

185th Diocesan Convention

October 25-26, 2019



The Suburban Collection Diamond Center
Novi, Michigan

Enclosed are the following:

- *Petition Notice & Slate of Candidates*
- *Petition Biographical & Signature Forms*
 - *Proposed Resolution Form*
- *2020 Proposed and 2021 Draft Budget*
- *Convention Exhibits Information and Reservation Form*
 - *Convention Lodging Information*
 - *Volunteer Information Form*

(Information enclosed can also be found on our website at www.edomi.org/convention)

July 26, 2019



NOTICE TO MEMBERS OF THE 185TH ANNUAL CONVENTION OF THE DIOCESE OF MICHIGAN

Petition Nominations Now Being Accepted

Petitions for additional nominations for elective office are now being solicited. The Petition Form and Biographical Statement, which together comprise the Petition, are enclosed. The petition must be completed and sent to the address below no later than September 10, 2019.

Clergy, wardens and lay delegates are asked to bring this request to the attention of your congregation by verbal announcement, publication in service leaflets as well as posting in a prominent place. Please photocopy the petition information as needed.

Please type or print all information and use additional pages as needed. The Petition Form must be signed by 15 persons who are members of the clergy or members in good standing of one or more congregations in the diocese. The petition and biographical form may be sent by mail, email or FAX to:

The Rev. Dr. W. Richard Hamlin
Secretary of Convention
Diocese of Michigan
4800 Woodward Avenue
Detroit, MI 48201
Fax: 313-831-0259

secretaryofconvention@edomi.org

Questions??? Please contact the Secretary of Convention,
The Rev. Dr. W. Richard Hamlin at secretaryofconvention@edomi.org or
Canon Jo Ann Hardy, 313/833-4422; jhardy@edomi.org



Report of the Committee on Nominations and Elections
for the 185th Annual Convention
as of July 26, 2019

*Nominations by Petition will be accepted through September 10, 2019**

Cathedral Chapter (1 clergy, 1 lay to be elected)

Lay: Mr. Cameron Walker – St. John’s, Detroit

Clergy: *Nominations Being Accepted by Petition*

Commission on Ministry (1 clergy, 1 lay to be elected)

Lay: Ms. Jo Hartwell – All Saints’, East Lansing
Ms. Katherine Blakley – All Saints’, Detroit

Clergy: The Rev. Paul LeClair – St. Patrick’s, Madison Heights
The Rev. Andrea Morrow – St. Stephen’s, Wyandotte

Disciplinary Board (1 clergy, 1 lay to be elected)

Lay: *Nominations Being Accepted by Petition*

Clergy: The Rev. Dr. Susan Carter – St. Paul’s, Lansing

Standing Committee (1 clergy, 1 lay to be elected)

Lay: *Nominations Being Accepted by Petition*

Clergy: The Rev. Anthony Estes – Spirit of Hope, Detroit
The Rev. Dr. Daniel Lawson – St. Paul’s’, Romeo

Deputy to General Convention (4 Clergy 4 Lay)

Lay: Ms. (Lizzie) Anderson Kostin – St. John’s, Royal Oak
Mr. Cedric Flounory – St. Clement’s, Inkster
Mr. Jerry Hardy – Cathedral Church of St. Paul, Detroit
Ms. Carol Latimer – Spirit of Grace, West Bloomfield
Ms. Felicity Thompson – St. Andrew’s, Ann Arbor
Mr. Eric Travis – Trinity in the Woods, Farmington Hills

Clergy: The Rev. Susan Anslow Williams – Diocesan-wide Supply
The Rev. Paul Castelli – St. George’s, Milford
The Rev. Phil Dinwiddie – St. James’, Grosse Ile
The Rev. Anthony Estes – Spirit of Hope, Detroit
The Rev. Deon Johnson – St. Paul’s, Brighton
The Rev. Dr. Daniel Lawson – St. Paul’s, Romeo
The Rev. Carol Mader – St. James’, Dexter
The Rev. Maryjane Peck – St. Clare of Assisi, Ann Arbor
The Rev. Judith Schellhammer – St. Michael and All Angels, Cambridge Junction
The Rev. Beth Taylor – St. John’s, Royal Oak

** Bishop’s Nominations for Trustee of the Diocese will be published in September.
Nominations for this office are not accepted by petition.*

**Biographical Information Form
For Nominees by Petition**

_____ (Name of office)

Mr./Ms./Mrs./The Rev. _____

Present Service: (Congregation, Deanery, Diocese) *Pursuant to Canon 1.2.2.5, please include a brief summary of your Anti-Racism education and training.*

Previous Service: (Congregation, Deanery, Diocese)

Service in the Community:

Other qualifications for this office:

What gifts, talents, skills and experience would you bring to this office?

