



ECW Council Handbook 2017

“Joyful Service”

Episcopal Church Women

“The Episcopal Church Women (ECW) of the Diocese of North Carolina are part of the ministry and fellowship of all women of the Church. Women of all ages, ethnic origins and socioeconomic backgrounds come together in worship, prayer, study and service to help each other live the lives to which they’ve been called by Christ.

The diocesan ECW in North Carolina has been a unique presence for more than a century and is entirely self-funded. It helps represents the diocese internationally, nationally and provincially, and its ongoing outreach continues to benefit the Church at the national, provincial, diocesan and congregational levels...it is particularly focused on issues that affect women and children.” NC Diocesan website

ECW Calendar

January	4	ECW Council Meeting at 9:30 AM (2 nd floor conference room)
March	6	ECW Council Meeting at 7:00 PM (2 nd floor conference room)
April	3	ECW Council Meeting at 11:00 AM (2 nd floor conference room) Spring General Meeting and Luncheon at 11:30 AM (Colhoun)
May	1	Bazaar Workshop 7:00 PM (Colhoun)
	7	UTO Ingathering (TBD)
September	18	ECW Council Meeting at 12:30 PM (2 nd floor conference room)
October	2	ECW Council Meeting at 11:00 AM (2 nd floor conference room) Fall General Meeting and Brunch at 11:30 AM (Colhoun)
	16	UTO Ingathering (TBD)
November	7	Bazaar Set Up/Preview Night (Colhoun)
	8	71 th Annual Bazaar
December	3	Children's Bazaar (TBD)
	4	ECW Council Meeting at 7:00 PM (2 nd floor conference room)
	11	ECW Christmas Dinner at 6:30 PM (Colhoun)
	17	Installation of 2017 ECW Council at 9 AM service (TBD)

Circle Dates TBD

ECW Sunday TBD

Elected Officers:

President – Christine Storch
1st Vice President – Bonnie Flythe
2nd Vice President – Anne Dunn
Secretary – Colleen Friedman
Treasurer – Dana VanHorn

Committee Chairs:

Bazaar - TBD
Care & Share – OPEN
Christian Social Ministries – Anne McDowell
Church Periodical Club – Kristie Blanco
Devotional Life – Martha Metzler
Food & Fellowship – Shannon Wilson and Kay D. King
Funeral Reception – Margaret Varner
Missions – Kay Morgan
Nominating – Anne Dunn, Kristin Kinser, and Skinner McGee
United Thank Offering – Missy Butler

Appointed/Designated Committee Representatives:

Altar Guild – Lynn Holtzclaw and Carolyn Stokes
Backpack Program – Anne Butler, Linda Hill, Kay Morgan, Mary Jo Walker
Bookshop – Caro Humphrey
Library Guild – Nancy Metzgar
Vestry Liaison – Mary Lou Wilson

Circle Leaders:

St. Agatha/Helena/Elizabeth - Yvette Simmons and Doris Arzonico
St. Anne – Lynn Holtzclaw, Peggy Slater, Susan Woodall
St. Lucy – Bonnie Flythe and Lauren Wierman
St. Margaret – Elizabeth Foley and Ali Moser
St. Mary – Toni Corpening and Stella Surratt
St. Hermione - Rachel Brent

**CONSTITUTION AND BY-LAWS OF THE EPISCOPAL CHURCH WOMEN
OF ST. PAUL'S CHURCH
WINSTON-SALEM, NORTH CAROLINA**

Article I – Name

The name of the organization shall be “Episcopal Church Women of St. Paul’s Church.”

Article II – Purpose

The purpose of this organization shall be to enable the Episcopal Church Women of St. Paul’s Church through worship, study, fellowship, stewardship and service to share more fully in the mission of the whole church.

Article III – Membership

All women members of St. Paul’s Episcopal Church are automatically members of the Episcopal Church Women.

Article IV – Officers

The officers of the Episcopal Church Women of St. Paul’s Church shall be President, 1st Vice-President, 2nd Vice-President, Secretary and Treasurer. These officers shall constitute the Executive Committee.

Article V – Council

Section 1. There shall be a Council composed of the Executive Committee, the Bazaar Co-Chairmen, the Chairmen of all elected and appointed committees, Circle Leaders and the Vestry Liaison. The clergy shall serve as advisors.

Section 2. A majority of the Council must be present to conduct business. All committees and circles should be represented at Council meetings.

