



CALL TO CONVENTION

All Things in Love - 1st Corinthians 16:14

The Episcopal Church in Delaware
236th Annual Convention, November 20-22, 2020

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Key Deadlines and Online Links

	Open	Due	Link
Audited Parish Financials	30 days after audit complete	September 1	N/A
Nominations for Elected Offices	July 17	August 21	Nomination Form
Certification of Delegation	July 17	September 21	Certification of Delegation Form
Resolution Submissions	July 17	September 21	Resolution Form
Convention Registration:	September 21	November 1	A link to Convention Registration will be issued at a later time

Bishop's Introduction

Beloved of Christ in Delaware,

Let's get ready, my friends: our annual convention will be held **online beginning on Friday evening, November 20**. Staying safe amid this global coronavirus pandemic means we cannot meet in-person, yet the mission of the church marches steadily forward. And in this unprecedented local and nationwide reckoning with racial injustice, our combined energy and resolve to speak God's transformational love to our state and country must also march on. Let's get ready to gather!

One powerful benefit of holding the convention online is that now anyone who wants to visit (watch) the convention can do so with a simple registration. Thus I hope and pray that our collective passion, energy, and direction will be seen by many more folks than can normally join in-person.

Another impact of hosting the convention online is the need to avoid "zoom fatigue": that is, making sure that our scheduling minimizes consecutive hours in front of our screens. To that end, convention events will **be spread over three days**--not one day as originally planned for an in-person event. (See page 4 for the preliminary agenda.) We will offer our **powerful featured event on Friday evening** and close with Compline. Our **business and mission sessions will ramp up Saturday** morning and afternoon, with appropriate break times in between. In addition, we'll wrap up the weekend with a **festive all-diocese Eucharistic celebration on Sunday morning**. As noted above, anyone interested can join for any or all of the sessions.

My opening remarks on Friday evening, November 20, may still seem a long way off, but there are a **number of important deadlines** (see page 1) to meet between now and then to be ready. This *Call to Convention* is specifically designed to help you get started right now.

First, some lessons from experience:

1. **Certifying a lay delegation** is separate from **registering for convention**.
 - a. Certifying a lay delegation – the delegates, alternates, and young adult delegate – is the official certification (by your wardens and/or the vestry secretary) of the folks authorized by the vestry to represent a parish. Certification determines, among other things, who is allowed to speak and vote at convention, so don't miss this deadline! There is no fee to certify a delegation.
 - b. Registering for convention means the enrollment of all people who plan to attend – lay delegations, clergy, volunteers, vendors, guests, seminarians, diocesan leadership, and visitors. This year there is no fee to register since convention will be exclusively online.
2. Watch out! These two deadlines, if missed, will prevent a parish's lay representatives from voting at convention:
 - a. Failing to certify your delegation 60 days prior to convention (Canon 2).
 - b. Failing to file a parish's last **two** annual audits by September 1 (Canon 14). The deadline for filing audits is set by Episcopal Church canons (I.7.1(g)) as "not later

than 30 days following the date of such report, and in no event, not later than September 1 of each year.”

Next, because this convention will be conducted entirely online, *our voting will also be online*. It is **essential** that voting clergy and voting delegates have robust access to the internet on convention day as well as an internet-capable device (computer, tablet, or smartphone) and email account they are comfortable using. The convention team will offer training in the fall on the online voting system and video streaming platform, but delegates are **strongly encouraged now** to think about how they will access the internet during convention.

Further, **I am strongly encouraging anyone who plans to submit a resolution to convention to do so on time--that is, by September 21**. This deadline allows delegates the time to properly review and discuss each idea well in advance. While our rules of order technically permit late resolutions to be submitted up to convention day, these are only considered when a super-majority of voters approves hearing them. *On convention day I will urge convention to reject consideration of any late resolution that could have been submitted on time and instead urge the writer to submit the resolution (on time) for the next convention*. Having our collective business organized on time is a major way to help keep our large, online gathering stay focused on mission and ministry and not bogged down in late legislation.

