

Before every convocation meeting and Annual Council, delegates and clergy should review the upcoming business with vestries and parishes.

After every convocation meeting and Annual Council, delegates and clergy should review what was learned or decided at the meetings.

"I'm a new delegate or alternate to Council . . . What are my responsibilities?"

A lot of preparation, learning, and information-sharing takes place from the time you're elected as a delegate or alternate until Council begins.

Each parish elects a specified number of delegates and alternates. Parishes have their own traditions about the selection of candidates. Some parishes try to have someone new on the slate every year, and some elect wardens or vestry members. In some parishes, one must be an alternate before becoming a delegate.

Delegates and alternates attend three convocation (regional) meetings during their one-year term—in the spring, fall, and January. The meetings are generally on a Sunday afternoon and are planned to last about two hours, although the President of the convocation may choose to lengthen the meeting if there is additional convocation business. The agenda for each meeting is based on canonical requirements, items for discussion, and opportunities to network with others in your convocation. If your parish has returned the Certificate of Election to Evans House, you will receive information by email prior to the meetings. Printed copies will be available at the meetings.

Throughout the year, delegates and alternates keep the parish informed about the business and ministry of the diocese. In

addition to updates and information by email, you'll also receive a monthly copy of *Connections*, the newsletter for clergy and lay leadership. This information is meant to be shared with your parishioners. Take a copy of the convocation meeting booklet back to your parish and post it on the bulletin board. If your parish has a newsletter, write a short article. Report to members of your vestry or spend a few minutes during coffee hour sharing this news. Your delegation can decide together what will work best in your parish.

Bring the concerns of the parish to the wider convocation community. Contact your Executive Board members, your convocation President, or the diocesan staff with questions and ideas or to discuss parish needs.

In the spring, convocation meetings must include a report from the members of the Executive Board; program reports and evaluations; new delegate orientation; and an opportunity to review a proposed budget for the following year and a projected budget for the year after. **The spring convocation booklet contains information about current incumbents and positions that will be up for election (or nomination for election at Council) at the fall meeting, so that you will have several months to enlist candidates for those positions.**

Be sure that you have checked with anyone you plan to nominate, that s/he understands the position, and that s/he is willing to serve. **Share with your parish in the spring as you prepare for the fall meeting.**

In the fall, convocation meetings must include these elections and nominations. Another canonical requirement for the fall meeting is an opportunity for the delegates and members of all congregations to "express their views on the needs and opportunities of the diocese for the coming year for the guidance of the Executive Board in preparing the proposed budget." You'll receive copies of the ministry funding requests for the upcoming year. **You will be speaking for your parish, and you'll need to share what you learn with your parish after the fall meeting.**

In November, you'll receive your Invitation to Council, with information about registration and the various Council components. **Be sure to share with your parish that the workshops on Saturday are free, and they are open to all who are interested!**

The Ninety-Third Annual Council approved a diocesan canonical change regarding resolutions to be presented at Council. Canon 29 now states: "Except for resolutions sponsored by convocations or courtesy resolutions, all resolutions shall be sent (either by mail, electronic transmission, or a combination thereof) at least two weeks prior

to the opening date of Council, to all diocesan clergy, to all senior and junior wardens in the diocese, and to all delegates and alternates to Council. By the affirmative vote of at least two-thirds of the delegates present and voting, Council may allow consideration of a resolution that was not timely submitted."

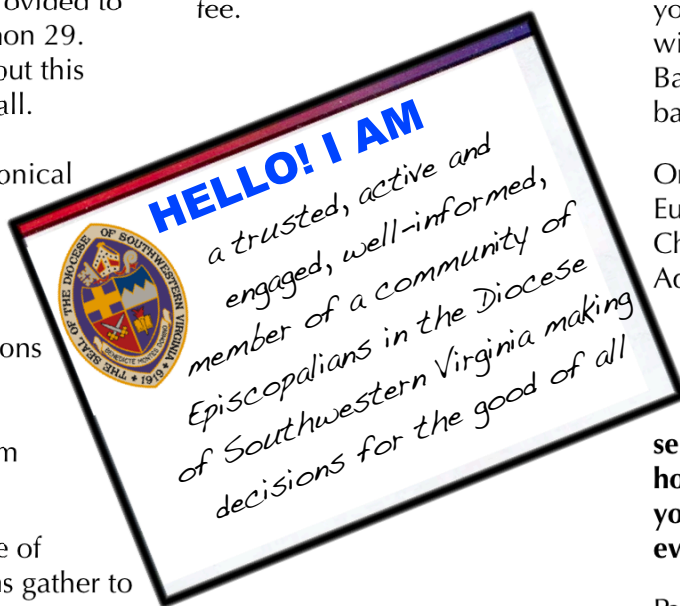
Resolutions should be submitted to the diocesan office so that they can be provided to all those listed in Canon 29. More information about this will be provided in the fall.

Constitutional or canonical changes should be addressed to Rick Sorenson, Chair of the Constitution and Canons Committee, before December 1 (rsorenson@gmail.com or (434) 384-3351).

In January, in advance of Council, convocations gather to review and explore the matters and resolutions to come before Council. You will have copies of the proposed budget and received resolutions to aid this discussion. You may also bring a resolution for the convocation to consider, or the convocation may craft a resolution at the meeting. Your spring and fall convocation booklets will help you remember the ministries and funding requests of the diocesan programs, institutions, and committees as you consider the budget.

In early January, begin sharing information about the upcoming Council with your parish.

A couple of weeks later, you'll be on your way to Council, which is held at the Hotel Roanoke and Conference Center during the last full weekend in January. Childcare is available during business sessions for babies and children through fifth grade, at no cost, through the Children@Council program. Teenagers may attend an all-weekend program, Youth@Council for a nominal fee.



Council begins with orientation for new delegates at 1:30 on Friday, and the business session follows from 2 PM through 5 PM. During that time, you'll hear the Bishop's Address, the resolutions and budget will be presented, and open hearings will take place. Balloting will begin after that session and will continue through the weekend, as several ballots are needed to elect people to the various diocesan positions. After dinner, a festival Eucharist is held at 8 PM. Buses will be available to transport you.

On Saturday morning, Council

typically resumes at 9 AM with a keynote speaker, followed by workshops on a variety of topics. In the afternoon, you'll hear recommendations from the Chairs of Council Committees before discussing and voting on the budget, resolutions, and changes to the Constitution and Canons of the diocese. (Only clergy and lay delegates vote, but alternates may be needed to replace delegates at any time.) Business ends at 5 PM, giving you an opportunity to meet with Exhibitors in the Crystal Ballroom before the Council banquet.

On Sunday, we'll share a closing Eucharist with Youth@Council, Children@Council, and Young Adults@Council.

Any unfinished business will be completed after that Sunday worship service, and then we'll head home. Be sure to share with your parish about Council events!

Parishes will elect delegates for 2013 before March 31. It may be helpful for delegates and clergy to remind vestries to place this item on the agenda prior to their March meetings. **When your parish elects new delegates, spend some time with them discussing what they can expect during the upcoming year and how to best share information between the parish, the convocation, and the diocese.**

If you have any questions about being a delegate or alternate, please contact a member of the diocesan staff or your convocation president.