

# HANDBOOK

DIOCESAN CONVENTION 2015



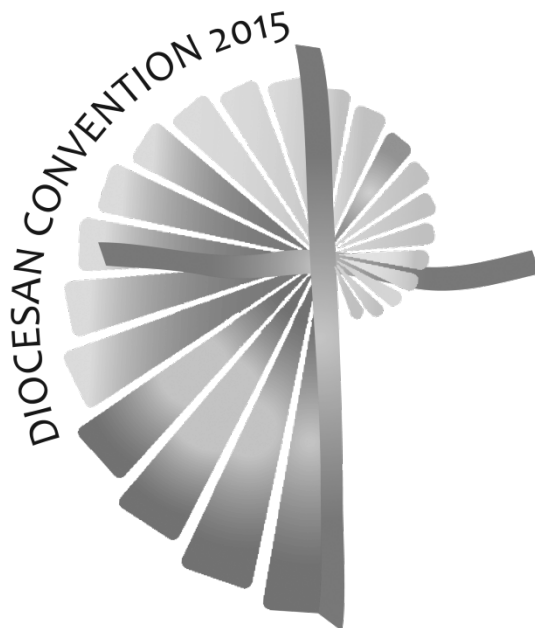
November 14, 2015

Cathedral Church  
of St. Paul, Boston

Episcopal Diocese  
of Massachusetts

# **Handbook**

## **The 230th Annual Convention of the Episcopal Diocese of Massachusetts**



**Cathedral Church of St. Paul  
138 Tremont Street  
Boston, Massachusetts**

**PLEASE BRING THESE MATERIALS TO CONVENTION**

**CALL TO THE CONVENTION**  
**NOTICE OF THE 230th ANNUAL SESSION OF THE CONVENTION**  
**OF**  
**THE EPISCOPAL DIOCESE OF MASSACHUSETTS**

**In accordance with Article 3, Section 3 of the Constitution of the Diocese of Massachusetts, I hereby issue the formal call for the two hundred thirtieth annual session of the Convention of the Diocese of Massachusetts, which will begin with Eucharist at seven o'clock on the evening of Friday, November 13, 2015, at the Cathedral Church of St. Paul in Boston, Massachusetts.**

**LEON A. BRATHWAITE II**

**Secretary of Convention**

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## **ORDER OF BUSINESS**

### Friday, November 13, 2015

3:00 p.m. REGISTRATION opens

6:30 p.m. *Registration closes*

7:00 p.m. CALL TO ORDER – The Rt. Rev. Gayle E. Harris  
Declaration of Constitutional Quorum

#### **EUCCHARIST**

Rededication of the Cathedral and Seating of the Bishop  
Celebrating: The Rt. Rev. Alan M. Gates  
Preaching: The Rt. Rev. Dr. Douglas Fisher

9:00 p.m. RECESS

*Reception to follow*

### Saturday, November 14, 2015

7:15 a.m. REGISTRATION re-opens

8:30 a.m. OPENING DEVOTIONS

8:45 a.m. LEGISLATIVE SESSION RESUMES  
Invitation to Honorary Seats  
Permission to Speak  
Report of the Qualifications Committee  
Report of the Committee on Dispatch of Business  
Acceptance of Special Rules of Order  
Receiving of Reports by Title: 2014 Journal  
Greetings and Good Wishes

9:00 a.m. BISHOP'S ADDRESS – The Rt. Rev. Alan M. Gates

9:30 a.m. Cathedral Presentation

Creation Care Presentation

10:15 a.m. Diocesan Elections

10:30 a.m. Mission Strategy Listening Process Design Team Report

- 11:00 a.m. Report of the Compensation and Benefits Committee  
Approval of Commission on Ministry Appointments  
Report of the Budget Committee  
Approval of Diocesan Assessments for 2016  
Approval of 2016 Budget
- 11:20 a.m. Announcement of New Mission Hubs and Mission Tithe Grant
- 11:45 a.m. Honors and Thanks
- 12:05 p.m. Noonday Prayer  
Lunch
- 1:35 p.m. RECALL TO ORDER
- 1:40 p.m. Report of the Resolutions Committee
- 2:40 p.m. Report of the Elections Committee  
Report of the Committee on Constitution and Canons  
Resolutions in Response to the Bishop's Address
- 3:15 p.m. General Convention Deputation Report
- 3:30 p.m. Introduction of New and Retired Clergy  
Other Introductions: Life Together Interns, Deacons,  
Diocesan Youth Council, Postulants and Candidates
- 4:00 p.m. Closing and Adjournment

