

Appendices

Appendix A: Resolutions Approved by the Ninety-Third Annual Council

Resolution 1

Concerning: Voting Procedures

From: The Chancellor of the Diocese

Resolved by the 93rd Council of the Diocese of Southwestern Virginia as to elections among multiple nominees for Standing Committee and Disciplinary Board; that on the first ballot there be eliminated all but the three (3) candidates for each office receiving the highest number of votes; and in the case of clergy and lay delegates to Provincial Synod, those clergy candidates receiving the most votes on the first ballot will be the three (3) clergy elected, i.e., one (1) clergy delegate and two (2) clergy alternates, and those lay candidates receiving the most votes on the first ballot will be the four (4) lay elected, i.e., two (2) lay delegates and two (2) lay alternates; and that the balloting for Standing Committee and Disciplinary Board proceed among the three (3) remaining candidates and that on the second and any subsequent ballot, the one (1) candidate for each office receiving the fewest votes shall be eliminated. And be it further

Resolved by the 93rd Council of the Diocese of Southwestern Virginia that if, in any round of balloting for Standing Committee or Disciplinary Board as described above there should be a tie among one or more persons for the privilege of remaining on the ballot, then all of such persons receiving the same number of votes shall remain on the ballot and shall proceed to the next round of balloting, and in such next round of balloting the number of persons equal to the number receiving the same number of votes in the prior round of balloting shall be eliminated (i.e., if two persons should receive the same number of votes, then each shall remain on the ballot for the next round of balloting at which time the two candidates receiving the lowest number of votes shall be eliminated).

Resolution 2

Concerning: Site of Council

From: Executive Board

Resolved that Council hold its 94th Annual meeting at the Hotel Roanoke & Conference Center, Roanoke, Virginia, on January 25, 26, 27, 2013, and that Council hold its 95th Annual meeting at the Hotel Roanoke & Conference Center on January 24, 25, 26, 2014.

Resolution 3

Concerning: Fund for Mission and Outreach

From: Executive Board

Resolved that this 93rd Annual Council of the Diocese of Southwestern Virginia meeting in Roanoke on January 27, 28, and 29, 2012, allocate its share of this Fund for use of the Executive Board for Mission and Outreach activities in 2012 as it deems appropriate to best meet the vision and mission of the Diocese.

Resolution 4

Regarding The Sustainability Committee Report

From Executive Board

Resolved that Sections One and Two of the Sustainability Committee Report be adopted by Annual Council; and be it further

Resolved that the Executive Board be charged with considering Sections Three, Four and Five as its primary work for the year 2012; and be it further

Resolved that the Executive Board shall deliver specific recommendations to the 94th Annual Council regarding the matters set forth in Sections Three, Four and Five of the Sustainability Committee's report.

Resolution 5

Regarding The Report of the Task Force on Leadership (Resolution 7, 2010)

From Jim Ackley, Chair of the Task Force

Resolved that Report of the Resolution #7 Task Force will be tabled until a new Bishop has been elected so that he/she can be a part of the final discussions and actions on the recommendations contained therein.

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Appendix B: Regarding Positions for Nomination and Election

In the fall, clergy and lay candidates will be nominated for various diocesan leadership positions. Please consider the duties of each office and consult the relevant canons, available on the diocesan website, when making the commitment to serve.

All clergy, delegates, and alternates are reminded that the Constitution and Canons of our diocese as amended and approved by Council may be found on the diocesan website: http://www.dioswva.org/governance/constitution_and_canons.html.

Convocation Presidents & Deans *See Canon 24*

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At Fall Mission Days, each convocation elects a lay person to serve as President for a three-year term that begins at the conclusion of the next annual Council. A President who has served a full three-year term cannot be re-elected President until the Fall Mission Day meeting following the end of that full term. Convocation Presidents serve on the Executive Board of the diocese (See “Executive Board” below), assist in all the common tasks of the diocese, preside over convocation meetings, and perform other duties as assigned by the Bishop or the Executive Board.