During your term of office, what do you think should be your primary focus?

Biographical Form

The 185th Convention of the Diocese of Michigan

October 25/26, 2019

The Suburban Collection Diamond Center, Novi Michigan

Mr./Ms./Mrs./The Rev. _____

Address _____

City/State/Zip _____

Daytime Phone _____ FAX Number _____

Email Address: _____

Congregation _____ City _____

The above named person is nominated for:

_____ Cathedral Chapter

_____ Disciplinary Board

_____ Commission on Ministry

_____ Standing Committee

_____ Deputy to General Convention

To indicate that the above named person will serve if elected, the nominee should sign her/his signature here:

To be valid, this form must be signed by 15 (fifteen) clergy and/or members of congregations in the Diocese of Michigan:

1. _____

9. _____

2. _____

10. _____

3. _____

11. _____

4. _____

12. _____

5. _____

13. _____

6. _____

14. _____

7. _____

15. _____

8. _____

Please return this completed Petition Form and Biographical Information Form so that it is received by September 10th either by mail, fax or email to:

The Rev. Dr. W. Richard Hamlin, Secretary of Convention
Diocese of Michigan
4800 Woodward Avenue
Detroit, MI 48201
FAX: 313/831-0259

Nomination Petition Form

The 185th Convention of the Diocese of Michigan

October 25/26, 2019

The Suburban Collection Diamond Center, Novi, Michigan

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.

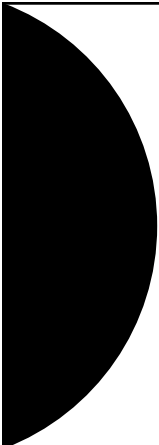
EXPLANATION/RATIONALE:

EMAIL to secretaryofconvention@edomi.org or mail to: The Rev. Dr. W. Richard Hamlin,
Secretary of Convention, 4800 Woodward Avenue, Detroit, MI 48201.

Resolutions must be received (electronic form preferred) 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

DIOCESAN COUNCIL OPERATING BUDGET

- 2018 Actual Results
- 2019 Approved Budget
- 2020 Proposed Budget
- 2021 Draft Budget

A resolution was passed during the 2018 Diocesan Convention whereby the 2020 Apportionment formula would be the same one that has been in place for the last 15+ years: 10% of the average of the last three years of Normal Operating Income. In making its first projection for the 2021 Operating Budget, Mission Budget has assumed that this same formula would stay in place through 2021. As such, it is the intent of Mission Budget and Diocesan Council to bring the following resolution to Diocesan Convention in October 2019:

RESOLVED, that the formula for calculating the apportionment for congregational support of the 2021 diocesan budget will be based on 10% of the three year average of each congregation's normal operating income as reported in the Parochial Report in the years 2017, 2018, and 2019.

**Episcopal Diocese of Michigan
Proposed 2020 Operating Budget
One-Page Summary
90 Days Prior to Convention**

	2018 Actual	2019 Budget	Proposed 2020 Budget	Compare 2020 Bud to 2019 Bud		Draft 2021 Budget
Operating Revenues						
Apportionment Pledges	1,574,632	1,579,000	1,581,000	2,000	0.1%	1,581,000
Dividends & Interest	503,103	516,140	518,944	2,804	0.5%	522,186
Contributions	226,409	227,000	227,000	0	0.0%	227,000
Total Operating Revenues	<u>2,304,144</u>	<u>2,322,140</u>	<u>2,326,944</u>	<u>4,804</u>	0.2%	<u>2,330,186</u>
Operating Expenses						
Salaries and Benefits	1,164,342	1,194,241	1,187,587	(6,654)	-0.6%	1,187,587
Professional Fees	83,158	85,450	85,450	0	0.0%	85,450
Occupancy	170,652	172,300	172,300	0	0.0%	172,300
Office Expenses	58,892	60,820	60,820	0	0.0%	60,820
Communications and P.R.	30,724	36,900	36,900	0	0.0%	36,900
Conf, Mtgs, & Events	120,773	114,400	116,550	2,150	1.9%	116,550
Denominational Support	332,833	339,700	346,950	7,250	2.1%	350,049
Travel & Related Business	73,029	84,500	84,500	0	0.0%	84,500
Grants and Other Outreach	211,875	212,571	214,629	2,058	1.0%	214,772
Equipment	22,972	21,258	21,258	0	0.0%	21,258
Total Operating Expenses	<u>2,269,250</u>	<u>2,322,140</u>	<u>2,326,944</u>	<u>4,804</u>	0.2%	<u>2,330,186</u>
Net Op Surplus/<Deficit>	<u>34,894</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0%	<u>0</u>