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### **SPECIAL RULES OF ORDER**

In order to facilitate discussion and debate on the Convention floor, the Committee on Dispatch of Business will move acceptance of the following Special Rules of Order:

MOVED:

Presenters of resolutions will be limited to three minutes per resolution. During debate of resolutions, constitutional and canonical amendments, and other motions moved for consideration, any person seated and with voice will be allowed to speak for two minutes per motion. Five minutes will be allotted per any amendment to main motions: two-and-one-half minutes for the amendment and two-and-one-half minutes against.

## NOMINEES FOR DIOCESAN ELECTIONS

With Results of Uncontested Elections

### Nominees for LAY Member of the STANDING COMMITTEE

(1 to be elected) *Nominees listed in random order as they will appear on the ballot.*



**Ms. Alice Krapf**, St. John's Church, Charlestown

I have served as vestry member, clerk and warden at St. John's, on the Diocesan Loan Committee and on the Real Estate Advisory Committee since inception (chair since May 2015). In my professional life, I am trained as a public policy/budget analyst, and develop real estate for nonprofit organizations. I hope I can bring comprehensive analysis, including business aspects, to the advisory and decision-making process that will enhance the mission and vitality of the diocese.

**Mr. John Iredale**, Parish of St. Chrysostom, Quincy

As senior warden of St. Chrysostom's in Quincy, I led a team that built 10 townhouses which helped to revitalize the parish and neighborhood. Appointed by the bishop, I served for many years on the Diocesan Council. I have also served on the Barbara C. Harris Camp Board of Directors and acted as its treasurer. As president of The Karsten Company, a construction and development firm, my work showcases that creative thinking truly matters.



**Ms. Margaret Smist**, Grace Church, Medford

I have held varied leadership positions at Grace Church, Medford over the last 20 years, serving as senior warden, vestry member, Search Committee member and as a delegate to Diocesan Convention. I have been involved as a participant and coach for the Leadership Development Initiative. On Standing Committee, I will use my experience as a lay leader helping to revitalize a struggling parish to continue to strengthen the relationship between lay leaders, parishes and our bishop.

**UNCONTESTED ELECTIONS**  
The following nominees were unopposed.

**Lay Deputy to Provincial Synod (3-year term)**

Ms. Rebecca Alden, St. David's Church, South Yarmouth

**Clerical Deputy to Provincial Synod (3-year term)**

The Rev. Karen Coleman, Rector, St. James's Church, Somerville

**Members of the Board of Directors to the Barbara C. Harris Center**

Mr. Stephen A. Mascoll, St. Bartholomew's Church, Cambridge (3-year term)

The Rev. Natasha Stewart, Rector, Trinity Church, Bridgewater (3-year term)

**Clerical Member of the Standing Committee (4-year term)**

The Rev. Andrew J. Stoessel, Rector, St. Michael's Church, Marblehead

**Clerical Members of the Disciplinary Board (3-year term)**

The Rev. Mary Scott Wagner, Rector, Church of the Good Shepherd, Reading

The Rev. Kathleen Lonergan, Priest-in-Charge, St. James's Church, Groveland

**Lay Members of the Disciplinary Board (3-year terms)**

Mr. Dan Clevenger, Parish of St. Chrysostom, Quincy

**Clerical Member of the Cathedral Chapter**

The Rev. Cameron E. Partridge, Chaplain, Boston University

**Lay Member of the Cathedral Chapter**

Ms. Mary Beth Mills-Curran, St. James's Church, Cambridge

**Trustees of Donations**

Ms. Lauriann Kloppenburg, St. Anne's-in-the-Fields Church, Lincoln

**Treasurer of the Diocese**

Ms. Lisa Garcia, Parish of the Epiphany, Winchester

**Secretary of the Diocese**

Mr. Leon A. Brathwaite II, Grace Church, Vineyard Haven



# **REPORT OF THE COMPENSATION AND BENEFITS COMMITTEE OF THE DIOCESAN COUNCIL**

## **Purpose of Committee**

The Clergy Compensation Committee was established by a resolution of the Diocesan Convention of 1980 as a subcommittee of the Commission on Ministry. The present title “Compensation and Benefits Committee” reflects the broader role of the committee as it has evolved since 1980. Oversight of the committee was transferred to the Diocesan Council by a resolution of the Diocesan Convention of 2011.

