

**THE ORDINANCES  
OF THE EPISCOPAL CHURCH  
IN PROVINCE VIII**

## PREAMBLE

**WE AFFIRM:** While we were yet in sin, God in Christ reconciled the world unto Himself. The Gospel of Jesus Christ defines the ministry of His Body the Church. Through Jesus Christ, God calls us to serve in His ministry of reconciling the world Godward. No part of creation absents itself from God's concern expressed in the Church's living witness to Him in Christ. This sets the Church's task at every level of her life.

The Province accepts the whole ministry of the Church of God. We seek in all ways to be faithful in our discipleship in Christ and in our stewardship of God's love so freely expressed in our personal salvation. As we seek, we also define our relationship as Christians to those in our time and in our place whom we serve in the name of Christ, particularly those to whom we preach the gospel who do not know Him as Lord and Savior. In order to give meaning to the foregoing in our lives, we proclaim the following to be the objectives of our Province.

1. To provide for channels of communication among the constituent jurisdictions of the Province with regard to common concerns and problems with a view towards enhancing coordination and creative interaction.
2. To explore ways of carrying out productive work at the regional level and furthering the ecumenical dialogue in the West and the areas of interchurch cooperation within the Province.
3. To provide a framework for meeting requirements as delineated by the Constitution and Canons of the General Convention and to react to requests of the General Convention, the Executive council, the constituent elements of this Province and the other Provinces.

## **TABLE OF CONTENTS**

<b>ORDINANCE</b>	<b>TITLE</b>	<b>PAGE</b>
I	THE NAME OF THE PROVINCE	1.0
II	ACKNOWLEDGEMENT AND LIMITATION	2.0
III	THE COMPOSITION OF THE PROVINCE	3.0
IV	THE PROVINCIAL SYNOD	4.0
V	THE PROVINCIAL HOUSE OF BISHOPS	5.0
VI	THE PROVINCIAL HOUSE OF DEPUTIES	6.0
VII	THE OFFICERS OF THE PROVINCIAL SYNOD	7.0
VIII	THE EXECUTIVE COMMITTEE	8.0
IX	ASSESSMETNS AND APPROPRIATIONS	9.0
X	PROVINCIAL INSTITUTIONS	10.0
XI	THE PROVINCIAL SEMINARY	11.0
XII	THE PROVINCIAL COURT OF REVIEW	12.0
XIII	ELECTION OF EXEUCTIVE COUNCIL MEMBERS	13.0
XIV	PROVINCIAL ARCHIVES	14.0
XV	INTERCULTURAL MINISTRY DEVELOPMENT	15.0
XVI	AMENDMENTS	16.0
XVII	REPEAL	17.0

## **ORDINANCE I**

### **The name of the Province**

The Name of the Eighth Province shall be “The Episcopal Church in Province VIII.”

## **ORDINANCE II**

### **Acknowledgement of Accedence and Limitation**

**Section 1.** As a constituent part of the Episcopal Church. The Episcopal Church in Province VIII accedes to the Constitution and Canons thereof as periodically adopted by the General Convention.

**Section 2.** The Episcopal Church in Province VIII affirms the limitation on its authority in that the Provincial Synod has no power to regulate or control the internal policy or affairs of any constituent Diocese, Missionary Diocese, or Area Mission.

## **ORDINANCE III**

### **The Composition of the Province**

The Province consists of the Dioceses of Alaska, Arizona, California, Eastern Oregon, El Camino Real, Hawaii, Idaho, Los Angeles, Nevada, Northern California, Olympia, Oregon, San Diego, San Joaquin, Spokane, Taiwan, and Utah, and the Area Mission of Navajoland.

## ORDINANCE IV

### **The Provincial Synod**

**Section 1.** The Provincial Synod shall consist of the Provincial House of Bishops and the Provincial House of Deputies, each of which shall be constituted as hereinafter provided and which shall ordinarily sit and deliberate together; provided, however, that either House may at any time resolve to sit apart from the other.

