

# The 184th Convention of the Diocese of Michigan

October 26-27, 2018

The Suburban Collection  
Diamond Center  
Novi, Michigan

*Enclosed are the following:*

- *Convention Timeline*
- *Hotel/Lodging Information*
- *Nomination Form for Candidates for Office*
- *Description of Offices Open for Nomination*
- *Certification of Lay Delegates Form*
- *Proposed Resolution Form*
- *Convention Exhibits Information and Reservation Form*

*Note: All written reports for the Convention Journal are due on July 26, 2018. Please email to Jennifer Michalak at [jmichalak@edomi.org](mailto:jmichalak@edomi.org)*

*Questions regarding diocesan convention can be addressed to*

***The Rev. Dr. W. Richard Hamlin***

*Secretary of Convention at*

*[secretaryofconvention@edomi.org](mailto:secretaryofconvention@edomi.org) or*

***Canon Jo Ann Hardy, Diocesan Administrator at***

*313/833-4422 or [jhardy@edomi.org](mailto:jhardy@edomi.org)*

*Please share this information with your convention delegates and all members of your congregation who may be interested.*

*Thank you!*  
*Canon Jo Ann Hardy*



*Episcopal*  
DIOCESE OF MICHIGAN





## **TIMELINE TO THE 184<sup>TH</sup> CONVENTION OF THE DIOCESE OF MICHIGAN**

***October 26 & 27, 2018***

***The Suburban Collection Diamond Center, Novi, Michigan***

### **All submissions directed to the Secretary of Convention should be submitted to:**

The Rev. Dr. Richard Hamlin  
FAX: 313/831-0259  
Email: [secretaryofconvention@edomi.org](mailto:secretaryofconvention@edomi.org)

### ***If electronic submission or FAX is not possible, please mail hard copies to:***

Secretary of Convention  
Diocese of Michigan  
4800 Woodward Avenue  
Detroit, MI 48201

### **May 29, 2018**

**Resolutions Funded by Budget and Resolutions Funded by Solicitation are due to the Secretary of Convention AND TO the Diocesan Council.** (*Canons 1.1.4.1, 1.1.4.2, 1.1.4.2.1, and 1.1.4.2.2*)

**Please submit to the Secretary of Convention (as above) and to**  
Secretary of Diocesan Council: Dr. Edie Wakevainen at [drediewoods@gmail.com](mailto:drediewoods@gmail.com)

### ***If electronic submission to diocesan council is not possible, please mail a hard copy to:***

Diocesan Council  
4800 Woodward Avenue  
Detroit, MI 48201

### **June 28, 2018**

**Proposed amendments to the Constitution and Canons are due to the Chair of the Committee on Constitution and Canons.** (*Canon 7.1*) **Please submit to:**

Chair, Committee on Constitution and Canons  
Diocese of Michigan  
4800 Woodward Avenue  
Detroit, MI 48201  
with a copy to the Secretary of Convention (see above)

**June 28, 2018**

**Certification of Lay Delegates forms are due. (*Canon 1.1.1.2.2*)**

**Please submit to:**

Office of Diocesan Convention  
4800 Woodward Avenue  
Detroit, MI 48201-1399  
Email: [jmichalak@edomi.org](mailto:jmichalak@edomi.org)  
FAX: 313/831-0259

**July 9, 2018**

**Nomination Forms for elective office are due to:**

Chair, Committee on Nominations and Elections  
Office of Diocesan Convention  
4800 Woodward  
Detroit, MI 48201  
FAX: 313/831-0259

**July 26, 2018**

**Mailing of 2018 Slate of Candidates and Petition Forms (*Canon 1.2.2.3*)**

Slate of candidates whose names have been received by the Committee and petition forms are mailed to clergy and lay delegates. (Deadline for nomination forms is July 9, 2018)

**July 26, 2018**

**Mailing of 2019 Proposed Budget, Draft Budget for 2020 and Congregational Commitment Form (*Canon 2.4.2.2*)**

**July 26, 2018**

**Exhibitor Reservation forms due to:**

Convention Exhibit Reservation  
Office of Diocesan Convention  
4800 Woodward Avenue  
Detroit, MI 48201-1399

**July 26, 2018**

**Journal Reports due**

Please email all reports to be included in the *Convention Journal* to Jennifer Michalak at [jmichalak@edomi.org](mailto:jmichalak@edomi.org).