The role of the committee is to assist the bishop in matters pertaining to the compensation and benefits for clergy and lay employees of the church, which includes establishing guidelines to promote uniform, fair and equitable compensation and benefits for such church employees within the diocese and performing other projects relating to compensation, benefits and personnel matters.

The committee also is a resource to lay and ordained congregational leadership as advisors and facilitators in establishing and maintaining compensation and benefits in relation to diocesan guidelines, congregational mission and individual performance objectives. In fulfilling this role, the committee collects and reviews compensation and benefits in other Episcopal dioceses and other denominations as well as the business, government and academic communities.

## **Goals for the Committee**

The focus of the committee related to compensation and benefits for clergy and lay employees is to:

Attract, retain and support clergy to achieve the mission of the diocese and congregations.

Create an environment that promotes the well-being of clergy through a clear understanding of the relationship between clergy and their congregations and goals that express their mutual ministry.

Allow a reasonable standard of living according to local and/or regional measures.

Recommend that the initial salary in a new clergy placement conforms to the diocesan standard and takes into account differences in range of experience relative to the scope of the position and role.

Promote salary advancement and benefits that reflect personal growth and experience in the role.

Advocate standards for fair and equitable benefits and compensation for lay employees.

Since 2001, the diocese has maintained guidelines for the minimum Total Clergy Compensation (TCC) to be paid to a priest in a parish as recommended annually by the

committee and approved by the Diocesan Convention. The minimum TCC is based on various measures of parish size and on an individual priest's years of service in that parish. A parish may (and is encouraged to) provide additional compensation for special skills, abilities and competencies that may be relevant to a parish's specific needs.

In addition, the committee has promulgated guidelines for benefits for clergy and lay employees, model letters of agreement for clergy, model personnel policies for parishes and standards for priests in campus ministry. Further, it has conducted studies and made recommendations relative to health insurance for church employees, and conducted periodic surveys of compensation, benefits and personnel policies and practices of parishes within the diocese.

### **Summary of Committee Work in 2015**

During this past year, the committee addressed the following matters:

The committee has been actively engaged with representatives of the Medical Trust, and has reviewed the health plan renewal options for 2016. The rate increase for the coming year is set at 6% across all options, after increasing by 4% for 2015. The Medical Trust reports paying out 89% of premiums received directly in benefits, and we calculate that the average change for our members over the past five years has been approximately 3% annually. As reported previously, it has been the policy of the committee to establish a congregation's mandate for payment of premiums on the lowest cost comprehensive plan available to us through the Medical Trust, in accordance with General Convention Resolution A177. Beginning in 2013, the CIGNA Open Access Plus plan (code MGOP) replaced the CIGNA Open Access Plus In-Network plan (code MGIN) as our base plan. This was due to the fact that the price points of these plans had switched the previous year given the modestly higher deductible and out-of-pocket amounts in the Open Access Plus plan.

The committee has recommended that the existing plan options be maintained for 2016. Although an alternative set of options was offered by the Medical Trust at a slight discount, we elected to defer adopting them after consulting with the Medical Trust for the following reasons. First, the current roster of plans includes choices from CIGNA, Anthem BCBS and United Healthcare. The alternative options are exclusively from Anthem. Second, we believe that it is more likely than not that all of the plans currently offered will be significantly altered, perhaps by 2017 but certainly by 2018, due to overall cost pressures and the effects of the Affordable Care Act (ACA). The Open Access Plus In-Network plan *already exceeds* the ACA's 2018 "cadillac tax" threshold of \$27,500 for a family. This 40% excise tax makes the alteration of that plan a virtual certainty. Finally, if the proposed acquisition of CIGNA by Anthem occurs, our members will be transitioned to the Anthem network regardless. Since major changes seem inevitable, we believe it is more important at the moment for our parishes, employers and employees to review the open enrollment materials and either begin the transition to the Open Access Plus plan, or discuss their existing premium arrangements and begin charging the difference if this hasn't been done already. In spite of our recommendation establishing the Open Access Plan as the mandated base plan in 2013, nearly 80% of our enrollment has remained in the "In-Network" plan. This is an unsustainable state of affairs.