Finally: remember that every parish can expand its delegation simply by electing (and certifying!) a young adult delegate (Article IV, Section 3). Invite and empower more young voices into the leadership of our church! Please, make this a priority now. As I noted just above, the deadline for certifying your delegation is coming soon, so don't wait to make this happen.

We are living in a remarkable time, a time when the church is called to proclaim once again from the rooftops the good news of Jesus Christ. We have tremendous work ahead of us, and I am looking eagerly forward to a unique, powerful, and memorable annual convention.

In Christ,

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Convention Highlights

- The convention begins with a featured presentation on Friday, November 20, 2020, and concludes after the closing Eucharist, Sunday, November 22, 2020. This year's theme will be *All Things in Love*.
- The bishop will host two half-hour welcome orientations for new delegates on Friday, November 20, 2020. They will be held at 9:30 AM and 4:30 PM. Both sessions will cover the same material.
- We will elect new diocesan leaders.
- If an unforeseen circumstance demands a postponement, the alternate date of the convention is Saturday, January 16, 2021. It would also be an online convention. Rely upon www.delaware.church as the official source for any postponement announcements.
- The *Pre-Convention Journal* will be published online at www.delaware.church by mid-October and emailed to everyone registered for the convention. It will include nominees for election, resolutions submitted, and a detailed agenda. In early November, we will publish a *Journal Supplement* to supply any additional items (such as convention liturgies and the final proposed budget) that might be needed. **All attendees are asked to have their copies (either printed or online) of the *Pre-Convention Journal* and the *Journal Supplement* handy during the convention.** These two documents will serve as your guidebook for the day's activities, from voting to special presentations to the liturgy.

Preliminary Agenda

Preliminary Agenda (all sessions via Zoom)

Late October and early November training and presentations (*dates and times to be announced*)

- Presentation: upcoming budget and resolutions (open to any interested attendee)
- Training: How to use Zoom (open to any interested attendee)
- Training: Online voting system (voting clergy and certified delegates and alternates only)

Friday,

November 20th 9:30 AM Bishop Brown's orientation for new delegates #1 (open to any interested attendee; choose either, both sessions will be the same.)
4:30 PM Bishop Brown's orientation for new delegates #2
7:00 PM Featured Guest Presentation
8:45 PM Compline

Saturday,

November 21st 9:30 AM Call to Order
9:40 AM Legislative Session #1 (including bishop's address *All Things in Love*)
10:45 AM Open Hearing to review the budget and resolutions
11:30 AM Break
12:30 PM Legislative Session #2
2:30 PM Break
3:00 PM Legislative Session #3 (only if needed)

Sunday,

November 22nd 10:00 AM All Diocese Convention Eucharist
12:00 N Adjournment

All sessions on Friday, Saturday, and Sunday are open to any interested attendee.

Electing & Certifying Lay Delegates and Alternates

Selecting Lay Delegates and Alternates

1. Lay delegates and alternates are elected as determined by each congregation, typically by the vestry.
2. Delegates must be communicants in good standing, possess the canonical qualifications required for vestry members, and have been canonically resident in the diocese for three months previous to the convention. The Constitution and Canons of the Episcopal Church in Delaware no longer specify a two-year term for delegates.
3. Each congregation may be represented by two (2) lay delegates, plus one (1) **additional** lay delegate provided this third delegate is no more than thirty years of age at the time of the convention. All three serve with full privileges of seat, voice, and vote.
4. For each lay delegate elected, a lay alternate should be chosen to serve in the event one or more delegates cannot serve. All qualifications and provisions above apply to the selection of alternates.
5. Since this convention will be entirely online, all voting will also take place online. *It is essential that all eligible convention voters (delegates, alternates, and voting clergy) have ready access to the internet, an email account, and a zoom-capable computer or device throughout the entire convention.* For example, online voting will use your email account to send you your ballot for each vote, and you will then need an internet-connected web browser to place your vote.
6. Multiple training sessions will be offered on the new voting system via Zoom weeks before the convention begins. **All voters are required to attend one training session.** The voting system is simple and easy to learn. No voting training will be offered during the convention; we'll jump right in and start voting when the time comes. **Thus all voters are expected to have committed themselves to learn the system in advance.**