**Section 2.** A stated meeting of the Provincial Synod shall be held during the triennium between meetings of the General Convention for the purpose of conducting elections and transacting other business which may properly come before it. Other meetings shall be held as may be required or deemed appropriate by the President of the Province with the advice and consent of the Executive Committee. The time and place of all such meetings shall be determined by the President with the advice and consent of the Executive Committee. A special meeting of the Provincial synod shall be called by the President upon a written request therefore by one-half of the Dioceses, Missionary Dioceses, and Area Mission(s) of the Province.

**Section 3.** To constitute a quorum for the transaction of business, the Episcopal order shall be represented by one Bishop in at least nine of the constituent Dioceses. Missionary Dioceses and Area Mission(s), the clerical order shall be represented by one clerical deputy in each of a majority of the constituent Dioceses, Missionary Dioceses and Area Mission(s), and the lay order shall likewise be represented by at least one lay deputy in each of a majority of the constituent Dioceses, Missionary Dioceses and Area Mission(s).

**Section 4.** On any question, a majority of those Bishops and Deputies present and voting shall suffice unless otherwise required by the Constitution or Canons of the General Convention or by these Ordinances: provided, however, that on any question, two Bishops, five Clerical Deputies, or five Lay Deputies may request a vote by orders, in which event the vote of a majority of the members present in each order shall be required. In the event that the two Houses shall be deliberating separately, the concurrence of each House as to the same resolution shall be required for enactment.

**Section 5.** The officers of the Provincial Synod shall be as follows: a President, Vice President, Secretary, Treasurer, and Chancellor, each of whom shall be considered to be also holding such office with regard to the Province. The method of election of such officers, their terms, and duties shall be delineated below.

**Section 6.** There shall be a Nominating Committee of the Provincial Synod which shall be responsible for ensuring that there are enough qualified and dedicated individuals who have the required resources available to them and who were collectively geographically representative of the Province to fill all the elective positions as delineated in these Ordinances. The Committee shall publicize the results of its efforts well in advance of any meeting of the Provincial Synod at which elections will take place.

**Section 7.** In any election conducted in accordance with these Ordinances, if after two ballots an election shall not have occurred, the synod may adopt an appropriate Rule of Order to ensure that an election will occur on the following ballot.

**Section 8.** All committees of the Provincial Synod shall be appointed by the President.

**Section 9.** The Provincial Synod may adopt such Rules of Order as are appropriate to expedite the orderly transaction of business.

**Section 1.** The Provincial House of Bishops shall consist of every Bishop of this Church having jurisdiction within the Province, every Bishop Coadjutor and Suffragan Bishop, and every Bishop whose Episcopal work has been within the Province, but who by reason of advanced age or bodily infirmity has resigned.

**Section 2.** The meetings shall ordinarily be held together with the Provincial House of Deputies; however, upon the majority vote of the Provincial House of Bishops, it shall meet and deliberate separately.

**Section 3.** A quorum for the transaction of business shall consist of one Bishop from at least nine of the constituent Dioceses. Missionary Dioceses, Area Mission(s).

**Section 4.** On any question, a majority of those Bishops present and voting shall suffice unless otherwise required by the Constitution of Canons of the General convention or by these Ordinances.

**Section 5.** The President of the Provincial Synod or the Vice President thereof if the President shall not be a Bishop, shall be the President of the Provincial House of Bishops. In the event that it shall sit separately, a Secretary Pro Tempore shall be elected for such meeting.

**Section 6.** The President of the Provincial House of Bishops shall appoint such committees as shall be appropriate from time-to-time.

**Section 7.** The Provincial House of Bishops may adopt such Rules of Order as are appropriate to expedite the orderly transaction of business.