Article VI – Duties

Section 1. The President shall have general oversight of all work and shall appoint committee chairmen not otherwise specified. She shall serve as an *ex-officio* member of every committee except the Nominating Committee. She shall preside at Council meetings, General Meetings and Executive Committee meetings. She shall be chairman of a delegation to the Episcopal Church Women’s Diocesan Annual Meeting and the meetings of the Winston-Salem Convocation of the diocesan ECW. The President shall review diocesan appointments in filling ECW Council committees. The President or a Diocesan Liaison shall inform the Council of activities pertaining to the Diocesan ECW. She shall distribute information from the Diocesan ECW Handbook to the appropriate Council members. The President shall contact newcomers about ECW opportunities when informed by the church’s Membership Coordinator.

Section 2. The 1st Vice-President shall act in the absence of the President. She shall have charge of programs and arrangements, including the nursery, for all General Meetings. She shall be a delegate to the Episcopal Church Women's Diocesan Annual Meeting. She shall assist the President and shall be trained by the President. She shall succeed the President.

Section 3. The 2nd Vice-President shall be the immediate past President, shall sit on the Executive Committee and chair the Nominating Committee. The 2nd Vice President shall be responsible for publicity including publishing meeting dates of circles. She shall be the ECW contact with the parish Communication Coordinator for adding ECW-related items to the parish website.

Section 4. The Secretary shall record the proceedings of all Council meetings, General Meetings and Executive Committee meetings and shall be responsible for the mailing of the minutes to all appropriate persons. She shall carry on all necessary correspondence and maintain the roster of Council members. She shall provide a printed copy of the By-laws in January to all new Council members.

Section 5. The Treasurer shall receive and disburse all money. She shall keep a confidential record of those who have made donations. She is responsible for preparing the budget for the forthcoming year with the approval of the Executive Committee. She shall make monthly financial reports to the Council and an annual financial report to the parish for parish publications. She shall send annual pledges, UTO Ingathering income and CPC monies to the ECW Diocesan Treasurer.

Section 6. The Executive Committee shall be called into session at the discretion of the President to dispense with necessary business between Council meetings. The Committee shall make a review of the Constitution and By-Laws every two years.

Section 7. The Chair of Devotional Life shall provide short and appropriate devotions for Circle meetings and Council meetings. She shall be in charge of arrangements for Quiet Days, if held.

Section 8. The Care and Share Committee Chair and/or Co-Chair shall be responsible for coordinating one meal for members of the parish family as directed by the clergy.

Section 9. The Christian Social Ministries (CSM) Chair is a liaison member to the Outreach Funding Advisory Committee (OFAC). Through this role, she can recommend outreach allocations to the Council, particularly to the Chairs of the Bazaar and the White Elephant Sale.

Section 10. The Chair of the Church Periodical Club (CPC) shall coordinate the CPC collection of Miles of Pennies and other appropriate fundraisers. She shall send offerings to the ECW Council Treasurer.

Section 11. The Diocesan Liaison(s) shall be any woman from St. Paul's who has been elected or appointed to the ECW Diocesan Board. She shall keep the President and Council apprised of the news and events of the Diocesan Board.

Section 12. The Food and Fellowship Guild Chair and Assistant Chair shall be responsible for the planning and preparation of meals for significant ECW meetings and events. She shall solicit members to carry out the work of this Guild.

Section 13. The ECW Funeral Reception Committee Chair and Assistant Chair shall work with the clergy and the deceased's family to offer a reception at the church.

Section 14. The Chair of Missions shall prepare a short mission report for Circle meetings when information is available. She shall correspond with our ECW missionaries and keep the Council informed. She shall also be responsible for all projects which support ECW missionary programs.

Section 15. The Nominating Committee shall be responsible for soliciting recommendations from the Council, clergy and general membership for the slate of new officers, elected committee chairs and new Nominating Committee to be elected in the fall. It shall fill vacancies occurring between elections, except appointees.

Section 16. The United Thank Offering Chair shall consult with the President to arrange Spring and Fall Ingatherings. She shall announce ingatherings to the Church Women. She shall send the offering to the ECW Council Treasurer. She shall make a report to the Council after each ingathering.

Section 17. The White Elephant Chair and Assistant Chair(s) shall be responsible for planning and running the White Elephant Sale, generally held on Shrove Tuesday in conjunction with the EYC Pancake Supper. They shall consult with the Executive Committee concerning the allocation of White Elephant profits and shall present the proposed allocations for approval by the ECW Council. They shall be responsible for all contacts with the Communication Coordinator concerning White Elephant Sale publicity.

