint an Assistant Secretary.

### Section 4 - TREASURER

(a) The Treasurer of the Province shall be elected by a concurrent majority of all the

votes cast in each House.

(b) The Treasurer shall receive and disburse all monies of the Province and shall render an audited account of such monies at each meeting of the Synod.

(c) The Treasurer shall, after the first day of January each year, notify the several Dioceses within the Province of the amount which the Synod, by resolution, has fixed as the share of each Diocese.

(d) The Treasurer may, with the approval of the Synod, appoint an Assistant Treasurer.

#### Section 5 - CHANCELLOR

The Chancellor shall be nominated by the President, and elected by a concurrent majority of all votes cast in each House in the Synod.

#### Section 6 - ELECTION, PRIVILEGES OF OFFICERS, TERM OF OFFICE, AND VACANCIES

(a) All officers of the Province shall be elected at the Synod meeting prior to General Convention.

(b) The officers, if not members of the Synod, shall be entitled to seats on the floor of the Synod or in the House of Deputies, and with the consent of the presiding officer, may speak on subjects pertaining to their respective offices.

(c) Each officer shall serve for a term of three years and until a successor is duly elected and qualifies. No person may serve for more than two full consecutive terms in any office. The President, Vice President, Secretary and Chancellor shall take office at the close of the meetings at which they were elected. The Treasurer shall take office on the first of January following the election.

(d) A vacancy in the office of President occurring during the adjournment of the Synod shall be filled by the Vice President assuming the office, and the successor President thereupon shall fill the resulting vacancy in the office of Vice President by the appointment, with the consent of the Provincial Council, of a person belonging to the House other than that to which the successor President belongs.

A vacancy in the office of Vice President (other than as provided next above) Secretary, Treasurer or Chancellor, occurring during the adjournment of the Synod, shall be filled by appointment of the President with the consent of the Provincial Council.

### ORDINANCE IV *MEETINGS OF THE SYNOD*

#### Section I - REGULAR MEETINGS

The Synod shall meet in May preceding General Convention at a date, time and place to be set by the Provincial Council.

#### Section 2 - SPECIAL MEETINGS

Subject to the consent of the Provincial Council, the President, or in the case of

absence or disability, the Vice President or the Secretary, may call a special meeting.

### Section 3 - NOTIFICATION

The Secretary shall mail notices of the date, time and place of each regular and special meeting of the Synod to every member thereof at least sixty days prior to such meeting.

## ORDINANCE V VOTING

On any question considered by the Synod, the concurrent majority vote of the Bishops and of the Deputies present shall suffice unless otherwise ordered by the Canons of the General Convention or by these Ordinances; provided, however, on any questions, other than the election of a President or of a Vice President, a vote by orders in the House of Deputies shall be had upon the request of one-third of the members present and voting. In the case of a vote by orders, the two orders shall vote separately, each clerical Deputy having one vote in the clerical order and each lay Deputy having one vote in the lay order. The concurrent vote of the two orders by not less than a majority of those voting in each order shall be necessary to constitute a vote in the House of Deputies.

## ORDINANCE VI COMMITTEES OF THE SYNOD

### Section I - COMMITTEES

(a) The Committees of the Synod shall include:

- (1) Committee on Dispatch of Business
- (2) Nominating Committee
- (3) Committee on Resolutions
- (4) Committee on Ordinances

(b) Except as otherwise ordered by the Synod, the President shall appoint the members to all committees to serve until their successors are duly appointed.

(c) Additional committees may be created by resolution.

(d) The Order of Business at all sessions of the Synod shall be arranged and reported by the Committee on Dispatch of Business, unless such order shall be changed by a two-thirds vote of the Synod.

## ORDINANCE VII PROVINCIAL COUNCIL OF THE PROVINCE

## Section I - ORGANIZATION

The Provincial Council of the Province is hereby created with power to administer and carry on such work as may be committed to it by the General Convention, or by the Presiding Bishop and the Executive Council. Subject to the Synod the Provincial Council shall also supervise the program and work of the Province and seek always to effect closer cooperation among the Dioceses of the Province.