***If electronic submission is not possible, please mail a hard copy of the report to:***

Office of Diocesan Convention  
4800 Woodward Avenue  
Detroit, MI 48201-1399

**August 27, 2018**

**Proposed resolutions to diocesan convention are due to the Secretary of Convention.**

**(Canons 1.1.4.1 and 1.1.4.2) Please submit to:**

[secretaryofconvention@edomi.org](mailto:secretaryofconvention@edomi.org)  
FAX: 313/831-0259

*Note: Proposed resolutions (electronic form preferred) must be received by 4:30 p.m. no later than August 27, 2018. (Resolutions not received by this date and time will require a 2/3 vote of convention to be considered.)*

***If electronic submission is not possible, a hard copy may be submitted to the Secretary of Convention at the mailing address on the first page of this timeline.***

**August 27, 2018**

**Congregational Commitment forms due in the Office of the Bishop (Canon 2.4.2.3)**

**September 11, 2018**

**All nominating petitions from candidates running for Diocesan offices by petition are due.**

**(Canon 1.2.2.4) Please submit to:**

[secretaryofconvention@edomi.org](mailto:secretaryofconvention@edomi.org)  
FAX: 313/831-0259

**September 26, 2018**

**Convention packets mailed to lay and clergy delegates:**

**2019 Proposed Budget, 2020 Draft Budget and Reports of the Committees on Reference, Nominations and Elections and Constitution and Canons.**

*Questions regarding diocesan convention???*

*Please contact Canon Jo Ann Hardy, Diocesan Administrator at 313.833.4422 or [jhardy@edomi.org](mailto:jhardy@edomi.org)*

# Diocesan Convention Hotel Accommodations

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Rooms have been reserved for Friday night, October 26, 2018 at the Hyatt Place Detroit/Novi (which is connected to the convention site). Rooms are available on a first-come, first served basis.



## Hyatt Place Novi

46080 Grand River Avenue Novi, Michigan 48374



To make your reservation call 1-800-233-1234.  
(Ask for Episcopal Diocese rate using group code: G-EDM8)

You can use the link below for online reservations.



[https://novi.place.hyatt.com/en/hotel/home.html?corp\\_id=G-EDM8](https://novi.place.hyatt.com/en/hotel/home.html?corp_id=G-EDM8)

Room Cost: One King or Two Double Beds: \$139.00 per night

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*Note: The Diocese of Michigan has contracted for a block of rooms with the Hyatt Place Novi and for convention delegates and guests. Please make your reservation by using the information provided so we are properly credited.*

*Thank you for your cooperation!*

**The 184th Convention of the Diocese of Michigan**  
October 26-27, 2018  
The Suburban Collection Diamond Center, Novi Michigan

Please complete all blanks...be specific!... Please Print or Type.

Mr./Ms./Mrs./Rev./Dr. \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY/ZIP \_\_\_\_\_

DAYTIME PHONE (\_\_\_\_) \_\_\_\_\_ EMAIL: \_\_\_\_\_

CONGREGATION \_\_\_\_\_ CITY \_\_\_\_\_

*(If necessary, use an additional page to complete the following information.)*

PRESENT SERVICE IN THE CHURCH (Congregation, Deanery, Diocese, etc.) *Please include a brief summary of your Anti-Racism education and training, if any.*

PREVIOUS SERVICE IN THE CHURCH:

SERVICE IN THE COMMUNITY:

OTHER QUALIFICATIONS (Vocation, etc.)

