

BYLAWS OF TRINITY CHURCH, WOODBRIDGE, NJ
as adopted by the Annual Parish Meeting, January 26, 1990
and amended January 23, 2000, January 31, 2016, and January 27, 2019

Article I – PREAMBLE

These bylaws are enacted for the operation of Trinity Church, known by the chartered name: Minister, Church Wardens and Vestry Men of Trinity Church in Woodbridge. For the purposes of these bylaws, Trinity Church hereafter will be known as the Parish

These rules of organization were compiled for Parish convenience from relevant documents and in no way shall these Bylaws be construed to supercede the Parish Charter of 1769, Canons of the Episcopal Church or Statutes of the State of New Jersey. Complete references for these documents are appended to the Bylaws. Any attempts to modify historical wording for clarity or brevity shall not contradict the precise rules from which these Bylaws were derived or abrogate any regulations that may apply.

Article II – PURPOSE

The purpose of the Parish is to provide for the preaching of the word of God and for the administration of the sacraments according to the doctrine and liturgy of the Episcopal Church, the successor to the Church of England.

Article III – MEMBERSHIP

Section 1 – Baptized Members

Persons baptized with water in the name of the Father, of the Son and of the Holy Spirit and whose baptisms are duly recorded in this parish are baptized members of the Parish.

Section 2 – Communicants

All members of this Church who have received Holy Communion in this Church at least three times during the preceding year are to be considered communicants of the Church. For the purposes of statistical consistency throughout the Church, communicants sixteen years of age and older are to be considered adult communicants.

Section 3 – Voting Members

Voting members shall be (1) baptized members, (2) at least sixteen years of age, (3) domiciled in or adjacent to the Parish, (4) of good moral character, (5) adherents to the Episcopal Church and no other religious body, (6) regular in attendance at the services of this parish, (7) regular contributors to the current expenses of the parish for the six months prior to the annual parish meetings, and (8) voters in no other parish.

Any voters not baptized or confirmed in this parish must have been received in accordance with the Canons of the Diocese of New Jersey.

Article IV – VESTRY

Section 1 - Definition

The Vestry is comprised of the Rector, 2 Wardens and 6 Vestry Members and serves as the agent of the Parish.

Section 2 – Qualifications

In accordance with the Canons of the Diocese of New Jersey, members of the Vestry must be:

- a. Baptized
- b. At least sixteen years of age
- c. Domiciled in or adjacent to the Parish
- d. An adherent to this Church and no other
- e. Regular in attendance at the services of this Parish
- f. A Confirmed or Received member of the Parish
- g. A regular monetary contributor to the Parish
- h. A Communicant in good standing

Section 3 – Nomination

Nominations for election to the Vestry shall be made and published in weekly bulletins for the two weeks prior to the annual parish meeting by the nominating committee. Nominations from the floor at the annual meeting are in order.

Section 4 – Elections

The elections of wardens and vestry members shall be by the majority of ballots cast by voting members at the annual parish meeting. The Chairman shall be the judge of the qualifications of voters, shall receive the votes and declare the results. By State Statute, the polls must remain open for at least one-half hour for the election of wardens and vestry members. If a majority is not obtained on the first ballot for the required number of wardens and vestry members, further balloting shall take place in the same manner.

Section 5 – Terms of Office

The term of office for a warden shall be two years or until a successor is elected and seated. The term of office for a Vestry member shall be three years or until a successor is elected and seated. Wardens and Vestry members may be elected to fractional terms. No member of the Vestry shall serve for more than two consecutive terms. Upon serving two consecutive terms in the same position, a member of the Vestry may serve again only after an interim of at least one year.

Section 6 – Vacancies

Vacancies in the positions of Wardens and Vestry members shall be filled by the Vestry in accordance with State Statutes until the next annual parish meeting.

