

The Bylaws of Saint Peter's Church

(As Amended 2025)

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Article I

Organization

Section 1. Incorporation

Saint Peter's Church (hereinafter referred to as Saint Peter's) is a not for profit religious corporation formed pursuant to the laws of the State of South Carolina. S.C. Code Ann. Section 33-31-10 et.seq., as amended from time to time. Saint Peter's shall also maintain its status as a tax-exempt organization under the provisions of Section 501(c)(3) of the Internal Revenue Code.

Section 2. Purpose

Saint Peter's acknowledges and accepts the historic Christian faith, doctrine, discipline and worship of God who is Father, Son and Holy Spirit. It shall be the purpose of Saint Peter's to spread the Gospel of Jesus Christ; to lead men, women and children in becoming disciples of Jesus Christ and committed members of His Church within the Anglican tradition.

Section 3. Affiliation

Saint Peter's is a church in the Anglican tradition affiliated with the Anglican Church in North America (hereinafter known as ACNA). Saint Peter's shall be subject to the authority and spiritual oversight of the Canons of C4SO and the Constitution and Canons of the ACNA.

Section 4. Location

The principal place of worship for Saint Peter's shall be located in such place in Charleston County, South Carolina as shall be determined from time to time by the Vestry. Saint Peter's may have such other offices as the Vestry may designate, or as the business of Saint Peter's may from time to time require.

Article II

Membership

Section 1. Membership

Membership in Saint Peter's shall be open to individuals desiring Christian community, worship, education and fellowship in accordance with the purpose set forth in Article I and the Mission and Values of the Church. A member of Saint Peter's is one who:

1. Has a personal faith in Jesus Christ;
2. Is baptized in the name of the Father, Son, and Holy Spirit; and
3. Has participated in a membership or confirmation class at Saint Peter's and has committed to Saint Peter's membership covenant.

Section 2. Voting Members

Voting members are those members who have demonstrated a commitment to the Church as set forth in section 1 and who are 18 years of age or older. All voting members present at a duly called congregational meeting are entitled to one vote on all matters that require the approval of the congregation. Voting by proxy is not allowed. The clergy of the church are not voting members of the Church and are not entitled to vote.

Section 3. Responsibilities of Members

1. Grow in faith and in love of Jesus Christ (Ephesians 3:14-21)
2. Support of the ministry, mission and values of Saint Peter's.
3. Receive oversight, teaching and instruction from church leadership.
4. Pursue godly relationships, respecting and caring for other parts of the body of Christ, and the world. (Romans 12; 1 Cor. 12; 2 Cor. 1:2).
5. Seek to serve others in the body of Christ, more than to be served. (John 13:12-15).

Section 4. Termination of Membership

Membership in Saint Peter's shall end as a result of:

1. Death of the member;
2. Transferral of membership;
3. Written request by the member; or
4. Unanimous decision of the Vestry.

Article III

The Vestry

Section 1. General Powers; Number on Vestry

There shall be a Vestry which shall hold and exercise all of the legal authority of this Church, except as otherwise provided for in the Articles of Incorporation or these bylaws. The Vestry shall have charge and oversight of the temporalities of the Church, and it shall be their duty to serve as legal representatives of the Church in all matters concerning corporate identity, mission and values, property, finances, and such other business activities consistent with the purpose and mission of the Church as set forth in Article I. The authorized number of Vestry members shall be at least six (6) but not more than nine (9) and they shall be selected from the voting membership of Saint Peter's Church. Ratification by the voting membership shall be

conducted at the Spring Meeting (hereinafter also referred to as the “ratification meeting”) in order to allow new Vestry members the opportunity to serve in the position and familiarize themselves with the church staff, the operations of the church, the committee structure and the ongoing business of the Vestry.