## ORDINANCE VI

### THE PROVINCIAL HOUSE OF DEPUTIES

**Section 1.** Each Diocese, Missionary Diocese, and Area Mission shall be entitled to representation in the Provincial House of Deputies by one Presbyter or Deacon canonically resident in such diocese. Missionary Diocese, or Area Mission and two Lay Persons who are communicants of this Church in good standing but not necessarily domiciled in such Diocese, Missionary Diocese, or Area Mission. Each Diocese, Missionary Diocese, and Area Mission shall determine the manner in which its Deputies shall be chosen.

**Section 2.** Each Diocese, Missionary Diocese, and Area Mission shall be entitled to have two members of its Diocesan Episcopal Churchwomen seated with its deputation, each such member to have voice.

**Section 3.** The meetings shall ordinarily be held together with the Provincial House of Bishops; however, upon a majority vote of the Provincial House of Deputies, it shall meet and deliberate separately.

**Section 4.** To constitute a quorum for the transaction of business, the clerical order shall be represented by a clerical deputy in each of a majority of the constituent Dioceses. Missionary Dioceses and Area Missions(s), and the lay order shall likewise be represented by at least one lay deputy in each of a majority of the constituent Dioceses, Missionary Dioceses and Area Mission(s).

**Section 5.** If either the President or Vice President of the Provincial Synod shall be a member of the Provincial House of Deputies, then such member shall be, ex officio, the President of the Provincial House of Deputies. In the event that neither is a member of the Provincial House of Deputies, then the President shall be elected from among its membership at its first separate meeting. The Secretary of the Provincial Synod shall serve as the Secretary of the Provincial House of Deputies at its separate meetings.

**Section 6.** On any question, a majority of those Deputies present and voting shall suffice unless otherwise required by the Constitution or Canons of the General Convention or by these Ordinances; provided, however, that on any question, five clerical Deputies or five lay Deputies may request a vote by orders, in which event the vote of a majority of the members present in each order shall be required.

**Section 7.** The President of the Provincial House of Deputies shall appoint such committees as shall be deemed appropriate from time-to-time.

**Section 8.** Any lay or clerical member of the Executive Committee who is not a member of the Provincial House of Deputies shall have seat and voice therein.

## ORDINANCE VII

### THE OFFICERS OF THE PROVINCIAL SYNOD

#### **Section 1. Election, privileges of officers, term of office, and vacancies.**

(a) All offices elected by the Provincial Synod shall be elected by written ballot at the stated meeting of the Provincial Synod next prior to the regular meeting of the General Convention.

(b) The Secretary, Treasurer and Chancellor of the Provincial Synod, if not members thereof, shall be entitled to seat and voice on the floor of the Provincial Synod or the Provincial House of Deputies.

(c) The terms of the President and Vice President shall commence at the adjournment of the regular meeting of the General Convention next following their election and shall terminate at the adjournment of the next following regular meeting of the General Convention and until their respective successors are chosen and installed. No person may serve as President or vice President for more than two full consecutive terms.

(d) The terms of office of the Treasurer, Secretary and Chancellor shall be for three years and until their respective successors are chosen and installed. The Treasurer shall take office on the first of January following the Treasurer's election. The Secretary shall take office at the adjournment of the regular meeting of the General Convention. The Chancellor shall take office at the close of the meeting of the Executive Committee at which the Chancellor's appointment is confirmed.

(e) A vacancy in the office of the Secretary, or the Treasurer, occurring during an adjournment of the Executive Committee shall be filled by appointment of the President until the next meeting of the Executive Committee at which a successor shall be appointed with the advice and consent of the Executive Committee for the remainder of any unexpired term.

#### **Section 2. The President**

(a) The President shall be elected by the Provincial Synod by a majority of those Bishops and Deputies present and voting.

(b) The President shall chair meetings of the Executive Committee and shall be, ex officio, a member of the Provincial Synod and of all committees, commissions, and departments.

(c) The President shall preside at all meetings of the Provincial Synod.

