

206TH ANNUAL CONVENTION EPISCOPAL DIOCESE OF NORTH CAROLINA

FRIDAY-SATURDAY, NOVEMBER 19-20, 2021
BENTON CONVENTION CENTER, WINSTON-SALEM, NC

Dear Members of the Clergy and Lay Orders of the 206th Annual Convention,

This is a consolidated mailing with information about Convention. Everything in this letter is available [on the website of the Diocese](#). All clergy and lay delegates and alternates are urged to subscribe to *Please Note*, the weekly emails from Diocesan House. Use [this form to subscribe](#). Further communications about Convention will be sent by email. Promptly report any change in your email address to (for clergy) [Ms. Elizabeth Dawkins](#) or (for lay delegates) [the delegate registrar](#).

BIG NEWS!

Convention will use a secure online system for elections. There will be no ballot vouchers or paper ballots like we used at the 204th Convention in 2019. Clergy with voting rights and lay delegates may vote from their personal devices (laptops, smart phones, and tablets) or by visiting the Polling Room in the Benton Center where equipment for voting will be provided. The Committee on Elections will be present in the Polling Room to assist members of Convention in voting.

Electronic voting eliminates consumption of over a foot of paper at Convention. Results of electronic voting are available instantly upon closing of a ballot.

Voting on parliamentary motions will still be conducted by voice or by green and red cards when necessary.

PREPARATION

A handbook for Convention will be available on the website of the Diocese. You are encouraged to peruse this handbook and to retain it for reference. The Secretary will provide a pre-recorded webinar for those new to Convention; access instructions for the webinar will be announced in *Please Note*. The Secretary will also conduct an in-person New Member Q&A at Convention just before it begins (9:15 am on Friday the 19th). Everyone is welcome to pose questions to the Secretary during the Q&A.

BUDGET WEBINARS

Four live webinars will be provided on the tentative Mission and Ministry budget of the Diocese for 2022 as developed by Diocesan Council and the staff of the Diocese. The dates of the webinars will be announced in *Please Note*. All members of Convention are urged to attend a webinar, for which you may register on the website of the Diocese. Comments to Diocesan Council about the tentative budget should be submitted no later than Friday, October 15. Diocesan Council will adopt a budget for recommendation to Convention at its October 21 meeting. You may [submit comments and questions](#) about the budget to Diocesan Council.

CONVOCATION MEETINGS

Deans of the seven Convocations will schedule meetings of Convocations during the period October 18-28. Dates, times, and locations of Convocation meetings will be posted to the website of the Diocese and publicized in *Please Note*.

Each Convocation will elect a youth delegate to Convention. **Youth wishing to be considered for election must complete [this form](#) and mail it to Diocesan House by September 15.**

REGISTRATION

Online registration for Convention will open when announced in *Please Note*. Who should register for Convention? All clergy attending, all lay delegates, and **all other persons who will partake of Convention meals and refreshments**. The meal counts that we provide the Benton Convention Center are based on the number of registrants.

Online registration will close on November 8. Anyone wishing to register after online registration closes may do so at Convention. Remember to bring payment for the registration fee.

When you first arrive at Convention, go to the registration table and check in.

HOTEL RESERVATIONS

The Diocese has arranged blocks of hotel rooms at the Marriott, the Embassy Suites, and the Hampton Inn in downtown Winston-Salem. The Hampton Inn is priced lower than the Marriott and the Embassy Suites, but it's a longer, outdoor walk to the Benton Convention Center.

Instructions for hotel reservations will be provided during the registration process. The blocks of hotel rooms are available on a first-come, first-served basis. The deadline to reserve rooms is October 22, if any rooms are still available that late. Our contracts with the hotels require us to release any unreserved rooms 30 days prior to Convention. Persons missing the deadline must make their own hotel reservations at market prices.

CREDENTIALS

Registration check-in and Credentials are handled separately. Credentials are provided only to voting members of Convention: lay delegates, alternates who are serving in place of delegates, and clergy who are entitled to vote. There will be a table at Convention where Credentials may be obtained. **Credentials will include a unique voter-id by which your individual access to the online election system is authenticated.** Note that the Canons of the Diocese prohibit absentee voting or proxy voting at Convention.

