

TO: Clergy and Lay Delegates to Convention  
FROM: Sister Kristina Frances, SSM, Secretary of Convention  
DATE: October 6, 2020  
RE: Arrangements for the 235th Annual Diocesan Convention, November 7, 2020



The 235th Annual Convention of the Diocese of Massachusetts is a one-day convention, taking place on-line on Saturday, **November 7, 2020** using Zoom webinar and livestream. For schedule details, please refer to page H-3 of the handbook. The following information is offered to help you plan for Convention:

**REGISTRATION:** All convention attendees must pre-register. If you have not already done so, please register online here: <https://www.diomass.org/diocesan-convention-2020>.

**CONVENTION MATERIALS:** All materials can also be accessed online at <https://www.diomass.org/diocesan-convention-2020> and will be available on our mobile app mentioned below.

**MOBILE APP:** The convention agenda and corresponding Zoom links as well as other convention materials (candidates for election, proposed budget, resolutions, etc.) will be easily accessible through our first-ever convention mobile app. The app will also contain opportunities for correspondence with other virtual attendees and information on our partners. The app is already live and will be updated frequently with new content as convention day approaches. Please check your email for instructions on how to download the app.

**CHECK-IN:** Due to the format of convention this year, there are not any additional steps required for check-in. We will be verifying credentials ahead of time and contacting you if we need any additional information.

**ELECTRONIC VOTING:** Voting for positions to be filled by election will be done electronically this year using the Voatz software as in recent years. As we will not be on-site this year, you will need to watch your email for your Voting Invitation. This invitation will walk you through how to download the Voatz app onto your smartphone or tablet as well as how to “credential” yourself as a voter using the verification key and unique voter ID provided to you in your Voting Invitation email. Due to the virtual nature of convention this year, credentialing will be required in order to vote. The credentialing window will open on Saturday, October 31<sup>st</sup>. You are strongly encouraged to credential yourself prior to the start of convention day. The Voatz team will be available for technical support throughout the voting window, accessible through help icons in the app. On convention day, voting will be open from 9:30 AM until 1:00 PM. Clergy and lay delegates are welcome to vote at any time during this period.

Those without access to a mobile device will be able to vote by phone (a Voatz team member will call you to obtain your vote during the voting window). If you need to vote by phone, please indicate that at the appropriate prompt in your registration process.

**PRE-CONVENTION DELEGATE FORUMS:** Please plan to attend one of the following pre-convention delegate forums via Zoom. These virtual meetings will include a presentation on the proposed diocesan budget for 2020, the electronic voting system and mobile app, as well as an

opportunity to discuss resolutions, hear from nominees and discuss other Convention business. Forums are scheduled to take place from 7:00 to 8:30 PM on the evenings of Oct. 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup>, 13<sup>th</sup>, 14<sup>th</sup>, and 15<sup>th</sup> and from 2:00 to 3:30 PM on Oct. 9<sup>th</sup>. Registration is required to access the Zoom links for each forum. If you have not already done so, please register online here: <https://www.diomass.org/diocesan-convention-2020>.

**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 Laura Simons at [lsimons@diomass.org](mailto:lsimons@diomass.org) to complete this process by **Friday, October 16**.

**CHANGES IN LAY DELEGATES:** Delegate changes should be reported online or by e-mail ([csmith@diomass.org](mailto:csmith@diomass.org)) on the substitute delegate form to Chelsea Smith in the Convention Office. Names of alternate delegates will be accepted in the Convention Office **until Friday, October 30**. After that date, please contact Chelsea Smith ([csmith@diomass.org](mailto:csmith@diomass.org) or 617-482-4826 x406).

This year, alternates are asked to register as “visitors” to the convention and download the convention and voting apps to their mobile devices should a last-minute change to delegate be required of them. Alternates will receive the Voting Invitation email with credentialing instructions, but are asked not to credential themselves unless they are substituted as the delegate.

**QUESTIONS** may be directed to Chelsea Smith:

617-482-4826 x406

E-mail: [csmith@diomass.org](mailto:csmith@diomass.org)