Section 18. The Circle Leaders shall be responsible for the business and programs conducted in their meetings. They shall make reports to the Council of significant events.

Article VII – Elections

Section 1. All officers, committee chairmen and the Nominating Committee shall be elected at the Fall General Meeting to take office in January. They shall be installed in December. They shall be elected on the following schedule:

Each Year: President
1st Vice-President (President-elect)
2nd Vice-President (Immediate past President)
Assistant Care & Share Chair (automatic move up 2nd year)
Assistant Funeral Reception Chair (automatic move up 2nd year)
Assistant Food & Fellowship Chair (automatic move up 2nd year)
Assistant White Elephant Sale Chair
Nominating (2-year commitment, 1 member rotates off committee)

Even Year (2-year positions that take office in even year):

Church Periodical Club
Missions
Secretary

Odd Year (2-year positions that take office in odd year):

Treasurer
Christian Social Ministries (Outreach)
Devotional Life
United Thank Offering

Section 2. The Nominating Committee shall be composed of a Chair and two other members. They shall be elected in the fall. The immediate past President shall serve as the Chair. The two other members have 2-year commitments, with one rotating off the committee and a new member elected each year.

Section 3. Vacancies occurring during a term of elected office shall be filled for the duration of the unexpired term by the Nominating Committee and approved by the Council.

Section 4. An Assistant Chair will be elected for each of the following committees in the fall to assist the Chair of the committee for that year. They will become Chair of that committee in the following year.

Care and Share
Food and Fellowship
Funeral Reception

Article VIII – Appointments

Section 1. The Altar Guild Chairs shall be appointed by the Rector of the parish.

- Section 2. The Bazaar Chairs shall be appointed by the President.
- Section 3. The representative for the Bookshop Guild shall be appointed by that Guild.
- Section 4. The Circle Leaders shall be chosen by their individual circles.
- Section 5. The Library Guild Representative shall be chosen by that Guild.
- Section 6. The Vestry Liaison shall be appointed by the Vestry. The Vestry Liaison shall report on issues facing the Vestry and shall report ECW Council issues to the Vestry.
- Section 7. The White Elephant Sale Chair shall be appointed by the President.

Article IX – Finances

- Section 1. Pledges may be made to the ECW Treasurer. All pledges shall be confidential.
- Section 2. No money matters shall be introduced on the floor of a General Meeting until passed by the Council.
- Section 3. The budget shall be drawn up by the Executive Committee led by the Treasurer. The budget shall be presented to the October Council meeting and then presented at the October General Meeting for confirmation.
- Section 4. All requests for funds not included in the budget shall be referred to the Executive Committee which may approve requests up to \$200. Requests for funds in excess of \$200 not included in the budget must be approved by the Council.
- Section 5. After all budget expenses have been paid, the remainder of the total monies received may be allocated under the direction of the ECW Council.

Article X – Bazaar

- Section 1. The President with the help of the current Chairs of the Bazaar shall appoint the upcoming Chairs prior to the current Bazaar. The new Bazaar Chairs shall serve as members of the Council.
- Section 2. The Bazaar Chairs shall consult with the President and 1st Vice-President of the ECW and the Christian Social Ministries Chair concerning the allocation of Bazaar

profits. The Bazaar Chairs shall present the proposed allocations for approval at the September Council meeting.

Section 3. It shall be the duty of the Bazaar Chairs to adhere strictly to the Bazaar policies which have been approved by the Council. Any proposed changes in Bazaar policies shall be presented to the Council for approval.

Section 4. All Bazaar profits shall be remitted to the ECW Treasurer for disbursement to the agreed upon allocation recipients.

Article XI – Meetings

Section 1. Executive Committee meetings shall be held at the discretion of the President.

Section 2. Council meetings shall be held on the first Monday of the months determined by the executive committee. Decided on a yearly basis, from September through May. Meetings may be canceled for inclement weather or moved due to a holiday or as appropriate. In case of inclement weather, Council meetings will follow the Winston-Salem/Forsyth County public school policy. A one or two hour delay in the schools shall be a one hour delay for the Council meeting.

Section 3. A General Meeting will be held at least once during the year.

Article XII – Diocesan ECW Annual Meeting

Section 1. Delegates shall be the President, 1st Vice-President and up to three additional delegates.

