

# The 185th Convention of the Diocese of Michigan

October 25-26, 2019

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 27, 2019. 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 185<sup>TH</sup> CONVENTION OF THE DIOCESE OF MICHIGAN

*October 25 & 26, 2019*

*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 28, 2019** *(150 days prior to convention)*

**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:***

Secretary of Diocesan Council  
Diocese of Michigan  
4800 Woodward Avenue  
Detroit, MI 48201

### **June 27, 2019** *(120 days prior to convention)*

**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 27, 2019** *(120 days prior to convention)*

**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 2, 2019** *(115 days prior to convention)*

**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  
FAX: 313/831-0259

**July 27, 2019** *(90 days prior to convention)*

**Mailing of 2020 Proposed Budget, Draft Budget for 2021 and the Congregational Commitment Form for 2020** *(Canon 2.4.2.2)*

**July 27, 2019** *(90 days prior to convention)*

**Mailing of 2019 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.

**July 27, 2019**

**Exhibitor Reservation forms due to:**

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

**July 27, 2019**

**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 26, 2019** (60 days prior to convention)

**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 26, 2019. (Resolutions not received by this date and time will require a 2/3 vote of convention at the opening session on October 25 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 26, 2019** (60 days prior to convention)

**Congregational Commitment forms for 2020 due in the Office of the Bishop** (Canon 2.4.2.3)

**September 10, 2019** (45 days prior to convention)

**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 25, 2019**

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

**2020 Proposed Budget, 2021 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 at two local hotels for Friday night, October 25, 2019. Rooms are available on a first come-first reserved basis.

## *The Hyatt Place Novi*

46080 Grand River Avenue Novi, Michigan 48374

To make your reservation call 1(800) 233-1234 – Group Code G-ED10

or use the link to our website below for online reservations:

[www.edomi.org/convention](http://www.edomi.org/convention)

Room Cost: One King or Two Double Beds - \$145.00 per night

*Note: The Hyatt Place is connected to the convention center.*

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## *The Baronette Renaissance Detroit-Novi*

27790 Novi Road, Novi, Michigan 48337

To make your reservation, call: 1(866) 699-8864 mention our name:  
“Episcopal Diocese of Michigan” with reference to the  
Baronette Renaissance Hotel in Novi, MI

or use the link to our website below for online reservations:

[www.edomi.org/convention](http://www.edomi.org/convention)

Room Cost: One King or Two Double Beds - \$129.00 per night

*Note: The Baronette Renaissance is located approximately 1.5 miles from the convention center in Twelve Oaks Mall*

**The 185th Convention of the Diocese of Michigan**  
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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

\_\_\_\_\_ DEPUTY TO GENERAL CONVENTION

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 **JUNE 27** 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)

# Nomination Form



## OFFICES OPEN FOR NOMINATION AT THE 185<sup>TH</sup> CONVENTION OF THE DIOCESE OF MICHIGAN

For the 185<sup>th</sup> Convention of the Diocese, the Committee on Nominations and Elections is required to nominate **no fewer than one greater 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 2019  
Commission on Ministry (**1 clergy, 1 lay**) - 5 year term begins November 2019  
Deputy to General Convention (**4 clergy, 4 lay**)  
Disciplinary Board (**1 clergy, 1 lay**) - 2 year term begins January 2020  
Standing Committee (**1 clergy, 1 lay**) - 4 year term begins November 2019

and from a list provided by the Bishop of the Diocese:

Trustees of the Diocese (**1 clergy, 3 lay**) - 4 year term begins December 2019

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.

**The Cathedral Chapter** consists of eighteen people representing the Bishop, the Diocesan Convention, and the Vestry of the Cathedral Church of St. Paul, Detroit. They have the responsibility to oversee those activities at the Diocesan-Cathedral Center which are not those of a parish church. This includes property matters, tenant relationships, activities not intended for parochial purposes, and supporting the activities of the Diocese. It is the agency which operates the common space of the Diocesan-Cathedral Center at 4800 Woodward Avenue in Detroit. **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 Dean of the Cathedral, the Very Rev. S. Scott Hunter at [shunter@detroitcathedral.org](mailto:shunter@detroitcathedral.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. It is to support and nurture 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. One-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 Rev. Deacon Tim Spannaus, Chairperson, at [deacon@tspannaus.com](mailto:deacon@tspannaus.com).

