

## THE CANONS

# THE CANONS

## CANON 1

### Of the Clerical Members of the Convention

**Sec. 1.** Within one week before the meeting of every Convention of this Diocese, the Ecclesiastical Authority shall prepare, or cause to be prepared, a list of all Clergy canonically resident in the Diocese, with the names of their respective Cures or Parishes, or Stations, or the Institutions in which they are engaged, or whether retired on account of age or infirmity, or are engaged in secular work, specifying at the same time who of any class are Deacons; which list shall be prefixed to the Journal and form a part thereof.

**Sec. 2.** A list of the names of all Clergy and other persons entitled to seats and votes in the Convention, under Article III of the Constitution, shall be prepared by the Bishop, or in case there be no Bishop, or by default, then by the Standing Committee. Said list shall be laid before the Convention on the first day of the meeting, and shall be presumptive evidence of a right to a seat and vote of all those whose names appear thereon.

**Sec. 3.** In case the right of any Cleric of this Diocese to a seat in the Convention be disputed or claimed, it shall be determined according to the provision of Article III, Sec. 1 of the Constitution by the Convention itself.

**Sec. 4.** The Secretary of the Convention shall record in a book to be provided and kept in accordance with the Canon determined in General Convention, entitled "Of the Filling of Vacant Cures", all notices that shall be transmitted in accordance with said Canon.

**Sec. 5.** Every Minister who may be received into this Diocese shall procure from the Bishop, or in case of disability or inability to act, from a majority of the Clerical members of the Standing Committee, duly convened, a certificate that such Cleric has been received into this Diocese in compliance with the Canon determined in General Convention. And, before such cleric shall be entitled to a seat in the Convention, there shall be transmitted to the Secretary such certificate, to be recorded in the book mentioned in Section 4. In case of the contested right to a seat in the Convention of any Minister who may be received into this Diocese, the production of such record, or of such certificate, or of the Secretary's written acknowledgment of receipt of the same, shall be presumptive evidence of regular admission, and the certificate, if not previously recorded, shall thereupon be recorded by the Secretary in the said book.

**Sec. 6.** The Parishes and Missions shall pay the necessary traveling expenses and all other expenses of the Rector or Priest-in-charge incurred in attending the Diocesan Convention.

## CANON 2

### Of Lay Members of the Convention

**Sec. 1.** Lay Delegates from Parishes, to either Annual or Special Convention, shall be elected by the Vestry, at a meeting held as provided in Article III, Sec. 3 of the Constitution. A vacancy in the delegation shall be filled as provided for in Article III, Sec. 3 of the Constitution.

**Sec. 2.** **The evidence of the election of a Lay Delegate from a Parish, in accordance with Article III, Sec. 3 of the Constitution,** shall be a certificate signed by the Rector of the Parish or by the Clerk of the Vestry. If there be no Rector, or if the election shall have been made at any legal Vestry meeting held in the absence of the Rector, then such certificate shall state that fact, and shall be signed by the Warden who presided at the meeting at which such Delegate was elected, and also by the Clerk of the Vestry. The certificate must show upon its face that the election has been held in accordance with all the requirements of the Canon, and shall certify that the Delegate is a Lay Member of the Parish represented, to vote on behalf of the Vestry.

**Sec. 3.** The evidence of the election of a Lay Delegate from an Organized Mission in union with the Convention shall be a certificate of the Bishop's Committee of the Mission, showing conformity to the requirements of Article III, Sec. 3 of the Constitution, and showing the approval thereof, which shall be made in writing.

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**Sec. 4.** It shall be the duty of the Clerk of each Vestry and Bishop's Committee to provide the Secretary of the Diocese with the names and addresses of all Delegates and Alternates to the Annual Convention not less than thirty days prior to the call to order of the Convention.

**Sec. 5.** The Parishes and Missions shall pay the necessary traveling expenses of the Lay delegates incurred in attending the Diocesan Convention.

### CANON 3 Of Obligation in Default of Representation

Any Parish or Mission in union with the Convention which shall neglect or decline to appoint delegates, or whose delegates neglect or fail to attend the meetings of the Convention; or which shall incur suspension from or forfeiture of privileges by failure to pay Canonical assessments, or otherwise, shall be bound nevertheless by all the lawful acts of the Convention the same as if fully represented.

### CANON 4 Of a Nominating Committee

**Sec. 1.** A Nominating Committee of two Clerics and two Lay members shall be appointed by the Bishop at least one hundred and twenty days prior to the call to order of each Annual Convention of the Diocese. It shall be the duty of this Committee to make nominations for all offices to be filled by election at the Convention, except for those offices for which the Bishop makes nominations.

**Sec. 2.** The Committee shall solicit the Diocese for nominees. At least ninety days prior to any Convention, it shall send a list of the offices for which it will be making nominations to the Warden of each Parish and Mission as well as to each Priest and Deacon canonically resident in the Diocese. The Vestry or Bishop's Committee of each Parish or Mission in union with the Convention, or any group of five confirmed adult communicants of this Church in good standing in this Diocese, may submit to the Committee one nomination for each office. Such nominations must be received by the Committee no later than sixty days prior to the Convention. All nominees must be canonically resident, free of Ecclesiastical discipline in the Diocese of Iowa and qualified as electors of a Parish or Organized Mission.

**Sec. 3.** The Committee shall nominate at least one candidate for each office, all nominees having given their consent to having their names placed in nomination. The Committee's list of nominations shall include all names submitted in accordance with the provisions of Sec. 2, of this canon, providing the proper consent has been given.

**Sec. 4.** The report of the Nominating Committee shall contain the complete list of nominees for each office, together with a brief biographical sketch of each nominee. This report shall be mailed from the Diocesan Office, at least thirty days prior to the meeting of Convention, to all Clergy entitled to votes, and to those Delegates and Alternates whose credentials have been received. This report shall also be presented to the Convention at the proper time, with provision thereon for further nominations from the floor, all such nominees having given their consent to having their names placed in nomination.

**Sec. 5.** It shall be the duty of the Nominating Committee to verify that any persons nominated from the floor have given their consent to having their names placed in nomination.

**Sec. 6.** The provisions of this Canon shall not apply to nominations for a Bishop, or a Bishop Coadjutor, or a Suffragan Bishop, of the Church in this Diocese.

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### CANON 5

#### Of Deputies to the General Convention

**Sec. 1.** Four Clerical and four Lay Deputies from this Diocese to the General Convention shall be elected by ballot by Orders at the Annual Convention second next preceding the regular meeting of the General Convention, and shall continue in office until the next regular General Convention, or unless changed under Section 3 and 4 of this Canon. The Clerical Deputies shall be clergy canonically connected with the Diocese, and also entitled to seats in the Diocesan Convention which elects them; and the Lay Deputies shall be confirmed adult communicants of this Church in good standing in this Diocese. The Deputies shall be reported to the Secretary of the General Convention in the following order, namely; the person in each Order receiving the largest number of votes on the first ballot at which there shall be an election shall be reported first, and so on through the list.