Instructions for Certifying a Delegation

1. Complete and submit the form online. This must be completed by the senior or junior warden or if the senior or junior warden is not available, the secretary of the vestry.
2. The deadline for submission is **Monday, September 21, 2020** (Canon 2). Failure to meet this deadline means your parish's lay delegates will very likely lose their right to be seated (and thus to speak or vote) on the convention floor.

Understanding the Nominations Process

As members of the Episcopal Church, we all share in its leadership and oversight, often by serving on parish and diocesan teams and committees. Our church and our witness to the world are stronger when we are led by diverse and energetic folks from across our community. **To elect diverse leadership teams we must first nominate diverse slates of candidates!** Therefore, we must nominate faithful women and men from across all Delaware counties, of varying ages, colors, orientations, and economic circumstances and from parishes small and large, to represent us on these committees.

The positions open at the next annual convention are listed below. Terms of office begin on the first day of the second month following convention.

Any active Episcopalian in the Episcopal Church in Delaware may nominate someone to serve on a diocesan-wide body. **You may nominate yourself as well.**

Please prayerfully consider a person you know who might be ready to serve at the diocesan level. If you have questions, feel free to contact [John Michael Sophos](mailto:nominations@delaware.church), nominations chairperson, nominations@delaware.church or [D-L Casson](mailto:D-L.Casson@delaware.church), secretary of convention, convention@delaware.church.

The deadline for nominating someone else – or yourself – is Friday, August 21. The Nominations Committee is asked to review all nominees to confirm they are eligible and, for positions where insufficient numbers of nominees are received, to nominate diverse candidates for these roles.

CONSTITUTIONS AND CANONS

To Be Elected for Term January 1, 2021 - December 31, 2025

Clergy _____

One clergy for a five-year term

Responsibility

All matters relating to the Constitution and Canons of the Episcopal Church in Delaware

Meetings

As needed

Continuing Members:

Thomas Crowley, 12/31/2022	St. Peter's Church, Lewes
Paul Hurdle III, 12/31/2024	All Saints' Church & St. George's Chapel, Rehoboth Beach
Kathryn Jakabcin, 12/31/2023	Trinity/Old Swedes Church, Wilmington
Felice Jo Lamden, 12/31/2021	Immanuel Church, New Castle

Expired Term Member (Eligible for Re-Election):

The Rev. Edward Godden	Retired
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DIOCESAN COUNCIL

To Be Elected for Term January 1, 2021 – December 31, 2023

Clergy

Two clergy for a three-year term

Lay

Two lay-at-large for a three-year term
One lay for a three-year term – Area III
One lay for a three-year term – Area IV

Responsibility

Program and budget for the work and mission of the Episcopal Church in Delaware

Meetings

Six times per year in February, April, June, September, October, and December. Members also serve on various committees and/or task forces that hold additional meetings.

Continuing Members

The Rev. Marianne S. Ell, 12/31/2021	St. Luke's Church, Seaford
The Rev. Juan George, 12/31/2022	St. Thomas's Parish, Newark
Anne Harra, Lay Area V, 12/31/2022	St. David's Church, Wilmington
The Rev. Marta Illueca, 12/31/2021	Church of the Ascension, Claymont
Kay Keenan, Lay-at-Large, VP, 12/31/2021	Christ Church Christiana Hundred, Wilmington
Christine Lockwood, Lay-at-Large, 12/31/2022	Church of the Ascension, Claymont
The Rev. Deacon Christine Miller-Marcin, 12/31/2022	St. Peter's Church, Lewes
Mark Owen, Lay-at-Large, 12/31/2022	Church of St. John the Baptist, Milton
Jim Pappas, Lay-at-Large, 12/31/2021	Christ Church, Dover
Carol Roy, Lay Area II, 12/31/2022	St. Paul's Church, Georgetown
John Michael Sophos, Lay Area I, 12/31/2021	St. Peter's Church, Lewes
Michael Wood, Lay-at-Large, 12/31/2021	St. David's Church, Wilmington
Elizabeth FitzPatrick, President ECW	Church of the Ascension, Claymont

