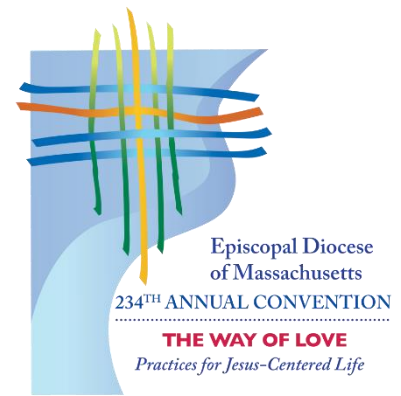


TO: Clergy and Lay Delegates to Convention

FROM: Sister Kristina Frances, SSM, Secretary of Convention

DATE: October 3, 2019

RE: Arrangements for the 234th Annual Diocesan Convention, November 2, 2019



The 234th Annual Convention of the Diocese of Massachusetts is a one-day convention, taking place on Saturday, **November 2, 2019**, at the Back Bay Events Center at Boston. For schedule details, please refer to page H-4 of the handbook. The following information is offered to help you plan for Convention:

**CONVENTION MATERIALS:** Paper copies of convention materials, including the handbook and the budget book, will be available at each pre-convention forum. In an effort to reduce paper use, please indicate on the registration form if you would like printed copies of the materials on the day of Convention to ensure enough copies are supplied.

All materials can also be accessed online at <http://www.diomass.org/diocesan-convention-2019> 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: <http://www.diomass.org/diocesan-convention-2019>. This year we are offering an early registration fee of \$25 if you register between September 27 and October 14. The regular registration fee of \$35 will apply if you register between October 15 and October 27. A late registration fee of \$40 will apply to all those who register between October 28 and November 2. **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 2, from 7:00 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 auditorium and volunteers will be on site to help you through the process. Voting will be open from 7:00 AM until 1:00 PM. Clergy and lay delegates are welcome to vote any time during this period.

**SATURDAY MEALS:** Fair trade coffee (including decaf), assorted hot tea and ice water will be available all day. Breakfast is not provided. Attendees are encouraged to have lunch at nearby restaurants. A list of suggestions is available here: <http://www.diomass.org/diocesan-convention-2019>. A boxed lunch option is available as part of registration.

**HOTEL ACCOMMODATIONS:** Although it is a one-day convention, attendees may prefer staying in Boston overnight. A limited number of discounted rooms are available at the Courtyard by Marriott at 275 Tremont Street, Boston, MA 02116. Make reservations directly with the hotel here <http://bit.ly/2019-edom-convention-hotel> or call 800-321-2211 and mention that you are booking with the Episcopal Diocese annual convention room block. After October 11, rooms will be available as space allows.

**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 2020, 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:

- Tuesday, Oct. 8 at Christ Church (149 Court Street) in Plymouth;
- Wednesday, Oct. 9 at Trinity Church (124 River Road) in Topsfield;
- Wednesday, Oct. 16 at St. Peter's Church (320 Boston Post Road) in Weston; and
- Thursday, Oct. 17 at the Cathedral Church of St. Paul (138 Tremont Street) 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 Laura Simons at [lsimons@diomass.org](mailto:lsimons@diomass.org) to complete this process by **Friday, October 18.**

**CHANGES IN LAY DELEGATES:** Delegate changes should be reported by mail or 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 Monday, October 28.** 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 Chelsea Smith:

617-482-4826 x406

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