

By-Laws
Of
The Order of the Daughters of the Holy Cross

Article I. Name and Vision

The name of this Order shall be “The Order of the Daughters of the Holy Cross, Inc.”

The vision of the Order is to gather Anglican women and girls into a nurturing and empowering community to serve our Lord Jesus Christ as He unites and builds up His Body, the Church.

Article II. Membership

Section 1. The Order of the Daughters of the Holy Cross is a religious Order within the Anglican Church in North America. Women belonging to jurisdictions or denominations that qualify under the Faith Statement; that have bishops, priests and deacons; adhere to the Creeds of the Church; hold Baptism and Holy Communion with the elements of bread and wine as the Sacraments instituted by Jesus Christ; and support the Faith Statement; may become full members of the Order of Daughters of the Holy Cross in the ACNA with seat, voice and vote.

Section 2. A current or former member of The Order of the Daughters of the King who is in good standing in her parish/mission shall be able to transfer her vow to The Order of the Daughters of the Holy Cross and become a charter member. She shall:

- a. Commit to support the Faith Statement of the Order.
- b. Review her personal rule of life.
- c. Commit to support The Order of the Daughters of the Holy Cross financially by paying dues annually.
- d. Pay a one-time enrollment fee set by the National Board. A lifetime member will also pay the enrollment fee.
- e. Be accepted as a lifetime member of the Daughters of the Holy Cross if she is a lifetime member of Daughters of the King.

- f. Commit to read the Handbook of the Order and the Candidate Study Manual and certify that she has done so.
- g. Commit to the four-fold Vow of Prayer, Service, Study, and Evangelism in The Order of the Daughters of the Holy Cross.
- h. Make application before December 31, 2009 and be admitted before February 28, 2010.

Section 3. Each woman who seeks to become a member of The Order of the Daughters of the Holy Cross shall:

- a. Obtain the blessing of her priest.
- b. Complete a minimum of three (3) months of preparation through prayer, study and discernment under the guidance of a member of the Order. Guidance during this preparation period may be offered through a variety of media, which may include CDs, videos, interactive email, printed materials, phone calls and webcam meetings, if no member is nearby.
- c. Within the context of a service of the Church, publicly vow to live by the Rule of Life of the Order.
- d. Pay her dues promptly and support her Chapter and the Order through prayer, service, gifts and offerings to the extent she is able.
- e. Pledge to wear habitually the cross of the Order. Upon the death of a Daughter of the Holy Cross, the cross is returned to the National Board or may be buried with her. The cross is not to be worn by a non-member or to be sold.
- f. Pay the one-time registration fee set by the National Board.

Section 4. Women usually join the Order as a member of a Chapter. An individual may join as a Daughter-at-Large, but only if there is no Chapter in her congregation or within a reasonable driving distance.

Section 5. A member in good standing must be current in her dues.

Section 6. A member may resign from the Order. Her cross is returned to the National Board, and her name removed from the membership roster.

Article III. Organization of Chapters

Section 1. Three (3) women in a congregation may form a Chapter with the blessing of their priest. The priest in charge may serve as the Chapter's chaplain or assign that responsibility to another member of the clergy.

Section 2. Three (3) women from different churches in qualified denominations or Anglican Jurisdictions may form a Chapter. One of the priests from among the different congregations shall serve as the Chapter's chaplain.

Section 3. A Daughter-at-Large is encouraged to seek other women in her congregation or women in other qualified denominations or Anglican Jurisdictions to form a Chapter.

Article IV. Junior Daughters of the Holy Cross

Section 1. There shall be Junior Daughters of the Holy Cross only where a Senior Chapter of the Order exists.

Section 2. Each Junior Chapter shall be guided and supported by the Senior Chapter with oversight by the National Board.

Section 3. Dues set by the National Board shall be paid annually.

Section 4. The Directress of the Junior Chapter shall be a Senior Daughter.

Article V. Dues and Fees

Section 1. The annual dues shall be set by the National Board. Lifetime members of Daughters of the King shall be accepted as lifetime members of the Daughters of the Holy Cross.

Section 2. The one-time enrollment fee shall be set by the National Board. Former Lifetime members of the Order of the Daughters of the King shall pay the enrollment fee.

Section 3. Chapters may establish local Chapter dues.

Section 4. The Daughters of the Holy Cross do not raise money in the name of the Order. Freewill gifts or donations are acceptable.

Article VI. Structure

Section 1. The national geographic structure will evolve as the Order grows. The initial structure consists of a National Board, Chapters and Daughters-at-Large.

Section 2. Groups of chapters and Daughters-at-Large in a geographic area may form an Alliance by petitioning the National Board. The purpose of an Alliance is to promote community and unity and to support Daughters in keeping their vows.

Article VII. National Board

Section 1. All members of the National Board will be members in good standing of the Order of Daughters of the Holy Cross.

Section 2. The 2009 initial Board shall be appointed by the Formation Committee and shall consist of members of the Formation Committee that are willing to serve and others as needed to complete a twelve (12) member Board. Six will serve six-year terms; six will serve three-year terms. A National Assembly will be held on the weekend nearest September 14, 2009, (Holy Cross Day) to celebrate the official opening of the Order.

Section 3. Beginning in 2012, the Order will elect a portion of the National Board at National Assembly. Six members will continue from the 2009 Board; three members will be elected to six-year terms; three members will be elected to three-year terms. In 2015 nine new members will be elected to three-year terms.

