

CANON 18
PARISH EXECUTIVE COMMITTEE

1. In each parish consisting of two or more congregations there shall be formed a committee to be known as the Parish Executive Committee, hereinafter called the Committee.
2. **Membership**
It shall be composed of:
 1. The Incumbent;
 2. The Churchwardens; and
 3. Two members of the laity from each congregation, one to be appointed by the Incumbent, and one elected by the vestry of that congregation.
3. **Meetings**
 1. The Chairperson shall be the Incumbent who shall have a vote, but shall not be required to exercise the same;
 2. A Vice-Chairperson shall be elected annually by the Committee;
 3. The Committee shall elect a Secretary and the minutes of each meeting shall be entered in a book to be kept for that purpose; and
 4. The Committee shall hold meetings at least twice during each calendar year.
4. **Duties**
The duties of the Committee shall be:
 1. To advise the Incumbent and Churchwardens in such matters as are of a parochial, deanery, or diocesan nature, but not those solely of an individual congregation;
 2. To consider any such matters referred to it by any of the several vestries;
 3. To receive from the Churchwardens at each regular meeting a written financial statement of each congregation; and
 4. To prepare from time to time recommendations for the consideration of each congregation of its share of responsibility with respect to:
 - a. Assessable Expenditure;
 - b. Incumbent's remuneration;
 - c. Incumbent's travel expense;
 - d. Rectory maintenance as appropriate; and
 - e. Other matters of parochial concern.