EXHIBITORS

Those wishing to exhibit at Convention should contact [Mr. Paul Broughton](#) of BSPEC, the company that assists the Diocese in organizing Convention.

SEATING

A seating chart of tables for church clergy, lay delegates, and non-parochial clergy with voting rights will be posted in the Convention hall. Other attendees including non-voting clergy, lay alternates not serving, spouses or partners or children of clergy and lay delegates, and observers will sit in the designated Visitor's Section.

AVAILABILITY OF ROLLS

The website of the Diocese has the roll of lay delegates from churches that submitted timely Certificates of Election. The website also has a list of clergy who are entitled to vote and a list of clergy who are entitled to only seat and voice.

Diocesan House is still accepting late Certificates of Election for lay delegates as well as Changes in Lay Delegation. These forms are online. Links are posted on the website of the Diocese. Changes in lay delegation after November 11 should be brought to Convention on a paper form that will be posted on November 11.

Please direct any questions about the voting qualifications of clergy to [Ms. Elizabeth Dawkins](#), Executive Assistant to the Bishop.

LEGISLATIVE COMMITTEES

To express interest in serving on a legislative Committee of Convention, use the electronic Committee Preference form on the website of the Diocese. The five legislative Convention Committees to be appointed by the Bishop are Administration of the Diocese, Constitution and Canons, Faith and Morals, National and International Affairs, and Social Concerns. Any member of the clergy entitled to seat at Convention and any lay delegate may seek appointment. Service on a committee requires your presence at hearings and deliberations on the Friday afternoon of Convention. **The deadline to express interest is September 13.**

ELECTIONS

The following positions will be filled by open election:

Body	Positions	Term
Standing Committee	2 Clergy	3 years
	1 Lay	3 years
Diocesan Council	2 Clergy	3 years
	3 Lay	3 years
Trustee, University of the South	1 Clergy	2 years 10 months, to fill a vacancy (the 205th "Parking Lot" Convention did not fill this position)
	1 Lay	3 years

The principal functions of the Standing Committee are (1) to consent to the election and consecration of bishops throughout The Episcopal Church, (2) to approve candidates for Holy Orders at each stage of the ordination process beginning with admission to candidacy, (3) to consent to the sale or encumbrance of real property by any church or diocesan institution, (4) to act as a council of advice to the Bishop, and (5) to act as the Ecclesiastical Authority in extraordinary circumstances.

The Diocesan Council is responsible for the development and implementation of the Diocesan program and budget. Between Diocesan Conventions, the Council functions much like the vestry of a church, establishing policies, planning the work of the Diocese, and overseeing its administration and finances.

The University of the South, located in Sewanee, Tennessee, is governed by the Episcopal dioceses of Province IV (the southeastern U.S.) Each diocese elects two lay persons and one member of the clergy to the University's Board of Trustees. The Trustees meet once each year for two days. Between annual meetings, trustees serve the University by promoting its mission, encouraging enrollment, and supporting it financially.

Current membership of the Standing Committee and Diocesan Council, as well as the current Trustees of the University of the South, may be found on the website of the Diocese.

Please note the following:

- Nominators must be members of the clergy in the Diocese or lay communicants in good standing of a church of the Diocese. A lay person need not be confirmed or a delegate of Convention to submit a nomination.
- Consent of the nominee is required.
- Nominees for Standing Committee and Diocesan Council in the clergy order must be entitled to seat in Convention.
- Nominees for Standing Committee and Diocesan Council in the lay order must be confirmed adult communicants in good standing who are enrolled at a church in the Diocese.
- Persons desiring to nominate for re-election individuals whose terms on Standing Committee or Diocesan Council will end on December 31, 2021 should heed [the Constitution and Canons of the Diocese](#) (Article VIII, Section 1 of the Constitution and Canon 15, Section 1 respectively).

The deadline for nominations to be received at Diocesan House is 12:00 noon, Monday, October 11. Nominations are submitted through an online form found on the website of the Diocese. The names of persons nominated by the deadline will be included in Convention materials. Shortly after the deadline has passed, the online form will be disabled and its link removed from the website of the Diocese.