Section 2. Duties

It shall be the duty of the Vestry to provide for whatever may be necessary for the celebration of worship and the encouragement of the ministries of Saint Peter's Church. This shall include those materials, furnishings, and things necessary to support worship, ministry, and the business of the Church along with such buildings, offices, and facilities as necessary. It shall be the duty of the Vestry to approve all compensation packages for any employee of the Church. It shall be the duty of the Vestry to ensure that the record keeping, business practices, and finances of the Church are in order and being executed in accordance with the Mission, Values and purposes of Saint Peter's Church as set forth in Article I and in these bylaws. It shall also be the duty of the Vestry to aid and partner with the Rector in all agencies and efforts for the advancement of the Gospel of Jesus Christ pursuant the Mission and Values of Saint Peter's Church. It shall be the duty of each member of the Vestry to conduct herself or himself in a Godly manner as expressed by Saint Peter's Leadership Covenant

Section 3. Term of Service

At the time of their ratification at the Annual Meeting of the Church, each Vestry member shall serve a term of three (3) years until his or her successor is qualified and ratified by the congregation, or until his or her early resignation, removal from office or death, except that any Vestry member elected by the Vestry to fill a vacancy shall serve for the unexpired term of his or her predecessor in office. A member of the Vestry members who has served one full term (3 years) may begin to serve another full term provided that they are nominated by the nominating committee and selected by the other members of the Vestry as provided for herein and, thereafter, ratified by the congregation at the Annual Meeting of the Church. At the conclusion of the second term, they will not be eligible to serve again until one (1) year following the expiration of his or her term.

Section 4. Nominating Committee

The Rector, along with two members of the Vestry selected by the Vestry members, shall comprise the Nominating Committee that shall present to the Vestry the names of candidates to fill all vacancies on the Vestry and the names of candidates to be ratified by the congregation for a full term. The membership of the Vestry shall vote on the candidates presented by the Nominating Committee. The vote of a majority of the Vestry present shall be the act necessary to present a candidate to the congregation for ratification. The congregation shall ratify the nominees by majority vote at the Annual Meeting of the Church. The vote of the congregation will be for the slate of candidates presented by the Vestry. If the nominees are not ratified by the congregation at that meeting, then the nominating process will recommence, and a new slate of candidates will be presented to the congregation for ratification at a duly called congregational meeting within 30 days of the Annual meeting. At least 14 days prior to the date of the Annual Meeting, or at a special called congregational

meeting for the purpose of ratifying the Vestry, the Vestry shall present its recommendations for ratification of new Vestry members, in writing, to the members of the Church.

Section 5. Qualifications and Resignations / Removal of Vestry members

Members of the Vestry shall be voting members of Saint Peter's and shall have demonstrated their support of, and commitment to, the Leadership Covenant, and Mission, and Values of the Church. Vestry members shall be expected to order their lives and their work in accordance with the Leadership Covenant of Saint Peter's. Serving as a member of the Vestry shall be viewed as a spiritual and serious matter and the members of the Vestry shall be expected to earnestly seek God's will with regard to the making of all decisions. Anyone on the Vestry may resign by mailing or delivering a written resignation to the Senior Warden. Any Vestry member who fails to attend three consecutive meetings, except when excused for just cause by vote of the Vestry, shall be deemed to have resigned. An individual who has resigned shall not thereby, either be rendered ineligible for election or reelection to the Vestry. A Vestry member may be removed for cause by the majority vote of the remaining Vestry members, but only after being given reasonable notice and an opportunity to be heard.

Section 6. Regular Meetings of the Vestry

Regular meetings of the Vestry shall be held at least three times each year, in the autumn, winter, and spring, or at such other times and such other frequency as shall from time to time be fixed by resolution of the Vestry. The agenda for these meetings shall be set by the Senior Warden and Rector.

Section 7. Special Meetings of the Vestry

Special meetings of the Vestry may be called by the Senior Warden or the Rector upon written request by three or more members of the Vestry. At least 7 days advance notice of each special meeting shall be given to each Vestry member. The notice of each such special meeting shall set forth the time, place, and purpose of the meeting.

