

# Saint Panteleimon Russian Orthodox Church, West Gosford

## November 2013 Extraordinary Parish Meeting

### Why have an Extraordinary Parish Meeting?

The purpose of this Extraordinary Parish Meeting (EPM) is to elect a parish delegate to the 17<sup>th</sup> Diocesan Assembly of the Australian-New Zealand (ANZ) Diocese of the Russian Orthodox Church outside Russia.

### When will the November 2013 EPM be held?

The November 2013 EPM will be held on **Sunday 17 November 2013** at **12:00pm** in the parish hall at 4/7 Comserv Close, West Gosford.

### Preparing for the November 2013 EPM

An EPM is lawfully convened if the meeting is announced in church on three successive Sundays and if parish members receive notice of the meeting and the agenda at least 3 weeks before the meeting.

An initial announcement was made in church on **Sunday 20 October 2013**. Further announcements will be made in church on **Sunday 3 November 2013** and **Sunday 17 November 2013**. The notice of meeting and agenda are overleaf.

### Attendance at the EPM

For decisions at an EPM to be valid, two-thirds of financial members must be present. If less than two-thirds of members are present, the meeting must be postponed for an hour, and may then start with whoever is present. So as not to delay proceedings and inconvenience others, it is therefore important that all financial members either attend the meeting or give their apologies in advance.

### What is a Diocesan Assembly?

Diocesan Assemblies are provided for in the Regulations of the ANZ Diocese. Held at least every three years, Diocesan Assemblies gather all the clergy of the Diocese together with an equal number of elected lay delegates. Certain Diocesan officials and representatives of Diocesan institutions also attend.

The Diocesan assembly chooses a Diocesan Council and Auditing Committee, hears reports on various aspects of church life, examines financial reports, and considers matters of importance to the Diocese as a whole. For the term of its period of office, the Diocesan Council assists the Ruling Bishop to administer the Diocese.

### What is the role of parish delegates at a Diocesan Assembly?

The role of parish delegates at a Diocesan Assembly is to prayerfully and attentively participate in the work of the Assembly, together with the parish rector and other parish clergy. In addition, a parish delegate may make himself or herself available to serve on the Diocesan Council or in another official capacity.

### What is on the agenda of the 17<sup>th</sup> Diocesan Assembly?

The 17<sup>th</sup> Diocesan Assembly will be held at the Saints Peter and Paul Cathedral, Strathfield, from Thursday 12 December until Saturday 14 December 2013.

On Thursday 12 December, delegates will register, welcome Metropolitan Hilarion, and participate in prayers. After dinner, Metropolitan Hilarion and the Diocesan Treasurer will give their reports.

On Friday 13 December, the Assembly will give its attention to a range of legal and administrative matters. A report will also be given to the Assembly on youth matters. Lunch and dinner will be served.

On Saturday 14 December the Assembly will elect a Diocesan Council and Auditing Committee and discuss any general business. The Assembly will conclude with a service of thanksgiving at 11.00am.

### Nominating delegates

Financial parish members may be nominated in writing by any other financial parish member. Each nomination should be seconded. Forms for this purpose are available at the candle desk in church and on the parish website. Completed nomination forms should be given to the Rector no later than **Saturday 16 November 2013**. This will allow the Parish Council adequate time, if required, to prepare ballot papers. Although permissible, nominations at the meeting are discouraged. This is because nominees need adequate time to carefully consider their capacity to attend.

### Additional information

If you have any questions, please do not hesitate to speak with the Parish Rector, Father James Carles, or another member of the Parish Council.

# Notice of Extraordinary Parish Meeting

Members of Saint Panteleimon Russian Orthodox Church, West Gosford, are advised that an Extraordinary Parish Meeting will be held on Sunday 17 November 2013 at 12:00 pm in the parish hall at 4/7 Conserv Close, West Gosford.

## Agenda

### Procedural items

1. Prayer, opening remarks
2. Appointment of minutes secretary
3. Adoption of agenda

### Election

4. To elect one parish delegate to the 17<sup>th</sup> Diocesan Assembly of the Australian and New Zealand Diocese of the Russian Orthodox Church outside Russia

### Conclusion

5. Appointment of editing committee for minutes, closing remarks, prayer

*It is expected that this meeting will take no more than 20 minutes.*



russian orthodox  
church of  
**saint panteleimon**  
gosford

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