**Sec. 2.** Four Clergy and four members of the Laity, having the necessary qualifications of Deputies to the General Convention, as provided in Section 1, shall be elected by ballot by Orders at the Annual Diocesan Convention next preceding the regular meeting of the General Convention to serve as Provisional Deputies, and shall continue in office until the next succeeding regular meeting of the Convention.

**Sec. 3.** If any one of the Deputies, before the meeting of the General Convention, should be unable to attend, such deputy shall at once notify the Bishop, or, if there be no Bishop, the Standing Committee; and it shall be the duty of the Bishop or of the Standing Committee, if it be called upon to act, to appoint one of the Provisional Deputies to supply the vacancy so created.

**Sec. 4.** In case of a vacancy created by the death of a Deputy or by removal from the Diocese, the vacancy shall be filled as provided for in Section 3.

**Sec. 5.** In the event of the failure of the Diocesan Convention to elect a full delegation, or in the event of a full delegation not appearing in the General Convention, or in the event of a Deputy withdrawing from the General Convention, the Deputies in attendance, with the consent of the Bishop, if present, shall name the Provisional Deputy or Deputies who shall supply the vacancy. Or, if there be not enough Provisional Deputies present or procurable for this purpose, substitutes may then be appointed in the same manner from any other eligible persons who may be present.

### CANON 6

#### Of Deputies to the Provincial Synod

**Sec. 1.** At each Annual Convention held in an even-numbered year there shall be elected as Deputies two Presbyters or Deacons and two Lay members, and at each Annual Convention held in an odd-numbered year there shall be elected as Deputies one Presbyter or Deacon and one Lay member, to represent this Diocese at the Synod of the province in which this Diocese is located, who shall continue in office until their successors are elected. The Clerical Deputies shall be Presbyters or Deacons canonically connected with the Diocese, and also entitled to seats in the Diocesan Convention which elects them; and the Lay Deputies shall be confirmed adult communicants of this Church in good standing in this Diocese.

**Sec. 2.** All elected Deputies shall serve for a two-year term. The required number of persons receiving the highest number of votes shall be declared the elected Deputies, and the required number of persons receiving the next highest number of votes shall be declared elected Alternate Deputies.

**Sec. 3.** If any of the Deputies, before the meeting of the Provincial Synod, should be unable to attend, such deputy shall at once notify the Bishop, or, if there be no Bishop, the Standing Committee; and it shall be the duty of the Bishop or of the Standing Committee, if it shall be called upon to act, to appoint one of the Provisional Deputies to supply the vacancy so created.

**Sec. 4.** In case of a vacancy by the death of a Deputy, or by removal from the Diocese, the vacancy shall be filled as provided for in Section 3.

**Sec. 5.** In the event of the failure of the Diocesan Convention to elect a full delegation, or in the event of a full delegation not appearing at the Provincial Synod, or in the event of a Deputy

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withdrawing from the Provincial Synod, the Deputies in attendance, with the consent of the Bishop, if present, shall name the Provisional Deputy, or Deputies, who shall supply the vacancy. Or, if there be not enough Provisional Deputies present or procurable for this purpose, substitutes may then be appointed in the same manner from any other eligible persons who may be present.

**Sec. 6.** The Diocesan Convention may, by majority vote, refer the selection of one or more Deputies to the Provincial Synod to the Board of Directors of the Episcopal Corporation, such selection to be made by majority vote of said Board of Directors.

## CANON 7 Of the Episcopal Corporation

**Sec. 1.** The “Episcopal Corporation of the Diocese of Iowa” shall be a body corporate under the laws of the State of Iowa for the purpose of holding in trust, or otherwise, any property given or acquired for objects connected with The Episcopal Church in the Diocese of Iowa other than that held by Parochial Corporations, and shall assist the Bishop in the unification, development and prosecution of the work of missions, Church extension, religious education and social service in the Diocese, and perform such work as may be committed to it by the development of such new work between the annual sessions of said Convention as may be deemed necessary; and receive and allocate all funds raised within the Diocese for the above-named purposes, and for the Church’s programs; subject, however, to the provisions of the Constitution and Canons of the Diocese, and to Constitution and Canons of the General Convention. The Bishop shall be the executive head of all such work.

**Sec. 2.** The Board of Directors of The Episcopal Corporation shall be constituted in accordance with the By-Laws of the Corporation and shall consist of ex officio directors, the Bishop of the Protestant Episcopal Diocese of Iowa, the Bishop Coadjutor of the Protestant Episcopal Diocese of Iowa, if there be one, the Treasurer of the Diocese and the Chancellor of the Diocese, and twelve (12) regular directors to be elected by the Diocesan Convention, of whom six (6) shall be Clerics and six (6) shall be members of the Laity, all eligible for membership in the Diocesan Convention which elects them. The then seated Chair or Vice-Chair of each deanery Council shall have seat, voice and vote. The President of the Standing Committee shall be an ex officio member of the Board of Directors of the Corporation with seat and voice only.

**Sec. 3.** All regular members shall be elected at the annual meeting of the Diocesan Convention. Each year there shall be chosen three (3) Clerics and three (3) Lay members for a term of two (2) years. Regular members shall hold office until their successors shall have been elected and have accepted such election. A Board shall have the power to fill vacancies occurring in the regular membership until the next meeting of the Convention, and such vacancies shall be filled by the Convention. Seven (7) members shall constitute a quorum. No elective member shall be eligible for re-election, or appointment to fill a vacancy, at an earlier time than twelve (12) months following the expiration of the second consecutive term of office.

**Sec. 4. (a)** Within thirty (30) days after the adjournment of the Diocesan Convention, the Board shall meet for the purpose of organization. The Bishop of the Diocese shall be the President of the Corporation and shall be elected to such office annually by the Board of Directors. The Board shall elect a Vice-President, a Secretary, a Treasurer and such other officers as shall be necessary in accordance with the By-Laws of the Corporation.

**(b)** The Corporation shall organize those Commissions and Committees required and desired to accomplish the duties assigned to the Corporation and to accomplish the functions of the Corporation. One of such Commissions shall be the Stewardship Commission, the Chairperson of which shall be appointed by the Bishop from among the Directors of the Corporation. The Stewardship Commission shall function as a “Finance Department” in terms of the Constitution and Canons for the Government of The Episcopal Church.

**Sec. 5.** The work of the Corporation, as it is necessary to carry out the program of the Diocesan Convention, shall be executed through such consultants, commissions and committees as it deems necessary.

**Sec. 6.** The Corporation may enact and amend its By-Laws for its government not inconsistent with the provisions of the Canons of the Diocese.

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**Sec. 7.** The Corporation shall take to each annual meeting of the Diocesan Convention a report of the work done under its supervision during the preceding calendar year, together with whatever recommendations the Corporation may desire to make to the Convention.