THE PERSON NAMED ABOVE IS PROPOSED FOR NOMINATION FOR: (check ONE):

\_\_\_\_\_ CATHEDRAL CHAPTER

\_\_\_\_\_ DISCIPLINARY BOARD

\_\_\_\_\_ COMMISSION ON MINISTRY

\_\_\_\_\_ STANDING COMMITTEE

Is this person willing to serve if elected? \_\_\_\_\_

Proposed by: \_\_\_\_\_

(self nominations are also accepted)

Nominations for Trustee of the Diocese are made by the Bishop. If interested in this office, please contact the Office of the Bishop at 313-833-4435.

FORMS DUE BY **JULY 9** TO:

The Committee on Nominations

Office of Diocesan Convention

Diocese of Michigan

4800 Woodward Avenue

Detroit, MI 48201

FAX to: 313/831-0259 or email to [nominations@edomi.org](mailto:nominations@edomi.org)

**Nominee Proposal Form**







# NOMINATIONS FOR ELECTION AT THE 184<sup>th</sup> ANNUAL DIOCESAN CONVENTION

For the 184<sup>th</sup> Annual Diocesan Convention, the Committee on Nominations and Elections is required to nominate **no fewer than one more than**, and **no more than twice**, the number of persons to be elected to the following offices:

Cathedral Chapter (**1 clergy, 1 lay**) - 3 year term begins December 2018  
Commission on Ministry (**1 clergy, 1 lay**) - 5 year term begins November 2018  
Disciplinary Board (**1 clergy, 1 lay**) - 2 year term begins January 2019  
Standing Committee (**1 clergy, 1 lay**) - 4 year term begins November 2018

\*and from a list provided by the Bishop of **at least twice the number** to be elected:

Trustees of the Diocese (**1 clergy, 4 lay**) - 4 year term begins December 2018

A brief description of the purpose and function of the offices for which persons are to be elected, and the specific qualifications for nominees, follows.

**Members of the Cathedral Chapter** work with the Bishop and vestry of the Cathedral Church of St. Paul, Detroit to enhance the ministry and mission of the Cathedral as the main church of the Diocese. The Chapter has 18 members, 6 of whom are elected at convention. **The term of office is 3 years.** The Chapter meets quarterly at the Cathedral. See, *Canon 2.5.3*. For more information about the Chapter, contact The Very Rev. S. Scott Hunter at [shunterdetroitcathedral.org](mailto:shunterdetroitcathedral.org)

The **Commission on Ministry** assists the Bishop in development and affirmation of the ministry of all baptized persons. Among the duties of the Commission is the design and oversight of the ongoing process for recruitment, discernment, formation for ministry and assessment of readiness for it. The commission supports and nurtures persons accepted as postulants through ordination. This body has broad responsibilities for lifting up the opportunities for ministry of the word in this Diocese and the world. The Commission consists of the Bishop and 20 other members – 10 clergy who are *entitled to vote at convention* and 10 laypersons each of whom must be *confirmed adult communicants in good standing* of a congregation entitled to vote at convention. Half are elected by members of convention, and the other half are appointed by the Bishop. One member of clergy and one layperson will be elected. **The term of office is 5 years.** The Commission meets monthly except in July and August at the Diocesan/ Cathedral Center. See, *Canon 2.3.4*. For more information about the Commission, contact The office of the Bishop at [browley@edomi.org](mailto:browley@edomi.org).

The **Disciplinary Board** has replaced the Ecclesiastical Court and the Diocesan Review Committee under the provisions of the new Title IV Canons of The Episcopal Church which became effective July 1, 2011. Pursuant to Canon 6.1 of the Canons of the Diocese of Michigan, provision has been made for the Diocese of Michigan and the Diocese of Western Michigan to cooperate in the disciplinary process of any matter in either diocese, through the creation of a common Disciplinary Board. The Board is to consist of nine persons, five of whom are members of the Clergy and four of whom are Laity. At the 184<sup>th</sup> Annual Convention, three members, one clergy and one layperson, are to be elected from the Diocese of Michigan. **The term of office is 2 years.** The Disciplinary Board must meet within 60 days of the beginning (January 1) of each term and then as a disciplinary process requires. *See section IV of the Canons of the Episcopal Church – Ecclesiastical Discipline.* For more information contact the office of the Bishop at [browley@edomi.org](mailto:browley@edomi.org)

