

Rooted in Christ Jesus



240th Annual Convention
The Episcopal Church in Delaware

*As you therefore have received Christ Jesus the Lord,
continue to live your lives in him, rooted and built up in
him and established in the faith, just as you were taught,
abounding in thanksgiving. – Colossians 2:6-7*

CALL TO CONVENTION

Friday and Saturday, November 22 and 23, 2024
Atlantic Sands Hotel & Conference Center
1 Baltimore Ave, Rehoboth Beach, DE 19971

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Key Deadlines and Online Links

	Open	Closes	Link
Audit of Parish Financials	30 days after completed audit	September 1	Send directly to Teri Quinn Gray: tgray@delaware.church
Nominations for Elected Offices	July 25	October 25	Nomination Form
Certification and Registration of Delegations	July 25	September 24	Certification of Delegation Form
Certification and Registration of Clergy	July 25	September 24	Certification of Clergy Form
Resolution Submissions	July 25	September 24	Resolution Form
Registration of Non-Voting Attendees	October 1	November 1	Guest Registration Form

Bishop's Introduction

Dear brothers and sisters in Christ Jesus, we are excited to announce that our annual convention will take place on Friday, November 22, 2024, and Saturday, November 23, 2024, at The Atlantic Sands Hotel & Conference Center in Rehoboth Beach.

Here are a few tips and important reminders:

Certification & Registration

Certification and registration for the convention are two separate steps. Certification determines eligibility to vote, while registration is required to attend.

As last year, these processes have been combined into a single form, allowing you to complete both steps simultaneously, beginning with certification. Once you have completed the certification section, you can proceed to the registration section, which requires a credit card. Both sections must be completed before submitting the form.

- a. **Lay delegate certification** refers to the official certification of lay members authorized by the vestry to represent a parish. A warden or vestry secretary does certification. Authorized alternates are named as well. Certification determines who is allowed voice and vote on the convention floor. Every parish can elect and certify a young adult delegate under 30 to expand its delegation. This is in accordance with Article IV, Section 3 of the Constitution of the Diocese.

Clergy certification is required to vote. This includes canonical clergy and non-canonically resident clergy currently serving as rector or priest in charge of a diocesan congregation.

- b. **Registration** means enrolling *every person, certified or not*, who plans to attend. Registration enables planners to properly prepare meals, convention seating, worship layout, voting, and a hundred other details. There is a registration fee, which is paid at the time of registration.

Nominations

Please actively consider nominating individuals for diocesan-wide positions. Our goal is to foster greater diversity in diocesan leadership, and your participation in the nomination process is a crucial step toward achieving this objective. It's important to note that you may also nominate yourself for any of these positions.

Important Deadlines

Watch out for important canonical deadlines that, if missed, could result in your parish's lay representatives losing their right to speak and vote!

- a. Failure to certify your lay delegation 60 days before convention (Canon 2). This year, the deadline for certification is Tuesday, September 24, 2024.
- b. Failing to file a parish's last two annual audits by September 1 (Canon 14). The deadline for filing audits has long been set by The 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."

Submitting a Resolution

Please submit your convention resolution by September 24, 2024. This will allow delegates enough time before the convention to review and discuss the resolutions with their congregations. The convention will only consider late submissions if a super-majority of voters approve. We will hold a Zoom hearing for all resolutions submitted before the convention to save time and energy spent on resolutions at the gathering.

What a profound responsibility – and a deep privilege – that our Lord has entrusted this beloved church and her powerful witness to our care. I look forward to another fantastic annual convention as we share in this ministry together.

Your brother in Christ,

+ 

Convention Features

- Registration opens at 12:00 p.m. on Friday, November 22, 2024, and concludes by 2:30 p.m. on Saturday November 23, 2024. This year's theme will be Rooted in Christ Jesus "*6 As you therefore have received Christ Jesus the Lord, continue to live your lives in him, 7 rooted and built up in him and established in the faith, just as you were taught, abounding in thanksgiving.*" Colossians 2:4-6 (NRSV)
- The bishop will host a one half-hour orientation for new delegates on Friday, November 22, 2024, at 1:00 p.m. It is open to all.
- We will elect new diocesan leaders.
- If weather or other unforeseen circumstances require a postponement of convention, the alternate date is Saturday, December 7, 2024, for a single-day on-line convention. Rely upon <http://www.delaware.church> as the official source for any postponement announcements.
- The *Convention Guidebook – Pre-Convention Edition* will be distributed by late October to all those registered for convention. It will include the list of nominees for election, resolutions submitted, and a detailed agenda.
- Holy Eucharist, business, and all meals will be held in the Swan Ballroom.