**Sec. 8. (a)** No later than one hundred twenty (120) days prior to the annual convention, the Corporation shall formulate and transmit to the Minister and Warden of each Parish and Mission a list of program ideas for the ensuing year, with estimated dollar amounts attached. The Parishes and Missions may then indicate to the Corporation their desires regarding the possible programs on the list and their relative priority. Any such communication so received shall be forwarded to the Stewardship Commission for their use in drafting a proposed budget.

**(b)** No later than sixty (60) days before the Diocesan Convention the Corporation shall consider and act upon the proposed Budget and proposed Assessments for the Diocesan Fund for the ensuing year which has been submitted to it by the Stewardship Commission. Upon approval by the Directors, the report of the Stewardship Commission shall be submitted to the Diocesan Convention for adoption.

### CANON 8 Of the Consultants

**Sec. 1.** The Consultants forming the Executive Cabinet of the Diocese of Iowa shall be appointed by the Bishop, with the approval of the Board of Directors of the Episcopal Corporation, and shall hold office at the discretion of the Bishop.

**Sec. 2.** Provision for the payment of their compensation and the necessary expenses of their office shall be determined by the Finance Commission and paid from the Diocesan Fund upon approval of the Diocesan Convention.

**Sec. 3.** They shall perform such duties as may be assigned them by the Bishop, or the Diocesan Convention.

### CANON 9 Of the Office of a Chaplain

**Sec. 1.** A chaplain in this Diocese may be appointed by the Bishop with the approval of the local Vestry, a Bishop's Committee or other local governing body, to serve in any of several specialized categories, i.e., as Chaplain of a University Community, as Chaplain of a Hospital Community, etc.

**Sec. 2.** Such appointment shall be made by letter from the Bishop outlining the area of responsibility and with reference to this Canon.

**Sec. 3.** Provision for the payment of Chaplain's compensation and the necessary expenses of the office shall be determined by the Bishop in conjunction with the Finance Commission of the Episcopal Corporation.

**Sec. 4.** The appointment of a Chaplain may be terminated by mutual understanding of the Bishop and Chaplain with the approval of the Vestry, Bishop's Committee or local governing body.

**Sec. 5.** If for any reason the parties involved in the pastoral relationship shall not agree as to the dissolution, a hearing may be sought by either party before the Bishop and Standing Committee with the judgment rendered by them being final.

### CANON 10 Of the Diocesan Fund

Salaries and expenses of the Bishop and Bishop Coadjutor, if there be one, in excess of amounts provided from special funds administered by the Episcopal Corporation of the Diocese, the expenses of the Convention and of its officers, assessments upon the Diocese for the expenses of the

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Provincial Synod and the General Convention, and such other Diocesan expenses as may be so provided by Canon or by resolution of the Convention, shall be paid from the Diocesan Fund.

### CANON 11 Of the Committee on Ways and Means

**Sec. 1.** A Committee on Ways and Means shall act under the authority of the Stewardship and Planned Giving Commission of the Episcopal Corporation.

**Sec. 2.** The Committee on Ways and Means shall formulate in detail each year, and submit to the Corporation for its approval a recommendation to the Annual Convention of the Budget and all proposed Askings for support of the Diocesan Budget for the ensuing calendar year. This Budget shall be drawn on a priority basis; and the proposed Askings shall be based upon the average of the annual income received by each congregation in each of the most recent three years for which data is available. The amount of income to be asked shall be: the total Operating Revenue as defined for the Annual Parochial Report. From this amount there will be allowed as a deduction one-half of the amount included in the total Operating Revenue which was given as pledge to the Diocese in the most recently completed year. The Committee on Ways and Means shall formulate the proposed Askings by means of a scale of percentages to be determined by said Committee insuring an equitable distribution of the total Asking to the congregations upon the basis of the demonstrated financial ability of each. The Ways and Means Committee shall present their finding to the Diocesan Convention for action. When by action of the Convention the proposed Budget and Askings are adopted, they shall be the Budget and Askings for the Diocesan Budget for the ensuing year. If the pledge that an individual congregation makes in response to this asking is less than the amount asked, the pledge shall be accompanied by a letter from the vestry or bishop's committee of said congregation, and signed by all its members, explaining the reason or reasons for the difference.

**Sec. 3.** After securing Board approval, and no later than fifty (50) days before the call to order of an Annual Convention, the Committee on Ways and Means shall transmit to the Minister and Treasurer of each congregation a report of the proposed Budget and Askings.

**Sec. 4.** The Treasurer of the Diocese, not later than sixty (60) days following the adjournment of the Convention, shall transmit to the Minister and Treasurer of each congregation a statement of the Asking imposed on the same for the ensuing year.

**Sec. 5.** It shall be the duty of every congregation to forward to the Treasurer of the Diocese on or before the last day of each month, one-twelfth (1/12) of the Pledge submitted.

**Sec. 6.** If, at the close of the year, there shall remain a balance in the treasury, such balance shall be held as a reserve fund, unless otherwise disposed of by the Convention.

**Sec. 7.** A written order or direction of the Bishop approved by certified copies of a resolution of the Committee on Ways and Means, addressed to the Treasurer of the Diocese for the expenditure of moneys in his hands other than expenditures for Bishop's salaries, the Diocesan Fund, or purposes declared by express resolution of the Convention, shall be accepted as "under the direction of the Convention" referred to in Article VI, Sec. 1, of the Constitution.

### CANON 12 Of Property

Property shall be held by the Episcopal Corporation solely for purposes allowed by the statutes of the State of Iowa, under which said Corporation is organized, and for such purposes and with such limitations as are designated in the Articles of Consolidation or By-Laws which shall not be inconsistent with the Constitution and Canons of the Episcopal Church and Constitution and Canons of the Church in the Diocese of Iowa. The officers and/or directors of said Corporation shall make a report to the Annual Convention, which report shall cover all property held by the Corporation and the receipts and disbursements of all funds.

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### CANON 13 Of the Pension Fund

**Sec. 1.** It shall be the duty of this Diocese and of the Parishes, Missions and other ecclesiastical organizations or bodies therein, each through its treasurer or other proper official, to immediately inform The Church Pension Fund of all salaries and other compensation paid to Clergy; of any changes in such salaries and other compensation as they occur; and to promptly pay to The Church Pension Fund all pension assessments required thereon pursuant to the Canons of the Episcopal Church related thereto.

**Sec. 2.** It shall be the duty of every Cleric canonically resident in this Diocese to promptly inform The Church Pension Fund of such facts as dates of births, of ordination or reception, of marriage, births of children, deaths, and changes in cures or salaries, and to any and all other things that may be necessary or required by The Church Pension Fund in order to insure its proper administration and to fully cooperate therewith in such other ways as will effectively permit The Church Pension fund to discharge its obligations.