Also at Fall Mission Days, each convocation elects a member of the clergy to serve as its Dean for a three-year term that begins at the conclusion of the next annual Council. A Dean who has just completed a three-year term is not eligible to be elected again until the Fall Mission Day meeting following the end of that full term. Convocation Deans provide general supervision of deacons not

otherwise supervised, help maintain a regular schedule of communion services in congregations without priests, promote missionary development and education as directed by the Bishop, institute new clergy when requested by the Bishop, preside over convocation meetings in the absence of the President, and perform other duties as assigned by the Bishop or the Executive Board.

Presidents and Deans help plan and organize at least three convocation meetings each year as well as the “Bishop’s Walkabouts,” and they assist in the worship celebrations at Council.

Current Incumbents

Abingdon Convocation:

Dean: The Very Rev. Dr. Chris Mason; fathermason@skybest.com

President: Lonnie Quesenberry; LonnieEQ@aol.com

Augusta Convocation:

Dean: The Very Rev. Dr. David Cox; rdavidcox@earthlink.net

President: Carol Webster; awebs4@aol.com

Lynchburg Convocation:

Dean: The Very Rev. Marion Kanour; mkanour@gmail.com

President: Jim Ackley; jimackley1@comcast.net

New River Convocation:

Dean: The Very Rev. Phyllis Spiegel; mystthomasrector@yahoo.com

President: Amy Nordberg; amynordberg@gmail.com

Roanoke Convocation:

Dean: The Very Rev. John Heck; johnheck@gmail.com

President: Sam Campbell; shcampbell@centurylink.net

This fall, the Augusta and Lynchburg Convocations will elect new Deans. The Augusta, Lynchburg, and Roanoke Convocations will elect new Presidents.

Executive Board *See Canon 7*

Each convocation is entitled to two clergy and two lay members of the Executive Board, each of whom serves a three-year term. Elections are staggered so that half of the membership of the Executive Board changes in two out of every three years. The basic function of the Executive Board is to conduct the business of the diocese

between meetings of Council; detailed information is in Canon 7. Each member of the Executive Board must be willing and able to meet at various locations within the diocese on Saturdays five times per year, make annual parish visits, and serve on one of four main committees: Mission, Finance, Long Range Plan Follow-Up, or

Personnel and Property. Incumbents and their assignments can be found on the following page. (Contact Alan Boyce, Deputy for Administration, at aboyce@dioswva.org or 540-342-6797 for detailed information on these committees.

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Executive Board Incumbents

Abingdon Convocation

2014

The Rev. Mark Frazier
rector@emmanuelbristol.org

Lonnie Quesenberry
Personnel and Property Committee
LonnieEQ@aol.com

2013

The Very Rev. Dr. Chris Mason
Finance Committee
fathermason@skybest.com

David Taverner *
Long Range Plan Follow-Up
Committee
david.taverner@centurylink.com

Augusta Convocation

2014

The Rev. Dr. Paul Nancarrow
Long Range Plan Follow-Up
Committee
rector@trinitystaunton.org

Liz McCarthy
Finance Committee
LM55555@aol.com

2013

The Rev. Becky Crites
Mission Committee
beckett605@cox.net

Carol Webster
Mission Committee
awebs4@aol.com

Lynchburg Convocation

2014

The Rev. Marion Kanour has
resigned; no replacement has
yet been named.

Jim Vest
Finance Committee
jim.vest1@verizon.net

2013

The Rev. Kathy Chase
Personnel and Property Committee
kbchase@sbc.edu

Jim Ackley
Finance Committee
jimackley1@comcast.net

New River Convocation

2014

The Rev. Kent Tarpley
Personnel and Property Committee
stjohnswytheville@embarqmail.com

Amy Nordberg
Mission Committee
amynordberg@gmail.com

2013

The Rev. Helen Beasley
Finance Committee
rectorbeasley@comcast.net

Bob Miller
Long Range Plan Follow-Up
Committee
bob@kfauctions.com

Roanoke Convocation

2014

The Rev. Stephen Stanley
Mission Committee
srstanley@cox.net

Delia Heck
Finance Committee
dheck@ferrum.edu

2013

The Rev. Barkley Thompson
Long Range Plan Follow-Up
Committee
bthompson@stjohnsroanoke.org