Section 2. Expenses of the delegates' registration, meals, lodging and gasoline for up to two cars shall be paid by the Treasurer of St. Paul's ECW as allocated in the budget.

Article XIII – Amendments

This Constitution and By-Laws may be amended at any regular meeting of the Council by a two-thirds vote of those present, due notice having been given a month previously.
revised Spring 2017

BAZAAR CHAIRMEN

1946

1947 Georgia Saunders

1948 Grace Coan

1949 Mary Lou Rice, Libby Gray and Snow Smith

1950 Louise Glenn and Virginia Irvin
1951 Betty Butler and Betty Johnson
1952 Jo (Shiple) Lauerman and Emmy Lou Parrish
1953 Lyell Hanes and Agnes Willis
1954 Betsy Glenn and Jeanne Stakeman
1955 Mildred Marshall and Mary Lou Rice
1956 Peggy Austin and Margaret (Glenn) Dillard
1957 Mary Weaver and Carol Winder
1958 Sally Ruffin and Ainslie Taylor
1959 Stelle Cheek and Doris Eller
1960 Doris Eller and Adrian Shore
1961 Aurelia Eller and Peggy Grubbs
1962 Martha Field and Catherine (Montague) Huber
1963 Craig Butler and Kay Snaveley
1964 Mildred (Collier) Mallon and Bill Kester
1965 Nancy (Neill) Spencer and Nancy Owens
1966 Ann Hensel and Anne O'Connor
1967 Della Roberts and Sue Wall
1968 Nella Fulton and Peggy Guthrie
1969 Barbara (Minter) Haas and Sally (Parrott) McCoy
1970 Myrtie Moon Davis and Ann (Smithdeal) Kistner
1971 Carol McCartney and Emmalee (Warlick) Hughes
1972 Becky Clingman and Jo Dermid
1973 Pat Fast and Rebecca Marshall
1974 Anne (Coerr) Butler and Skinner McGee
1975 Zanne Baker and Gayle Coley
1976 Jo Ann Davis and Carolyn (McDonald) Campbell
1977 Judy Ingram (Goodson) and Lucy Paynter
1978 Winborne Chandler and Jan Kramer
1979 Patsy Ashworth and Molly Summerlin
1980 Judy (Eddins) Goodson and Nancy Fagg
1981 Gera-Lu Crumpler and Johann Varnadore
1982 Caroline Kinser and Judie Swain
1983 Lisa Mosley and Harriet Quinn
1984 Leigh Hutton and Debbie Robertson
1985 Lynn Johnston and Beth Williams
1986 Carson Howard, Annette Lynch and Tillie Skoggard
1987 Kacy Mitchell, Dee Ann Robbs and Connie Weeks
1988 Leesa Goodson, Susan Gordon and Linda Hill
1989 Bonnie Colhoun and Martha Orr
1990 Debbie Clark and Susan Fitzgerald (Dahl)
1991 Sally Shore and Peggy Slater
1992 Anna (Clark) Teague and Anne McDowell
1993 D.D. Hellebush and Judy Maybach
1994 Mary Beth Cross and Gay Dillard (Gallins)
1995 Bonnie Flythe, Molly Haus and Anissa Welch
1996 Betty Butler, Carole Murray and Vicki Robins
1997 Kelly Ellis, Julie Taylor and Lauren Wierman
1998 Lisa Jones, Stephanie Newstedt and Martha Boyd (Sterling)
1999 Shelly Blackburn, Rosalie Bland and Lisa Childress
2000 Sally Corpening, Debbie Malmo and Lorre Ruffin
2001 Beth Bryant, Sandy Gilbert and Suzanne Ramm
2002 Lynn Fox, Cici Fulton and Anne Myers
2003 Becca Oliver and Nancy Stewart
2004 Kimberly Gregg, Anne Malone and Kate Ruley
2005 Deb Dunn, Mary Walker Fry and Marcia Thompson
2006 Kelly Ballard and Sherry Burke
2007 Kristie Blanco, Charlotte Broughton, Sallie Capizzi and Anne Dunn

2008 Sherrie Fain, Missie Vaughan and Julie Wise
2009 Robin Fulk, Heather Mackey and Jane Potter
2010 Genie Carr and Janice Lewis
2011 Daphne Petros, Jamie Stacy and Shannon Wilson
2012 Lori Patterson and Emily Smith
2013 St. Margaret's Circle
2014 Emily Shute
2015 Emily Shute
2016 Liza Smith, Elizabeth Myers and Sarah Smith