Episcopal Diocese of Michigan
Proposed 2020 Operating Budget
Account-Level Detail
90 Days Prior to Convention

	2018 <u>Actual</u>	2019 <u>Budget</u>	Proposed 2020 <u>Budget</u>	Compare 2020 Bud to 2019 Bud		Draft 2021 <u>Budget</u>
Operating Revenues						
Apportionment Pledges						
41100 Apportionment Current Yr	1,565,049	1,569,000	1,571,000	2,000	0.1%	1,571,000
41200 Apportionment Prior Yr	9,583	10,000	10,000	0	0.0%	10,000
	<u>1,574,632</u>	<u>1,579,000</u>	<u>1,581,000</u>	<u>2,000</u>	0.1%	<u>1,581,000</u>
Dividends & Interest						
42000 Dividends	63,511	65,070	66,071	1,001	1.5%	66,750
42100 Extended Ministries	345,909	356,120	363,528	7,408	2.1%	365,328
42300 Endowment Fund	50,213	51,450	52,237	787	1.5%	53,000
42400 Interest Income	43,471	43,500	37,108	(6,392)	-14.7%	37,108
	<u>503,103</u>	<u>516,140</u>	<u>518,944</u>	<u>2,804</u>	0.5%	<u>522,186</u>
Contributions						
42200 Tannahill Fund	225,000	225,000	225,000	0	0.0%	225,000
43000 Contributions Unrestricted	1,409	2,000	2,000	0	0.0%	2,000
	<u>226,409</u>	<u>227,000</u>	<u>227,000</u>	<u>0</u>	0.0%	<u>227,000</u>
Total Operating Revenues	2,304,144	2,322,140	2,326,944	4,804	0.2%	2,330,186
Operating Expenses						
Salaries and Benefits						
70100 Salaries	829,288	837,360	804,550	(32,810)	-3.9%	804,550
70101 Staff Exp Shared by Others	(50,555)	(50,902)	(50,523)	379	-0.7%	(50,523)
71310 Payroll Taxes-FICA	44,415	44,716	44,458	(258)	-0.6%	44,458
71410 Medical Insurance	203,016	217,491	248,517	31,026	14.3%	248,517
71420 Life Insurance	6,593	6,868	6,049	(819)	-11.9%	6,049
71430 Disability Insurance	6,615	7,022	6,613	(409)	-5.8%	6,613
71440 Worker's Compensation	1,115	2,000	2,000	0	0.0%	2,000
71510 Clergy Pension	43,852	44,291	38,833	(5,458)	-12.3%	38,833
71520 Lay Pension	48,694	53,215	52,993	(222)	-0.4%	52,993
71530 Retiree Medical	19,529	20,408	20,925	517	2.5%	20,925
71600 Sabbatical Provision	11,779	11,772	13,172	1,400	11.9%	13,172
71900 Other Personnel Costs	0	0	0	0	0.0%	0
	<u>1,164,342</u>	<u>1,194,241</u>	<u>1,187,587</u>	<u>(6,654)</u>	-0.6%	<u>1,187,587</u>
Professional Fees						
72220 Pastoral Care	2,200	3,600	3,600	0	0.0%	3,600
72240 Ecclesiastical Discipline	0	2,400	2,400	0	0.0%	2,400

Episcopal Diocese of Michigan
Proposed 2020 Operating Budget
Account-Level Detail
90 Days Prior to Convention