Preliminary Agenda (Subject to Change)

Preconvention Presentations (open to any interested attendee)

- Finance and Budget Presentation
Sessions are scheduled on Zoom for Wednesday, November 13, 2024, from 4:30 p.m. to 6:00 p.m. and Saturday, November 16, 2024, from 9:00 a.m. to 10:30 a.m.
- Open Hearing on Convention Resolutions
A session will be scheduled closer to convention.

Friday, November 22, 2024

Noon	Registration
1:00-1:30 p.m.	New Delegate Orientation
2:00-3:30 p.m.	Business Session I Appointments, Offices to be Filled, Bishop's Address
4:00-5:00 p.m.	Open Hearings: Resolutions and Budget
5:30 p.m.	Social and Meet the Candidates
6:15 p.m.	Dinner
6:45 p.m.	Program TBD
8:00 p.m.	Compline

Saturday, November 23, 2024

9:00 a.m.	Eucharist
10:00 a.m.	Hotel Checkout Break
10:30 a.m.	Workshops TBD
11:45 a.m.	Lunch
12:30 p.m.	Business Session II Elections, Budget, Resolutions, Ministry Reports
2:30 p.m.	Closing and Adjournment

Electing & Certifying Lay Delegates and Alternates and Certification of Clergy

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 before convention.
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 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. Voting will be entirely in-person.
6. A training session will be held on the new voting system at 8:00 a.m., Saturday, November 23, following registration. All voters should plan to attend.

Instructions for Certifying a Delegation

1. Complete and submit [Certification of Delegation Form](#) online. This must be completed by the senior warden or, if the senior warden is not available, the secretary of the vestry.
2. Deadline for submission is **Tuesday, September 24, 2024** (Canon 2). Failure to meet this deadline means your parish's lay delegates will lose their right to be seated (and thus to speak or vote) on the convention floor.

Instructions for Certifying (voting) Clergy

1. Complete and submit [Certification of Clergy Form](#) online. Please sign the form. The submission of the form will not complete properly without the signature.
2. Deadline for clergy certification is **Tuesday, September 24, 2024**.

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 groups, we must first nominate diverse slates of candidates!** Therefore, it is important that we nominate faithful people from across Delaware counties to represent us.

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 (for the November convention this will be January 1, 2025).

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 who you know who might be ready to serve at the diocesan level. If you have questions, feel free to contact [Fr. Ted Olson, Chair of the Nominations Committee](#), or [Jon Barrett, Secretary of Convention](#).

The deadline for nominating someone – or yourself – is Tuesday, October 8, 2024, to be included in all future communications, with Friday, October 25, 2024, as the final closing date. 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. Submit a nomination using the [Nomination Form](#).

Offices to be Filled

240th Annual Convention

The terms of office will commence on the first day of the second month after the convention ends. The Standing Committee will elect a president and a secretary from its members as soon as possible after the convention's election.

CONSTITUTION AND CANONS

To Be Elected for Term January 1, 2025 - December 31, 2029

Clergy or Lay

One clergy or lay person 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:

The Rev. Russell Bohner, Clergy, 12/31/2025	Saint Anne's Church, Middletown
Thomas Crowley (Chair), Lay, 12/31/2027	St. Peter's Church, Lewes
Kathryn Jakabcin, Lay, 12/31/2028	Trinity Parish and Old Swedes Church
The Rev. Theodore Olson, Clergy, 12/31/2026	St. Peter's Church, Lewes

Expired Term Member (Eligible for Re-Election):

Paul Hurdle III, Lay, 12/31/2024	All Saints' Church & St. George's Chapel, Rehoboth
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DIOCESAN COUNCIL