The **Standing Committee** serves as a council of advice to the Bishop; it examines persons in progress for ordination, and must consent to ordination; and it approves all property transfers and encumbrances of Diocesan property, including parish property. The Standing Committee consists of 8 members, 4 members of the clergy *entitled to vote at convention* and 4 laypersons who are *confirmed adult communicants in good standing* of a congregation entitled to vote at convention. Its responsibilities are determined principally by the Canons of General Convention. Two members, one member of the clergy and one layperson, are elected at each Annual Convention. **The term of office is 4 years.** The Committee meets monthly except July and August, at the Diocesan/Cathedral Center. *See Canon 2.3.3.* For more information about the Committee, contact Ann Putallaz, President, at [annp1025@yahoo.com](mailto:annp1025@yahoo.com)

The **Trustees of the Diocese** receive transfers of property to the Diocese for express purposes, and may receive funds from recognized congregations and other funds of the Diocese for investment purposes, invest such funds as directed or in their discretion as trustees they may determine; and to collect and receive all income from the funds, and pay out the net income for the purposes of the Diocese as established by Diocesan Council in the case of diocesan funds or pursuant and subject to the terms of the trust or trusts or other direction under which property or money has been received by it. The Trustees shall be composed of the Bishop and 15 other members, 3 clergy *entitled to vote at convention* and 12 laypersons who are *communicants in good standing* of a congregation admitted as a Voting Congregation. 5 members, one member of the clergy and 4 laypersons, are elected at each Annual Convention, so that their terms are staggered. **The term of office is 3 years.** The Trustees meet quarterly at the Diocesan/Cathedral Center. *See, Canon 2.3.5.* For more information about the work of the Trustees, contact The Rev. William Roberts, Secretary, at [mayorw.roberts@sbcglobal.net](mailto:mayorw.roberts@sbcglobal.net).

\*Persons interested in being considered as a candidate for Trustee of the Diocese: Please be in contact with Beth Rowley, Executive Assistant to the Bishop at [browley@edomi.org](mailto:browley@edomi.org) or 313.833.4435

# Certification of Lay Delegates

The 184th Convention of the Diocese of Michigan

October 26-27, 2018

The Suburban Showplace, Novi, Michigan

To: The Rev. Dr. W. Richard Hamlin, Secretary of Convention

From: The Congregation of

\_\_\_\_\_ City \_\_\_\_\_

We hereby certify that (Please type or print names alphabetically) have been chosen at a meeting duly convened to act as LAY DELEGATES

Last Name	First Name	Address/City/Zip	Email Address

as LAY ALTERNATES

Last Name	First Name	Address/City/Zip	Email Address

for the 184th Diocesan Convention. We further certify that they are communicants and regular worshippers in the congregation they represent.

This \_\_\_\_\_ day of \_\_\_\_\_, 2018

\_\_\_\_\_ Rector or Sr. Warden

\_\_\_\_\_ Clerk of the Vestry



Please return this form no later than June 26, 2018 to  
The Office of Diocesan Convention - FAX: 313/831-0259  
Or mail/email to: Jennifer Michalak, (jmichalak@edomi.org)  
Office of Diocesan Convention, 4800 Woodward Avenue, Detroit, MI 48201-1399



## PROPOSED RESOLUTION

Please see Canon 1.1.4.1

PLEASE PRINT CLEARLY, OR TYPE

Resolution No. \_\_\_\_\_ Committee Use Only)

### ORIGINATOR:

\_\_\_\_\_

(Enter name of person writing the resolution)

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Phone (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

**SUBJECT:** \_\_\_\_\_

Enter the text of the resolution below:

**Resolved,**

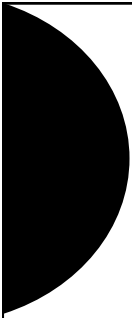
State your argument in favor of the resolution. Continue on back if necessary.