Late nominations are accepted during the first legislative session of Convention. A late nomination must have a nominator and two seconders, all from different congregations. Late nominees must meet the same criteria as timely nominees (see above). Forms for late nomination will be made available on the website of the Diocese after October 11. If you wish to offer a late nomination, print the form and bring it with you to Convention. **Immediately after announcing the nomination from the floor of Convention, bring the completed form to the Secretary at the dais.** The completed late nomination forms will be made accessible to clergy and delegates in or near the meeting hall before the first election ballot is closed.

Speeches from the floor on behalf of nominees, whether timely or late, are out of order.

Detailed rules for nominations and elections are found in Rule of Order XXII. The Constitution, Canons, and Rules of Order are posted on the diocesan website.

Elections at Convention will be conducted electronically. Read the revised Handbook or watch the pre-Convention webinar from the Secretary for further information.

RESOLUTIONS

Members of the clergy entitled to seat at Convention, lay delegates to Convention, constitutional or canonical officers, and constitutional or canonical bodies may submit resolutions for consideration by Convention.

Authors must phrase resolutions in such a way that Convention can resolve the question by a direct Yes or No vote. “Whereas” clauses are not allowed. An explanation clearly marked “Comment” may be appended to the text for the convenience of Convention; it will be included in Convention materials, but it will not be debated or published as part of the final resolution if adopted. The Secretary may contact authors to propose edits for clarity or consistent style.

Canon 12 prescribes special procedures to amend the Constitution, Canons of the Diocese, or Rules of Order of Convention. Authors of such resolutions are urged to consult the Chancellor of the Diocese, [Mr. Edward L. Embree, III](#), prior to submitting them.

Send resolutions in plaintext or Microsoft Word format by [email to the Secretary of Convention](#). Each resolution submitted on time will be posted on the website of the Diocese shortly after the Secretary has assigned it a descriptive title and a number.

The deadline to submit resolutions is 12 noon, Monday, October 11. The Secretary will return without action any resolution received after the deadline. Late resolutions may be introduced at the first legislative session of Convention on Friday, November 19. Convention must agree to admit a late resolution by a two-thirds vote. (This is a vote on whether to admit the resolution for consideration, not a vote to adopt the resolution.) Late resolutions to amend the Constitution or Canons are not allowed. **If Convention admits the late resolution, the author must promptly bring it to the Secretary at the dais on a USB memory stick in a format such as Microsoft Word.**

The Bishop will refer each resolution to a legislative committee. Legislative committees will hold hearings on Friday afternoon, November 19 and report their recommendations during legislative sessions on Saturday, November 20.

Detailed rules for introduction and consideration of resolutions are found in Rules of Order IV(a) and (b), XXIII(a), and XXIV. The Constitution, Canons, and Rules of Order are posted on the website of the Diocese.

AGENDA, LITURGIES, AND PROGRAM OF CONVENTION

Convention will use as little paper as possible. The agenda, reports, liturgical texts, etc will be available for download (and printing at your home or office, if you wish) from the website of the Diocese. Again this year, **Convention materials will be made available through the Yapp** application for smart phones.

PAROCHIAL REPORTS AND AUDITS

Churches that failed to submit a timely parochial report or a timely audit are reminded that according to Rule III, their clergy and lay delegates lose their vote at Convention unless Diocesan Council grants a waiver of Rule III. This consequence cannot be appealed or reversed at Convention. The Secretary will notify every church not in compliance with Rule III and provide instructions on how to apply for a waiver. **The deadline to submit an application for waiver of Rule III is October 1.** Diocesan Council will consider applications for waiver on October 21, and the Secretary will notify churches of the decisions.

FAIR SHARE

On November 9, the Secretary is required to strike from the voting rolls the clergy and lay delegates of any church that is in arrears of its Fair Share payments for the period October 1, 2020 through September 30, 2021. This consequence cannot be appealed or reversed at Convention. During October the Secretary will notify every church in arrears.

THURSDAY NIGHT PROGRAM

We are planning an exciting program for Thursday night, November 18. As in prior years, the Thursday night program will be related to, but not part of, the formal Convention agenda. Watch for more information in a subsequent email!

I look forward to seeing you at Convention! **Members of Convention are urged to stay until adjournment on Saturday.**

Yours in Christ,

Charles L. Till
[Secretary of the Convention](#)