Sam Campbell
Personnel and Property Committee
samcampbell57@gmail.com

Ex officio members:

Neff Powell, Bishop;
npowell@dioswva.org

Mark Loftis, Chancellor
Personnel Committee
loftis@woodsrogers.com

John Hall, Treasurer
Finance Committee
jhall@salem.k12.va.us

Alan Boyce, Secretary and Canon
for Administration;
aboyce@dioswva.org

**In the fall of 2012, each
convocation will elect a clergy
person and a lay person for
Executive Board. The Lynchburg
Convocation will nominate a
second clergy person if no
replacement for the Rev. Marion
Kanour has been found.**

Special Project Groups

In 2012, Executive Board members
are working in three Special Project
Groups related to their continuing
study of the recommendations of the
Sustainability Committee Report. The
groups and their members are:

Outreach, Ministries and Governance, Staff, and Diocesan Parish Human Resource Database

Sam Campbell ***Kathy Chase***
Becky Crites Lonnie Quesenberry
Kent Tarpley

David Taverner ***Carol Webster***

Canon Missioner, Congregational Development, Networking and Mission Strategies

Helen Beasley ***Chris Mason***
Paul Nancarrow Amy Nordberg
Stephen Stanley
Barkley Thompson

Alternative Revenue Streams, Property, and Undesignated Funds

(Also known as
"The Corner Committee")

Jim Ackley Alan Boyce
John Hall Delia Heck
Liz McCarthy ***Bob Miller***
Jim Vest

***Names in bold italics indicate board members whose
terms will end at the close of Council 2013.***

* An asterisk indicates those serving a partial term and eligible for re-election.

Appendices

Disciplinary Board See Canon 27

The Disciplinary Board will consist of four priests or deacons and three lay persons who conduct presentments and trials of priests and deacons. The clergy members of the Disciplinary Board must be canonically and geographically resident within the Diocese of Southwestern Virginia. The lay members of the Disciplinary Board shall be adult communicants in good standing of this church and geographically resident in this diocese. Members will serve three-year terms, may succeed themselves once, and may be re-elected (and succeed themselves once again) after a hiatus of at least two years.

Current Incumbents

2013

The Rev. Sue Bentley; seb@rev.net (Roanoke Convocation)

The Honorable Harrison May; harrismay@comcast.net (Augusta Convocation)

2014

The Rev. Melissa Hays-Smith; mhays-smith@christroanoke.org (Roanoke Convocation)

Duane Martin; duanemartin343@embarqmail.com (New River Convocation)

2015

The Rev. Richard Fife; richardfife@stelizabethsroanoke.org (Roanoke Convocation)

2016

Carey Harvey cutter; charveycutter@salemva.gov (Roanoke Convocation)

The Rev. Dr. John D. Lane; jdldrfd@comcast.net (Lynchburg Convocation)

The Rev. Deacon Kay Waff; kaywaff@msn.com (Lynchburg Convocation) (Continuing Member)

All convocations will nominate one clergy and one lay candidate for the the Disciplinary Board at their Fall Mission Day meetings this year, and elections will be held at Council.

Standing Committee See Canon 6

Each convocation nominates one lay person and one member of the clergy to serve on the six-member Standing Committee. Committee members serve three-year terms. In general, the Standing Committee meets often with the Bishop, usually monthly except July and August, for purposes of advice and consent. Sometimes there are special called meetings. In case of a vacancy in the episcopate, the powers and duties to be performed by the Bishop, as regards to discipline, except the pronouncing of sentence of suspension, disposition, or

degradation from the ministry, shall belong to and be performed by the Standing Committee.

