



Serbian Orthodox Church in North and South America

*Serbian Orthodox Diocese
of New Gračanica and Midwestern America*

**Local Regulations (By-Laws) of the
Church-School Congregation of
Holy Trinity
Serbian Eastern Orthodox Church-School-
Parish
Located in St. Louis, Missouri, USA**

Amendment No. 1 - June 21, 2015

1. Name, Location/Territory, History, Antimension, Relics

1.1. The name of this Church-School Congregation ("Congregation") is: Holy Trinity Serbian Eastern Orthodox Church-School-Parish.

1.2. This Congregation is located in St. Louis, Missouri, USA and was assigned the following canonical territory by the Diocesan Bishop and the Diocesan Administrative Board:

The Metropolitan St. Louis Area and surrounding regions including southern and mid Illinois and eastern and mid-Missouri.

1.3. This Congregation was established in the Year of our Lord 1909.

1.4. The Holy Antimension used for the Holy Services was entrusted to the Parish Priest of this Parish by His Grace Bishop Longin in the Year of our Lord 2002.

1.5. The Holy Relics in the Holy Altar of the Parish Church were enshrined by His Grace Bishop Alexander of the Russian Orthodox Church in the Year of our Lord 1915.

2. Status

2.1. This Congregation is ecclesiastically, juridically and canonically an integral part of the Serbian Orthodox Diocese of New Gracanica and Midwestern America, one of the Serbian Orthodox Dioceses which comprise the Serbian Orthodox Church in the North and South America, an integral part of the Serbian Orthodox Church (Patriarchate), with its See in Belgrade, Serbia.

2.2. This Congregation is under the direct jurisdiction and authority of the Diocesan Bishop and the Diocesan Governing Authorities/Bodies of the Serbian Orthodox Diocese of New Gracanica and Midwestern America, with its See at New Gracanica Monastery in Third Lake, Illinois.

3. Governing Documents

3.1. This Congregation is governed by the Constitution and Uniform Rules and Regulations and General Regulations ("Uniform Rules") of the Serbian Orthodox Church in the North and South America.

3.2. This Congregation is also governed by these Local Regulations (By-Laws). However, these Local Regulations (By-Laws) are merely a Local Supplement to the three governing documents identified in 3.1. Should there ever be an inconsistency between these Local Regulations (By-Laws) and the governing documents named in 3.1, the governing documents identified in 3.1 prevail.

3.3. These Local Regulations (By-Laws) have no force or effect until and unless they are approved by the Diocesan Bishop and the Diocesan Administrative Board.

- 3.4. Once approved by the Diocesan Bishop and the Diocesan Administrative Board, these Local Regulations (By-Laws), together with the governing documents identified in 3.1, automatically supersede and replace any and all previous bylaws, regulations, charters, articles, etc. which may have existed from the founding of the Congregation.

4. Special Local Procedural and Operational Provisions

- 4.1. The Congregation is allowed to have special local procedural and operational provisions which are consistent with governing documents identified in 3.1 and which meet the unique needs/circumstances of the Congregation.

- 4.2. Special Local Provisions related to Annual Assembly, General Assemblies and Special Assemblies

- 4.2.1. The quorum for the Annual, General and Special Assemblies of this Congregation shall be a simple majority of the parishioners in good standing (also known as "Stewards" of the Parish). If a majority is not present, there shall be a 30 minute recess followed by another roll call. If 25% of the parishioners in good standing are present, the meeting shall continue. In the event that a quorum is not attained, pursuant to Article 35 of the Uniform Rules, another assembly shall be called within fourteen (14) days as set forth in the Assembly notice and at such time decisions may be made by the actual number of parishioners in good standing that are present. Pursuant to Uniform Rules Article 35, matters pertaining to purchase, sale or encumbering of Congregation real property requires a quorum of two-thirds (2/3) of all parishioners in good standing. In all cases, quorum shall be confirmed by a written record of the parishioners in good standing in attendance.

