



## **NATIVITY OF OUR LORD ORTHODOX CHURCH PARISH REGULATIONS**

### **PREAMBLE**

The Parish Priest, in consultation with the Parish Advisory Council of the Nativity of Our Lord Orthodox Church of Manassas, Virginia, hereby adopts the provisions contained herein this day of December 5, 2016. The provisions serve as Regulations that address themselves to the requirements of local needs of the community of Nativity of Our Lord Orthodox Church of Manassas, Virginia.

### **ARTICLE 1**

#### **NAME & PURPOSE**

Nativity of Our Lord Orthodox Church is the official name of the parish of Manassas, Virginia. It is a mission parish, which is part of the American Carpatho-Russian Orthodox Diocese of the Ecumenical Patriarchate of Constantinople. Nativity of Our Lord Orthodox Church's vision is "witnessing Christ by becoming images of the Image." Its values are:

- Accepting His steadfast love
- Participating in the Holy Mysteries, traditions, and prayers
- Experiencing His mercy
- A harbor for the people of all nations

For purposes of this document, the word "Church" hereinafter refers to the Orthodox Church.

### **ARTICLE 2**

#### **PARISHIONERS**

Any person, eighteen years of age or over, who was baptized according to the rites of the Church, or was received into the Church through Chrismation, who lives according to the Faith and Canons of the Church, abides by these Regulations, and fulfills her or his stewardship to the Parish, and cooperates towards the well being of the Parish is, subject of approval of the Parish Priest, a member of the Parish. Members of the Parish have the status of *in good standing* or *in not good standing*.

A parishioner shall be considered being *in good standing* when the following conditions are met:

- Annually pays her/his diocesan assessment;
- Regularly participates in the stewardship of Nativity;
- Regularly attends Divine Liturgy and receives the Holy Eucharist; and
- Participates in the Holy Mystery of Repentance a minimum of once per year, preferably multiple times and frequently.

Only members in good standing may lead Parish committees or have any other leadership role within the Church.

The Parish Priest, with the advice of the Parish Advisory Council, may deem a Parishioner *not in good standing* when he or she meets any of the following criteria:

- Is unwilling to meet the definition of *good standing* (as described in these Regulations);
- Demonstrates an unwillingness to comply or accept Parish's established policies, procedures, and practices;
- Violates and Canons of the Church and engages in calumny<sup>1</sup> against the Parish Priest, Parish Advisory Council, or other Parishioners;
- Demonstrates violent, divisive, and or disruptive behavior to the fabric of the Parish order.

If a Parishioner, after notice and after individual and collective attempts to seek reconciliation by the members of the Parish, is unwilling to accept personal responsibility and pursue reconciliation with the Parish Priest, the Parish Advisory Council, and/or members for the good order of the Parish, he/she will be informed of her/his *not in good standing* status by the Parish Priest. Moreover, no monetary contributions will be accepted from such Parishioner in

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<sup>1</sup> If a charge against a clergyman is proved false and the person making the charge is a calumniator, that person

the period he/she is *not in good standing*. Any involvement by the individual in the Parish will be limited as appropriate or necessary as determined by the Parish Priest.

All decisions regarding *not in good standing* will be forwarded to the Dean and Ruling Hierarchy.

### **ARTICLE 3**

#### **PARISH ADVISORY COUNCIL**

Membership: The Parish Advisory Council shall consist of the Parish Priest, as the head of the Parish and seven (7) lay members. The Parish Priest appoints the lay members as long as the Church has the *mission parish* status.

- A candidate for the Parish Advisory Council must be a member in good standing, as outlined in Article 2, for at least one (1) year immediately preceding the date of appointment.
- Immediate family members shall not serve, nor be appointed to the Parish Advisory Council at the same time while living in the same domicile. Immediate family member is defined as being a husband, wife, mother, father, brother, sister, son or daughter.
- Eligibility. The Parish Priest shall determine the eligibility of candidates.

Terms of Office: Parish Advisory Council lay members shall serve at discretion of the Parish Priest. The new Parish Advisory Council member shall be given a brief orientation as to her/his duties and responsibilities by the Parish Priest and senior members of the Parish Advisory Council.

Conduct of Business: The presence of a majority of the members of the Parish Advisory Council shall be necessary to constitute a quorum for any meeting. The business of the Parish Advisory Council shall be preceded and ended by a prayer and a reflection from the Parish Priest. There shall be no meeting of the Parish Advisory Council without Parish Priest.

### **ARTICLE 4**

#### **ORGANIZATIONS, MINISTRIES**

The Nativity of Our Lord Orthodox Church has the following Ministries:

- Building & Maintenance
- Education & Outreach
- Hospice Community
- Music
- Orthodox Worker
- Prayer Group
- Society of St. Catherine
- Society of St. Maximus
- Stewardship
- Strategy
- Sunday School
- Youth Group
- Youth Protection

With the advice of the Parish Advisory Council, the Parish Priest shall establish ministries and appoint members, as needed, to each of the ministries from among the members in good standing of the Parish.

Ministry's duties:

- Make a report to the Parish Priest on its activities.
- Maintain clear records of its own activities and programs that are in progress. Such records should be in such form as to permit successors to continue such activities and programs which are in progress. Such records or a copy thereof shall be maintained on the Parish premises.

## **ARTICLE 5 BOARDS OF AUDITORS**

The Board of Auditors shall consist of at least two (2) Parishioners and one (1) alternate none of whom are members of the Parish Advisory Council. The Board of Auditors shall be appointed by the Parish Priest, with the advice of the Parish Advisory Council, among those who have not served on the Parish Advisory Council for the year being audited. The Board of Auditors shall have the financial competency to properly execute its responsibilities.

The Board of Auditors shall audit financial reports of the prior year and prepare a report of such audit for presentation to the Parish Priest and the Parish Advisory Council.

The Board of Auditors shall have access to the Parish records at all times. The Board of Auditors is not empowered to remove the Parish records from the business office of the Parish.

## **ARTICLE 6 FISCAL YEAR AND FINANCIAL REPORTS**

The Parish's fiscal year coincides with the calendar year – from January 1 through December 31.

## **ARTICLE 7 OTHER PROVISIONS**

The Parish Priest, with the advice of the Parish Advisory Council, shall have the authority to hire Church personnel as permitted by the budget. No salaried employees of the Parish may serve in the Parish Advisory Council.

The Parish Priest shall determine who shall have access to the Parish facilities.

No person and/or entity shall sell any objects, solicit, nor place posters or fliers in or around the property of the Parish without permission of the Parish Priest.

## **ARTICLE 8 GIFTS**

All special gifts, bequests and devices shall be administered by the Parish Priest according to the intent and purpose of the donor or testator.

Persons wishing to donate articles to the Parish must first secure the approval of the Parish Priest and Parish Advisory Council.