

# NOTICE OF THE 205TH ANNUAL CONVENTION

June 1, 2020

To Rectors, Vicars, Priests-in-Charge, and Senior Wardens of Vacant Cures:

Notice is hereby given that the 205th Annual Convention of the Diocese of North Carolina will be held at the M.C. Benton, Jr. Convention and Civic Center, 301 West 5th Street, Winston-Salem, North Carolina on Friday, November 20 and Saturday, November 21, 2020.

Alternate plans will be announced if stay-in-place orders or restrictions on assembly of groups are in effect because of COVID-19. Please ensure that all **clergy and lay delegates subscribe to Please Note**, the weekly electronic newsletter of the Diocese. Click “News & Blog” on the home page of the diocesan website and then “Please Note” under Subscribe.

*Election of delegates.* A table showing the apportionment of lay delegates to churches is available on the diocesan website under About Us and Annual Convention. Mind the number of delegates to which your church is entitled.

*Certificate of Election.* A Certificate of Election form is available on the same webpage for downloading. The form is a “fillable” PDF. At present the officers and staff of the Diocese are minimizing the handling of paper and mail. Therefore, I ask you to follow the instructions on the form to submit it electronically. If that’s not possible, print the form and mail it to Diocesan House; but even then, we prefer that you complete the form from a keyboard before printing it. **The deadline for submitting the Certificate to Diocesan House is August 3, 2020.** In order to verify accuracy of contact information, a **new and complete certificate is required each year to identify all delegates**, including delegates who were elected in prior years.

*Certification of Change in Delegation.* If your delegation changes after you submit the Certificate of Election, use the Certification of Change in Delegation form that will be available on the diocesan website. These forms are not submitted electronically, so print and mail them to Diocesan House.

*Timeline of Convention.* A timeline is available on the diocesan website. In mid-August 2020 the Secretary will mail a packet of materials for Convention to every delegate, subject to receipt of Certificates of Election by the August 3 deadline.

If you have questions, please contact me by email to [secretary@episdionc.org](mailto:secretary@episdionc.org) or by calling (919) 834-7474, entering extension 5416, and leaving a voicemail.

/s/ Charles L. Till  
Secretary of the Convention