Current Incumbents

2013

The Rev. Diane Vie; diane@stjohnslynchburg.org (Lynchburg Convocation)

John Kappes; seppak@comcast.net (Augusta Convocation)

2014

The Rev. Jonathan Harris; jonathanfharris@msn.com (Roanoke Convocation)

Jack Barrow; jc.barrow@embarqmail.com (Abingdon Convocation)

2015

The Rev. Deborah Hentz Hunley; dhunley@christroanoke.org (Roanoke Convocation)

Ernest Holley; emholley@verizon.net (Augusta Convocation)

All convocations will nominate one clergy and one lay person to serve on the Standing Committee at their Fall Mission Day meetings this year, and elections will be held at Council.

Provincial Synod See Canon 25

Our diocese is a member of Province III of the Episcopal Church. Each diocese in the Province elects four deputies—the Bishop, another member of the clergy, and two lay persons—to represent it at meetings of the Provincial Synod. Council elects the additional clergy member and two lay members (the two receiving the most votes) to serve until the annual Council preceding the

next Synod meeting. Alternates are the two receiving the next most votes. Province III normally meets on a Sunday, Monday, and Tuesday in May.

Current Incumbents

Clergy Deputies

Neff Powell; npowell@dioswva.org (Bishop)

Paul Nancarrow; rector@trinitystaunton.org (Augusta Convocation)

Clergy Alternates

Bill Bumgarner, 1st Alternate; bbumgarner@smthco.com (Lynchburg Convocation)

Brad Laycock, 2nd Alternate; brad@laycock.us (Roanoke Convocation)

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Provincial Synod *(Continued from page 27)*

Lay Deputies

Nina Salmon;
salmon@lynchburg.edu (Lynchburg
Convocation)

Jack Barrow; jc.barrow@
embarqmail.com (Abingdon
Convocation)

Lay Alternates

Helen Campbell; 1st Alternate;
helencampbell5735@gmail.com;
Roanoke Convocation

Jack Brockway; 2nd Alternate;
jwbrockway@verizon.net (New River
Convocation)

Each convocation will nominate one clergy and one lay deputy to Provincial Synod at their Fall Mission Day meetings this year, and elections will be held at Council.

General Convention *See Canon 26*

The General Convention is the governing body of The Episcopal Church (TEC) that meets every three years. The Convention is a bicameral legislature that includes the House of Deputies and the House of Bishops. Deputies and bishops representing each diocese carry out the work at Convention. During its triennial meeting deputies and bishops consider a wide range of important matters facing the Church. General Convention met in Anaheim, California in July 2009, and will meet again July 5–12, 2012, in Indianapolis, Indiana. General Convention Deputies and Alternates serve three-year terms.

Current Incumbents

Clergy Deputies

Scott West; saw764@yahoo.com
(New River Convocation)

David Cox; rdavidcox@earthlink.net
(Augusta Convocation)

Deborah Hunley; dhunley@christ
roanoke.org (Roanoke Convocation)

Bill Watson; bill@stjohns
lynchburg.org (Lynchburg
Convocation)

Clergy Alternates (in order of election)

Vince Carroll; VJC_10@yahoo.com
(Abingdon Convocation)

Anne West;
westsinbburg@gmail.com (New River
Convocation)

David Dixon;
dixonnd50@hotmail.com (Roanoke
Convocation)

Emily Edmondson; emilye@
centurylink.net (Abingdon
Convocation)

Lay Deputies (in order of election)

Nina Salmon;
salmon@lynchburg.edu (Lynchburg
Convocation)

Ernest Holley; emholley@verizon.net
(Augusta Convocation)

Billy Kingery; bwkingery@cox.net
(Roanoke Convocation)

Bob Miller; bob@kfauctions.com
(New River Convocation)

Lay Alternates

Jack Barrow; jc.barrow@embarq
mail.com (Abingdon Convocation)

Jenny Fife; jgfife@gmail.com
(Roanoke Convocation)

Amy Nordberg;
amynordberg@gmail.com (New River
Convocation)

Rob Jarvis ; rob@visitbedford.com
(Lynchburg Convocation)

Our diocesan canons call for nominations of deputies and alternates to General Convention to be made at the fall convocation meeting and an election held “at the regular annual Council in the year preceding the year of General Convention.” Nominations therefore will be in the fall of 2013.