**Deputies to General Convention** - At the Annual Convention occurring at least 12, but not more than 24, months prior to the next scheduled triennial General Convention of the Episcopal Church, the Members of Convention shall elect eight (4) members of the clergy eligible to vote at Convention and eight (4) laypersons, each of whom is a confirmed adult communicant in good standing in a congregation that has been admitted as a Voting Congregation, as deputies and alternate deputies from the Diocese to the General Convention, each of whom, as a condition of acceptance of nomination for deputy, shall have committed to attend all sessions of the General Convention if elected. **The 80<sup>th</sup> General Convention of the Episcopal Church will take place June 30 - July 9, 2021 in Baltimore, Maryland.** Persons elected shall serve until their successors are elected.

**The four (4) members of the clergy and four (4) laypersons receiving the highest number of votes on the first ballot shall be designated as deputies and the four (4) members of the clergy and laypersons receiving the next highest number of votes shall be designated as alternate deputies, all in numerical order of the votes received by them.** The deputies and first alternates shall attend and participate in the meetings of the General Convention and all related meetings preceding or following the General Convention to which elected as a deputy or appointed to serve as a deputy. *See, Canon 2.4.4.* For more information, contact Canon Jo Ann Hardy at [jhardy@edomi.org](mailto:jhardy@edomi.org).

*Note: Pursuant to Canon 2.4.5, delegates to the Provincial Synod will be elected at Diocesan Convention in 2020..*

**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 185<sup>th</sup> Annual Convention, two 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.*



**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 the 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 16 other members, 4 clergy *entitled to vote at convention* and 12 laypersons who are *communicants in good standing* of a congregation admitted as a Voting Congregation. 4 members, one member of the clergy and 3 laypersons, are elected at each Annual Convention, so that their terms are staggered. **The term of office is 4 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 Mark Miliotto, Director of Finance, at [mmiliotto@edomi.org](mailto:mmiliotto@edomi.org).



June 5, 2019  
Please direct questions to:  
Canon J. Hardy, [jhardy@edomi.org](mailto:jhardy@edomi.org)



# Certification of Lay Delegates

## 185<sup>th</sup> Convention of the Diocese of Michigan

October 25-26, 2019  
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 serve as **Lay Delegates** for the Annual Convention. We further certify that they are communicants in good standing and regular worshippers for the congregation that they represent:

Last Name	First Name	Address/City/Zip	Email Address

And, that the following have been duly elected as **Lay Alternates**:

Last Name	First Name	Address/City/Zip	Email Address

Attested to: This \_\_\_\_\_ day of \_\_\_\_\_, 2019

**Rector, Priest in Charge or Senior Warden**

\_\_\_\_\_  
(Please print name)

\_\_\_\_\_  
(Signature)

**Clerk of the Vestry or Bishop's Committee**

\_\_\_\_\_  
(Please print name)

\_\_\_\_\_  
(Signature)

**Please return this form no later than July 2, 2019 to:**

The Office of Diocesan – FAX: 313.831-0259  
 Or to: Jennifer Michalak ([jmichalak@edomi.org](mailto:jmichalak@edomi.org))  
 Office of Diocesan Convention  
 48i00 Woodward Avenue  
 Detroit, MI 48201

## PROPOSED RESOLUTION

Please see Canon I.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 26, 2019.**



2019 Proposed Resolution Form

**The 185th Convention of the Diocese of Michigan**  
October 25-26, 2019  
The Suburban Collection Diamond Center, Novi, 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 185th 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 27, 2019** 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 25, 4:00 - 7:00 p.m.  
Saturday, October 26, 7:00 a.m. - 3:00 p.m.  
Set-up for exhibits begins on October 25 at noon.*

**Exhibit/Display Information**

**The 185th Convention of the Diocese of Michigan**  
October 25-27, 2019  
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 27, 2019.

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