



The Episcopal Church of  
St. John the Baptist

The mission of St. John's is to love God and love neighbor  
as Jesus did: welcoming all, serving humbly, teaching  
compassion, and making no peace with injustice.

**NOTICE:**  
**Vestry Election to be held Sunday, December 8, 2024**  
**Nominations for Vestry Now Open**  
**Deadline November 17, 2024**

The Vestry Nominating Committee is currently considering nominees for vestry positions for 2024. The Nominating Committee uses a discernment process to prayerfully discern who to ask to serve on the vestry next year.

The Nominating Committee this year consists of the three vestry members who are rotating off the vestry at the end of this year: Jon Showalter (chair), Joanna Phillips and Antonette Wood. They are joined by the Senior Warden of the Parish, Win Fernald.

Members of the parish at large may also nominate themselves or others as candidates by filing a petition and sending to **Jon Showalter, Nominating Committee Chair**. The petition is available on the vestry page of St. John's website at:

[www.st-john-aptos.org/vestry.html](http://www.st-john-aptos.org/vestry.html)

You may email him the filled-out form (as a .pdf) or leave a printed copy in his mailbox outside of the church office. A petition naming the nominee must be signed by five (5) voting members of the Parish (see below section - **Who can vote in the elections?**) and filed with the Nominating Committee Chair no later than **Sunday, November 17, 2024**. Each petition shall name only one nominee. No nominations are accepted from the floor at the Annual Parish Meeting.

All nominees for Vestry will be announced to the parish by Saturday, November 23, 2024. Those names will appear on the ballot for election to the Vestry at the **Annual Parish Meeting (Part 1) on Sunday, December 8, 2024**. No distinction shall be made as to those candidates who were discerned and recommended by the Nominating Committee and those who are on the ballot by petition.

### **What is the Vestry?**

The Vestry is the governing board of the church; similar to the Board of Directors in a secular organization, but serving on the Vestry is not exactly the equivalent to serving on a board. Although the Vestry is charged with oversight of the business and temporal affairs of the church, they are also spiritual leaders within the congregation. Together with the Rector, they cast vision and set direction for the parish. -

### **Why serve?**

In order to contribute your gifts to the overall well-being of St. John's, and ultimately, to the glory of God, and to guide the vision and supervise the overall operations of the Parish. The combination of the collegiality of the group and impact of the work makes serving on the Vestry both satisfying and important.



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### What kind of commitment is involved?

Vestry members serve a three-year term. Those elected this December will serve from January of 2024 through December of 2027. The Vestry meets monthly (currently on the 2nd Tuesday from 7-8:30 p.m., or 7-9 p.m. if we have a guest presentation), and from time to time as needed on particular projects. Each Vestry member is assigned a ministry area (like Worship, Newcomers, Outreach, or Hospitality) and facilitates involvement in and communication about the parish's ministries in their area. (The Vestry member doesn't have to do everything in that area themselves, but they are responsible for making sure someone does them.)

### What are the qualifications to serve?

"The Canons of the Diocese of El Camino Real require all Vestry members to be adult (**16 or older**) confirmed (**baptism from a Christian Church on file at the office**) communicants (**received communion at least three times in the past year**) in good standing. **meaning**, during the 12-month period before the names of the nominees are announced to the parish (**November 23rd**), vestry members and candidates for the vestry must have contributed to the operating fund or building fund of the parish." (**Bold** denotes definition found elsewhere.) **Check with Sherrie DeWitt**, Nominating Committee Major Domo, if you have any questions about your qualifications to run.

### Election Calendar

- Wednesday, October 9, 2024 — Notice to Parish of Vestry Election
- Sunday, November 17, 2024 — Nominations for Vestry Candidates Close
- Saturday, November 23, 2024 — Parish notified of nominees for Vestry, Parish Register open for inspection to see current list of qualified voters.
- Sunday, December 1, 2024 — Notice of the Vestry membership election is given during worship service on the Sunday preceding the Annual Parish Meeting, Part 1.
- Sunday, December 8, 2024 — Annual Parish Meeting, Part 1: Election of Vestry Members
- Sunday, December 15 2024- results of the election of Vestry members shall be announced during worship services.
- Sunday, February 2, 2025 — Annual Parish Meeting, Part 2: Election of Delegates to Diocesan Convention
- Wednesday, February 12, 2025 - notice given to the Diocese of names of Wardens, Vestry members, Delegates, Treasurer, Clerk, and other officers elected or appointed.

### Who can vote in the elections?

**Article 2** of St. John's by-laws states that Voting Members are those who "have made a mature public affirmation of their faith (either through being baptized as an adult, or being confirmed or received as an adult if baptized as a child), who have been faithful in corporate worship (unless for good cause prevented) and in working, praying, and giving for the spread of the Kingdom of God, and who are at least 16 years old. They must, also, be listed in the Treasurer's books as a contributor within the previous 12 months, and have been a member of the Parish for at least six months."