Nominations for those currently in office were made in the fall of 2010 and the election was held in 2011. This means that there are no nominations or elections needed at this time. However, as your parish’s representatives, you may wish to contact diocesan deputies and alternates to learn more about the upcoming General Convention.

United Thank Offering Coordinator *See Canon 26*

At the same time nominations are made for General Convention deputies and alternates, our canons call for nominations to be made for a diocesan United Thank Offering Coordinator. This nominee will also be a Triennial Meeting delegate. The runner-up in this election becomes the Assistant United Thank Offering Coordinator and the

United Thank Offering coordinator’s alternate to the Triennial Meeting.

The diocesan UTO Coordinator encourages prayer in thanksgiving for blessings every day and the tangible offering of coins in the Blue Box; works with clergy and church groups to recruit local church coordinators; helps church coordinators with their

work; offers to speak when asked; points out ways to use materials and shares ideas to promote the goal of everyone offering prayers of thanks and providing a tangible offering to pass blessings on to others; communicates with the UTO Province Representative to gain training, answers to questions, and helpful information; sends letters

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UTO Coordinator continued from page 29

twice yearly reminding church coordinators of upcoming Ingathering dates; corresponds and meets with clergy and other organizations within the diocese to keep them informed of the opportunities for mission through the Blue Box; creates a UTO packet of information and materials to present as a welcoming gift to new clergy (deacons, priests, bishops) in the diocese; cooperates with the bishop to insure that UTO is an integral part of the life of the diocese; urges the bishop to appoint a screening committee to assist the coordinator in reviewing, investigating, and making

recommendations concerning the diocesan UTO grant requests; aids the UTO Province Representative in understanding the unique characteristics of the grant requests submitted from the diocese; visits congregations and UTO grant sites when possible; informs the Province Representative of the UTO Board of UTO activities in the diocese by sending copies of communications and responding to requests for information; notifies local church coordinators when Spring and Fall packets are mailed; receives offering money from UTO Church Coordinators; and sends check

payable to the United Thank Offering with the name of the diocese or the special diocesan account number in the 'memo' as often as necessary (but at least twice a year). This is a three-year term.

Current Incumbent

Dena Lee; dglee7880@gmail.com
(Lynchburg Convocation)

There is no Assistant Coordinator at this time.

There is no nomination or election for this position this year, as the UTO Coordinator is serving the second year of a three-year term.

Appendix C: Search and Nominating Committee and Transition Committee

Search and Nominating Committee

At Annual Council 2012, clergy and lay delegates met by convocation to elect one clergy and one lay member from each convocation to serve on the Search and Nominating Committee, following Bishop Powell's announcement of his intent to "resign for reasons of advanced age" when the sixth bishop of the diocese is consecrated. After Council, the Standing Committee met and appointed four additional members.

Co-Chairs of the Committee are:

Barbara Johnson
Roanoke - St. John's
babstajohnson@gmail.com

The Rev. Scott A. West
Blacksburg - Christ
saw764@yahoo.com

The members are:

Jim Ackley
Lynchburg - St. Paul

The Rev. Susan E. Bentley
Roanoke - St. James

The Rev. Edward M. Covert
Staunton - Emmanuel

Tripp Duerson
Lynchburg - St. John

The Rev. Rachel Wenner Gardner
Rocky Mount - Trinity

The Rev. Russ Hatfield
Tazewell Cluster

Michael Lilly
Bluefield - St. Mary

Sarah Lusk
Salem - St. Paul

Robert K. Miller
Blacksburg - Christ

The Very Rev. Phyllis A. Spiegel
Christiansburg - St. Thomas

The Rev. LeBaron T. Taylor
Rector at Covington - Emmanuel

The Rev. Todd Vie
Lynchburg - St. Paul

The Rev. Dr. John D. Lane, retired,
was chosen to serve as Chaplain.

Transition Committee

The Transition Committee, appointed by the Standing Committee, will work to bridge the transition, offering help to both the old and new bishops, and planning the consecration.