### CANON 14 Of the Commission on the Ministry

**Sec. 1. (a)** At the Annual Convention of the Diocese the Bishop shall appoint and the Annual Convention confirm a Commission on Ministry to consist of not less than six (6) nor more than eighteen (18) Clergy and Lay Persons with membership being one-half in each order with one-third in each order being appointed and approved each year. The term shall be for a three-year period. Members shall be eligible for two consecutive terms. No one so approved shall be eligible for re-appointment until after the expiration of one year after the term has expired. At least one clergy member shall have been ordained less than five (5) years.

**(b)** The Bishop shall be an ex officio member of the Commission on the Ministry.

**Sec. 2.** The duties of the Commission on the Ministry shall be those described in the Canons of the Episcopal Church including examination of Postulants and Candidates for Holy Orders; and such other duties relating to the ministry of this Diocese as shall be assigned by the Bishop.

**Sec. 3.** The Commission on the Ministry shall have the power to devise and enact by-laws for its own governance, not inconsistent with the Constitution and Canons of the Diocese.

**Sec. 4.** The Commission on the Ministry shall report in full to the Annual Convention of the Diocese.

### CANON 15 Of Deaneries

**Sec. 1.** The Diocese shall be organized into various regions, known as deaneries. The size, number and boundaries, and included counties, cities or towns and congregations to be determined from time to time by the Ecclesiastical Authority.

**Sec. 2.** The objectives of the Deanery shall be the planning, development, administration and evaluation of the Church's work in the region; promotion of the mission and ministry of the Church; guidance of delegates to the Diocesan Convention; and, the advancement of the Church's overall mission in the world. All objectives to be accomplished under the guidance and direction of the Ecclesiastical Authority.

**Sec. 3.** The work of the Deanery shall be through the Deanery Council composed of all Clergy canonically resident in the diocese and the deanery, one (1) Lay delegate to the Diocesan Convention from each congregation in the deanery and one lay member at-large from each congregation in the deanery. Lay council members shall be elected at the annual meeting of the congregation, or at the direction of the annual meeting of the congregation by the Parish Vestry or

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Bishop's Committee; a council member may be elected to not more than two successive terms. All council members shall have seat, voice, and vote in Deanery Council meetings.

**Sec. 4.** The Deanery Council shall meet not less than twice each calendar year. At its first meeting in the spring, the Council shall elect from its number a Chair and Vice-Chair, one from the clergy order and one from the lay order. Thereafter, the Council may adopt such rules of by-laws, in conformity with these canons, as it deems appropriate, related to such other or further officers, their terms of office, manner of election and frequency of Council meetings as approved by the Ecclesiastical Authority. At a meeting not less than forty-five (45) days prior to the Diocesan Convention, the Council shall consider issues to come before the Convention.

**Sec. 5.** The Deanery Council shall have no authority in the internal affairs of any congregation.

**Sec. 6.** The Chair or Vice-Chair as elected by the Deanery Council shall have seat, voice and vote on the Board of Directors of the Episcopal Corporation.

## CANON 16 Of the Commission on Church Property, Architecture and Allied Arts

**Sec 1.** There shall be a Commission of the Diocese, to be known as the Commission on Church Property, Architecture and Allied Arts, which shall consist of the Bishop, the Bishop Coadjutor or Suffragan Bishop, if there be one, together with at least two (2) clerics and at least three (3) lay members. At least three (3) members of the committee shall be skilled in church architecture, construction, and finance. One commission member shall also be a member of the Board of Directors and one shall also be a member of the Standing Committee. All members of the committee shall be appointed annually by the Bishop.

**Sec. 2.** The Commission shall give its counsel on all questions of land purchase, financing, church architecture, and construction of church property, whether relating to new construction or remodeling of an existing church facility. The Commission shall also offer guidance and counsel on matters of property safety and risk management for new and existing church facilities.

**Sec. 3.** Before erecting a church building, parish house, or rectory, or making changes of structural significance to existing buildings, all congregations shall submit plans for building and financing to the Commission for review. The Commission shall submit its recommendation to the Board of Directors and/or the Standing Committee for approval.

**Sec. 4.** Whenever a Revolving Fund Loan Application is submitted to the Diocese, it shall be forwarded to the Commission for its review and recommendation for approval or rejection.

**Sec. 5.** The Commission shall oversee the upkeep and maintenance of the diocesan headquarters, and recommend such reasonable financial expenditures as may be necessary therefore.

## CANON 17 Of Diocesan Institutions

**Sec. 1.** No institution, society, corporation or person shall solicit money or other properties in the name of the Diocese of Iowa, or as an institution of the Episcopal Church in the Diocese of Iowa, or claim to be or hold itself out as an institution of the Diocese of Iowa, unless it shall have first qualified as a Diocesan Institution by this Church as herein provided.

**Sec. 2.** Institutions, societies, corporations or persons may be recognized as Diocesan Institution if, but only if, they shall have first met the following conditions, and shall continue to meet the following conditions:

(a) Any such institution, society, corporation or person must submit to the Convention of the Diocese its Charter, Constitution or Articles of Incorporation and obtain the approval and acceptance by the Convention of such Charter, Constitution or Articles of Incorporation.

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(b) The Convention shall not approve or accept any such Charter, Constitution or Articles of Incorporation of any such institution, society, corporation or person unless such Charter, Constitution, Articles of Incorporation or By-Laws shall contain the following minimum provisions:

(1) The Bishop and at least one (1) cleric from the vicinity of the society or institution must be ex officio members of the board of directors, board of trustees or other governing board of such society or institution.

(2) At least a majority of such board of directors, board of trustees or other governing board, must be confirmed adult communicants of this Church in good standing in this Diocese.

(3) Such institution, society, corporation or person must be a charitable or non-profit institution, society or corporation within the meaning of the laws of the State of Iowa.

(4) Any such institution or society must report to the Annual Convention of the Diocese of Iowa on the status of the organization, the nature of its work as it relates to the Christian faith, and the nature of the work accomplished during the preceding year. Such report shall certify no changes have occurred to alter its status as a Diocesan Institution.

**Sec. 3.** (a) This Canon shall apply to existing societies, institutions, corporations and persons considered to be an institution of The Episcopal Church in the Diocese of Iowa.

(b) All Charters, Constitutions, Articles of Incorporation and By-Laws referred to in this Canon shall be transmitted to the Chancellor for examination before presentation to the Convention. The report of the Chancellor shall accompany each presentation to the Convention.

**Sec. 4.** The provisions herein shall be deemed to be minimum requirements only, and the Convention shall have the authority to demand such other or additional requirements as it may deem necessary.