### EXPLANATION/RATIONALE:

**EMAIL to [secretaryofconvention@edomi.org](mailto:secretaryofconvention@edomi.org) or mail to:** Secretary of Convention,  
Diocese of Michigan, 4800 Woodward Avenue, Detroit, MI 48201. **Proposed Resolutions must be  
received in electronic form by the Secretary of Convention no later than 4:30 p.m.,  
August 27, 2018.**



2018 Proposed Resolution Form



**The 184th Convention of the Diocese of Michigan**  
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To: Congregations, Committees, Agencies and Ministries of the Diocese  
and All Interested Parties

From: Beth Rowley, Executive Assistant, Office of the Bishop

Re: Exhibit-Display Space Reservation

We are happy to extend this opportunity to your organization to participate as an exhibitor during the 184th Convention of the Diocese of Michigan. In years past, the exhibit area has always served as important gathering and focal point for our time together. To further enhance the exhibit area, the pre-banquet reception on Friday night, and the continental breakfast on Saturday will take place in the exhibit area.

If you are interested in reserving space in the exhibit area, please complete the reservation form enclosed with this memo, and return it with your check, payable to "The Diocese of Michigan" to:

Convention Exhibit Reservation  
Office of Diocesan Convention  
4800 Woodward Avenue  
Detroit, MI 48201

Reservations are due on **July 26, 2018** and will be processed on a first come-first served basis. Exhibit space is limited, so please return your reservation form & fee as soon as possible. Questions may directed to [browley@edomi.org](mailto:browley@edomi.org) or 313/833-4435.

We look forward to seeing you in October!

*The Exhibit Area will be open to the public:  
Friday, October 26, 4:00 - 7:00 p.m.  
Saturday, October 27, 7:00 a.m. - 3:00 p.m.  
Set-up for exhibits begins on October 26 at noon.*

**Exhibit/Display Information**

**The 184th Convention of the Diocese of Michigan**  
October 26-27, 2018  
The Suburban Collection Diamond Center, Novi, Michigan

**Name of Committee, Agency, Organization or individual:**

\_\_\_\_\_

**Contact Person(s):** Please print or type information

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Daytime Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Table reservation request:

\_\_\_\_\_ table(s) x \$50 (display only) \$ \_\_\_\_\_

\_\_\_\_\_ table(s) x \$80 (Items for sale or auction) \$ \_\_\_\_\_

Electrical Outlets: The Suburban Collection will supply an electrical outlet (220 amp) for your exhibit table at an additional cost of \$65.00 each. Please indicate this need below:

\_\_\_\_\_ electrical outlet (s) x \$65 each \$ \_\_\_\_\_

Names for your nametags (2) \_\_\_\_\_

If you plan to sell items at your table, please give a brief description of those items below:

\_\_\_\_\_

The person listed on this form will be notified regarding specific arrangements, hotel and meal reservations and set-up arrangements for exhibitors.

Please read the following statement carefully and sign below:

*While we will do everything possible to assure the security of exhibit space, Exhibitors are liable for the safety and security of exhibits and related materials. The Diocese and The Suburban Collection are not to be held liable.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

All Reservation Forms and CHECKS (payable to the Episcopal Diocese of Michigan) must be received no later than July 26, 2018.

Send the form and check to: Convention Exhibit Reservation - Office of Diocesan Convention  
Diocese of Michigan, 4800 Woodward Avenue, Detroit, MI 48201

**Exhibit Reservation**



4800 Woodward Avenue  
Detroit, MI 48201  
[www.edomi.org](http://www.edomi.org)  
313-832-4400

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The Rt. Rev. Wendell N. Gibbs, Jr., Tenth Bishop