#### **Section 3. The Vice President**

(a) The Vice President shall be elected by the Provincial Synod by a majority of those Bishops and Deputies present and voting, and shall be, ex officio, a member of the Provincial Synod.

(b) In the event that the President is not a Bishop, the Vice President shall be selected from the membership of the Provincial House of Bishops.

(c) In the case of a vacancy in the office of the President caused by death, disability or resignation, the Vice President shall serve as President for the duration of the President's term. In this event, or in any other circumstance resulting in a vacancy in the office of Vice President, the Executive Committee shall elect an individual to serve as Vice President until the next meeting of the Provincial Synod. If the Vice President was not a Bishop and succeeded a President who was, the person elected by the Executive Committee as the successor Vice President shall be a member of the Provincial House of Bishops. At the next meeting of the Provincial Synod an individual shall be elected to serve the remainder of any unexpired term of the Vice President with the foregoing conditions being applicable.

(d) The Vice President shall perform such tasks as assigned by the President.

#### **Section 4. The Secretary**

(a) The Secretary shall be of the clerical or lay order and shall be elected by a majority of those Bishops and Deputies present and voting.

(b) The duties of the Secretary shall be:

(i) To prepare the rosters of the Provincial House of Bishops and the Provincial House of Deputies;

(ii) To send, or cause to be sent, notices of all meetings of the Executive Committee;

(iii) To record, publish, and distribute minutes of the Provincial Synod and the Executive Committee;

(iv) To report to the Provincial Synod and the Executive Committee on matters referred to the Provincial Synod by the General Convention, the Executive Council or by any of the Dioceses, Missionary Dioceses, or Area Mission(s);

(v) To communicate to the officers of the General Convention of the Officers of the Dioceses, Missionary Dioceses, and Area Mission(s) of the Province, the action of the Provincial Synod or the Executive Committee on matters referred to it or them;

(vi) To notify officers and members of committees of their election or appointment; and,

(vii) To perform such other duties as may be required by the Canons of the General Convention, by the Ordinances of the Province, by the Provincial Synod or either House thereof, and by the Executive Committee.

(c) The Secretary may, with the approval of the Executive Committee, appoint an Assistant Secretary whose term of office shall be coterminous with that of the appointing Secretary.

(d) The Secretary and Assistant Secretary may be paid such stipend as shall be fixed by the Executive Committee.

#### **Section 5. The Treasurer**

(a) The Treasurer shall be of the clerical or lay order and shall be elected by a majority of those Bishops and Deputies present and voting.

(b) It shall be the duty of the Treasurer to receive and disburse all monies collected under the authority of the Provincial Synod or the Executive Committee and to make a complete report of the same at each meeting of the Provincial Synod and of the Executive Committee.

(c) The Executive Committee may issue such procedures and guidelines for the performance of the duties of the Treasurer as it deems proper.

(d) The books of the Treasurer shall be closed on the 31<sup>st</sup> day of December of each year.

(e) The Treasurer shall give bonds in such sum and manner as the Executive Committee shall provide. The Provincial accounts shall be audited annually by a certified or independent public accountant.

(f) The Treasurer may, with the approval of the Executive Committee, appoint an Assistant Treasurer whose term of office shall be coterminous with that of the appointing Treasurer.

### **Section 6. The Chancellor**

(a) The Chancellor shall be appointed by the President with the advice and consent of the Executive Committee.

(b) The Chancellor shall be learned in both the ecclesiastical and secular law and shall serve as the advisor of the President, the Executive Committee, and the Provincial Synod.

(c) The Chancellor may serve as Parliamentarian at the meetings of the Provincial Synod.

(d) The Chancellor may, with the approval of the Executive Committee, appoint a Vice Chancellor who shall have the same qualifications as the Chancellor and whose term of office shall be coterminous with that of the appointing Chancellor.