- 4.2.2. The Annual Assembly shall be held each year during the month of December. In addition, a General Assembly meeting shall be held one (1) time a year, and is called the mid-year assembly. The Executive Board shall strive to hold the mid-year General Assembly in June, allowing for church events and holy days.

- 4.2.3. The Annual and General Assembly meetings are summoned by the Executive Board at least fourteen calendar (14) days in advance of the planned meeting, indicating the exact time when (date and hour) and the place where the meeting shall be held. The meeting notice shall contain the agenda for the meeting and the minutes (minus financial statements) from the last assembly meeting. The meeting notice for the Annual Assembly meeting shall also contain the proposed slate of candidates from the Nominating Committee. Summons for the meetings, together with the agenda and minutes, is perfected by mailing the summons to the last known address of parishioners in good standing or emailing the summons to the email address of record for the parishioners in good standing. No other church organizations shall have meetings during assembly meetings.

4.2.4. The Annual Assembly performs the following duties in accordance with Article 32 of the Uniform Rules:

- (a) Elects the President of the Assembly;
- (b) Elects delegates to the Church Assembly (Sabor) of the Serbian Orthodox Church in North and South America and the annual Diocesan Assembly;
- (c) Elects the Executive Board, the Nominating Committee and other necessary committees;
- (d) Decides on the salaries and fringe benefits of the parish priest in accordance with the proposed budget, as well as the other personnel of the Congregation, in accordance with the Constitution and the Uniform Rules and the decision of the Sabor;
- (e) Renders decisions related to the building and repairing of the Church building, the School, the parish home and other buildings, maintains church structures and makes improvements to Congregation property, and submits its decisions, along with the plans, building estimates and other documents, to the Diocesan authorities for approval;
- (f) Deliberates on all other matters and proposals which are related to the Congregation;
- (g) Proposes "Operating Procedures" for the Assembly, which must be approved by the Diocesan Council;
- (h) Adopts Regulations (By-Laws) for the Congregation, along with changes and amendments thereto; adopts regulations for specific needs of the Congregation; adopts and/or approves the regulations (by-laws) of the auxiliary organizations of the Congregation; and submits all of the above to the Diocesan authorities for approval;
- (i) Allocates the financial amount in its budget for the parish educational program. In accordance with the "Regulations on Christian Education" issued by the Episcopal Council, the Diocesan Bishop approves the parish educational program;
- (j) Adopts budget(s) and the annual financial report of the Congregation and submits them to the Diocesan Administrative Board for approval;
- (k) Decides the due and fees schedule for the ensuing year;
- (l) Authorizes the purchase or sale of real and tangible property; and
- (m) Authorizes the amount of mortgage or loan on real property.

4.2.5. Nominating Committee.

Pursuant to Article 39 of the Uniform Rules, at the Mid-Year Assembly, the Assembly shall select between three (3) and nine (9) parishioners in good standing to serve on the Nominating Committee along with the Parish Priest. The duty of the Nominating Committee is to seek and find qualified candidates for (i) the twelve (12) Executive Board positions to be elected at the Annual Assembly and (ii) the Auditing Board, which pursuant to Uniform Rules Article 54 shall consist of a president and two (2) or more members. The Parish Priest shall verify and approve that the candidates have fulfilled the requirements set forth in Uniform Rules Article 39(a). The Nominating Committee shall present a slate of one qualified candidate for an office. The

slate of candidates shall be sent with the Annual Assembly meeting notice fourteen (14) calendar days in advance of the Annual Assembly meeting.

At the Annual Assembly meeting, the Nominating Committee reports to the Assembly the names of those persons who have been selected as candidates for each particular position and who have publicly indicated to the Nominating Committee their acceptance of the nomination. Following this, there may be reasonable debate on the entire slate. Personal attacks on candidates are prohibited and any offenders shall be banned from the meeting.

The Assembly votes upon the entire slate of candidates as a group, either "yes" or "no". Should only a partial slate of candidates be approved, then the unfilled offices shall be open for floor nominations and be filled separately, with each parishioner in good standing being able to vote for a candidate, or not at all. Should the slate be rejected, then each office is considered and voted upon separately (beginning with the President) after each office is individually opened to further nominations from the floor. Each parishioner in good standing shall vote in favor of a nominee or not vote at all. If there is more than one (1) qualified candidate for an office, the election shall be by secret ballot for that office.