**Sec. 5.** If the Ecclesiastical Authority of the Diocese shall determine that any such institution, society, corporation or person does not conform, or has ceased to conform, to the provisions of this Canon, or that its standards of work and service are not sufficiently high to warrant its recognition as a Diocesan Institution, the Ecclesiastical Authority shall submit the same to the Convention and the Convention shall then, in its discretion, revoke the diocesan status of any such society, institution, corporation or person, and it shall cease to be a Diocesan Institution and it shall lose all privileges given it by this Canon, and it shall further cease to hold itself out as an institution of this Church and it shall not use the name of the Church to solicit funds or for any other purpose.

**Sec. 6.** In the case of any society or institution which shall have any provision in its Articles for the election of a member of its governing body by the Convention, such member shall be elected by the Convention and nominations shall be made by a nominating committee annually appointed by the Bishop, but this shall not prevent nominations from the floor of the Convention for the purpose of electing any such member of any such body.

**Sec. 7.** The Secretary of the Convention shall report the names of all institutions and their activities in the Journal of the Annual Convention.

## CANON 18 Of the Cathedrals

**Sec. 1.** The Convention of the Diocese of Iowa hereby acknowledges Trinity Church, Davenport, and St. Paul's Church, Des Moines, as the Cathedrals of the Diocese. Trinity Cathedral is recognized as the historic site, and St. Paul's Cathedral as the liturgical center of the Diocese.

**Sec. 2.** The congregation of each Cathedral shall be a parish, with all the normal and prescribed parochial organizations, duties, rights and privileges; provided, however, that the Bishop shall nominate a priest to be the Rector and Dean. When the Bishop shall be notified that there is, or is about to be, a vacancy in the Rectorship of the Cathedral congregation, then such Bishop shall, nominate any number of Priests, not less than five (5) deemed fit and suitable, from whom the Vestry shall select one (1) to be called as Rector; or, if for good reasons no one of these shall be selected, the Vestry shall notify the Bishop, who may then nominate others until a selection shall be made. Such Rector, when duly elected and installed, shall become Dean of the Cathedral with such duties, rights and privileges of the rector of a parish.

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Sec. 3. The Bishop shall have the Episcopal seat in the Cathedral and shall have the right to occupy it at all times. The Bishop may preach in the Cathedral at any service at which such Bishop is present, and shall have the right to order the type of service which shall be conducted at the time of any Visitation, and take such part in the service as elected. On eight days' notice to the Dean, or to the Wardens if there be no Rector or Dean, the Bishop shall have the right to hold any special service desired. On thirty (30) days' notice to the Dean or Wardens, the Bishop shall have the right to use the Cathedral or the Parish House for any purpose effecting the work of the Diocese of Iowa, the work of the Province, or the work of The Episcopal Church.

Sec. 4. The Bishop shall be ex officio a member of the Vestry, and when present, may preside at its meetings; the Bishop shall receive a notice of every Vestry meeting and Congregational Meeting of the Parish.

Sec. 5. If a Cathedral be without a Rector or Dean, the Bishop shall have the right to provide for the services. No one shall be appointed Priest-in-Charge in the interim by the Vestry, without the Bishop's consent and approval. The Bishop shall be regarded as the Rector of the Parish and Cathedral until a Rector has been called and is in residence.

Sec. 6. Only with the consent of the Bishop, and the Bishop Coadjutor, if there be one, and by a majority of the affirmative votes of the Annual Convention of the Diocese, and a two-thirds affirmative vote of both Cathedral vestries may this Canon be amended, revised or changed in any way.

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Deleted by Resolution XVI of the 147th Annual Convention of the Diocese of Iowa,  
November 5-6, 1999

## CANON 22 Of the Organization of Parish or Mission

Sec. 1. Any number of persons, no fewer than ten (10), who shall be confirmed adult communicants of this Church in good standing in the diocese, and who are not already within the bounds of an incorporated Parish, may organize themselves as a Parish or Mission, also to be known as a Congregation, and they shall proceed as follows:

Sec. 2. (a) Notice of intention to organize a Parish or Mission shall first be given to the Ecclesiastical Authority of the Diocese of Iowa. Said notice shall be in writing, and in the following form:

Dear Bishop \_\_\_\_\_:

We, whose names are hereunto affixed, deeply sensible of the truth of the Christian Religion, conscientiously attached to the Doctrine, Discipline and Worship of the Episcopal Church and sincerely desirous of securing the holy influence of the Church for ourselves, our families and our neighbors, do hereby respectfully ask permission of the Ecclesiastical Authority of the Diocese of Iowa to organize ourselves and others as a Parish or Mission of the said Church, under the name and title of \_\_\_\_\_ Church, \_\_\_\_\_, Iowa; and we do hereby acknowledge the authority of the Constitution and Canons of the Episcopal Church in the Diocese of Iowa; and we also promise conformity and obedience to the Doctrine, Discipline, Liturgy, Rites and Usages of said Church.

(Signed) \_\_\_\_\_  
\_\_\_\_\_

(b) This notice of intention shall be signed by at least ten (10) of the adults who propose to be members of the Parish and it shall be sent to the Ecclesiastical Authority.

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Sec. 3. (a) If the Ecclesiastical Authority approves of organization, notice of such approval shall then be given in writing to the persons petitioning, who shall then proceed as follows:

(b) Notice of the meeting to organize, its objects, and the time and place of such meeting, shall be publicly read at the time of Morning Service, on two Sundays next previous to said meeting, by some cleric of the Church, and there shall also be posted a notice in some conspicuous place at or near the place of worship, stating that the meeting is for the purpose of incorporating themselves, organizing (adopting Articles of Incorporation for the Parish or Mission if desired), and choosing the Vestry or Bishop's Committee and stating also the time and place of meeting; said notice to be posted at least two (2) weeks previous to the meeting.

(c) At the meeting a cleric, appointed by the Ecclesiastical Authority, shall preside. A Secretary shall be chosen. A book shall be provided for a record of the proceedings, in which shall be entered: first, the notice to the Ecclesiastical Authority, with the names attached to the same, the approval of the Ecclesiastical Authority, the names of the Vestry or Bishop's Committee members chosen for the first year, and any other matters of importance pertaining to the organization; and second, the Constitution and/or Articles of Incorporation and Association.

Sec. 4. Application for admission into union with the Church in Convention shall be forwarded to the Secretary of the Convention at least one (1) month before the meeting of the Annual Convention, which application shall be accompanied with duly certified copies of the following papers: The notice to the Ecclesiastical Authority; the approval of the said Authority; proposed or adopted Articles of Incorporation (if desired); proof that the Parish contains ten (10) confirmed adult communicants of this Church in good standing in this Diocese and the names of the officers chosen for the first year; and a copy of the proposed annual budget of the Parish or Mission, with reasonable evidence of ability to support such a budget.

Sec. 5. Applications for admission into union with the Convention shall be made within two (2) years from date of the approval by the Convention; if not, the Bishop shall consider the permission to organize withdrawn, and shall declare the organization null and void.

