



BYLAWS FOR DEANERY SIX OF THE EPISCOPAL DIOCESE OF LOS ANGELES

As amended November 13~ 2005 ~October 2019

Preamble

The purpose of this Deanery (the "Deanery") shall be to facilitate the mission of the Church and participate in the planning and nurturing of local congregational development within the Deanery, with an emphasis on the teaching and visionary role of the Church. The matters involved shall include membership growth, evangelism, Christian education, youth, mission planning and stewardship of the parishes and missions within the Deanery.

These Bylaws have been prepared for the Deanery pursuant to Section 9.02 of the Canons of the Diocese of Los Angeles (the "Canons"), are subject to the provisions of the Canons (which shall govern in the event of inconsistency) and are also subject to approval by the Bishop of the Diocese (the "Bishop") and the Diocesan Council of the Diocese (the "Diocesan Council").

ARTICLE I

Section 1.01 Boundaries

The Deanery is one of several geographic subdivisions of and within the Diocese of Los Angeles. The boundaries of these subdivisions are to be established (and may be changed) from time to time by the Bishop with the concurrence of the Diocesan Council pursuant to the provisions of Section 9.00 of the Canons. The boundaries of the Deanery are as follows: East to Rialto-South to Chino-West to Hacienda Heights-North to Glendora

Section 1.02 Membership

The members of the Deanery assembly and the persons who shall be entitled to a seat, voice and vote at all meetings of the Deanery are as set forth in Section 9.01 of the Canons. In addition to the persons specified in that Section, the following shall also be members of the Deanery and entitled to a seat, voice and vote:

- a) Deanery President of the Episcopal Church Women of Deanery Six
- b) From each Diocesan Institution located within the boundaries of the Deanery, two representatives, the names and addresses of whom shall be specified by the represented Diocesan Institution in a certification of the Recording Secretary of the Deanery, to serve until replaced or removed by an additional certification from the represented Institution to the Recording Secretary.

No person entitled to a seat, voice and vote in the Deanery shall exercise similar rights in any other Deanery of the Diocese. The Deanery Assembly may grant the right to a seat and voice to persons other than members for specified purposes germane to its business.

Section 1.03 Deanery Assembly

There shall be in the Deanery a Deanery Assembly, whose members shall be as set forth in Section 1.02 above.

Section 1.04 Deanery Council

The Deanery shall have a Deanery Council composed of one lay representative and one clergy representative from each Parish, Mission or Diocesan Institute within the Deanery, in each case as designated by the respective body. The Deanery Council shall define, monitor and evaluate programs of the Deanery between meetings of the Deanery Assembly.

In carrying out its duties, the Deanery Council may appoint committees, task forces, program groups or persons on a standing or ad hoc basis to consider and make recommendations on matters specified by the Deanery Council from time to time or in its appointment thereof.

Section 1.04 (a) Executive Council AS PER AMENDMENT DATED November 13, 2005

There shall be an Executive Council made up of the Dean, the Deanery President, the Secretary and the Treasurer. This Executive Council shall have the authority to authorize expenditure of funds up to \$500 in between official meetings of the Deanery Council and Deanery Assembly. In addition, this council shall have the authority to appoint committees, task forces, program groups or persons on a standing or ad hoc basis to consider and make recommendations on matters specific to the Deanery in between Deanery Council meetings and Deanery Assemblies.

Section 1.05 Meetings

a) Meetings of Deanery Assembly

An annual meeting of the Deanery Assembly shall be held on a date and at a time and place within the Deanery specified by the Deanery Council. At least 15 days advance written notice of each annual meeting of the Deanery shall be given to each person who, according to the records of the Deanery maintained by the Recording Secretary, is entitled to a seat, voice and vote at that meeting. Notice of an annual meeting shall be deemed given to an addressee of a notice when it is mailed or otherwise delivered to the addresses at the address given by that addressee or by the represented Parish, Mission or Diocesan Institute to the Recording Secretary for that purpose of if delivered to that Parish, Mission or Diocesan Institution for forwarding the addressee. Each annual meeting of the Deanery shall transact the official business specified in Section 9.04 of the canons and such other business, if any, as specified by the Deanery Council with respect to the meeting and set forth in the notice of that meeting. Other meetings of the Deanery Assembly shall be held when and as called the Presiding Officer of the Deanery upon authorization by the Deanery councilor when and requested by the Bishop. The call and notice of any such other meeting shall specify time, date and place of the meeting and the general nature of the business to be conducted at it and notice of it shall be given in the same manner as to the annual meeting.