Should the Assembly be unable to fill all offices as outlined above, then the newly elected president, or if there be no such president, the newly elected Executive Board, shall appoint an otherwise qualified person to each vacant office, if such person should so assent, to serve an entire term with the balance of the Executive Board.

4.2.6. The Executive Board is responsible for deciding the agenda in accordance with Article 30 of the Uniform Rules as deemed necessary to accomplish the objectives of Executive Board and assembly business. The following items, in the order determined by the Executive Board, shall be included in the Annual Assembly agenda:

1. Opening of the meeting with a prayer and confirmation of a quorum.
2. Election of the presiding officers.
3. Acceptance or Modification of the Agenda.
4. Acceptance of the last general assembly minutes (which have been previously distributed in the meeting summons).
5. Report* of the Parish Priest.
6. Reports* of the Executive Board, school president/teacher, Circle of Serbian Sisters, youth group, church choir and financial oversight committee.
7. Report* of the Auditing Board.
8. Questions and discussions in regards to the reports and acceptance of the same.
9. Pending business.
10. New business.
11. Adoption of the budget for the next year.
12. Election of the Executive Board and Auditing Board.

13. Closing of the Assembly with a prayer.

* All reports shall be submitted in writing to the Secretary signed and dated, except for financial reports which shall be submitted at the meeting.

4.2.7. All voting is open unless the Assembly resolves that the voting on some subjects be secret. The vote is accomplished by raising the hand, by standing, or by roll call.

4.3. Special Local Provisions related to Executive Board

4.3.1. Regular meetings of the Executive Board are held monthly. Special meetings of the Executive Board are held as needed. The President, or his representative, determines the agenda and order for the Executive Board meetings, which shall include the following items:

1. Opening of the sessions with a prayer.
2. Approval or modification of agenda.
3. Approval of the minutes of the previous meeting (which minutes shall be mailed or emailed prior to the meeting).
4. Reports of the Executive Board officers shall be submitted in writing to the Secretary signed and dated.
5. Pending business.
6. New business.
7. Closing of the meeting with a prayer.

A quorum to begin an Executive Board meeting and conduct its business is a majority of its members. If a majority of the Executive Board is not present, there shall be a 30 minute recess followed by another roll call. If a majority of the Executive Board members are then present, the meeting shall continue. If a majority of the Executive Board members are still not present after the second call, at the discretion of the President the meeting may be rescheduled or deferred to the next regularly scheduled Executive Board meeting. At the next Executive Board meeting, if a majority of the Executive Board is not present, the President is obligated to call a special Assembly meeting within fourteen (14) days to ask for a vote of confidence of the Executive Board.

4.3.2. In addition to the officers of the Executive Board identified in the governing documents named in 3.1 (including the Parish Priest who in accordance with Article 26 of the Constitution is a member of the Executive Board by virtue of his position), this Congregation shall also have up to four (4) members at large who shall be members of the Executive Board as permitted by Article 26 of the Constitution so that the Executive Board consists as follows:

- (1) Parish Priest
- (2) President
- (3) Vice-President
- (4) Secretary
- (5) Treasurer

- (6) Financial Secretary
- (7) Member at Large – Stewardship Committee Chairperson
- (8) Member at Large – Cemetery Manager
- (9) Member at Large – Building Manager (church, hall, apts)
- (10) Member at Large – Catering Manager

Executive Board members shall regularly attend all Executive Board and Assembly meetings, provide advice and counsel to the Executive Board, assist the Executive Board officers as needed, chair committees and actively participate by administering/supervising church-school functions and activities. At least one (1) member from the Auditing Board shall regularly attend all Executive Board and Assembly meetings