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This means that you need to be a communicant in good standing (the technical term as defined by The Episcopal Church for a member who meets the qualifications listed in this section of our by-laws) in order to vote, and you must have given some kind of financial gift - of any amount, to any fund - to the church in the past year.

You do not have to have made a financial pledge to St. John's in the past year to vote. As long as you have given some amount of money to something, you are qualified to vote. (Examples: You put \$1 in the plate one Sunday. You attended a fundraiser for a St. John's mission. You contributed money (any amount) to one of our outreach programs.)

**Here's the catch, though: the contribution must be traceable to you.** That means cash dropped in the plate, or cash given to pay for an event like the aforementioned music fundraiser concert — without any identifying information that shows you are the one who gave it — doesn't count. If you've been a regular cash giver but have done so anonymously in the past (just dropping cash in the plate on an occasional basis), please take the time in the next few weeks to use a giving envelope to make sure you are "listed in the Treasurer's books as a contributor." It's simple: just put your cash offering for the day in that envelope and write your name and the date on it.

If you give anonymously out of principle (you don't want anyone knowing exactly how much you give), please still put a token dollar in an offering envelope in the next few weeks so we at least know THAT you give (and we still won't know the total of how much).

## Full Text of Relevant Sections of St. John's By-Laws

Article 5, Section 8 of St. John's by-laws require that "The Vestry shall notify all Parish members, not later than sixty (60) days preceding the APM, of the qualifications and duties of Vestry members and of the provisions of this Article."

In order to comply with this requirement, as part of this official notice we include the full text of **Article 4** (Qualifications of Vestry Members), **Article 5** (Vestry Member and Delegate Elections) and **Article 7** (Powers and Duties of Vestry Members).

(The entire text of the by-laws is available on the vestry page of St. John's website at [www.st-john-aptos.org/vestry.html](http://www.st-john-aptos.org/vestry.html). A hard copy is also posted on the Parish Notices bulletin board in the church.)

### ARTICLE 4

#### Qualifications of Vestry Members

The Canons of the Diocese of El Camino Real require all Vestry members to be adult confirmed communicants in good standing. Additionally, during the 12 month period before the names of the nominees are announced to the parish, vestry members and candidates for the vestry must have contributed to the operating fund or building fund of the parish.



## ARTICLE 5

### **Vestry Member and Delegate Elections**

**Section 1.** The term of office of Vestry members shall begin on January 1 of the year following their election and shall continue for three years or until the term to which they were elected has expired. The terms of Vestry members shall be staggered so that one-third of the members shall be elected each year to the extent that this is possible. In addition, at the APM Session 1, members shall elect Vestry members to fill any unexpired terms, whether previously filled by interim appointment or vacant.

**Section 2.** In the case of an election where there are unexpired terms to be filled, the candidate(s) receiving the highest number of votes shall be appointed for a term of three years; the candidate(s) receiving a lesser number of votes shall be appointed to fill the unexpired term(s). In the case of candidates who receive an equal number of votes, the Rector shall indicate which candidate(s) shall be appointed for full terms and which shall be appointed to fill shorter unexpired terms of office.

**Section 3.** Should an elected candidate be unable to serve for a full three-year term, the Rector may, in his/her discretion, appoint such individual to a term of less than three years if this action would be in the best interests of the Parish.

**Section 4.** The results of the election of Vestry members shall be announced no later than the Sunday following adjournment of the APM Session 1. The results of the election of Delegates shall be announced no later than the Sunday following adjournment of the APM Session 2.

**Section 5.** No Vestry member shall hold office for a continuous period of more than three (3) years; provided, however, that after the lapse of one (1) year from the termination of such three year period, s/he may be re-elected to the Vestry; further provided, however, that a member of Vestry elected or appointed to fill a vacancy of less than one year shall, after the expiration thereof, be eligible to election for a term of three (3) full years. Additionally, when the Rector leaves (by retirement, resignation, death, or removal), the incumbent Senior Warden shall remain eligible for re-election to the Vestry for an additional one-year term.

**Section 6.** The election of Delegates to the annual Diocesan Convention shall be done at the APM Session 2, in the manner described for Vestry elections in Sections 1-5 of this Article. The qualifications of delegates shall be the same as qualifications of Vestry members, as defined in Article 4.

**Section 7.** Delegates shall be elected for a period of two years. During the first year the delegate shall be considered an alternate delegate. In the second year the delegate will serve as a primary delegate.

Alternate delegates shall attend the Diocesan Convention but will be certified to vote in convention only if designated to take the place of a primary delegate who is absent.

**Section 8.** Delegates serve as Parish representatives at Deanery meetings and at the Diocesan Convention. Delegates shall attend the meetings scheduled in preparation for the Diocesan Convention. While in attendance at Convention delegates shall be bound by the rules of Convention. Delegates will report to the Parish following the annual Diocesan Convention.

**Section 9.** No later than the August Vestry meeting, the Vestry shall appoint a Nominating Committee consisting of at least three members of the Vestry. The chairperson of the Nominating



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Committee, who is one of the three members, shall be designated by the Vestry. The Nominating Committee shall choose one or two additional members from the Parish at large. At least 21 days prior to the date of the APM Session 1, the Nominating Committee shall select nominees of no less than one person for each vacancy on the Vestry. Written notice of the names of the nominees shall be given to the Clerk of the Vestry.