Section 4. Beginning in 2018 and thereafter, the National Board shall consist of twelve (12) members elected at National Assembly to serve a three (3) year term

Section 5. A member may serve two (2) consecutive terms on the National Board. She must be off the Board for three years before she is eligible to serve again.

Section 6. Election of National Officers. The twelve (12) member National Board elects the National Officers within that Board. Officers shall be President, 1st Vice President, 2nd Vice President, Secretary, and Treasurer.

- a. Voting shall be by ballot, separately and sequentially for each officer: President, 1st Vice President, 2nd Vice President, Secretary, and Treasurer. The person with the highest number of votes for each position will be elected.

- b. If only one nominee is presented for an office, the election may be by acclamation.
- c. Nine (9) members of the National Board must be present to elect the National Officers.

Section 7. Duties of the National Officers

- a. President:
 - 1. The President shall preside at all meetings of the National Assembly, the National Board and the Executive Board.
 - 2. She shall appoint a Finance Chairperson and chairpersons for all other committees, subject to the approval of the National Board.
 - 3. She shall be *ex-officio* member of all committees.
 - 4. She shall perform all duties pertaining to her office; some responsibilities may be delegated to the Vice Presidents.
 - 5. She shall have power to fill all vacancies in the National Board with the consent of the Executive Board. Any officer or Board member so appointed shall serve for the remainder of that term.
 - 6. She may appoint an advisor who has previously served on the National Board of the Daughters of the Holy Cross. The Advisor shall have seat and voice but no vote.
- b. Vice Presidents:
 - 1. They shall perform all duties delegated by the President.
 - 2. In the absence of the President, the 1st Vice President, or if she is absent, the 2nd Vice President shall perform the duties of the President.
 - 3. In case of the resignation or death of the President, the 1st Vice President shall automatically become the President.
- c. Secretary:
 - 1. The Secretary shall keep all minutes of the meetings of the National Assembly, the National Board and Executive Board.

2. She shall distribute all minutes to the National Board in a timely fashion.
 3. At each National Assembly, she shall distribute minutes from the previous Assembly.
 4. She will prepare a summary of Board actions taken and communicate it to the membership in a timely fashion.
- d. Treasurer:
1. The Treasurer shall be bonded.
 2. The Treasurer shall oversee the finances of the Order.
 3. She shall maintain auditable records of all financial transactions.
 4. Copies of these records will be sent quarterly to the members of the National Board.
 5. She shall present a comprehensive financial report to the National Assembly.
 6. If no member of the National Board is qualified to perform the duties of the Treasurer, the President with the approval of the Executive Board will appoint a qualified member of the Daughters of the Holy Cross. The appointed Treasurer will have seat and voice but no vote.

Section 8. Executive Board

- a. The elected officers of the National Board and the Chairperson of the Finance Committee shall constitute the Executive Board.
- b. The Executive Board shall conduct the business of the Order between meetings of the National Board.
- c. The Executive Board shall determine the policies of the Order, except as instructed or limited by vote of the National Board or by provisions of the Bylaws.
- d. The Executive Board shall keep the National Board informed in writing of any actions taken.

Article VIII. Meetings

Section 1. National Assembly

- a. The Order of the Daughters of the Holy Cross shall hold a National Assembly every three (3) years.
- b. This National Assembly governs the Order: It shall be composed of one (1) delegate from each Chapter and the National Board. To qualify to send a delegate, a Chapter must have a minimum of three (3) members in good standing.
 1. Each delegate is entitled to one (1) vote.
 2. Each Chapter may have an alternate who serves in the delegate's absence.
- c. Quorum: One-third (1/3) of the registered delegates shall constitute a quorum.
- d. Nominations:
 1. Nominations for the National Board shall come through the Nominations Committee that is appointed by the President.
 2. Nominations from the floor of the National Assembly shall be accepted.
 3. The written consent and a statement of qualifications of the proposed nominee from the floor must be submitted to the Nominations Committee twenty-four (24) hours before nominations are opened to the Assembly.
 4. Eligibility: To be eligible for election to the National Board, a Daughter must be current in the payment of dues, must have held a leadership position in her Chapter or Alliance and must have been a Daughter for at least three (3) years.
 5. During the first six (6) years of The Order of the Daughters of the Holy Cross, service as an officer in the Daughters of the King will meet the previous leadership requirement for a Daughter's nomination to the National Board.

Section 2. National Board

- a. The National Board shall meet at least once (1) between National Assemblies.

- b. The National Board shall be notified at least one (1) month prior to the scheduled meeting.
- c. Special meetings may be called by the President or at the written request of three (3) members of the Board.
- d. Six (6) members of the National Board constitute a quorum.

Section 3. Executive Board

- a. Four (4) members of the Executive Board constitute a quorum for face-to-face or electronic meetings.
- b. The Executive Board shall be notified at least two (2) weeks prior to a scheduled meeting.

Article X. National Chaplain

Section 1. The National President shall nominate a Bishop in the Anglican Church of North America to be the National Chaplain, with the approval of the National Board.

Section 2. He shall have seat and voice, but no vote.

Article XI. Parliamentary Authority

Parliamentary Authority will be set by the National Board prior to National Assembly business.

Article XII. Amendment

These Bylaws, as a whole or in part, may be amended at any National Assembly by a two-thirds (2/3) vote of all the registered delegates. The amendment(s) must have been submitted in writing to the chapters at least four (4) months before the National Assembly convenes.

No changes may be made to these Bylaws except by the above procedure.