To Be Elected for Term January 1, 2025 - December 31, 2027

Clergy

Two clergy for a three-year term

Lay

Three lay at large for a three-year term
One lay, Area 1, for a three-year term

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

Julie Almont, Lay - Area V, 12/31/2025	St. David's Church, Wilmington
Jonathan Barrett, Lay - Area III, 12/31/2026	Immanuel on the Green, New Castle
The Rev. K Clay Brown, Clergy - 12/31/2026	St. Thomas's Parish
Frank Daniels, Lay Treasurer/Exec/Finance	St. Paul's Church, Camden
Stephen De Bellis, Lay - Area II, 12/31/2025	Christ Church, Dover
Shannon Faulk, Lay - Area IV, 12/31/2025	Church of Sts. Andrew and Matthew, Wilmington
Amy Harra, Lay at Large, 12/31/2026	St. David's Church, Wilmington
Ron Kerchner, Lay at Large, 12/31/2025	St. Martha's Church, Bethany Beach
The Rev. Deacon Bruce Richards, Clergy, 12/31/2025	St. David's Church, Wilmington
The Rev. Kije Rwamasirabo, Clergy, 12/31/2026	St. Anne's Episcopal School, Middletown
The Rev. Ben Rockwell III, Clergy, 12/31/2025	St. James' Church, Millcreek
Edwin Smith, Jr., Lay-at-Large, 12/31/2025	St. Thomas's Parish, Newark
Elizabeth FitzPatrick, President ECW	Church of the Ascension, Claymont

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

Cindi Cozza, Lay at Large, 12/31/2024	Christ Church Christiana Hundred, Wilmington
Suzanne Crager, Lay Area I, 12/31/2024	St. Peter's Church, Lewes
The Rev. Michael Kurth, Clergy, 12/31/2024	Christ Church Christiana Hundred, Wilmington
Jennifer O'Connor, Lay at Large, 12/31/2024	Christ Church Christiana Hundred, Wilmington
The Rev. Deacon Sheila B. Sharpe, Clergy, 12/31/2024	St. Thomas's Parish, Newark
Nancy Talmo, Lay at Large, 12/31/2024	St. Mary's Church, Bridgeville

DISCIPLINARY BOARD

To Be Elected for Term January 1, 2025 - December 31, 2028

<u>Clergy</u>	<u>Lay</u>
One clergy for a four-year term	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. Glenn Duffy, Clergy, 12/31/2026	St. Martin's in the Field
James Evitts, Lay, 12/31/2027	Immanuel on the Green, New Castle
Paul Hurdle III (President), Lay, 12/31/2026	All Saints' & St. George's Chapel, Rehoboth Beach
The Rev. Dr. Marta Illueca, Clergy, 12/31/2026	
The Rev. Donna Jean Kiessling, Clergy, 12/31/2027	St. Peter's Church, Smyrna
Consuelo Miller, Lay, 12/31/2025	Christ Church, Dover
The Rev. Rita Nelson, Clergy, 12/31/2025	St. Peter's Church, Lewes

Expired Term Members (Eligible for Re-Election):

The Rev. Canon Mark Harris, 12/31/2024	St. Peter's Church, Lewes
Teri Quinn Gray, Lay, 12/31/2024	St. Thomas's Parish, Newark

STANDING COMMITTEE

To Be Elected for Term January 1, 2025 - December 31, 2028

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

Responsibility

The Standing Committee functions as a council of advice to the bishop. It also gives consent for individuals to become candidates for Holy Orders, for ordinations, for elections of bishops in other dioceses, and before any church can sell or mortgage property. In the absence of a 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

The Rev. Russell Bohner, Clergy, 12/31/2025	Saint Anne's Church, Middletown
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Joanna Carty, Lay, 12/31/2027 Rehoboth	All Saints' Church & St. Goerge's Chapel,
The Rev. Shelley D. McDade, Clergy, 12/31/2026 Rehoboth	All Saints' Church & St. Goerge's Chapel,
The Rev. Sarah Nelson, Clergy, 12/31/2027	St. James Church, Newport
Vernon R. Proctor, Esq., Lay, 12/31/2026	St. Mary's Church, Bridgeville
Michael Wood, Lay, President, 12/31/2025	Trinity Parish, Wilmington