## ORDINANCE VIII

### THE EXECUTIVE COMMITTEE

**Section 1.** There shall be an Executive Committee of the Province composed of the President, Vice President, Secretary, Treasurer, Chancellor, and one representative each of the Program Group and intercultural Ministry Development Steering Committee nominated by those respective bodies for appointment by the President with the advice and consent of the Executive Committee.

**Section 2.** Subject to the general authority of the Provincial Synod, the Executive Committee shall supervise the continuing work of the Province during such time as the Provincial Synod is adjourned and shall exercise all functions and jurisdiction of the Provincial Synod except as may otherwise be reserved to the Provincial Synod by these Ordinances or by the Canons of the General Convention. The Executive Committee shall develop, coordinate and monitor the programs adopted by the Provincial synod to see that they are carried out and operated within the limits of the budget and available funds, and shall make such administrative adjustments to the budget as circumstances may require.

**Section 3.** Subject to the advice and consent of the Executive Committee, the President shall have the power to fill any vacancies in the elected membership of the Executive Committee, such appointees to serve until the next meeting of the Provincial Synod at which time successors shall be elected for the balance of any unexpired terms. Any vacancies which occur in the appointed membership of the Executive Committee shall be filled by the President subject to the advice and consent of the Executive Committee and upon such nomination as these Ordinances may require, such appointees to serve for the balance of any unexpired terms.

**Section 4.** The Executive Committee may form such other committees, commissions and departments as it deems necessary to carry out its functions. The President shall appoint member to the committees, commissions and departments, subject to the advice and consent of the Executive Committee.

**Section 5.** Meetings of the Executive Committee shall be held at least quarterly and at such other times as the Executive Committee shall determine. A quorum of the Executive Committee shall be a majority of its members and must include either the President or Vice President.

**Section 6.** The Executive Committee may adopt bylaws and rules of order to provide for the orderly accomplishment of its work.

## ORDINANCE IX

### ASSESSMENT AND APPROPRIATIONS

**Section 1.** The fiscal year of the Province shall begin on the 1<sup>st</sup> day of January and shall end on the 31<sup>st</sup> day of December of each year.

**Section 2.** The Treasurer shall present to the Provincial Synod a single unified budget.

**Section 3.** The President shall appoint a Finance Committee at the beginning of each year. The Committee shall assist the Treasurer in the preparation of the budget for the following year.

**Section 4.** The Executive Committee may issue such procedures and guidelines for the Performance of the duties of the finance Committee as it deems proper.

**Section 5.** Assessment for financing the budget shall be prorated by the finance committee to the Dioceses, Missionary Dioceses, and Area Mission(s), on the basis of their most recent net disposable income figures available for the National Church.

**Section 6.** The proration, when completed shall be submitted to the Executive Committee for its approval, and when so approved, shall constitute the assessment upon each diocese, Missionary Diocese, and Area Mission. The budget and the assessments for financing it shall be communicated immediately after the adjournment of the Executive Committee to the several Dioceses, Missionary Dioceses, and Area Mission(s) for their information and action.

**Section 7.** It shall be incumbent upon the Dioceses, Missionary Dioceses, and Area Mission(s) to pay to the Treasurer of the Province monthly one-twelfth of their respective assessments.

**Section 8.** A travel pool shall be established in order to equalize the actual cost of attending the Synod for one Bishop, one clerical deputy, and one lay deputy from each of the constituent Dioceses, Missionary Dioceses, and Area Mission(s). The travel pool shall be administered by the Treasurer pursuant to policies adopted by the Executive Committee. If any constituent jurisdiction chooses not to participate in this travel pool in any one year, such jurisdiction shall not be eligible to participate in such pool for three (3) years there following.

**Section 9.** Subject to the approval of the Executive Committee, the President shall appoint an individual or individuals, independent and duly qualified to conduct an examination, pursuant to standards adopted by the Executive Committee, of the Accounting Procedures, Records and Assets of the Province at the close of each Fiscal Year. The results of the examination shall be presented to the Executive Committee in a timely fashion and no later than the end of the first quarter of the following Fiscal Year.