- 4.3.3. The Executive Board shall be authorized to appropriate funds for some unforeseen need, necessity or emergency not to exceed the amount of \$10,000 if such needs have not been previously anticipated in the budget of the Congregation adopted at the Annual Assembly. In the event that the need or emergency should exceed the above limit, the Executive Board shall be required to act in accordance with the relevant provisions of the Uniform Rules.
- 4.3.4. The President of the Executive Board must be at least twenty-five (25) years old. The remaining members of the Executive Board and those of the Audit Committee must be at least eighteen (18) years old.
- 4.3.5. The mandate of office of the Executive Board shall be from Annual Assembly to Annual Assembly, although since the outgoing Executive Board is not released from duty until the new Executive Board is approved and sworn in, the outgoing Executive Board shall continue to serve until such time and shall be responsible for planning the Christmas events.
- 4.3.6. Pursuant to Article 47 of the Uniform Rules, and in addition to other obligations set forth in the Constitution or the Uniform Rules, the President calls Executive Board meetings, opens and closes them, proposes matters for discussion, brings them to a vote and announces its findings and decisions. He ensures that peace and order is maintained at the meetings and that all members present strictly adhere to the agenda.
- 4.3.7. The Executive Board shall specify the duties of the Vice President, who shall also serve as Sergeant of Arms for Assembly meetings. When the President of the Executive Board is unable to perform his duties; the Vice President is his substitute.
- 4.3.8. Pursuant to Article 50 of the Uniform Rules, it is the duty of the Secretary to keep the minutes of the board meetings; conduct all correspondence of the Church-School Congregation which he/she signs, together with the President; maintain the register of the official Congregation acts and maintains the archives of the Congregation, exclusively in the church office or a locked safe or safety deposit box.

- 4.3.9. Pursuant to Article 51 of the Uniform Rules, the Treasurer: keeps a record of all the income and expenditures of the Congregation throughout the entire year; receives money from the financial secretary and deposits them in the bank, pays the salaries of the priest and other personnel, and pays all bills. The Treasurer submits his/her financial report to the Executive Board and to the Annual Assembly and is responsible for paying all assessments to the Diocese.
- 4.3.10. Pursuant to Article 52 of the Uniform Rules, the duty of the Financial Secretary is to keep a list of parishioners in good standing (members), with regard to their financial obligations, and to receive and record all income from all sources and to submit it to the Treasurer.
- 4.3.11. The Executive Board appoints and removes the administrative and supporting personnel needed to operate this Congregation. The Executive Board determines the duties and responsibilities of said personnel. The work of said personnel shall be reviewed annually by the Executive Board and the Annual Assembly of this Congregation.
- 4.3.12. The President, Treasurer, Financial Secretary, Vice-President and other Executive Board members with check writing authority or bank access, and the President and other signatories of the Financial Oversight Committee shall be bonded or insured.
- 4.3.13. In addition to the provisions set forth in Article 44 of the Uniform Rules, after three (3) consecutive absences from meetings of the Executive Board, officers without an excused absence (such excuse to be communicated to the President or Secretary), the question of his right to continue as a member of the Executive Board will be brought up at the meeting, and if a majority of Executive Board members vote to replace such member, the vacancy shall be filled in accordance with Article 40(e) of the Uniform Rules.
- 4.3.14. Kinship within the Executive Board. No blood relatives up to the fourth (4th) degree, nor spiritual and marital kinship to the second (2nd) degree, may be elected to serve on any church-school board, or that of any church organization, in the capacity of President, Treasurer, Financial Secretary, and President of the Auditing Board without either the blessing of the Bishop or Assembly approval, in which case they cannot both sign checks or have access to bank accounts.
- 4.3.15. Cemetery Manager. The manager of the cemetery is the official representative of the Parish in all dealings with Mount Hope Cemetery. He/she collects fees for the sold grave plots and turns the money over to the Financial Secretary. He/she maintains records of the sold graves and orders opening of grave strictly according to the regulations of the Mount Hope Cemetery and parish bylaws. He/she executes decisions concerning the cemetery in accordance with the Executive Board or as directed by the Assembly.

