

## **OTTAWA/ST. LAWRENCE CONFERENCE CONSTITUTION**

1. The Conference shall ordinarily meet twice annually: for a business meeting in the spring; and for a programme meeting in the fall. The meetings shall ordinarily be held on the last Saturday in April and the third Saturday in October each year. When possible, the spring meeting shall be held in Ottawa.
2. Those in attendance at a duly constituted meeting shall be considered a quorum..
3. The Conference Council shall be elected at the spring meeting of the Conference. All terms shall be for two years. No member shall be eligible to serve for more than three consecutive terms. Only those persons present at the election meeting, or who have clearly indicated their willingness to serve, shall be considered eligible for election.
4. The Conference Council shall consist of the Dean, the Secretary, the Secretary-Treasurer and four other members, at least two of whom must be lay persons.
5. The election for Dean shall be by ecclesiastical ballot. The elections for the other positions shall be by nominating ballot. No congregation may have more than one lay member on Conference Council at a time. There shall always be at least one person elected to Conference Council from each of the four clusters: Montreal, Ottawa, Seaway and Ottawa Valley.
6. The Congregational Life Resource Persons of the Conference shall be advisory members of the Conference Council, and are expected to attend the council meetings as requested and to make reports on their ministries and proposals for ministry, etc., to both Conference and Conference Council meetings.
7. The Conference ELW President shall be an advisory member of the Conference Council and shall be invited to report to both the Conference and Conference Council meetings.
8. Amendments to these bylaws may be proposed by:
  - a. The Synod Council;
  - b. The Conference Council;
  - c. Six delegates, representing at least three congregations.

Adoption of an amendment shall require passage at two successive conference meetings by a two-thirds vote of the delegates present and voting at a regular business meeting of the conference. Such amendments shall be effective upon ratification by the Synod Council.