## Section 2 - MEMBERSHIP

The Provincial Council shall consist of the President, Vice President, Secretary, Treasurer and Chancellor of the Province, the Provincial Representatives to the Executive Council of the Episcopal Church, one Bishop (to be elected by the House of Bishops), and one clerical and one lay Deputy (to be elected by the House of Deputies), the representative on the Board of Governors of EPISCOPAL LIFE elected by the Province, and other persons as, in the discretion of the President, may be invited to attend Executive Committee meetings with voice but without vote.

The Bishop elected by the House of Bishops and the clerical and lay Deputies elected by the House of Deputies shall serve for not more than one term of three consecutive years.

## Section 3 - BUDGET

The Provincial Council shall submit to the Synod for its approval triennial assessment budgets for its income and expenses.

## Section 4 - ANNUAL REPORT

The Provincial Council shall submit to Synod a triennial report of its activities. The Provincial Council shall submit to the Dioceses an annual report of its activities between meetings of Synod for dissemination to Synod Deputies.

## Section 5 - MEETINGS

The Provincial Council shall meet at the discretion of its President.

## Section 6 - COMMITTEES

(a) The Synod Meeting shall consider issues of the national church. The Provincial Council shall be the Program Committee. It shall plan the Synod meeting and study and suggest action on specific matters to be brought to the Synod meeting. It may appoint special committees for such purpose.

(b) The program of the Synod shall support and coordinate the various networks within the Province.

## Section 7 - OTHER PERSONNEL

When so authorized by the Synod, the Provincial Council shall have the power to employ and supervise an Executive Secretary as well as such other persons as are needed to carry

out the. work of the Synod.

ORDINANCE VIII  
REPRESENTATION ON EXECUTIVE COUNCIL OF  
THE EPISCOPAL CHURCH

The Province shall be entitled to be represented on the Executive Council of the Episcopal Church by one Bishop or Presbyter or Deacon canonically resident in a Diocese which is a constituent member of the Province, and by one Lay Person who is a communicant of a Diocese which is a constituent member of the Province and the terms of the representatives of the Province shall be so rotated that two persons shall not be simultaneously elected for equal terms. Each said representative shall be elected by a concurrent majority of all the votes cast in each House.

The terms of office of the members of said Council shall be equal to twice the interval between regular meetings of the General Convention and shall commence upon the adjournment of the first regular meeting of the General Convention following their election.

No person who has served at least three consecutive years on the Executive Council shall be eligible for immediate re-election for a term of more than three years. After any person shall have served six consecutive years on the Executive Council, a period of three years shall elapse before such person shall be eligible for re-election to the Council.

ORDINANCE IX  
REPRESENTATION ON THE BOARD OF EPISCOPAL LIFE

The Second Province shall be entitled to be represented on the Board of Governors of EPISCOPAL LIFE by a Bishop, Priest, Deacon, or lay person who resides within the Second Province. The term of office shall be for six years. The person elected at the meeting of the Synod when this Ordinance is adopted shall serve for a term of six (6) years, commencing upon the adjournment of the regular triennial meeting of the General Convention.

ORDINANCE X  
THE COURT OF REVIEW

The Synod at its regular meeting prior to General Convention, shall by a concurrent majority of both Houses, elect the judges of the Court of Review in the Province. There shall be one Bishop having jurisdiction within this Province, three Presbyters canonically resident in one or the other of the Dioceses, and three lay communicants of this Church, two of whom shall be persons learned in the law, having domicile in the Province. The persons so elected shall continue to be members of this Court for a term of three years and until their successors be elected. The Bishop elected shall be the presiding officer of the

Court.

ORDINANCE XI  
ENACTMENT, AMENDMENT, AND REPEAL  
OF ORDINANCES

All ordinances shall be enacted, amended, or repealed by a concurrent majority vote of the members of both Houses provided such notice of the substance thereof shall have been included in the notice of the meeting of the Synod, and shall take effect on the first day of January succeeding the adjournment of the Synod at which the action was taken, unless it is desired to have the said ordinances take effect immediately, in which case such a concurrent two-thirds vote shall be required.