4.3.16. Building Manager. The building manager is responsible for upkeep and maintenance of all real property. He/she supervises the janitor, maintains an inventory of the furniture, oversees the use of the hall in conjunction with the catering manager and in accordance with the Executive Board, submits his/her reports to the Executive Board as required, and takes care of the purchase of all necessary needs, with the approval of the Executive Board. The Executive Board may appoint an assistant building manager as required.

4.4. Special Local Provisions related to parishioners

4.4.1. Parishioners in good standing (Stewards) are those Orthodox Christians who have satisfied those requirements and obligations set forth in the governing documents identified in 3.1 and 3.2, as well as any supplemental financial/stewardship obligations promulgated by the Annual Assembly this Congregation. For a parishioner in good standing to be eligible to vote, they must attend at least one General Assembly Meeting per year (excluding absences for travel, illness, work, being out-of-town that are excused by the President).

4.4.2. The Parish Priest shall certify that the parishioner has met his spiritual/sacramental obligations. This certification must be attained before the parishioner can participate in the administrative life of this Congregation.

4.4.3. The Executive Board shall certify if the parishioner has fulfilled his/her financial/stewardship obligations and requirements. This certification must be attained before the parishioner can participate in the administrative life of this Congregation. Any parishioner who reaches the age of 75 years, has been a parishioner of the Congregation for 20 years, and has been a parishioner in good standing for the past 5 years consecutively will be considered a parishioner in good standing without voting rights if they do not fulfill their financial/stewardship obligations.

4.4.4. New parishioners who attain the status of parishioners in good standing after six (6) months in accordance with Article 28 of the Uniform Rules may be elected to the Executive Board or Auditing Board after being a parishioner in good standing for six (6) months (i.e. one (1) year after becoming a new parishioner).

4.4.5. With respect to a parishioner's financial/stewardship obligations toward this Congregation, it is duty of the parishioner to know whether or not they are "in good standing." The Executive Board Financial Secretary and the Stewardship Committee Chairperson when asked by the parishioner has a duty to inform the parishioner whether the parishioner is either current or delinquent with respect to his/her financial/stewardship obligations.

4.4.6. A parishioner who loses his/her "in good standing" status by failing to fulfill his/her spiritual/sacramental obligations may only be reinstated at the discretion of the Parish Priest (consistent with 4.4.2 above).

4.4.7. A parishioner who loses his/her "in good standing" status by failing to fulfill his/her stewardship/financial obligations may only be reinstated by decision and certification of the Executive Board (consistent with 4.4.3 above).

4.4.8. A parishioner who loses his/her "in good standing" status by failing to attend one General Assembly or Annual Assembly Meeting per year loses his/her voting privileges which will be restated six (6) months after attending an Assembly Meeting.

4.4.9. An individual whose request to be recognized as a parishioner has been rejected by the Parish Priest, or a parishioner who has lost his/her "in good standing" status and whose effort to be reinstated has been rejected by either the Parish Priest or the Executive Board, has the right to appeal to the Diocesan Council. A written petition must be submitted to the Diocesan Administrative Board through the Executive Board, which has an obligation to submit the same to the Diocesan Administrative Board. The decision of the Diocesan Administrative Board shall be final.

4.4.10. A parishioner serving in the armed forces, attending school full time or having an extended illness may be exempted from their financial/stewardship obligations by the Executive Board. A formal written petition must be submitted by the parishioner.

4.4.11. A parishioner in dire financial circumstances may be exempted from their financial/stewardship obligations by the Executive Board. A formal written petition must be submitted by the parishioner.

4.4.12. Notification of Desired Services. The Parish Priest must be notified of any desired services by individual parishioners. Parishioners should plan ahead and give sufficient notice (except in the case of emergencies) to the Parish Priest in order that he may schedule the desired services. Dates for the desired services should be confirmed with the Parish Priest for the availability of the priest, church, hall and other properties before any plans are made. The Parish Priest, Executive Board, Building Manager and Catering Manager shall coordinate to avoid scheduling any individual services on dates of church functions (meetings, banquets, catering events). Desired services include:

1. Baptism.
2. Weddings (must be time for the priest to officially announce the pending wedding in the church three (3) times).
3. Funeral Services.
4. Memorial Service (parastos).
5. Cutting-blessing of Slavski kolach.