Sec. 6. In case the proposed new Parish is within the limits of a city of town where there is an existing Parish or Parishes, application for the establishment of such new Parish shall be made to the Bishop in writing. Whereupon, written notice from the Bishop shall be mailed, addressed to the Rector and Vestry of such Parish or Parishes, of a meeting to be held not later than sixty (60) days following the date of such written notice. At this meeting the Rector and Vestry of the existing Parish or Parishes, shall be given an opportunity to be heard on the matter of the establishment of such new Parish. The Bishop, with the advice and consent of the Standing Committee, shall then determine within thirty (30) days following such meeting, approval or disapproval of the establishment of such new Parish, which shall be final and conclusive on the question as to whether such new Parish shall be established. The establishment of a new Parish in the particular city or town in question shall not be again presented within a period of twelve (12) months.

## CANON 23

### Of the Annual Parish Meeting

Sec. 1. (a) On the first Monday in January of each year, or on any day thereafter not later than April 30th, the Parishioners of each Parish shall assemble in Annual Meeting, to elect members of the Vestry, and to transact such other business as may properly come before them. Notice of such meetings shall be given from the chancel at the regular services of the Church on two Sundays next preceding the time of such meeting. If there be no Rector and if no services are held on such two Sundays, then the Warden shall notify the members by mail of the time of meeting not less than seven (7) days preceding such meeting. When a Parish is without a Rector, the Bishop may, at the written request of the Vestry of such Parish, set a date following January 30th for the Annual Parish Meeting.

(b) Special meetings of the Parishioners may be called by the Rector, or by the Vestry, if there be no rector, and shall be called by the rector upon the written request of the Vestry. Notice of such special meeting shall be given from the chancel at the regular services of the Church on two Sundays next preceding the time appointed for the special meeting and shall declare the purpose of such meeting.

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(c) At all Parish meetings the Rector, if there be one, if not, a Warden, shall preside and the Clerk of the Vestry shall act as Clerk of the meeting.

Sec. 2. (a) The electors shall be confirmed adult communicants of this Church in good standing in this Diocese; and such other baptized persons of like ages as may have been regular attendants upon the public Worship of the Church in said Parish, who have contributed to its support for at least three (3) months next preceding the election. Voting by proxy shall not be allowed.

(b) The right of challenge shall be permitted. In case of challenge, Communicant status and regular attendance shall be determined by the Rector, if there be one, or if there be none, by the Warden presiding. The matter of contribution to the support of the Parish shall be determined by the Treasurer of the Parish, or in the absence of the treasurer, by any other Vestry member having knowledge of the case.

### CANON 24 Of the Election of the Vestry

Sec. 1. (a) The Vestry shall consist of not less than six (6) nor more than fifteen (15) members, the number to be determined by the Parish Meeting. They shall be baptized persons, and qualified electors, as provided in Canon 23, Sec. 2(a). The Vestry may consist of six (6), nine (9), twelve (12) or fifteen (15) members, and having been so determined by the Annual Parish Meeting shall remain so until changes by the action of some subsequent Parish Meeting.

(b) At the first Annual Parish Meeting, the number of Vestry members having been determined by action of the Parish Meeting, the total number shall be elected. In the event the Vestry members are to serve a three-year term, they shall draw for terms, one-third of the number elected for terms of three years each, one-third for terms of two years each, and one-third for terms of one year each; in the event the Vestry members are to serve two-year terms, they shall draw for terms, one-half to serve for two years and one-half to serve for one year each. No Vestry member having served more than eighteen (18) months of a three-year term shall be re-elected until one year has elapsed since the previous term has expired. No Vestry member serving two consecutive two-year terms shall be re-elected until one year has elapsed since the previous term has expired.

(c) In the event of the increasing of the number of Vestry members by action of the Parish Meeting, one-third of the increased number may be elected for terms of three years each, one-third of the increased number for term of two years each, and one-third of the number for terms of one year each. In the event of the decreasing of the number of Vestry members by action of the Parish Meeting, there shall be at that meeting no election of Vestry members as provided in paragraph (b) of this Section.

(d) In the event of a vacancy occurring in the Vestry during the year, it may be filled by the Vestry; or by a special Parish Meeting, if the Vestry, by resolution, so requests. In the event the Annual Parish Meeting determines that the terms of Vestry members to be elected be for two, rather than three years; election of new Vestry members and drawing for terms of one and two years shall take place as in sub-section (b), above.

(e) The election of a Vestry member or a filling of a vacancy in the Vestry by a special Parish meeting shall be by ballot, and the polls shall be open not less than thirty (30) minutes; or may be closed after all electors present have voted, if there be no objection to such closing made from the floor.

### CANON 25 Of the Duty of the Vestry

Sec. 1. The Vestry is urged to cooperate with the Rector in promoting the spiritual welfare of the Parish and shall aid the Rector in the initiation, conduct and development of the program of the Church both within and without the Parish.

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Sec. 2. The Vestry shall accept responsibility for the Mission of the Church in the community, the diocese, the nation and the world, and shall be the means by which the General Church and the Diocese communicate with the Parish.

Sec. 3. The Vestry shall represent the Parish in its relations with the Rector.

Sec. 4. The Vestry shall serve as a Council of Advice for the Rector upon his request, or whenever in the judgment of both Wardens there are matters that should be brought to the Rector's attention.

Sec. 5. The Vestry shall encourage fit men and women to enter the specialized ministries of the Church.

Sec. 6. The Vestry shall be the agents and legal representatives of the Parish in all matters concerning its corporate property.

Sec. 7. The Vestry shall supervise the care and maintenance of the buildings, furnishings and other properties of the Parish.

Sec. 8. The Vestry shall be responsible for the proper care of the finances of the Parish.

Sec. 9. The Vestry shall present a complete statement of the financial condition of the Parish to each annual Parish meeting.

Sec. 10. The Vestry will make arrangements for the support of its Rector; and in the event of death, resignation or removal, to notify the Bishop without delay, and to supply the Rector's place as soon as possible in accordance with the Canons of The Episcopal Church related thereto.

Sec. 11. The Vestry shall be responsible for such other duties as enumerated in Canon 26, of these Canons.

## CANON 26 Of the Officers of the Vestry

Sec. 1. At the first meeting of the Vestry following the Annual Parish Meeting they shall elect, out of their own number, a Senior Warden, a Junior Warden, and a Clerk; and they shall also elect a Treasurer for the Parish, and may elect a Missionary Treasurer.

Sec. 2. It shall be the duty of the Wardens, under the Rector, to protect the Church property, to see that all things needed for the orderly worship of God, for the administration of the sacraments and the ordinances of the Church, be provided; and, in the absence of the Rector, procure, under the advice of the Bishop, a suitable supply cleric for the continuation of the services.

Sec. 3. It shall be the duty of the Clerk, or a designated Recording Secretary, to take Minutes of the proceedings of the Vestry. The Clerk shall record them in a Parish book kept for this purpose alone; preserve the records, attest the public acts of the Vestry, perform such other duties as may be regularly assigned and deliver to the successor Clerk all books and papers belonging to the Parish.