Section 8. Quorum and Voting

A majority of the Vestry at that time in office shall constitute a quorum for the transaction of business at any meeting of the Vestry, but if a quorum is not present, a majority of the Vestry present may from time to time adjourn any such meeting until a quorum shall be present, whereupon the meeting may be held as adjourned without further notice. At any meeting where a quorum is present, the vote of a majority of the Vestry present shall be the act of the Vestry, except as otherwise provided by law, by the Articles of Incorporation, or by these bylaws.

Section 9. Action by Unanimous Written Consent

Any action required or permitted to be taken by the Vestry or any committee thereof may be taken without a meeting if all members of the Vestry or all voting members of such committee, as the case may be, consent in writing to the adoption of a resolution authorizing the action. Any such resolution and the written consents thereto by members of the Vestry or the voting members of such committee, as the

case may be, shall be filed with the records of the Vestry or such committee. Such written consents shall be treated for all purposes as a vote at a meeting.

Section 10. Telephonic Communication

Vestry members may participate by telephonic or other communication which by all Vestry participating may simultaneously hear each other during the meeting. A Vestry member participating in a meeting by this means is considered to be present in person at the meeting.

Section 11. Indemnification

The Vestry shall be indemnified by the Church to the fullest extent permitted by law.

Article IV

Officers of the Vestry

Section 1. Number and Qualifications

The principal officers of the Vestry shall be a Senior Warden, Junior Warden, and a Secretary. In addition, the Vestry may appoint one or more other officers as provided in Section 4. All the principal officers shall be persons who are Vestry members.

Section 2. Election and Term of Office

Each principal officer shall be elected annually by the Vestry at its first meeting after the Annual Meeting of the congregation and they shall hold office until the completion of the next Annual Meeting of the congregation. Officers must be current members of the Vestry and can serve consecutive terms. The Rector will appoint the Senior Warden. The Vestry appoints the Junior Warden and the Secretary. Nominations for officers shall come from any member of the Vestry at the first meeting of the Vestry following the Annual Meeting of the Church. The vote of a majority of the Vestry shall be sufficient for election to Junior Warden and Secretary offices.

Section 3. Vacancies

A vacancy in any office of the Vestry because of death, resignation, or any other cause may be filled by action of the Vestry by electing another member to fill the vacancy. In the case of a temporary absence or inability to act of any officer or of any person duly authorized to act in such officer's place, the Vestry may from time to time delegate any or all of the powers and duties of such officer to any other person selected by the Vestry. Whenever a vacancy shall occur in the office of Senior Warden, the duties of that office shall, until such time as the Vestry shall have acted to fill such vacancy, be assumed by the Junior Warden.

Section 4. Subordinate Officers

The Vestry from time to time may, at its discretion, appoint other officers in addition to the Principal Officers. Each of such other officers, who may but need not be persons who are Vestry members, shall have such title, hold office for such period, have such authority, and perform such duties as the Vestry from time to time may determine. The Vestry shall appoint, as provided for in herein in Section 4, a Treasurer. The Treasurer shall have such powers and duties as may be delegated to him from time to time by action of the Vestry. These duties shall include the general

supervisory oversight of: all the finances of the Church; the annual audit of Church accounts; establishment of an annual budget; the compilation and distribution of regular financial reports to the Vestry; and to ensure that appropriate financial practices are being used by the Church. The Treasurer, in his or her discretion, may designate one or any number of individuals to accomplish the duties prescribed herein. The Treasurer is a member, ex-officio, of the Vestry. The Treasurer shall have a voice on all matters that come before the Vestry but shall not have a vote.

Section 5. The Senior Warden

In the absence of the Rector, the Senior Warden of the Vestry shall preside at all Vestry meetings at which he or she is present. Roberts Rules of Order shall be in effect. In the absence of the Rector, the Senior Warden shall preside at the Annual Meeting of the Congregation.

Section 6. The Junior Warden

The Junior Warden shall serve as the Senior Warden in the absence of the Senior Warden and, when so serving, shall have the power, authority, and duties of the Senior Warden. The Junior Warden shall also have such other powers and duties as may be delegated to him from time to time by action of the Vestry.

