

TO: Clergy and Lay Delegates to Convention
FROM: Sister Kristina Frances, SSM, Secretary of Convention
DATE: October 4, 2018
RE: Arrangements for the 233rd Annual Diocesan Convention,
November 3, 2018



The 233rd Annual Convention of the Diocese of Massachusetts is a one-day convention, taking place on Saturday, **November 3, 2018**, at the Cape Cod Resort and Conference Center at Hyannis. For schedule details, please refer to page H-3 of the handbook. The following information is offered to help you plan for Convention:

CONVENTION MATERIALS: Hard copies of convention materials, including the handbook and the budget book, will be available at each pre-convention hearing as well as on the day of Convention. All materials can also be accessed online at <https://www.diomass.org/diocesan-convention-2018> and will be available on our mobile app mentioned below.

REGISTRATION: All convention attendees must pre-register. If you have not already done so, please register online here: <https://www.diomass.org/diocesan-convention-2018>. This year we are offering an early registration fee of \$25 if you register between September 28 and October 15. The regular registration fee of \$35 will apply if you register between October 16 and October 29. A late registration fee of \$40 will apply to all those who register between October 29 and November 3. **If you are paying by check, please mail in your check to the Convention Office.**

CHECK-IN to pick up credentials will be open Saturday, November 3, from 7:30 am - 10:30 am. All attendees will need a badge for security purposes in order to access the convention area. This includes diocesan staff, volunteers, vendors and visitors.

ELECTRONIC VOTING & MOBILE APP: Voting for positions to be filled by election will be done electronically again this year. We will also be offering an app for mobile devices, which will allow you to vote and access all convention documents. Information is forthcoming about how to download the app and vote on your smartphone or tablet. Voting stations will also be set up just outside of the ballroom and volunteers will be on site to help you through the process. Voting will be open from 7:30 AM until 1:00 PM. Clergy and lay delegates are welcome to vote any time during this period.

FRIDAY NIGHT DINNER AND CELEBRATION: There will be an optional dinner on Friday evening, November 2, celebrating the 30th anniversary of Bishop Barbara C. Harris's historic election. The cost of the dinner is \$40 and you must sign up as part of the online registration process in order to attend. We are not able to accommodate walk-ins.

SATURDAY MEALS: A continental breakfast, including eggs, will be available from 7:00 am until 9:00 am on Saturday morning. Coffee (including decaf), tea and water will be available throughout the day. Lunch will be served buffet-style outside of the ballroom and will include vegetarian, vegan and gluten-free options. The cost of Saturday meals is included in the registration fee.

HOTEL ACCOMMODATIONS: A block of hotel rooms has been held for Friday night, November 2 at the Cape Cod Resort and Conference Center. To make your reservations, you will need to call the group reservations office at (866) 828-9111 or (508) 775-7775. Please remember to state that you are with the Episcopal Diocese of Massachusetts in order to receive the group rate of \$107/night +tax. You may also make your reservations online here: <https://reservations.travelclick.com/15240?hotelId=15240#/guestsandrooms>. Remember to enter the "Group Attendee" code EDM18. Please make your reservations with the hotel no later than October 19.

CHILDCARE: If you require childcare assistance in order to attend Convention, please contact Laura Simons in the Convention Office no later than Monday, October 15.

PRE-CONVENTION DELEGATE FORUMS: Please plan to attend one of the following pre-convention delegate forums. These meetings will include a presentation on the proposed diocesan budget for 2019, the electronic voting system and mobile app, as well as an opportunity to discuss resolutions, hear from nominees and discuss other Convention business. **Hard copies of the Convention materials will be available at each hearing.** Forums are scheduled to take place from 7:00 to 9:00 pm on:

- Wednesday, October 17 at St. Andrew's Church (3 Maple St.) in Framingham;
- Thursday, October 18 at Trinity Church (124 River Rd.) in Topsfield;
- Tuesday, October 23 at Church of Our Saviour (120 Centre St.) in Middleboro; and
- Wednesday, October 24 at the Cathedral Church of St. Paul (138 Tremont St.) in Boston.

CLERGY CERTIFICATION DEADLINE: In accordance with Diocesan Canon 1, Sec. 3, all clergy desiring to vote at Diocesan Convention must be canonically resident two weeks prior to the start of Convention. Clergy in the process of becoming canonically resident please contact Diane Pound (617-482-4826 x407 or dpound@diomass.org) to complete this process by **Friday, October 19.**

CHANGES IN LAY DELEGATES: Delegate changes should be reported by mail or e-mail (lsimons@diomass.org) on the substitute delegate form to Laura Simons in the Convention Office. Names of alternate delegates will be accepted in the Convention Office **until Monday, October 29.** After that date, the alternate must bring to Convention the substitute delegate form, or a letter stating the alternate's name and address and the name of the delegate being replaced, indicating whether this is a permanent replacement or for this convention only. This letter must be signed by a warden or the clerk of the vestry. Without written documentation, the delegate must wait for Convention's approval to be allowed seat, voice and vote.

QUESTIONS may be directed to Laura Simons:
617-482-4826 x406
E-mail: lsimons@diomass.org