Members of the committee have taken part in events sponsored by the Church Pension Group (CPG) to keep current on emerging issues and the long-term trends affecting the Episcopal Church. These included a Client Council Conference held in January, and a Province I Listening Event held in May. We stressed to CPG the need for flexibility in meeting the changing needs of our clergypersons in an increasingly bi-vocational environment, and the growing difficulties in complying with additional mandates. The committee continues to advocate a reasonable standard of living for clergy, which includes salaries, health insurance and retirement savings. It is also important to emphasize the needs of our lay employees in those areas. To that end, the committee reminds church leaders of General Convention Resolution A138 establishing the Churchwide Lay Employee Pension System, which took effect January 1, 2013. CPG informs us that fully 58% of parishes do not sponsor an “RSVP” account (for *voluntary* employee contributions), and that a signature-ready “Adoption Agreement” is available as a resource to help parish leaders launch this benefit.

Our annual review of parochial clergy responses to the salary survey, conducted in June, shows that fully 70% of parishes are at or above the Total Clergy Compensation (TCC) Standard line, with the vast majority within \$2,000 of the standard. The evidence bears out that our method for establishing minimum standard compensation amounts has succeeded over time in promoting salary advancement, while avoiding the issues created by tiering based solely on parish size. We have also learned that those in positions for three+ years are far more likely to have had their TCC Actual fall below the TCC Standard relevant to their parish (keeping in mind that the TCC Standard adjusts to take into account parish operating budget, attendance and pledging units). Whether or not any salary adjustment is actually made in the coming year, we encourage all parishes to use the TCC worksheet and calculate their TCC Standard annually.

Consistent with our charge, recent history and survey data gathered each year, the Compensation and Benefits Committee again recommends a 3% increase in the Total Clergy Compensation Standard for 2016.

### **Members of the Committee**

Ms. Cynthia Cushman  
The Rev. Gretchen S. Grimshaw  
Ms. Carol Kingston  
Paige Manning, Esq.  
The Rev. Dr. Jean Baptiste Ntagengwa

The Rev. Andrew J. Stoessel  
Mr. Jeff Tyrakowski, Chair  
The Rev. Christopher S. Wendell  
John V. Woodard, Esq.

## **Adjustments to the Compensation Formulae**

Pursuant to our stated goals and objectives, the committee has made an adjustment to the formula for parochial clergy, and presents the following resolution to be voted upon here:

### **Resolutions on Clergy Compensation and Benefits**

**Resolved**, that the diocesan Total Clergy Compensation (TCC) be defined as the total of cash stipend, utilities allowance, housing, SECA (Self Employment Contribution Act) allowance, if any, and all other cash compensation paid to an individual clergyperson. TCC does not include benefits (e.g. pension, health or dental insurance, etc.) or reimbursements for job-related expenses as described in the 2016 Guidelines.

**Resolved**, that the TCC Standard be defined as the minimum TCC for active full-time parochial clergy and, for the calendar year 2016, is determined by the following formula:

$$\text{TCC Standard} = \$66,957 + (137.64 \times \text{Points}) + \$500 \times [\text{years of service}^* \text{ within congregation}]$$

Provided that the minimum TCC Standard for full-time parochial clergy is \$71,086.

Points are determined as the sum of three factors, calculated from data taken from the most recent Parochial Report:

Total Current Operating Revenues (000s)	x .30
+ Number of Current Adult Pledging Units	x .40
+ <u>Average Current Sunday-Attendance</u>	<u>x .30</u>
= Total Points	

The TCC applicable to a full-time rector, vicar, priest-in-charge or interim shall not be less than 100% of the TCC Standard for the congregation.