Section 10. In addition, members of the Parish at large are encouraged to nominate candidates by filing with the Clerk of the Vestry, not less than 21 days before Session 1 of the APM, a petition signed by five (5) members of the Parish with the name of the nominee. A petition shall name only one nominee. The nominations will close on the (21st) twenty-first day prior to Session 1 of the APM and no nominations will be accepted from the floor at the APM.

Section 11. Each member of the Parish shall be notified of the names of the nominees at least fifteen (15) days before the date of Session 1 of the APM. No distinction shall be made among the nominees as to whether they were selected by the Nominating Committee or by petition. Additionally, beginning on that date the Parish Register will be open for inspection. The Vestry shall notify all Parish members, not later than sixty (60) days preceding Session 1 of the APM, of the qualifications and duties of Vestry members and of the provisions of this Article.

Section 12. In addition to the notice describe in Article 3, Section 3, notice of a Vestry membership election, or of any Parish meeting, shall be given during worship service on the Sunday preceding the day on which the election or Parish meeting is to be held. On the Sunday following such election or meeting, the names of such Vestry members elected and/or the nature of the business transacted at the meeting shall be announced.

Section 13. The voting shall be by secret ballot, and each member shall have one (1) vote for each vacancy. When several candidates are running for several seats, no one may cast more than one vote for any single candidate. The person or persons receiving the largest number of votes shall be elected to fill each vacancy. In case of a tie, there shall be additional ballots until it is resolved by election.

Section 14. The election will be conducted and the ballots counted by members of the Nominating Committee unless, at the request of three (3) members, there shall be appointed from the membership three (3) judges of the election, one of these to be appointed by the Rector, one by a vote of the Vestry, and these two shall elect the third, who shall together be the judges of the qualifications of the Electors, and who shall canvas the ballot and certify in writing the results of the election.

Whenever a vote shall be challenged, the voter will be allowed to cast a ballot, however, his/her ballot shall be placed in an envelope upon which their name shall be written along with the reason for the challenge. The Nominating Committee or Election Judges shall consult the Parish records and attempt to resolve challenges to the satisfaction of the challenger. The challenge ballots deemed to be valid will be opened and mingled with all other ballots. The ballots will then be counted.

If the number of challenged ballots deemed not to be valid would determine the outcome of the election, the Rector will enclose all ballots cast at the election, and all challenged ballots, in a sealed envelope along with a copy of the Parish Register and other pertinent documents, and deliver this material to the Ecclesiastical Authority of the Diocese (EAD) for a final determination.



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If the challenged ballots deemed not to be valid would not determine the outcome of the election, the election results will be certified by Election Judges or Nominating Committee, and this certification as well as all ballots cast will be placed in a sealed envelope and delivered to the Vestry. The envelope shall be preserved unopened, subject to the order of the EAD, for a period of one year.

An appeal from the certified result of the election shall be to the EAD.

Section 15. It is the duty of the Rector or, in his/her absence, of the Wardens, to certify to the Diocese the names of the Wardens, Vestry members, Delegates, Treasurer, Clerk and other officers elected or appointed within 10 days of Session 2 of the APM.

### **ARTICLE 6** **Vacancies in the Vestry**

Section 1. A vacancy or vacancies in the Vestry shall be deemed to exist in the case of the death, resignation, removal, or absence from three successive Vestry meetings without permission of the Rector. Additionally, vacancies shall exist when there are fewer than 9 elected or appointed Vestry members.

Section 2. In the case of a vacancy, the Vestry may appoint an interim Vestry member for a term of less than one year; this member shall serve until the end of that calendar year.

### **ARTICLE 7** **Powers and Duties of Vestry Members**

The Vestry shall have the power and responsibility:

1. To conduct, manage and control the temporal affairs and business of the Parish, approve the wage range of employees, and to make such rules and regulations not inconsistent with law, the Constitution and Canons of TEC and the Diocese, and these bylaws, as they may deem best.
2. To establish an annual Parish budget, to monitor the current and long-term financial circumstances of the Parish; and to oversee the congregation's vitality. A preliminary Parish budget for the coming year shall be prepared and presented to the Vestry at the November Vestry meeting.
3. To appoint or dissolve such committees as are deemed necessary to facilitate management and control of the Parish's ministry. Committees shall take no action unless approved by the Vestry unless the committee was specifically empowered to take such action.
4. To borrow money and incur indebtedness for the purposes of the corporation, and to cause to be executed and delivered in the corporate name, promissory notes and other evidence of indebtedness subject to the provisions of the Constitution and Canons of the TEC in the Diocese.
5. To call special Parish meetings, upon petition of at least two (2) Vestry members. Such petition shall include the agenda for the special Parish meeting.
6. To do and perform every act or thing which may be done by a Board of Directors of a corporation.