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

The Rev. Dr. Jack Anderson, Clergy, 12/31/2024	St. Philip's Church, Laurel
Beth Maurer, Lay, 12/31/2024	St. Martha's Church, Bethany Beach

TRUSTEES

To Be Elected for Term January 1, 2025 - December 31, 2030

Clergy or Lay _____

One clergy or lay person 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

The Rev. Patricia Downing, Clergy, Deputy, 12/31/2026	Trinity Parish, Wilmington
Richard Harra, Lay, Vice President, 12/31/2027	St. David's Church, Wilmington
Mark Parsells, Lay, Treasurer, 12/31/2028	Christ Church Christiana Hundred, Wilmington
The Rev. Jeffrey Ross, Clergy, 12/31/2029	St. Peter's Church, Lewes
Lydia York, Lay, 12/31/2025	St. Barnabas' Church, Wilmington

Expired Term Member (Eligible for Re-Election):

Bruce Vrana, Lay, 12/31/2024	St. James' Church, Mill Creek
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Understanding the Budget Process

from planning budget to working budget, again and again

The development of a budget for the mission and ministries of the Episcopal Church in Delaware is an ongoing twelve-month process that is reviewed and updated as information concerning revenues and expenses is collected and analyzed. The 2025 preliminary budget presented at the convention in November will have been thoroughly reviewed by the Diocesan Council for their input and questions at the council's October 17th, 2024, meeting.

Convention will be asked to support the approval of the 2025 preliminary budget reviewed by council. We expect the diocesan council, on behalf of the convention, will further review updates by the finance committee to the 2025 preliminary budget at their December 4th, 2024, meeting, or in early January 2025.

The development and execution of the budget is led by the treasurer and finance committee. This team relies on the energy and expertise of many additional sources, including the insurance committee, the personnel committee, the trustees, and the investment committee of the trustees. The bishop offers direction and advice, as do various diocesan ministries and organizations.

Shortly after the October council meeting, the 2025 preliminary budget 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 have asked parishes to respond as quickly as reasonably possible. The presentation of the budget online before convention will provide convention attendees sufficient information to make an informed decision concerning the 2025 preliminary budget.

Understanding the Resolution Process

All resolutions are not the same. *The Rules of Order of Diocesan Convention* (RODC) note 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 refer 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 convention or (b) speaks on behalf of a diocesan congregation or of the St. Andrew's School Chapel Organization. Submit a resolution using the [Resolution Form](#).

What is the deadline? Debatable resolutions are due 60 days prior to convention by **Tuesday, September 24, 2024**. 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 convention if a supermajority (two-thirds) agrees to receive them.

Courtesy resolutions should follow the same deadline – **Tuesday, September 24, 2024** – to be included in pre-convention publications and conversations. (The RODC does permit courtesy resolutions to be submitted up to ten days prior to convention at the discretion of the president of convention.)

What is an open hearing? Open hearings help ensure that resolutions receive fair consideration at convention in an efficient manner. The hearing committee receives comments from delegates, clergy, or any other members of the diocese who wish to speak, positively or negatively, on the resolution. Following the hearing, the committee works to perfect the resolution language and make changes deemed appropriate based on their best prayerful judgment and in consideration of input received in the hearing. Their charge (and their great benefit to 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. Our open hearing will take place via Zoom, in the weeks before convention convenes, and copies of the perfected resolution(s) will be distributed to delegates and clergy **at least one week** prior 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 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 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. Avoid inflammatory rhetoric or hyperbole to maximize your reach. 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 are **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 1

RESOLVED, That the 77th General Convention call upon the planners of the 78th General Convention to make all materials available electronically, both prior to and during the convention, and to make Wi-Fi available on the floor of both houses. In addition, 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 a number of 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, it is our duty to drastically reduce the amount of paperwork generated by convention. The potential for cost savings and greater efficiency provides an added incentive to plan for a paperless convention.

Sample 2

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.

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Episcopal Church in Delaware

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