The TCC applicable to a full-time curate shall not be less than:

$$\text{TCC Standard (curate)} = [\$66,957 + (137.64 \times \text{Points})] \times 0.60$$

The TCC applicable to a full-time assistant rector shall not be less than:

$$\begin{aligned} \text{TCC Standard (assistant)} &= [\$66,957 + (137.64 \times \text{Points})] \times 0.65 \\ &+ \$350 \times [\text{years of service within the congregation}] \end{aligned}$$

The TCC applicable to a full-time associate rector shall not be less than:

$$\begin{aligned} \text{TCC Standard (associate)} &= [\$66,957 + (137.64 \times \text{Points})] \times 0.75 \\ &+ \$375 \times [\text{years of service within the congregation}] \end{aligned}$$

\*Provided that in each case no more than 10 years of service will be considered in this calculation.

## REPORT OF THE COMMITTEE ON RESOLUTIONS

The committee presents three resolutions, each found to be in order in the following form and hereby submitted to the 230th Convention of the Episcopal Diocese of Massachusetts for consideration.

### **1. Relief for Persecuted Christians and Others in the Middle East**

Submitted by: The Rt. Rev. Gayle Elizabeth Harris, The Rev. Joel M. Ives, Mr. Michael Robbins

**Resolved**, that this 230th Convention of the Episcopal Diocese of Massachusetts acknowledge that our brother and sister Christians and other religious minorities in the Middle East and elsewhere have been persecuted by forced conversions, expulsions from their homes and murder; and that the Episcopal Diocese of Massachusetts advocates the prayers of the faithful on their behalf and urges support for Episcopal Relief and Development so that it may provide relief and support to our persecuted brothers and sisters in Christ and others.

#### Explanation

The tragedy of the persecution of Christian populations in the nations comprising the Episcopal Diocese of Jerusalem and beyond as well as other minority religions has been demonstrated by the drastic decline of their numbers and persistent reports of savage attacks by various extremist groups. Response by American churches has been inadequate to care for these Christians and others.

#### Statement Against

There are so many causes in our diocese that clamor for attention that it is too much to ask our parishioners to shoulder another responsibility.

#### Implementation Requirements

No resources will be necessary to implement this resolution.

### **2. Resolution in Support of Pilgrimages and Closer Partnerships in the Episcopal Diocese of Jerusalem**

Submitted by: The Rev. Ray Low, The Rt. Rev. Gayle Elizabeth Harris, The Rev. Margot Critchfield, The Rev. Noble Scheepers, Mr. Tim Davidson, Ms. Joan Powers

**Resolved**, that this 230th Convention of the Episcopal Diocese of Massachusetts supports the initiatives of the Diocesan Middle East Network Working Group Committee - a member of the Global Mission Network - which encourages members of this diocese to visit the West Bank of Palestine, to witness what life is like for those living under military occupation that has continued for 50 years, and to develop relationships with the churches and institutions of our partner in mission, the Episcopal Diocese of Jerusalem, through such pilgrimages, and be it further

**Resolved**, that the Middle East Network Working Group Committee encourages congregations to apply for Mission Tithe Matching Grants to provide financial assistance for diocesan mission pilgrimages to the Episcopal Diocese of Jerusalem.

### Explanation

The Diocese of Massachusetts is committed to a partnership with the Episcopal Diocese of Jerusalem, which is comprised of Israel, Palestine, Lebanon, Jordan and Syria, in support of the Episcopal Diocese of Jerusalem's efforts in striving for justice, to build peace and to maintain the indigenous Christian presence in what many call "The Holy Land."

The American media and our politicians generally have been less than sympathetic towards Palestinian aspirations for a state of their own as intended by the United Nations. Therefore it is important for us to see firsthand the conditions under which the Palestinian people live under military occupation on the West Bank, including: restrictions on travel by roadblocks; the denial of adequate water resources; the destruction of Palestinian homes and ancient olive trees; daily harassment by Jewish "settlers"; and civil rights compromised by the Israeli government and courts.

The Middle East Network Working Group Committee, whose mission is to help educate and provide experiences of mission and pilgrimages in Palestine and Israel, supports this resolution.

### Statement Against

The Mission Tithe Matching Grants could be going to other mission priorities in the diocese.