Expired Term Members (Not Eligible for Re-Election):

The Rev. David Andrews, Jr.	Church of Sts. Andrew and Matthew, Wilmington
The Rev. Deacon Sheila Sharpe	Immanuel Church, Highlands
Beth Maurer, Esq. (Lay-at-Large)	St. Martha's Church, Bethany Beach
Robert Morgan (Lay-at-Large)	St. Peter's Church, Lewes
Sue Welles (Lay, Area IV)	Immanuel Church, Highlands
Mary Nash (Lay, Area III)	Immanuel Church, New Castle

DISCIPLINARY BOARD

To Be Elected for Term January 1, 2021 – December 31, 2024

Clergy

One clergy for a four-year term

Lay

One lay for a four-year term

Responsibility

Oversight of the disciplinary process for clergy misconduct as defined in Title IV of Episcopal Church canons.

Meetings

Quarterly, usually in February, May, September, and November.

Continuing Members

The Rev. Kim Capwell, 12/31/2022	St. James' Church, Mill Creek (Interim)
The Rev. Deacon Cecily Sawyer Harmon, 12/31/2023	St. Thomas's Parish, Newark
Paul Hurdle III, 12/31/2022	All Saints' Church & St. George's Chapel, Rehoboth Beach
The Rev. Dr. Marta Illueca, 12/31/2022	Church of the Ascension, Claymont
The Rev. Margaret Pumphrey, President, 12/31/2021	Retired
Timothy Willard, 12/31/2021	St. Peter's Church, Lewes
Edward Wilson, 12/31/2023	St. Peter's Church, Lewes

Expired Term Members (Eligible for Re-Election):

The Rev. Eunice Dunlap	All Saints' Church & St. George's Chapel, Rehoboth Beach
Jeanne Nutter, Lay	Church of Sts. Andrew and Matthew, Wilmington

STANDING COMMITTEE

To Be Elected for Term January 1, 2021 - December 31, 2024

<u>Clergy</u>	<u>Lay</u>
One clergy for a four-year term	One lay for a four-year term

Responsibility

Functions as a council of advice to the bishop and gives consent for persons to become candidates for Holy Orders, for ordinations, for elections of bishops in other dioceses, and before any church can sell or mortgage property. When there is no bishop, the Standing Committee becomes the ecclesiastical authority of the diocese.

Meetings

Six times per year in February, April, June, September, October, and December.

Continuing Members

Jonathan Barrett, 12/31/2023	Immanuel Church, New Castle
The Rev. Donna Jean Kiessling, Cor. Sec., 12/31/2021	St. Peter's Church, Smyrna
Terry Flanagan, 12/31/2022	St. Barnabas' Church, Wilmington
Catherine Maguire, 12/31/2021	Calvary Church, Hillcrest
The Rev. Dr. Ketlen Solak, 12/31/2023	Brandywine Collaborative Ministries
The Rev. Charles Sumner Weiss, 12/31/2022	Christ Church, Dover

Expired Term Members (Not Eligible for Re-Election):

The Rev. Sarah Nelson, President	St. James Church, Newport
Eric Valentine, Lay	Church of St. John the Baptist, Milton

TRUSTEES

To Be Elected for Term January 1, 2021 - December 31, 2026

Clergy or Lay

One clergy or One lay for a six-year term

Responsibility

Custodian and trustee of the property and funds, and fiscal agent of the Episcopal Church in Delaware. Provide financial, custodial, trust, and investment services for the diocese and its institutions.