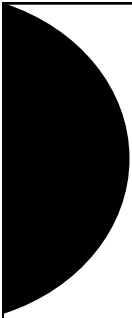
	2018	2019	Proposed 2020	Compare 2020 Bud to 2019		Draft 2021
	Actual	Budget	Budget	Bud		Budget
72290 Outside Services	22,861	23,700	23,700	0	0.0%	23,700
72310 Legal	15,000	15,000	15,000	0	0.0%	15,000
72360 Audit	13,340	14,000	14,000	0	0.0%	14,000
72380 Payroll Processing	3,695	3,750	3,750	0	0.0%	3,750
72385 IT Support	23,562	23,000	23,000	0	0.0%	23,000
72500 Honoraria	2,500	0	0	0	0.0%	0
	83,158	85,450	85,450	0	0.0%	85,450
Occupancy						
73200 Diocesan Center Maint	155,800	155,800	155,800	0	0.0%	155,800
73400 Property/Liability Insurance	14,852	16,500	16,500	0	0.0%	16,500
	170,652	172,300	172,300	0	0.0%	172,300
Office Expenses						
74100 Telephone	7,809	8,000	8,000	0	0.0%	8,000
74200 Cell Phone	6,322	6,700	6,700	0	0.0%	6,700
74400 Internet Services	1,590	1,320	1,320	0	0.0%	1,320
74500 Postage & Delivery	19,552	21,800	21,800	0	0.0%	21,800
74600 Net Copy Exp/<Reimb>	10,139	7,000	7,000	0	0.0%	7,000
75100 Reference Materials/Subs	1,859	3,250	3,250	0	0.0%	3,250
76400 Licenses/Copyright	235	250	250	0	0.0%	250
77100 Office Supplies	8,800	9,300	9,300	0	0.0%	9,300
77200 Bank Charges	2,369	2,050	2,050	0	0.0%	2,050
77400 Worship Supplies	216	1,150	1,150	0	0.0%	1,150
	58,892	60,820	60,820	0	0.0%	60,820
Communications and P.R.						
74700 Electronic Marketing	1,132	1,000	1,000	0	0.0%	1,000
74800 Promotional Marketing	3,983	3,500	3,500	0	0.0%	3,500
74900 Outside Printing/Copying	25,087	32,400	32,400	0	0.0%	32,400
74950 Copying	522	0	0	0	0.0%	0
	30,724	36,900	36,900	0	0.0%	36,900
Conferences, Meetings, & Events						
75200 Membership	5,546	4,500	4,500	0	0.0%	4,500
75300 Conference & Seminars	12,406	11,400	11,400	0	0.0%	11,400
75360 Training	3,176	2,400	2,400	0	0.0%	2,400
75500 Facility Rental	32,529	27,400	29,550	2,150	7.8%	29,550
75600 Hosting	3,498	4,450	4,450	0	0.0%	4,450
75700 Other Meeting Costs	121,516	113,900	113,900	0	0.0%	113,900

**Episcopal Diocese of Michigan
Proposed 2020 Operating Budget
Account-Level Detail
90 Days Prior to Convention**

	2018 Actual	2019 Budget	Proposed 2020 Budget	Compare 2020 Bud to 2019 Bud		Draft 2021 Budget
75800 Staff Meetings	802	500	500	0	0.0%	500
75900 Event/Meeting Offset	(58,700)	(50,150)	(50,150)	0	0.0%	(50,150)
	120,773	114,400	116,550	2,150	1.9%	116,550
Denominational Support						
76100 TEC Assessment	316,612	323,388	324,622	1,234	0.4%	327,680
76200 Provincial Assessment	4,221	4,312	4,328	16	0.4%	4,369
76500 Episcopal Election Accrual	12,000	12,000	18,000	6,000	50.0%	18,000
	332,833	339,700	346,950	7,250	2.1%	350,049
Travel & Related Business						
78100 Mileage Reimbursements	21,367	24,100	24,100	0	0.0%	24,100
78150 Gas cost (Auto)	1,382	1,200	1,200	0	0.0%	1,200
78200 Vehicle Expense	7,035	7,500	7,500	0	0.0%	7,500
78500 Staff Travel & Lodging	36,557	45,500	45,500	0	0.0%	45,500
78600 Travel - Meals	6,688	6,200	6,200	0	0.0%	6,200
	73,029	84,500	84,500	0	0.0%	84,500
Grants and Partnerships						
75400 Discretionary Fund	2,552	3,000	3,000	0	0.0%	3,000
79500 Chaplaincy Support	120,000	120,000	120,000	0	0.0%	120,000
79600 Grants						
SDGs	15,823	16,071	16,129	58	0.4%	16,272
Advocacy Ministries	20,000	20,000	22,000	2,000	10.0%	22,000
Social Ministry Programs	53,500	53,500	53,500	0	0.0%	53,500
	211,875	212,571	214,629	2,058	1.0%	214,772
Equipment						
81100 Equipment Purchase	2,330	0	0	0	0.0%	0
81200 Equipment Rental	10,547	10,800	10,800	0	0.0%	10,800
81300 Equip Maint & Supplies	799	1,000	1,000	0	0.0%	1,000
81400 Computer Maint & Software	9,296	9,458	9,458	0	0.0%	9,458
	22,972	21,258	21,258	0	0.0%	21,258
Total Operating Expenses	2,269,250	2,322,140	2,326,944	4,804	0.2%	2,330,186
Net Operating Surplus/<Deficit>	34,894	0	0	0	0.0%	0