4.5. Benefactors and Honorary parishioners

4.5.1. A parishioner benefactor is a person or institution who donates to this church-school parish a single sum of five thousand (\$5,000.00) dollars or more, and said gift is accepted by the Executive Board.

- 4.5.2. A person or institution that contributes a sum of ten thousand (\$10,000.00) dollars or more, and said gift is accepted by the Executive Board, becomes a great benefactor.
- 4.5.3. A parishioner benefactor may become a great benefactor by donating an additional single amount of money whose cumulative total would amount to ten thousand (\$10,000.00) dollars or more.
- 4.5.4. In addition, any person or institution who makes an intangible or tangible donation whose market value matches the above amounts may become a benefactor or great benefactor. At the annual church slava, all new benefactors will be recognized publicly with a presentation of a personal momento.
- 4.5.5. An honorary parishioner is one whom the General Assembly of the membership names such in recognition of his tireless efforts toward the betterment of this Congregation and the Serbian people in general. Honorary parishioners are recognized, as are benefactors.

5. Committees

- 5.1. The General Assembly of this Congregation or the Executive Board may create committees to perform specific functions at any time.
- 5.2. A committee shall have a chairperson and the requisite number of members elected by the Annual Assembly or appointed by the Executive Board.
- 5.3. Vacancies in a committee occurring during the year are filled by the Executive Board.
- 5.4. Committees make monthly reports to the Executive Board and shall make an annual report of their work to the Annual Assembly.
- 5.5. The Stewardship Committee shall be responsible for promoting the Stewardship ideals of the Congregation, overseeing the Stewardship program, maintaining Stewardship records and commitment forms (which shall be held in a secure location on the church premises), and keeping records of parishioners' fulfillment of their stewardship commitments and volunteer obligations. The Stewardship Committee Chairperson shall be elected at the Annual Assembly Meeting. Stewardship Committee members may be appointed by the Stewardship Committee Chairperson, the Parish Priest or by the Annual Assembly.
- 5.6. The Financial Oversight Committee shall be responsible for overseeing the financial investments, funds and accounts of the Congregation, maintaining investments in a conservative nature and making recommendations to the Assembly regarding investment accounts and fund managers. The Financial Oversight Committee shall consist of at least (5) parishioners in good standing appointed by the Annual Assembly, including the President of the Executive Board and the Cemetery Manager who shall be standing committee members.

At the discretion of the Annual Assembly, committee members may be replaced after serving for three (3) consecutive years.

6. Auxiliaries

- 6.1. This Congregation has or may have the following auxiliary organizations:
 - 6.1.1. Circle of Serbian Sisters, Women's Auxiliary
 - 6.1.2. Brotherhood, Men's Club
 - 6.1.3. Holy Trinity Church Choir
- 6.2. An auxiliary organization is created and dissolved by the Annual Assembly of this Congregation, which also promulgates its original organizational regulations as well as amendments to the same, all of which must be submitted to the Diocesan Bishop and the Diocesan Administrative Board for approval (as required by the governing documents identified in 3.1).
- 6.3. Each auxiliary organization shall submit a comprehensive annual report (including but not limited to a financial report) to the Executive Board and Annual Assembly for approval.
- 6.4. All tangible and intangible assets of an auxiliary organization are the property of this Congregation and are only under the temporary stewardship of the auxiliary organization. All such assets must be inventoried and cannot be alienated without the consent of the Annual Assembly. An auxiliary organization may hold in its treasury up to \$50,000 or such other maximum amount set by the Annual Assembly in its discretion. If such a limit is set by the Annual Assembly, at the end of each fiscal year, the auxiliary organization must transfer those funds which exceed said maximum amount to the treasury of this Congregation.
- 6.5. At the discretion and under the control of the Executive Board, an auxiliary organization may be allowed to use of the building and facilities of this Congregation.
- 6.6. At the discretion of the Executive Board, a representative of an auxiliary organization may be invited to attend and participate in Executive Board meetings.
- 6.7. By virtue of his position, the Spiritual Advisor (Duhovnik) of each auxiliary organization is the Parish Priest. The Parish Priest must be informed of all auxiliary organization meetings and must be invited to attend and participate in same.
- 6.8. Youth organizations (including but not limited to folklore groups and sports teams) are not considered auxiliary organizations and are by their nature part of the educational program of this Congregation and as such are under the direct jurisdiction and control of the Diocesan Bishop, his local educational designee, the Parish Priest, and the Diocesan Department of Education.