## ORDINANCE X

### PROVINCIAL INSTITUTIONS

**Section 1.** Any institution heretofore or hereafter organized may be identified as a “Provincial Institution,” provided:

(a) It shall not be operate for profit and its governing documents shall specify its purpose;

(b) Its governing documents shall have been approved by the Provincial Synod;

(c) It shall file with the Secretary of the Provincial Synod copies of its governing documents and all amendments thereto and copies of the minutes of its governing body on a timely basis;

(d) It shall make a written report of each meeting of the Provincial Synod;

(e) It shall have requested affiliation with the Province and its status as a “Provincial Institution” shall have been approved by resolution of the Provincial Synod.

(f) It shall permit the President of the Province or the President’s designee to visit it and examine its programs, minutes, and affairs to determine whether it conforms, and continues to conform, to the provisions of this Ordinance and whether its standards and performance of its work and service warrant continued recognition. If in the opinion of the President of the Province it shall fail to meet such requirements, the President shall so report to the Provincial Synod, whereupon the Provincial Synod may take such action as, in its discretion, may be deemed appropriate, either to have undesirable conditions corrected, or to end the institution’s status as a “Provincial Institution”; and

(g) It shall adequately disclose to all concerned that its status as a “Provincial Institution” does not signify a financial commitment or responsibility of any kind whatsoever by the Province.

**Section 2.** The Secretary of the Provincial Synod shall publish the names of all “Provincial Institutions” together with the minutes of each meeting of the Provincial Synod.

## **ORDINANCE XI**

### **THE PROVINCIAL SEMINARY**

**Section 1.** The Church Divinity School of the Pacific is recognized and acknowledged to be the Provincial Seminary, for the support of which the Province shall give such assistance, financial and otherwise, as the circumstances permit. A fixed sum shall be included in the budget each year to be applied to the expenses of the seminary.

**Section 2.** Each regular Provincial Synod shall nominate by plurality vote three persons to the Board of Trustees of the Church Divinity School of the Pacific for membership on said Board for a three-year term. In the case of a vacancy by reason of death, resignation, departure from the Province, or other disability of the person or persons so nominated, the Executive Committee shall fill the vacancy or vacancies so created until the next meeting of the Provincial Synod when a successor or successors shall be nominated to fill out the unexpired term or terms. In order to implement this Ordinance, members of the Board may be nominated by election for an initial term of less than three years.

**Section 3.** The Dean of the Church Divinity School of the Pacific shall make a report regarding the state of the school to each meeting of the Provincial Synod and when requested, to the Executive Committee.

## **ORDINANCE 12**

### **THE PROVINCIAL COURT OF REVIEW**

**Section 1.** The Provincial Court of Review shall be composed of one Bishop, three Presbyters canonically resident in one or other of the Dioceses, Missionary Dioceses, or Area Mission(s) within the Province and three lay communicants of the Church having domicile in the Province, at least two of said lay communicants being persons learned in the law. The Bishop elected shall be the Presiding Officer of the Court.

**Section 2.** The members of the Court shall be elected at the stated meeting of the Provincial Synod next prior to the regular meeting of the General Convention and shall serve from the adjournment of said regular meeting of the General Convention until the adjournment of the next regular meeting of the General Convention and until their successors shall be elected.

**Section 3.** In the event of a vacancy due to death, resignation, refusal or inability to serve, the Executive Committee shall elect an individual to fill the vacancy until the next meeting of the Provincial Synod at which time an individual shall be elected to complete the unexpired term.

## **ORDINANCE XIII**

### **ELECTION OF EXECUTIVE COUNCIL MEMBERS**

**Section 1.** At the stated meeting of the Provincial Synod next prior to a regular meeting of the General Convention which shall convene in an even numbered year, the Provincial Synod shall elect a Bishop, Priest or Deacon canonically resident in a Diocese, Missionary Diocese, or Area Mission within the Province to a term on the Executive Council equal to twice the interval between regular meetings of the General Convention.

