

(b) *Parish Register—entries to be made therein.*

*The Vestry shall provide a Parish Register in which shall be recorded the date and place of all baptisms, confirmations, marriages and burials occurring at the church or celebrated outside of the church, but concerning any member thereof.*

*In the entry of baptisms there shall be recorded the Christian name, date and place of birth and baptism of each person baptized, and the Christian and surname of the parents.*

*In the entry of confirmations there shall be recorded the date of confirmation, the name of the Bishop, and the Christian and surname of the person confirmed, and other pertinent data.*

*In the entry of marriages and burials there shall be recorded the time of the celebration and the Christian and surname of each person married or buried and such other data as may be required by any general or diocesan canonical mandate.*

(c) *Other Parish books—entries to be made therein.*

*The Vestry shall provide a proper minute book, a suitable account book or books, and an enrollment record in such permanent form as it shall decide.*

(1) *Minute book—copy of by-laws.*

*In the minute book there shall be recorded minutes of all actions taken at Vestry and congregational meetings, and such other proceedings, matters, documents and papers as may be appropriate and proper.*

*And, unless a separate book is provided for the purpose, a copy of all by-laws of the Parish, and the amendments thereof, as well as the date of the adoption of such by-laws and amendments, shall be entered in the minute book.*

(2) *Account books.*

*In the account book or books there shall be recorded the receipts and disbursements of the Parish and such other financial transactions as it may be appropriate and proper to record therein.*

(3) *Enrollment record.*

*In addition to the vital statistics enumerated in Sub-section (b) of this section, there shall be entered in the enrollment record the names of and other pertinent data concerning all adult persons of the Parish who are entitled to be enrolled as members thereof pursuant to the provisions of Section 288B (c) (1), (2), (3), AND (4) of this sub-heading.*

(d) *Report to Convention.*

*The Vestry shall see that the Rector, or Registrar and Treasurer make an itemized report to the annual Convention pursuant to general and diocesan canonical mandates.*

*(e) Call of Rector—terms of contract—certificate of approval—modification thereof—assistant minister—exception.*

*Subject only to thirty days' prior notice to the Ecclesiastical Authority of the Diocese, and the right of the Ecclesiastical Authority*