Sec. 4. (a) It shall be the duty of the Treasurer to receive all Parish funds, except communion alms, to keep an accurate account of all moneys, and disburse them as ordered by the Vestry.

(b) The Treasurer, or Missionary Treasurer, if there be one, shall collect and remit all moneys received for the Diocesan and General Church Program, in accordance with Canon 11, these Canons.

(c) The Treasurer shall render an annual account to the Vestry for audit, and the books shall always be open to the inspection of the Bishop, the Rector, Wardens, or Vestry.

(d) The Treasurer shall perform such other duties as may be regularly assigned and deliver to the successor all moneys, accounts and vouchers in the Treasurer's possession belonging to the Parish.

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### **CANON 27** **Of the Vestry Meeting**

Sec. 1. The Vestry, by resolution, shall determine the days for the regular meetings of the Vestry.

Sec. 2. (a) Special meetings of the Vestry may be called by the Rector, and shall be called at the written request of three (3) members of the Vestry, including one (1) Warden. Notice of such special meeting shall be mailed to the members of the Vestry not later than twenty-four (24) hours prior to the hour fixed for the meeting.

(b) Upon written request of the Bishop, the Rector, or the Wardens, if there be no Rector, shall call a meeting of the Vestry for conference with the Bishop, and for action on such matters as shall grow out of such conference, a special meeting of the Vestry shall be held at such times as the Bishop may indicate.

(c) A Vestry meeting may be held at any time without notice, the Rector consenting, providing every member of the Vestry shall be present.

Sec. 3. There shall be no meeting of the Vestry unless the Rector, if there be one, and a majority of the Vestry be present, provided if the Rector be absent from the Diocese four (4) calendar months, or if when duly notified of the meeting, shall decline or neglect to be present, the Vestry shall be competent to transact business, if there be a majority of the Vestry including one (1) Warden present, save that in the sale of Church property, the Rector, if there be one, must be present.

Sec. 4. In no event shall any member of the Vestry cast more than one (1) vote on the same question. The presiding member, if voting as a member of the Vestry, has no casting vote in the case of a tie.

Sec. 5. The Rector or a designee of the rector, if there be a rector, shall preside at all meetings of the Vestry and shall have a casting vote in the case of a tie. If the Rector is absent, the Senior Warden shall preside. In the absence of both the Rector and Senior Warden, the Junior Warden shall preside.

### **CANON 28** **Of the Articles of Incorporation**

Sec. 1. Nothing in these Canons shall be construed to interfere with the provisions of any existing Articles of Incorporation of any Parish in case of direct conflict, provided that as Corporations are renewed, their articles shall be amended to conform to the provisions of the Constitution and Canons of this Diocese.

Sec. 2. When the period provided by the Articles of Incorporation, or the Statutes of the State, for the duration of any Parish shall have expired, and there has been no re-incorporation of such body, the title to all real or personal property then owned by it shall be vested in the Episcopal Corporation of the Diocese of Iowa. The Articles of Incorporation or Association of any Parish hereafter created shall contain a provision to this effect.

### **CANON 29** **Of the Custody of Church Buildings**

Sec. 1. (a) The Church building, or other place of worship, belonging to any Parish or Mission may be opened for all services, rites, ceremonies, and other purposes, authorized, or approved of, either by The Episcopal Church, or the Church in this Diocese, represented by the Ecclesiastical Authority thereof, but for no other purpose whatsoever, at such times as the Cleric-in-Charge, or when there is no Cleric-in-Charge, the Wardens may deem proper.

(b) No Minister-in-charge of any Congregation of this Church, or, in case of vacancy or absence, no Church Wardens, Vestry members or Trustee of the Congregation, shall permit any person to officiate therein, without sufficient evidence of being duly licensed or ordained

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to Minister in this Church; provided, that nothing herein shall be so construed as to forbid confirmed adult communicants of this Church in good standing in this Diocese to act as Lay Readers.

(c) No Cleric of this Church, while under or subject to Ecclesiastical Discipline shall be permitted to officiate within this Diocese.

Sec. 2. No Church or Chapel shall be removed, taken down or otherwise disposed of, for "any unhallowed, ordinary or common use"; nor shall any congregation change the location of its Church or Chapel, erect or establish another within the same city or town, without the written consent of the Bishop, acting with the advice and consent of the Standing Committee.

## CANON 30 Of Parish Registers and Parochial Reports

Sec. 1. Every Minister-in-charge of a Parish in this Diocese shall keep a Register of Baptisms, Confirmations, Communicants, Marriages, and Burials within the Cure.

Sec. 2. (a) The record shall specify the name, time and place of birth of each child baptized, with the names of the parents and sponsors; the name, time and place of the birth of each adult baptized, with the names of the parents and witnesses; the name of each person confirmed; the names of the parties married, with the names of the witness or witnesses required by civil law; the name of each person buried; and the time when each rite was performed.

(b) This record shall be kept by the Minister in a book to be provided by the Vestry for that purpose, which shall belong to the Parish; it shall be the Parish Register and shall be preserved by the Vestry as a part of the records of the Parish.

(c) The record shall embrace a list of all Communicants within the Cure. No Confirmed person shall be recorded a Communicant until first Communion has been made and, if coming from some other Parish or Congregation, has also presented a letter of transfer as required by the Canons of The Episcopal Church, or such other evidence of communicant status as is required by the same paragraph, section and canon.

(d) A separate record shall be kept, showing a list of all families and adult persons within the Cure.

(e) A like Register shall be kept in every Mission by the Minister-in-charge, and the foregoing provisions shall apply to all entries in such Mission Register.

Sec. 3. Every such Minister shall present, or cause to be delivered to the Ecclesiastical Authority of the Diocese an Annual Report in compliance with the Canons of The Episcopal Church.

Sec. 4. Upon dissolution of the pastoral relationship, the Parish register shall be placed in the hands of the Clerk of the Vestry for safekeeping.

Sec. 5. In every case where a Parish is without a Minister, the Register contemplated by this Canon shall be kept by the Wardens; and the Annual Parochial Report shall be presented or forwarded to the Bishop by the Wardens.

Sec. 6. Upon the dissolution of the pastoral relationship in a Mission the Parish Register shall forthwith be forwarded by the Warden to the Diocesan Office for safe keeping. The Diocesan Office shall maintain the register, issuing the Annual Report. The Diocesan Office shall return the Parish Register to the Mission upon appointment of a successor.

Sec. 7. Upon the dissolution of a Parish or Mission, the Register provided for by this Canon, shall immediately become the property of the Diocese, and the Bishop shall take charge thereof.