6.9. Serbian patriotic, national and fraternal organizations (or their local branches/chapters) are not auxiliaries of this Congregation. At the discretion and under the control of the Executive Board, such organizations may be allowed to use of the building and facilities of this Congregation.

6.10. Each auxiliary organization may adopt a constitution and by-laws consistent with these By-laws subject to such constitution and by-laws being accepted by the Executive Board. Any changes are also subject to such approval and the Executive Board retains the right to remove, alter, amend, change, or in any respect deal with such constitution or by-laws as it sees fit.

7. Not-for-Profit Status

7.1. This Congregation is a religious body created by and subject to the Diocesan Bishop and the Diocesan governing authorities. In order to more easily achieve its mission under the laws of the State of Missouri, this religious body, i.e. this Congregation, has organized a corporation under the Laws of the State of Missouri (Chapter 352 of the Revised Statutes of the State of Missouri) which is named the "Holy Trinity Serbian Eastern Orthodox Church-School-Parish" (the "State of Missouri Corporation"). This State of Missouri Corporation was incorporated on January 11, 1912 and has the charter number B00004072.

7.2. With respect to US federal tax status, the Serbian Orthodox Church in North and South America has received a US Group Tax Exemption under IRS Code 501 (c) (3). All Serbian Orthodox Dioceses, Monasteries, Congregations and Parishes in the United States of America, including but not limited to this Congregation, the State of Missouri Corporation identified in 7.1, are covered by this Group Tax Exemption and, therefore, all contributions to this Congregation and its related corporations are tax exempt pursuant to the provisions of IRS Code 501 (c) (3).

8. Cemetery.

The Holy Trinity Church Congregation has an easement for the use of a section of cemetery lots, which is an integral part of the Mount Hope Cemetery in St. Louis County.

8.1 Rights of Burial. In the cemetery may be buried all persons of the faith, both parishioners in good standing and other parishioners, as well as non-Orthodox provided he or she is a spouse, widow or widower, of a parishioner in good standing who had paid the proper price for the grave lot. Persons whose cause of death is contrary to the Holy Canons of the faith shall be buried in a section of the cemetery specified for such cases unless otherwise approved by the Bishop. The plot plan shall show this area.

8.2 Right of Surviving Spouse. In the case that a surviving spouse of a deceased parishioner in good standing does not re-marry, he or she has a right to be buried in said cemetery as a parishioner in good standing. If he or she re-marries and he or she does not continue to be or become a parishioner in good standing, he or she must pay the regular non-discounted fee for non-

parishioners or parishioners not in good standing, unless he or she re-marries a parishioner in good standing.

- 8.3 Purchase of Graves. To be eligible for discounted gravesites, a parishioner in good standing must be a Steward for 3 consecutive years. A parishioner in good standing or a surviving spouse (as per Section 8.2) is entitled to purchase grave(s) for his or her parents, spouse and unmarried children under eighteen (18) years of age. If such unmarried children do not become parishioners in good standing after attaining the age of eighteen (18) years, they will be required to pay the regular non-discounted fee for non-parishioners or parishioners not in good standing.
- 8.4 Stipulation of Purchase. The grave(s) must be paid for in full at the time they are purchased. Graves shall not be reserved for anyone who has not paid the full amount in advance. The Congregation shall issue the purchaser a certificate to evidence the ownership of his grave(s) and lot number(s). In the case that an owner of a grave plot later chooses to relinquish the purchased grave(s), he/she is not entitled to sell or transfer the grave plots but must return the certificates and grave plots to the Congregation, after which the Executive Board will refund the purchase price. All lots sold are subject to the regulations of the Mount Hope Cemetery.
- 8.5 Death of Destitute parishioner. In the case of the death of a destitute parishioner, the Executive Board may provide, at its discretion, a cemetery lot and church burial services.
- 8.6 Eulogy. When a parishioner in good standing dies, the Executive Board, through its representative, shall deliver a farewell eulogy at the gravesite. All parishioners are encouraged to attend the funeral services to pay their last respects.