Section 7. The Secretary

The Secretary shall be deemed to be the clerk of the Vestry and he shall be authorized to use the title of clerk, when he/she shall determine that it is appropriate to do so, in executing documents and in performing other official functions. The Secretary shall prepare the minutes of the meetings of the Vestry and shall have general oversight over the giving of notices prescribed in these bylaws. In addition, the Secretary shall have such other powers and duties as may be delegated to him from time to time by action of the Vestry.

Article V

Rector

Section 1. Call

The Rector shall be anointed by God, qualified according to Holy Scripture, ordained as a priest (or consecrated as a missionary bishop) pursuant to the procedure established by ACNA and called by the Vestry. Rectors may not be called or dismissed without the consent of the Diocesan Bishop, and that all other clergy may not be called or dismissed without consultation with the Diocesan Bishop (ACNA Canon I.6.4.1). The Rector shall be called by the Vestry and granted, in subordination to the Bishop or overseeing ecclesiastical authority, the exclusive charge and care of the spiritual concerns of the Church, worship, music and liturgical and ritual observances of the Church and shall have access to the Church buildings for the same. The Rector shall be responsible for selecting and hiring any other staff member or employee that the Vestry has determined necessary for the furtherance of the mission and ministry of the Church. The Rector, in collaboration with the Vestry, shall oversee all employees of the Church and provide for periodic performance reviews of their duties. The Rector shall have the terms of such employment reduced to writing.

Section 2. Status as a member of the Vestry

The Rector is a member, ex-officio, of the Vestry. The Rector shall have a voice and vote on all matters that come before the Vestry

Section 3. Term and Removal of the Rector

The Rector can only be dismissed by the Bishop, pursuant to ACNA Canon I.6.4.1. Should the Rector seek to resign this too must be approved with the Bishop. The Vestry should work in collaboration with the Bishop should this arise. If the Rector is removed the Vestry shall then appoint an interim Rector to serve until the position of Rector can be filled.

Section 4. Selection of the Rector

The Rector shall be selected by the Vestry in consultation with the overseeing bishop or ecclesiastical authority upon process and deliberations as determined by the Vestry. Two-thirds of the Vestry must consent to the selection of a new Rector.

Section 5. Compensation

Salary and compensation of the Rector shall be determined by the Vestry.

Article VI

Meetings

Section 1. Annual Meeting

There shall be an annual meeting of Saint Peter's Church during the month of October. During the annual meeting the Membership of Saint Peter's shall transact such business as may properly be brought before that meeting. The Rector shall preside at all congregational meetings. Roberts Rules of Order shall be in effect.

Section 2. Special Meetings

Congregational meetings other than the Annual Meeting may be called at any time by the majority of the Vestry, or by one third (33%) of the Voting Members of Saint Peter's provided that 20 days written notice shall have been given to the congregation. This notice shall include the date, time, and place of the meeting along with the stated purpose of the meeting. The Rector shall preside at all Special Meetings. Roberts Rules of Order shall be in effect.

Section 3. Notices

Except as otherwise expressly provided by law or these bylaws, any notice required to be given to anyone on the Vestry or member may be delivered personally or by mail or by electronic media. Notice by mail shall be deemed to have been given at the time when such notice is deposited in the United States mail, postage prepaid, addressed to such Vestry member or member of the congregation at his address as the same appears on the records of the Church. No notice required by law or these bylaws need be given to any Vestry member or member of the congregation who signs a waiver of notice, whether signed before or after the time of the meeting or other action to which the notice relates. In addition, the attendance of any Vestry or member of the congregation at any meeting shall constitute a waiver of notice of such meeting unless the Vestry or member makes a protest prior to or at the commencement of the meeting of the lack of notice to him.

Section 4. Voting

The Rector or the Vestry may present issues requiring a decision to be made by the voting membership of Saint Peter's. All voting members who are present shall be entitled to one vote on each matter properly submitted for their vote. Unless otherwise required by the bylaws or the Articles of Incorporation, at any meeting at which a quorum is present, all questions coming before the members for a decision shall be decided by a vote of the majority present at the meeting.