Co-Chairs of the Committee are:

Jenny Fife
Roanoke - St. Elizabeth
jgfife@gmail.com

The Rev. Deacon David Dixon, M. D.
Salem - St. Paul
dixonnd50@hotmail.com

Members are:

Polly Cassidy
Lynchburg - St. John

Lonnie Quesenberry
Tazewell - Stras Memorial

The Rev. D. Scott Russell
Blacksburg - Christ

The Rev. Alexander (Sandy) Webb
Roanoke - St. John

Pam Wiegandt
Buchanan - Trinity

The Rev. Dr. John D. Lane, retired,
was chosen to serve as Chaplain.

Appendix D: Regarding Robert's Rules of Order

Council business sessions are run in accordance with the most current version of Robert's Rules of Order. These can be found at <http://www.robertsrules.org/rulesintro.htm>. The Bishop is assisted by a parliamentarian during Council.

Appendix E: Summary of Canons Relating to Delegates & Conventions

CANON 2: OF LAY DELEGATES AND THE EVIDENCE OF THEIR APPOINTMENT

- Parishes and Missions elect delegates and alternates no later than March 31. Sec. 1
- Delegates and Alternates must meet the requirements of vestry election. Sec 2b. [see Canon 14]
- Missions elect 1 delegate and 1 alternate. Sec. 2c
- Parishes elect delegates based on the number of communicants in good standing reported on the most timely filed parochial report. Sec. 2a.
 - 200 or fewer = 2 delegates and 2 alternates
 - For each 150 communicants in good standing over 200, parishes elect 1 additional delegate and 1 additional alternate. Sec 2a.
- Parishes report the names of those elected on the form received from the Secretary of the Diocese. Sec. 4.
- A list of elected delegates and alternates will be maintained for Council. Sec. 5
- If any delegate is not able to attend Council, an alternate shall fill the place. The Secretary of the Diocese must be notified of the change, and the alternate shall be chosen based on their order listed on the certificate of election. Sec. 6
- To receive seat and vote, parishes must return their parochial report and parish audit prior to Council. This may be waived by a majority vote of Council. Sec. 5
- Parishes shall pay the reasonable expenses of lay delegates and

alternates. Sec. 7

- Seat, voice, and vote is also given to standing committee and executive board members. Sec. 8

CANON 24: OF CONVENTIONS

- "For the purposes of promoting greater unity in the diocese and the work of the church extension in its borders, the diocese adopts the system of conventions." Sec. 1
- The conventions are as follows: Abingdon, Augusta, Lynchburg, New River, and Roanoke. Sec. 2 a-e
- A vestry may petition the diocese to change membership of a congregation's convention. Sec. 2f
- Presidents: (one per convention) Sec. 3a
 - Lay member nominated and elected at the fall convention meeting
 - 3-year term starting at the close of council following the election
 - Serves on Executive Board
 - Cannot serve consecutive terms
 - Presides over convention meetings
 - Promotes tasks of the diocese
 - Other duties as assigned
- Dean: (one per convention) Sec. 3b
 - Clergy member nominated and elected at the fall convention meeting
 - 3-year term starting at the close of council following the election
 - Serves as vice president
 - Cannot serve consecutive terms
 - Supervises deacons not

otherwise supervised

- Assists congregations without clergy in having regular services
- Promotes missionary development and education
- Presides over convention meetings when the president is absent
- Other duties as assigned.

- Conventional meetings: Sec. 4
 - At least 3 per year
 - Spring meeting:
 - Receive reports
 - Evaluate programs
 - Review budget information
 - Orientation to Council process
 - Fall meeting:
 - Discuss upcoming year in the diocese
 - Nominations and elections
 - January meeting:
 - Discuss matters to come before Council
- Clergy working or living in a convention and canonically connected with the diocese are entitled to a vote at convention meetings. Sec. 5
- Elected lay delegates, are entitled to a vote at convention meetings. Alternates serving in the place of a delegate are also entitled to a vote. Sec. 5
- All members of congregations are invited and encouraged to attend. Sec. 5
- "Each Convention may enact bylaws for its management subject to the approval of the ecclesiastical authority." Sec. 6