b) Meetings of Deanery Council:

The Deanery Council shall hold meetings on dates and at times and places specified by the Deanery Council and when and as called by the Presiding Officer or the Area Pastor, in each case upon not less than 7 days' notice to each member of the Deanery Council. Such notice shall be in the manner set forth in Section 1.05 above. A meeting or meetings of the Deanery Council shall be called and held in due time to designate the date, time, and place of any meeting of the Deanery Assembly and give notice of that meeting as specified in these

Bylaws. Other meetings shall be held in sufficient numbers to enable the Deanery Council to do its duties as set forth in these Bylaws and in the Canons.

c) Quorum

The quorum for a meeting of the Deanery Assembly shall be 51% of its member congregations and institutions. A quorum of the Deanery Council shall be 51% of its members.

d) Voting and Other Matters

Each person entitled to vote at a meeting shall have one vote and no person shall be entitled to vote by proxy. The President shall preside at all meetings if present and able to do so and in his or her absence or inability, a person present at the meeting and entitled to vote shall be designated to preside by a majority vote of those present and entitled to vote. Meetings of the Deanery Assembly shall be conducted as set forth in the Rules of Order of the Convention of the Diocese of Los Angeles, with references therein appropriately revised to refer to the Deanery Assembly and its members. Meetings of the Deanery Council shall be conducted in a businesslike and fair manner but shall not be obligated to follow any technical, formal or parliamentary rules or principles of procedure. Rulings of the chair of any such meeting on procedural matters shall be conclusive and binding, unless at the time of the ruling a request for a vote on the matter is made to the members entitled to vote, in which case the decision of the majority of such members shall be conclusive and binding as to that matter.

Section 1.06 Deanery Officers.

The Deanery shall have officers and they shall have duties as set forth below:

a) DEANS: (from Canon 9.09)

"The Dean shall assist the Bishop in matters involving the pastoral care and support of local clergy and in convening the Clericus from time to time." (Canon 9.09) The Deans are also asked to welcome new clergy into the Deanery and Diocese, to share in various celebrations, such as the celebration of a new ministry and thanksgiving for a ministry that is concluding, and to assist the Bishop, and members of the Congregational Development Team in general pastoral care. The Dean will counsel with the Deanery President and assist with the up-building of the mission of the Deanery (Canon 19.09) and with area Confirmations.

The Deans will meet regularly with their Deanery Bishop and at least annually together with the Deanery Bishop and Bishop Diocesan. They shall provide regular occasions for sexual abuse prevention training workshops in their Deaneries.

b) DEANERY REPRESENTATIVES TO DIOCESAN COUNCIL:

The Representatives shall meet several times a year with their respective Deans and Deanery Presidents, consulting and advising on the mission and ministry of the Deaneries together with their congregations. They shall seek to meet with various Deanery bodies as they are able. They shall help represent the Bishop to the Deaneries and the Deaneries to the Bishop and staff, sharing information and understandings.

c) PRESIDENT:

The President shall be the Presiding Officer of the Deanery; shall call such meetings of the Deanery Assembly and the Deanery Council as shall be required for them to carry out their functions as set forth in these Bylaws; shall report annually in writing to each Annual Meeting of Convention of the Diocese in a format prescribed by Diocesan Council or, If no such format shall be prescribed, as prescribed by the Deanery Council; shall cause preparation of the annual report prescribed by Section 9.07 of the Canon; and shall perform such other duties as

shall be specified by the Deanery Council. The President, at the time of his or her election and at all times during his or her incumbency as President shall be a person who, pursuant to these Bylaws and Canons, is entitled to a seat, voice and vote in the Deanery Assembly.'