Section 5. Quorum

At all congregational meetings, fifty percent (50%) of the voting members shall constitute a quorum which is to be determined by the Secretary or a designated clerk when the meeting is called to order.

Article VII

Finances

Section 1. Receipts and Debt

Saint Peter's shall receive all monies or other real and personal properties transferred to it for purposes that are consistent with scripture and the Mission and Values, bylaws and Articles of Incorporation of the Church. Saint Peter's Church shall not encumber or mortgage any real property that is titled in the Church's name nor incur indebtedness without congregational vote in accordance with Article VI, Section 4.

Section 2. Management and Review

A Finance Team, chaired by the Treasurer, and serving at the direction of the Vestry shall manage and disburse any funds or property only for the benefit of Saint Peter's Church. The Financial Team shall present a budget in writing at the Annual Meeting. All St. Peter's budgets, original and modified, prepared by Financial Team shall be made final upon approval of the Vestry.

Article VIII

Property

Section 1. Titles

Titles to all real property acquired with church funds or for church purposes shall be vested in Saint Peter's Church.

Article IX

Insurance

Section 1. Insurance

It shall be the responsibility of the Vestry to have insurance policies in place at all times. It is the desire of Saint Peter's to protect the staff, buildings, grounds, vehicles, contracts, and other church property in a manner consistent with accepted state or federal laws and reasonable judgment.

Article X

Execution of Papers

Except as the Vestry may generally or in particular cases otherwise so authorize, all deeds, leases, transfers, contracts, bonds, notes, checks, drafts, and obligations made, accepted or endorsed by Saint Peter's Church shall be signed by the Senior Warden and the Treasurer or such other person(s) designated by the unanimous consent of the Vestry.

Article XI

Personal Liability

The Vestry, Officers, and Employees of Saint Peter's Church shall not be personally liable for any debt, liability, or obligation of the Church. All persons, corporations, or other entities extending credit to, contracting with, or having any claim against the Church may look only to the funds and property of the Church for the payment of any such contract or claim, or for the payment of any debt, damages, judgment, or decree, or of any money that may otherwise become due or payable to them from the Church.

Article XII

Miscellaneous

Section 1. Seal

The seal of Saint Peter's Church shall be in such form as the Vestry may from time to time determine.

Section 2. Fiscal Year

Unless otherwise fixed by the Vestry, the fiscal year of Saint Peter's Church shall end on the thirty first day of August in each year.

Section 3. Independent Auditors

The Vestry shall annually require an independent analysis of the books and records of Saint Peter's Church. These financial statements will be available to the Vestry and the congregation.

Section 4. Disposition of Assets

In the event of the dissolution of Saint Peter's Church, the assets of the Church shall be distributed by the Vestry in accordance with the purposes of Saint Peter's Church.

Section 5. Gender

As used in these bylaws, personal pronouns of the masculine gender shall be deemed to include the feminine gender and shall be deemed to include both the masculine and the feminine.

Article XIII

Amendments

These bylaws may be amended or repealed in whole or in part by a two-thirds vote of the Vestry and, thereafter such changes must be ratified by a majority of the voting members of Saint Peter's Church at a duly called congregational meeting. Amendments to the bylaws shall be submitted to the Bishop and the C4SO Executive Leadership Team for review and approval in accordance with the C4SO Canons, except no approval by the Bishop or the C4SO Executive Leadership Team shall be required as to amendments of the bylaws made

for the purpose of effecting a disaffiliation or withdrawal of Saint Peter's Church from the C4SO Diocese and/or the ACNA.

*Changes to the bylaws must also be submitted to and approved by the Bishop and the Executive Leadership Team in accordance with the C4SO Canons. Saint Peter's Church affirms the Diocesan statement regarding *Church Training Compliance Policy* and *Women in Leadership*. Both policies can be found at [C4SO.org](https://www.c4so.org).