### Resources Needed to Implement Resolution

The Committee will have continued oversight of pilgrimages and the development of relationships with the ministry of the Episcopal Diocese of Jerusalem by Bishop Gayle Harris in consultation with the Archbishop of Jerusalem, and the Diocese of Massachusetts Middle East Network Working Group Committee.

The Mission Tithe Matching Grants Committee provides information to congregations for applying for grants and the administration of grants.

A designated member of the Middle East Network Working Group Committee will work with the diocesan communications office to publicize information about pilgrimages to the Episcopal Diocese of Jerusalem, and post-pilgrimage reflections.

### **3. Resolution on a Christian Response to Latin American Migration Crisis**

Submitted by: The Rev. Edgar A. Gutiérrez-Duarte, The Rev. Martha L. Hubbard, Ms. Olyce Moore

**Resolved**, That the 230th Annual Convention of the Episcopal Diocese of Massachusetts expresses support for the UN Declaration of Human Rights<sup>1</sup> as the standard of treatment for people who flee their countries; and be it further

**Resolved**, that our diocese call on the Episcopal Public Policy Network to advocate that our government revise the policy of border externalization, which is the interception of migrants who are en route to our southern border; and be it further

**Resolved**, that our diocese call on the Episcopal Public Policy Network to advocate that our government end the detention of asylum-seekers, after they have been found to have credible asylum claims and to pose no threat to the community, and be it further

**Resolved**, that our diocese call on the Episcopal Public Policy Network to advocate that the U.S. government play a role in supporting the governments of Mexico, El Salvador, Honduras and Guatemala to address root issues that lead the masses of people to leave their countries; and be it further

**Resolved**, that we commend initiatives currently supported by the diocesan Global Missions Network for Latin America such as Cristosal Foundation in El Salvador (an Episcopal human rights organization which seeks to find regional solutions), the Anglican Church of the Central American Region (IARCA) and other such organizations that work toward addressing the root causes of Latin American migration.

#### **Explanation**

As the migration issue is exploding in our own region, the urgency of a Christian response leads us to offer this resolution. Several of this resolution's proposers took a course on Migration and Human Trafficking in El Salvador this summer which provided us with firsthand exposure to some of the issues being addressed in this resolution. Furthermore, here in the Diocese of Massachusetts we have communities and parishes with high concentrations of immigrants from Central America who call us to provide sensitive responses to their plight.

The Northern Triangle of Central America (Guatemala, Honduras and El Salvador) now has the dubious distinction of being one of the most violent places on earth. In August, there were 911 homicides - an average of almost 30 each day - just in El Salvador <sup>2</sup>, which has roughly the same area (8,124 sq. mi.) and population (6.4 million) as Massachusetts.

In 2014, the UN High Commission for Refugees called on the governments of the U.S. and Mexico to recognize that people fleeing the violence of the Northern Triangle are refugees. They are not "traditional" refugees fleeing from armed conflict but, instead, refugees from the violence of criminal gangs.<sup>3</sup> Hundreds of people leave these countries each day to escape the

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<sup>1</sup> [www.un.org/en/documents/udhr/](http://www.un.org/en/documents/udhr/)

<sup>2</sup> Gang violence pushes El Salvador murder rate to post-war record  
<http://uk.reuters.com/article/2015/09/02/uk-elsalvador-violence-idUKKCN0R22F620150902>

<sup>3</sup> UN pushes for migrants to be called refugees

violence (between rival gangs as well as between gangs and the security forces) and the forced recruitment of children; the response of our government has been to “externalize” our southern border<sup>4</sup>.

This interception of migrants who are en route to our southern border cuts off their access to our asylum system, which violates an individual’s right to leave one’s country and seek asylum<sup>5</sup>, and moves the detention and deportation operation to the south, away from the U.S. media. In addition, the externalization of our southern border causes those fleeing for their lives to be further victimized as stateless persons, thus becoming easy prey for human smuggling and trafficking by international criminal cartels operating with impunity for cheap labor and sex in sweatshops and brothels.

For those who arrive at our border and are apprehended by the Border Patrol, the practice of keeping asylum-seekers in detention stands in stark contrast to our nation’s commitment to protecting the human rights of people fleeing persecution and seeking safety in the United States.<sup>6</sup>

#### Statement Against

This resolution should not be supported as it is not in our national interest to interfere with the internal policies of other nations. And it is not in the interest of the American people to make it easier for people from other nations to come into our country in an unregulated way.

