

WHEREAS, the Episcopal Church of the Ascension of Knoxville, Tennessee, of the Protestant Episcopal Church (the "Church"), will elect new members of its Vestry on November 17, 2019;

WHEREAS, the Church's parishioners have a great interest in the election;

WHEREAS, the Vestry strongly encourages all eligible parishioners to participate in the election;

WHEREAS, while the Vestry has previously provided for early voting, the Vestry has been made aware that some parishioners wish to vote but are unable to do so in person because they are homebound due to health conditions or disability; and

WHEREAS, Article II, Section 2(d) of the bylaws grant the Vestry discretion to permit absentee voting in Vestry elections provided the Parish adopts a written procedure for absentee voting, delineating the criteria for the use of an absentee ballot and provided reasonable notice of such procedure is given prior to each election;

THEREFORE BE IT RESOLVED, that the Vestry approves and adopts the Absentee Voting Procedures attached hereto as Schedule 1 for use at the November 17, 2019, Vestry election; and

BE IT FURTHER RESOLVED, that prior to the November 17, 2019, election, the Church staff are instructed to provide notice of the Absentee Voting Procedures to the Church via email, announcement during the Sunday worship service, and any other means staff deem appropriate.

Schedule 1**ABSENTEE VOTING PROCEDURES**

The Vestry of the Episcopal Church of the Ascension of Knoxville, Tennessee, of the Protestant Episcopal Church (the "Church") has determined that it is important that all parishioners to have the ability to vote in elections to determine membership in the Vestry. The Vestry is aware that some parishioners are unable to cast in-person votes due to health conditions or disability. While the Vestry has determined that, other than as provided in other voting procedures, in-person voting should be required for parishioners that are not limited by health conditions or disability, and the Church should accommodate those with such limitations. Therefore, the Vestry has adopted these Absentee Voting Procedures.

I. Criteria for Absentee Voting

To be eligible to cast an absentee vote for Vestry elections, a parishioner must be physically unable to cast a ballot in person at the Church due to the parishioner's health or disability. To cast an absentee ballot, a parishioner must provide written affirmation of such physical limitation. No parishioner who votes in any other manner shall be eligible to cast an absentee vote.

II. Procedure for Absentee Voting

Upon receiving notice that a qualified parishioner requests to cast an absentee ballot, staff or clergy from the Church shall provide such parishioner: (1) a ballot; (2) the written biographical material for nominees distributed by the Church at the Annual Meeting; (3) a written affirmation of physical limitation (which may read: "I affirm that I am unable to vote in person due to health or disability."); and (4) an envelope to seal the ballot and signed affirmation, which notes on the outside that it contains an absentee ballot. Absentee ballots, which must include the parishioner's vote along with the parishioner's signed affirmation, must be received no later than 3:00 p.m. on the day of the election.

Properly completed and returned absentee ballots shall be counted as though cast in-person; provided, however, that an absentee ballot from a parishioner that has also cast a ballot in-person or otherwise in the same election shall be void.

The envelopes containing properly completed and returned absentee ballots that are received prior to the in-person vote shall be opened after in-person voting is complete. The Church official opening such envelope shall (1) confirm the ballot and affirmation have been properly completed; (2) confirm the parishioner submitting the absentee ballot did not otherwise vote; and (3) after completing (1) and (2) separate the affirmation from the ballot, keeping both but preserving

anonymity of the vote. Thereafter, the Church official shall count all such absentee ballots and include them in the final results for the election.

The envelopes containing properly completed and returned absentee ballots that are received after the in-person vote but before the deadline shall be opened in the Church. The Church official opening such envelope shall (1) confirm the ballot and affirmation have been properly completed; (2) confirm the parishioner submitting the absentee ballot did not otherwise vote; and (3) after completing (1) and (2) separate the affirmation from the ballot, keeping both but preserving anonymity of the vote. Thereafter, the Church official shall count such absentee ballots and include them in the final results for the election.

Adopted November __, 2019

Respectfully Submitted,

Brian Wanamaker, Clerk

Marilyn Roddy, Senior Warden