Section 7 – Functions

The business and non-spiritual affairs of the Parish shall be managed by and under the direction of the Vestry, which shall exercise all such powers of the Parish do all such lawful acts as are not by Statute, the Canons of the National Church, the Diocesan Canons, the Parish Charter or by these Bylaws directed to be done by others.

Article V – OFFICERS OF THE PARISH

The officers of this parish shall be rector, wardens, clerk of the Vestry, treasurer, and such other as the Vestry may designate. Officers, except Wardens, shall be elected by the Vestry in accordance with the Canons, the state statutes, and the rules and regulations. These same authorities shall designate the duties of officers.

Article VI – DELEGATES

Three delegates and alternate delegates to the Diocesan Convention shall be elected to a two-year term by the majority ballot at the annual parish meeting from among the communicants of the Parish.

Six delegates to the Convocation shall be elected to a two-year term by majority ballot at the annual meeting from among the communicants of the Parish.

Article VII – COMMITTEES

Section 1 – Nominating Committee

The nominating committee is a standing committee of the Parish, made up of two vestry members and three non-vestry members. This committee shall be appointed in the fall (September/October) and shall serve for two consecutive years.

Section 2 – Duties of the Nominating Committee

It shall be the duty of the nominating committee to meet within one week following their appointment to choose a chairman from among the non-vestry members and to establish procedures for nominating at least one candidate for each of the offices to be filled. The nominating committee shall meet to consider progress. They shall report their nominations to the Parish in the Parish Newsletter preceding the annual meeting.

Section 3 – Other Committees

Other special or *ad hoc* committees may be appointed by the chairman of the annual parish meeting.

Article VIII – MEETINGS

Section 1 – Annual Parish Meeting

The annual parish meeting for the purpose of elections, of hearing reports, of making inquiries and of passing resolutions as to the sense of the meeting shall be held the fourth Sunday of January. The Rector shall preside with the right to vote. If there is no rector or if the Rector is absent, the meeting shall choose one

of the wardens, and if neither of the wardens is present, one of the vestry members, or if no vestry member is present, the some duly qualified voter to act as chairman. The chairman shall be the judge of the qualifications of voters, shall receive votes, and shall announce the results.

Section 2 – Notification of the Annual Meeting

Notification of the annual parish meeting shall appear in the Parish Newsletter published closest to the meeting date, shall be posted in the church and parish buildings for at least two weeks just prior to the meeting, and shall be announced at every service for the two weeks prior to the meeting.

Section 3 – Quorum for the Annual Meeting

The quorum for the annual parish meeting shall be three voting members.

Section 4 – Special Meetings

Special meetings may be called at any time by the Rector or, if there be no rector, by the wardens. Notification shall be made by posting and announcement as for the annual parish meeting, except that publication in the Parish Newsletter is not required. No vote shall be taken upon any question not specified in the notice.

Section 5 – Attendees

Non-voting members, including guests and visitors, shall not be excluded from annual or special parish meetings.

Article IX – PARLIAMENTARY AUTHORITY

The parliamentary authority shall be the current edition of *Robert's Rules of Order, Newly Revised* for all matters not covered in these bylaws.

Article X – AMENDMENT OF BYLAWS

These bylaws may be amended by two-thirds vote at the annual parish meeting after notification in the Parish Newsletter published closest to the meeting and separately in electronic form to all parishioners at least one month before the meeting.

Article XI – ENACTMENT

These bylaws having been moved and adopted at the Annual Parish Meeting of Trinity Church, Woodbridge, Diocese of New Jersey, on January 26, 1990, are to become effective on January 27, 1990, and continue thereafter until such time as they are lawfully amended or repealed.

As amended January 23, 2000, January 31, 2016, and January 27, 2019

GOVERNING DOCUMENTS

The Original Charter of Trinity Church, Woodbridge, New Jersey, 1769

Canons of the Episcopal Church

Canons of the Diocese of New Jersey

Revised Statutes of New Jersey, Title 16: 12-1 to 12-31