#### Implementation Requirements

The use of the Episcopal Public Policy Network means that we benefit from resources already invested in that body.

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<http://www.unhcr.org/cgi-bin/teix/vtx/refdaily?pass=52fc6fbd5&id=53bccf418>

<sup>4</sup> U.S. Support and Assistance for Interdictions, Interceptions, and Border Security Measures in Mexico, Honduras, and Guatemala Undermine Access to International Protection

[http://jesuits.org/Assets/Publications/File/US\\_Border\\_Externalization\\_2014\\_v1.pdf](http://jesuits.org/Assets/Publications/File/US_Border_Externalization_2014_v1.pdf)

<sup>5</sup> article 14 of the UN Declaration of Human Rights, [www.un.org/en/documents/udhr/](http://www.un.org/en/documents/udhr/)

<sup>6</sup> With Liberty And Justice For All: The State Of Civil Rights At Immigration Detention Facilities

[http://www.usccr.gov/pubs/Statutory\\_Enforcement\\_Report2015.pdf](http://www.usccr.gov/pubs/Statutory_Enforcement_Report2015.pdf)



## **REPORT OF THE COMMITTEE ON CONSTITUTION AND CANONS**

### **1. Amendment to Diocesan Canon 8, Section 2 submitted by the Committee on Constitution and Canons**

*Amend Canon 8 as follows. Words to be added are underlined and words to be removed are stricken through.*

#### **Sec. 2. Membership of the Commission**

The Commission on Ministry shall consist of ~~twelve~~ fifteen members, clergy and lay persons, who shall be appointed by the Bishop with the approval by vote of the Diocesan Convention. At the session of the Convention at which this Canon is adopted, ~~four~~ five members shall be appointed for terms of one year each, ~~four~~ five members for terms of two years each, and ~~four~~ five members for terms of three years each. All subsequent appointments shall be for terms of three years. All terms shall expire at the close of the first session of the regular annual Diocesan Convention in the appropriate year.

Vacancies occurring between sessions of the Convention shall be filled by appointment of the Bishop with the approval of the Commission, persons so appointed to serve until the next session of the Convention, at which appointment shall be made in the normal manner of a person to complete the unexpired portion of the term. The Bishop shall be ex officio a member of the Commission. The Bishop shall designate ~~one~~ two of the members of the Commission to serve as the Presiding Officers thereof.

#### **Explanation:**

The Commission on Ministry wishes to expand its membership for three reasons: (1) to share the routine work of interviewing and advising postulants and candidates among a larger number of committee members; (2) to increase the capacity of the Commission on Ministry to take on special projects; and (3) to allow greater diversity of membership on the Commission on Ministry. The practice for the last several years has been for the Commission on Ministry to have two designated presiding officers.

#### **Recommendation:**

The committee finds this amendment to be clear and in order, and moves it for consideration. Under Canon 21, if the Convention adopts the amended canon by majority vote of each order, voting separately, it shall become immediately effective.

**2. Amendment to Diocesan Constitution Article 2, Section 2 to allow all members of the Diocesan Council, as specified in Article 7 sec. 1, a seat and vote at Convention**, submitted by the Committee on Constitution and Canons

*Amend Article 2, Section 2 as follows. Words to be added are underlined and words to be removed on stricken through.*

- (a) The Bishops shall each have a seat and vote in the Convention. Subject to Section 4 of this Article, every cleric who is canonically resident in the Diocese, ~~and lay members of the Diocesan Council shall be entitled to a seat and vote in Convention.~~ all members of the Diocesan Council specified in Article 7, Section 1, and members of the Diocesan Youth Council who are at least 16 years of age, shall be entitled to a seat and vote in the Convention.
- (b) Officers of the Corporation, ~~other Members of the Diocesan Council, Diocesan Youth Council and members of the Standing Committee, and Presiding Officers of Diocesan Commissions and Committees and members of Diocesan Youth Council under the age of 16, who are not otherwise entitled to a seat and vote shall be entitled to all privileges of membership in the Convention, except the right to vote. ; provided that members of the Diocesan Youth Council of age 16 or older shall have the right to vote.~~