**Section 2.** At the stated meeting of the Provincial Synod next prior to a regular meeting of the General Convention which shall convene in an odd numbered year, the Provincial Synod shall elect a member of the laity domiciled with the Province to a term on the Executive Council equal to twice the interval between regular meetings of the General Convention.

**Section 3.** Election shall be by majority of those Bishops and Deputies present and voting. The terms of the members shall commence on the adjournment of the first regular meeting of the General Convention following their election. They shall remain in office until their successors are elected and qualified.

**Section 4.** 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 Executive Council.

**Section 5.** In the event of a failure of the Provincial Synod to elect a member or in the event of the death, resignation, or departure from the Province of any elected member, the President, with the advice and consent of the Executive Committee, shall appoint a suitable person, canonically resident or domiciled in the Province as appropriate, to serve until the Provincial Synod shall fill the vacancy by election.

## **ORDINANCE XIV**

### **THE PROVINCIAL ARCHIVES**

**Section 1.** There shall be an Archives of the Province, the purpose of which shall be to preserve by safekeeping, to arrange and to make available the records of the Synod and of the Executive Committee, and other important records and memorabilia of the life and work of the Province, so as to further the historical dimension of the mission of the Province.

**Section 2.** There shall be an Archivist of the Province who shall be appointed by the President with the advice and consent of the Executive Committee and whose duties shall be to manage the Archives of the Province at the direction of the Executive Committee.

## **ORDINANCE XV**

### **INTERCULTURAL MINISTRY DEVELOPMENT**

**Section 1.** The ministry known as Intercultural Ministry Development (ICMD) is a primary ministry of Province VIII.

**Section 2.** Oversight of ICMD shall be exercised by a Steering Committee who shall be responsible for the overall ICMD program. Steering Committee members shall be appointed by the President of the Province with the advice and consent of the Executive Committee for a three year, renewable term and shall include: Archdeacons and Missioners responsible for intercultural ministry and nominated by their diocesan bishops, a bishop of the Province nominated by the Provincial Executive Committee, and the Executive Director of the Province.

**Section 3.** The Steering Committee shall prepare the ICMD budget and submit it to the Executive Committee and Synod for final approval. The Steering Committee shall conduct the search for the ICMD Director as required and recommend a nominee to the Executive Committee for final approval and appointment. The Steering Committee shall be responsible for an annual evaluation of the program and the ICMD Director, submitting a summary and recommendation to the Executive Committee for its consideration and action.

**Section 4.** The ICMD Director shall be responsible to the Steering Committee for program and policy and will be supervised in these areas by the Convener of the Steering Committee. Administratively, the ICMD Director shall be an employee of the Province, supervised by the Executive Director of the Province in administrative and financial areas, and shall follow the administrative, personnel and financial policies and procedures of the Province. The ICMD Director shall report regularly to the Executive Committee on the programs and status of ICMD.

## **ORDINANCE XVI**

### **AMENDMENTS**

**Section 1.** To amend these Ordinances, it shall be necessary that every proposition or resolution so to do shall have been served in writing upon the Deputies and Bishops to any meeting of the Provincial Synod at which such proposition or resolution shall be considered at least thirty days prior thereto and such amendment must be approved during the same meeting of the Provincial Synod by a majority vote in each order, voting separately. In the event such notice shall not have been given, an amendment may be made provided that two-thirds of each order favors the same.

**Section 2.** An amendment shall take effect, unless otherwise specified at the close of the meeting at which such amendment was enacted or adopted.

## **ORDINANCE XVII**

### **REPEAL**

**Section 1.** All previous governing documents of the Province by whatever name known are hereby repealed, but the validity of any action taken in accordance with them shall not be affected.

**Section 2.** All individuals holding office by reason of selection in accordance with the provisions of previous governing documents shall remain in office for the duration of their original term and until such time as their successors have been duly elected and qualified.