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**CANON 31  
Of Stated Offerings**

Sec. 1. It is hereby made the duty of the Clergy-in-charge of Parishes and Missions in this Diocese, and the Wardens, Vestries and Bishop's Committees, in the absence of the Clergy-in-charge to take the following offerings at the times and for the purposes hereinafter stated, to-wit: The open offering at the official visitation of the Bishop, shall be remitted to the Bishop, to be reimbursed for such needs as may be presented. The items of expenditure in this fund shall not be reported to the Convention, but the total amount received and expended during the fiscal year shall be reported by the Bishop to the Convention.

Sec. 2. It is hereby made the duty of the Clergy in charge of Parishes and Missions in the Diocese and of the Wardens, Vestries and Bishop's Committees, in the absence of the Clergy, to conform to all requirements of the General Convention as to the raising of moneys for the Missionary or other work of the Church or of the Diocese, whether for the Church's Program or otherwise.

**CANON 32  
Of the Episcopal Visitation**

Visitation by the Bishop is of inherent and transmitted authority and indispensable for the exercise of the Episcopal functions within the Bishop's jurisdiction. In this are included the examining of the state of the Church, inspecting the behavior of the Clergy, their interest and zeal in the General Mission work of the Church and the responses elicited from their people, administering the Apostolic Rite of Confirmation, ministering the Word, and administering the Holy Eucharist to the people committed to the Bishop's charge. On occasions of Canonical visitation, the Bishop controls the services, to take or assign to others, such portion of them as thought proper; and the Bishop may also designate the purpose for which the offerings of the people are taken. The Bishop may require the Wardens, or Vestry, to give information of the state of the congregation, and to give advice as to what offerings are being taken for Missionary purposes, and such Bishop may formally propound questions relative thereto. It is the Bishop's right to exercise oversight of Church buildings, rectories and other corporate property, and to prevent their misuse, neglect or alienation. It is therefore declared to be the duty of Clergy, Lay Officers and Parishioners, as the case may be, to recognize the authority of Episcopal Visitation, and to cooperate with its purposes.

**CANON 33  
Of the Transfer of Communicants**

Sec. 1. It is the duty of every Communicant removing from one Parish to another, to apply for a certificate of standing. This certificate may be given in the form following, or in such form as may indicate the true standing and character of the applicant.

Diocese of Iowa

To the Rector (or Minister) in charge of \_\_\_\_\_ Church, \_\_\_\_\_,  
Diocese of \_\_\_\_\_,

Greeting:

This is to certify, that \_\_\_\_\_ is a member of the above named Parish, and a confirmed adult communicant of this Church in good standing in this Diocese. I do hereby transfer said Communicant to your spiritual charge, commanding \_\_\_\_\_ to your Christian love and care.

Please acknowledge acceptance, and the name will thereupon be removed from the register of this Parish.

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Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_ A.D. \_\_\_\_\_.

(Signed) \_\_\_\_\_  
\_\_\_\_\_

Sec. 2. No Cleric of this Diocese shall enter the name of any Communicant upon the Communicant list of any Parish or Mission until such certificate as is required by Section 1, of this Canon, has been delivered to the cleric or a satisfactory reason given why the same has not been obtained. In case such Communicant is a Communicant of a Parish of the Church in this country, notice shall be sent to said Communicant's former Parish of such action.

### **CANON 34** **Of the Dissolution of a Parish**

Sec. 1. Whenever any of the requirements essential to the admission of Parishes into union with the Convention shall be absent in any Parish, said Parish shall have the opportunity to enter a two-year probationary period in order to determine its options and direction. After the two-year probationary period if the qualifications stated in the Constitution and Canons for admission are unable to be met the Parish may become an Organized Mission or be dissolved.

Sec. 2. Any Parish, having the written consent of the Bishop, and having first transferred its property to the Episcopal Corporation of the Diocese of Iowa, may become an Organized Mission until such time as it may have recovered strength for effective Parish organization and administration.

Sec. 3. It shall be the duty of the Bishop to take the necessary steps to preserve the property of such Parishes for the benefit of the Church.

### **CANON 35** **Of Discipline of Clergy, not being a Bishop**

Sec. 1. Reference. In conformity with the provisions of Article I, The Constitution of the Diocese of Iowa, the whole of Title IV (Ecclesiastical Discipline) of the Canons of The Episcopal Church are incorporated herein as though set forth in full.

Sec. 2. Election of a Court. At each annual convention, the delegates assembled shall elect by simple majority three (3) clerics canonically resident in the Diocese and two (2) adult communicants of a Parish or Mission of the Diocese to serve for a two-year term on the Court for the Trial of Clergy, not being a Bishop. Those elected may stand for re-election to the Court. The following persons are not eligible for election to the court:

- a) The Bishop or any Coadjutor or Suffragan Bishop
- b) Members of the Standing Committee
- c) The Archdeacon or members of the Bishop's staff or the Bishop's assistants
- d) The Chancellor or any member of the Chancellor's law firm.
- e) A cleric who is a party to an accusation or presentment, or one who is related

to such cleric by affinity or consanguinity in a direct or descending line, or as brother, sister, uncle, aunt, niece, nephew or first cousin.

Sec. 3. Upon election, the Court shall designate one of its members as its Presiding Judge, and appoint from persons not a member of the court, a Lay Assessor, a Church Attorney, a Clerk, and, when needed, such other or additional persons to assist the Court as it deems appropriate and required.

Sec. 4. Organization of the Trial Court. Upon receipt of Notice of a Presentment to be tried, the Presiding Judge shall make available through the Church Attorney, a roster of the six (6) clergy and four (4) lay elected members of the Court. The Church Attorney, thereafter, shall in conference with the accused, or the accused's counsel, permit the accused to strike from such roster three (3)

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clergy and two (2) lay persons to permit the remaining three (3) clergy and two (2) lay persons to constitute the trial court. In the event of death or other disability or refusal to serve, such eliminated members of the court shall be considered as stricken, or in the sole judgment of the Presiding Judge, may be replaced as provided in the canons of this Church. In the event the Presiding Judge is stricken from the roster and therefore is not a member of the trial court, the selected members of the trial court shall elect one of their members to serve as Presiding Judge for that trial only, and to complete such duties as the canons require of such office.

### **CANON 36 Of Amendments, Alterations and Repeal**

Sec. 1. Canons may be altered, amended, or repealed at any Annual Convention by vote of a majority of each Order.

Sec. 2. Whenever there shall be a repealing clause in any Canon, and such Canon shall be repealed, such repeal shall not be a re-enactment of the Canon or Canons repealed by such repealing clause.

Sec. 3. Canons shall take effect immediately upon their passage, unless the Resolution of Amendment, Alteration or Repeal specifies an effective date.

### **CANON 37 Of the Voluntary Renunciation of Ministry**

An Ordained Person, not subject to the provisions of Canon IV.8 or the Canons of this Church, may request in writing a release from the exercise of the office to which the person has been ordained or a Renunciation of the Ministry to be granted by the Episcopal Authority upon such terms and conditions as may be then determined.