**Explanation:**

In 2007, an amendment to Article 2, Section 2 was presented to Convention to “allow lay members of Diocesan Council vote at Diocesan Convention.” The amendment was approved in 2007 and again in 2008, becoming effective upon the second vote. In 2009, 2010 and 2011 the assistant secretary provided a vote to the diocesan treasurer, reasoning that he was a lay person and a member of Diocesan Council, as designated in Article 7, Section 1. In March 2014, the secretary denied the diocesan treasurer a vote for the electing convention, reasoning that the term “lay member” applied only to Diocesan Council members either elected by the deaneries or appointed by the bishop, and not the diocesan treasurer, diocesan secretary or the Cathedral Chapter representative.

This replacement language for Article 2, Section 2 reorganizes the stipulations and makes clear that all members of Diocesan Council, as specified in Article 7, Section 1, are entitled to seat and vote at Convention. The outgoing diocesan treasurer would like subsequent treasurers to have an uncontested right to vote at Convention.

**Recommendation:**

The committee finds this amendment to be clear and in order, and moves it for consideration. Under Article 18, an amendment to the Constitution of the Diocese requires adoption in a vote by orders at two Conventions. This is the first reading of the proposed amendment.

## A BRIEF SUMMARY OF ROBERT'S RULES OF ORDER

*The following is a very brief and highly condensed review of the various motions that can be made according to Robert's Rules of Order, generally accepted as a manual of Parliamentary Procedure. This condensation is a general guide only and does not begin to address the many exceptions and complexities of Parliamentary Procedure.*

General Classification of Motions (these are in ascending order of precedence, i.e. the Principal or Main Motion has no precedence over any other motion):

**Principal or Main Question or Motion:** This must be moved and seconded before Subsidiary or Incidental Questions can be moved.

**Subsidiary or Secondary Motions:** These take precedence of a Principal Question and must be decided before the Principal Question can be acted upon.

- Postpone Indefinitely
- Amendment
- Amend the Amendment
- Refer to a Committee
- Postpone to a Definite Time
- Limit or Extend Debate \* +
- Call the Previous Question (Close debate) \* +
- Lay on the Table \*

**Incidental Questions:** These arise out of other questions and take precedence of and are to be decided before the questions which give rise to them. These cannot be amended and are undebatable except an Appeal (which is debatable when it relates to rules of speaking or priority of business or while a previous question is pending).

- Withdraw a Motion \*
- Suspend the Rules \* +
- Read Papers (Request for reading of the motion before a vote is taken) \*
- Point of Order \*
- Point of Information \*
- Objection to the Consideration of a Motion \* +
- Division of a Question \*
- Division of Assembly (Vote by Orders) \*
- Appeal (to a ruling of the Chair)

**Privileged Questions:** These take precedence of all other questions whatever and are undebatable:

- Call for Orders of the Day (specific motions to be considered at a specific time) \*
- Questions relating to the Rights and Privileges of the Assembly or its Members \*
- Take Recess \*
- Adjourn \*
- Fix time to Adjourn \*

A call for Quorum is appropriate at any time and is non-debatable.

\* *Undebatable + Requires two-thirds vote*

**Note:** *The standing diocesan Rules of Order, which are part of the diocesan canons, give some information about the precedence of certain motions. Below is a summary of some of these Rules:*

*Rule IV lists these specific motions in this order of precedence: 1) to lay on the table; 2) to postpone to a day certain; 3) to postpone indefinitely; 4) to limit debate by taking a vote at a time certain, or by determining the time allowed for each speech; (5) to commit; and 6) to amend.*

*Rule V states that a motion with distinct propositions can be divided at the request of any member.*

*Rule VI states that all amendments will be considered in the order in which they are moved. An amendment may be amended, but no amendment may be made to the second amendment, but a substitute for the whole matter may be made.*

*Rule VII states that a motion to lay upon the table shall be decided without debate.*

*Rule XII states that a question having been decided shall not be reconsidered during the same session, without the consent of two-thirds of the members present, nor unless the motion to reconsider be made and seconded by members who voted in the majority on the original motion.*

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2015

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