Meetings

Six times per year in February, April, June, September, October, and December.

Continuing Members

Richard Harra, Treasurer, 12/31/2021

St. David's Church, Wilmington

The Rev. Jeffrey Ross, 12/31/2023

St. Peter's Church, Lewes

Bruce Vrana, 12/31/2024

St. James' Church, Mill Creek

Lydia York, 12/31/2025

St. Barnabas' Church, Wilmington

The Rev. Calhoun Wick, Secretary, 12/31/2022

Christ Church Christiana Hundred, Wilmington

Expired Term Member (Eligible for Re-Election):

Tempe Steen, Vice President

St. Martha's Church, Bethany Beach

Understanding the Budget Process

from planning budget to working budget, again and again

The budget process for the ministries of the Episcopal Church in Delaware is an ongoing process that peaks in the last four months of the calendar year as information concerning revenues and expenses is firmed up. The budgets for the convention in November will have been thoroughly reviewed by the diocesan council for their input and questions at the council's October 22, 2020 meeting.

Neither council nor convention will be asked to approve either the budget for 2021 (2021 spending was already approved by our convention in January) or the planning budget for 2022 (which is offered for longer-range planning purposes only). We expect the diocesan council will further improve these budgets on behalf of the convention, where helpful or necessary, at either their December 17, 2020 meeting, or in early January 2021.

This work is led by the treasurer and finance committee, and it is actively supported by the Canon for Finance and Administration. This team relies on the energy and expertise of many additional sources, including the program review committee, the insurance committee, the personnel committee, the trustees, and the investment committee of the trustees. The bishop offers direction and advice, as do parishes and various diocesan ministries and organizations. Shortly after the October council meeting, the budgets will be made available to all through the convention website for review. In early November there will be an online presentation of the budget for all delegates and other interested parties. This will include time for input and questions. We expect parish acceptances to the diocese may remain a soft number at that time although we will ask parishes to respond as quickly as reasonably possible. The presentation of the budgets online before convention should save time for other items on the convention agenda.

Understanding the Resolution Process

All resolutions are not the same. *The Rules of Order of Diocesan Convention* (RODC) notes two basic types are debatable resolutions and courtesy resolutions. Debatable resolutions are by far the more common type. Courtesy resolutions are not intended for debate but rather to express the unanimous voice of convention. (The RODC also refers to general convention resolutions. As these are generated outside our annual convention they are not covered here.)

Who may submit a resolution? Any member of the clergy or a delegate who is either (a) entitled to vote at the convention or (b) speaks on behalf of a diocesan congregation or of the St. Andrew's School Chapel Organization.

What is the deadline? Debatable resolutions are due 60 days before the convention on **Monday, September 21, 2020**. They will be included in pre-convention publications (including the official *Pre-Convention Journal*) so that congregations, delegates, clergy, and anyone interested will have ample opportunity to study and discuss the issues. Late resolutions (often referred to as floor resolutions) are any debatable resolutions received after the 60-day deadline. These may only be introduced at the convention if a supermajority (two-thirds) agrees to receive them. Late resolutions are strongly discouraged especially this year given the fact that this convention is only able to meet and debate online.

Courtesy resolutions should follow the same deadline – **Monday, September 21, 2020** – to be included in pre-convention publications and conversations. (The RODC does permit courtesy resolutions to be submitted up to ten days before the convention at the discretion of the president of the convention.)

What is an open hearing? Open hearings help ensure that resolutions receive fair consideration at the convention in an efficient manner. Following the first business session, resolutions are discussed publicly in a hearing. The hearing committee receives comments from delegates, clergy, or any registered convention attendees who wish to speak, positively or negatively, on the resolution. Following the hearing, the committee convenes to fine-tune the resolution language and make changes they deem appropriate based on their best prayerful judgment and in consideration of input received in the hearings. Their charge (and their great benefit to the convention) is to study the substance of a resolution, to clarify the issues and language as much as possible, and, most importantly, to offer their recommendation for action to the convention.