9. General Provisions

- 9.1. All Assemblies (Annual, General, Special), Executive Board meetings and Committee meetings shall be conducted in accordance with Roberts Rules of Order, to the extent that said Rules of Order do not conflict with the governing documents identified in 3.1.
- 9.2. The descriptive headings in these Local Regulations (By-Laws) are for convenience only and are not to be considered determinative of the meaning and intent of the provisions there under. In all instances, the language of the specific provisions of these Local Regulations (By-Laws) controls.
- 9.3. These Local Regulations (By-Laws) were drafted in English, which is the official version for all purposes. Should these Local Regulations (By-Laws) be translated into Serbian, the Serbian translation is not controlling.
- 9.4. Communication. Communication by the Executive Board may take place either by U.S. mail or email. Parishioners shall elect their preference for receiving communication by mail or email, the record of which shall be maintained by the

Executive Board. Parishioners may change their election at any time and are responsible for keeping the information provided to the Executive Board accurate. The Executive Board shall post the Bylaws along with agenda from Assembly meetings on the church website.

10. Amendments

- 10.1. These Local Regulations (By-Laws) may be amended at either an Annual Assembly or at a Special Assembly summoned specifically for that purpose.
- 10.2. Said Annual or Special Assembly must be duly summoned as prescribed by the governing documents identified in 3.1.
- 10.3. The proposed amendments must be promulgated by a vote of two-thirds (2/3) of the parishioners in good standing in attendance and then submitted for approval by the Diocesan Bishop and the Diocesan Administrative Board.
- 10.4. The proposed amendments have no force or effect until and unless they are approved by the Diocesan Bishop and the Diocesan Administrative Board.
- 10.5. Amendment History

Amendment No. 1 – Revised to reduce size of Executive Board from 15 members to 10 members.

Resolution of the Congregation of
Holy Trinity Serbian Orthodox Church
St. Louis, Missouri, USA
Adopting Local Regulations (By-Laws)

We, the parishioners in good standing of the Congregation of Holy Trinity Serbian Orthodox Church of St. Louis, Missouri, gathered at a duly called Six Month Assembly Meeting, held on June 21, 2015, hereby resolve, state and decide as follows:

1. We hereby promulgate these amended Local Regulations (By-Laws) and hereby submit these Local Regulations (By-Laws) for approval by the Bishop of the Serbian Orthodox Diocese of New Gracanica and Midwestern America and agree that they will have no force and effect until said approval takes place. Furthermore, we agree that any amendment thereto must also be approved by the Bishop of the Serbian Orthodox Diocese of New Gracanica and Midwestern America.

2. As set forth in said Local Regulations (By-Laws), all previously adopted by-laws of this Congregation, enacted and promulgated for any reason, once said Local Regulations (By-Laws) are approved by the Diocesan Bishop and the Diocesan Administrative Board, shall be null, void, and of no further effect legal or otherwise, upon this Congregation, and all future acts done or taken there under any previously adopted by-laws shall be null and void ab initio.

President

Fr. Ljubomir Krstic, Parish Priest



Administrative Board of the
Serbian Orthodox Diocese
of New Gracanica and Midwestern America

No. _____
_____ 20__.
Third Lake, IL

The attached Local Regulations (By-Laws) of the Congregation of Holy Trinity Serbian Orthodox Church of St. Louis, Missouri, with the included official corrections, are hereby approved confirmed, and become effective under the above number and date.

PRESIDENT
DIOCESAN ADMINISTRATIVE BOARD

BISHOP OF NEW GRACANICA AND MIDWESTERN AMERICA