d) TREASURER:

The Treasurer shall maintain or cause to be maintained adequate and correct accounts of any properties and financial or business transactions of the Deanery; shall, under the supervision of the President, prepare or cause the preparation of the annual financial report required by Section 9.07 of the Canons; upon authorization by the Deanery Council shall disburse any funds of or under control of the Deanery in payment of its obligations, if any; shall render to the Deanery Council accounts or reports of any financial transactions of the Deanery when and as requested by the Deanery Council; and shall perform such other duties as may be prescribed by the Deanery Council.

e) RECORDING SECRETARY:

The Recording Secretary shall keep a record of the names and addresses of the members of the Deanery who have seat, voice and vote in meetings of the Deanery Assembly and of the members of Deanery Council and, in each case, the body represented; shall, under the direction of the Deanery Council or persons entitled to call meetings of the Deanery Assembly or Deanery Council, give notice of such meetings as provided by these Bylaws, shall keep or cause to be kept minutes of meetings of the Deanery Assembly and Deanery Council; and shall perform such other duties as Deanery Council may prescribe.

Terms of office: *AS PER AMENDMENT DATED November 13, 2005*

The term of office of each officer shall be for three years from the Deanery Assembly of his or her election and until a successor shall have been duly elected at the Deanery Assembly, or until the resignation, removal or death of such officer.

Section 1.07 The Dean.

The Dean in the Deanery shall have the duties set forth in Section 9.09 of the Canons, and as specified therein, shall have a seat, voice and vote in the Deanery Assembly.

Section 1.08 The Bishop.

The Bishop or his or her designee shall have the right to a seat and voice at any meeting of the Deanery Assembly or Deanery Council.'

Section 1.09 Financial and Other Obligations.

Neither the Deanery Assembly nor the Deanery Council nor any officer, subdivision, agent or appointee of the Deanery shall have the power to obligate the Diocese of Los Angeles or the Deanery or any Parish, Mission and Institution of the Diocese, except to the extent, if any, in each case as may be specifically authorized by the Program and Budget of the Diocese as adopted by a meeting of the Convention of the Diocese or by the Diocesan Council.

Section 1.10 Amendments.

These Bylaws may be amended at any meeting of the Deanery Assembly, the notice of which includes the description of the subject matter of the proposed amendment; provided that before any such amendment becomes effective it must be approved by the Bishop and Diocesan Council.

POSITIONS DESCRIPTIONS Added October 2019

For the Deanery President, Deans and Representatives to Council

DEANERY PRESIDENTS:

The Duties of the Deanery Presidents shall be further defined in the Deanery By-Laws. These officers shall convene and normally preside over meetings of the Deanery Assemblies and Councils. With their Assemblies and Councils they shall provide leadership in those areas of Deanery activity described in Canon 9, section.00 and .06. They shall consult with the Dean of their Deanery and several times a year meet with their Bishop. Since each Deanery may take on something of its own character, other areas of corporation, not specified in the by-laws, are to be encouraged. See the attached "The Mission and Ministries of the Deanery."

DEANS: (from Canon 9.09)

"The Dean shall assist the Bishop in matters involving the pastoral care and support of the local clergy and in convening the Clericus from time to time." (Canon 9.09) The Deans are also asked to welcome new clergy into the Deanery and Diocese, to share in various celebrations, such as the celebration of a new ministry and thanksgiving for a ministry that is concluding, and to assist the Bishop, and members of the Congregational Development Team, in general pastoral care. The Dean will counsel with the Deanery President and assist with the up-building of the mission of the Deanery (Canon 19.09) and with area Confirmations. The Dean will meet regularly with their Deanery Bishop and Bishop Diocesan. They shall provide regular occasions for sexual abuse prevention training workshops in their Deaneries.

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