Tips for Writing an Effective Resolution

adapted from resources of the General Convention's House of Deputies

1. Choose a clear, descriptive title (the shorter and more unique the better).
2. Give the necessary information about the submitter:
 - name, address, and contact information
 - indicate if a cleric or delegate, or submitting on behalf of a congregation
 - if not eligible to speak on the convention floor, indicate the delegate or cleric authorized by the congregation to respond to questions at the convention.
3. Write Strong and Focused Resolve Paragraphs
 - a. The word RESOLVED, should be capitalized and underlined, and followed by a comma and the word "That", which is capitalized. Each resolve paragraph may end with a period or with a semicolon and the words "and be it further." *Special Note:* "Therefore be it" and "and be it further" **end** a clause. They are **not** used at the beginning of a "Resolved" clause.
 - b. Single Subject Rule: A resolution should be about a single subject (for example, Apportionment). Each RESOLVED within a resolution is about a single point within the larger subject. Again, focus and concision lead to successful resolutions.
 - c. These paragraphs are what the convention will debate and vote upon, and what will be considered official action of the convention.
4. Use the Explanation Wisely
Clearly and succinctly set forth the reasons for the proposed action called for in the resolution. To maximize your reach, avoid inflammatory rhetoric or hyperbole. The explanation is for information only and not part of the formal resolution. Again, keep this brief and clear for maximum effect.
5. Avoid the Whereas and Wherefore Curse in Debatable Resolutions
The use of preambles and *Whereas* and *Wherefore* clauses is *highly* discouraged in resolutions up for debate. Experience teaches that these clauses often lead to minimally important, time-consuming arguments on introductory language that cause the entire legislation to be lost. The reasons, purposes, intentions, and justifications for resolutions are best included – briefly and elegantly – in the explanation.

Sample Resolutions with Explanations

adapted from resources of the General Convention's House of Deputies

Sample One

RESOLVED, That the 77th General Convention calls upon the planners of the 78th General Convention to make all materials available electronically, both before and during the convention, and to make WiFi available on the floor of both houses. Also, planners are called upon to make electrical outlets available on the floor of both houses for participants who wish to use laptop computers or other electronic devices to access these materials.

EXPLANATION:

The actions outlined above would provide several important benefits. The transmission of information (resolutions, amendments, announcements, etc.) via electronic means could streamline the convention process dramatically, allowing for faster and more accurate dissemination of up-to-date materials. Significant reductions to printing and paper costs would offset the expense of providing access to electrical outlets on the convention floor. To be responsible stewards of the earth's resources, we must drastically reduce the amount of paperwork generated by the Convention. The potential for cost savings and greater efficiency provides added incentive to plan for a "paperless" convention.

Sample Two

Title: Continued Development of Province IX Curriculum Project

RESOLVED, That the 77th General Convention commend Province IX for their creative and collaborative work in creating curricula for use in their province that is created from the grassroots and speaks in the language and idioms of the people that will use those curricula, and be it further

RESOLVED, That the Evangelism and Congregational Life Center of The Episcopal Church Center be directed to complete the Province IX curriculum project, continuing the face-to-face process of development that has begun creating these resources, and that this process be further developed as a model for the creation of formation and educational materials that are to be used in non-Anglo contexts; and be it further

RESOLVED, That the 76th General Convention request that the Joint Standing Committee on Program, Budget, and Finance consider a budget allocation of \$120,000 for the implementation of this Resolution during the 2009-2012 triennium.

Courtesy Resolutions

Resolutions of courtesy, which are written to be read aloud and typically profess admiration, recognition, or gratitude, may have whereas clauses but should **not** include an explanation following the resolution. The form is otherwise the same as that used for resolutions.

All Things in Love

Keep alert, stand firm in your faith, be courageous and be strong. Let all that you do be done in love.

I Corinthians 16:13-14 New Revised Standard Version