**Episcopal Diocese of Michigan
Proposed 2020 Operating Budget
Program-Level Summary
90 Days Prior to Convention**

	2018 Actual	2019 Budget	Proposed 2020 Budget	Compare 2020 Bud to 2019 Bud		Draft 2021 Budget
Operating Revenues						
Communications	1,160	1,000	1,000	0	0.0%	1,000
Diocese General	2,302,984	2,321,140	2,325,944	4,804	0.2%	2,329,186
Total Operating Revenues	2,304,144	2,322,140	2,326,944	4,804	0.2%	2,330,186
Operating Expenses						
Episcopate						
Episcopate - General	365,619	372,691	339,031	(33,660)	-9.0%	339,031
Canonical - Diocese	35,345	35,000	36,000	1,000	2.9%	36,000
Diocesan Convention	64,947	57,850	60,150	2,300	4.0%	60,150
Churchwide Mission Supp	354,157	364,100	371,150	7,050	1.9%	374,249
Total Episcopate	820,069	829,641	806,331	(23,310)	-2.8%	809,430
Mission Program						
Congregational Develop	125,733	130,047	131,420	1,373	1.1%	131,420
Transition Ministry	6,097	5,900	5,900	0	0.0%	5,900
Youth & Young Adult Min	133,650	140,412	141,984	1,572	1.1%	141,984
Ministry Development	95,740	98,310	99,516	1,206	1.2%	99,516
WI Program Support	132,659	118,038	119,959	1,921	1.6%	119,959
Communications	115,393	123,360	134,048	10,688	8.7%	134,048
Total Mission Program	609,272	616,067	632,827	16,760	2.7%	632,827
Mission Partnerships						
Campus Ministry	120,000	120,000	120,000	0	0.0%	120,000
SDGs & Companion Dio	15,823	16,071	16,129	58	0.4%	16,272
Advocacy Ministries	20,000	20,000	22,000	2,000	10.0%	22,000
Social Ministry Programs	53,500	53,500	53,500	0	0.0%	53,500
Total Mission Partnerships	209,323	209,571	211,629	2,058	1.0%	211,772
Administrative Support						
Administration	176,683	182,715	196,364	13,649	7.5%	196,364
Finance	211,189	239,246	234,893	(4,353)	-1.8%	234,893
Office General	242,715	244,900	244,900	0	0.0%	244,900
Total Admin Support	630,587	666,861	676,157	9,296	1.4%	676,157
Operating Expenses	2,269,250	2,322,140	2,326,944	4,804	0.2%	2,330,186
Net Op Surplus/<Deficit>	34,894	0	0	0	0.0%	0



The 185th Convention of the Diocese of Michigan
October 25-26, 2019
The Suburban Collection Diamond Center, Novi, Michigan

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 Episcopal Diocese of Michigan” to:

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

The reservations due date has been extended to **August 10, 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 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 25-26, 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 Showplace 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 Showplace 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 August 10, 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

Diocesan Convention Hotel Accommodations

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

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

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

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

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

October 25/26, 2019

Suburban Collection Diamond Center and Hyatt Place, Novi, Michigan

Your help is needed for a successful Diocesan Convention!

Hospitality/Greeters are needed Friday and Saturday to greet delegates and serve as guides within the convention center. Chairs will be provided at most hospitality stations.

Tellers work directly on the convention floor on Saturday to assist the Secretary of Convention in quickly counting the "show of hand" votes. We are looking for volunteers to work all day with a 1.5 hour break for lunch. (10-12 needed)

Vendor Set-up/Break-down assistants are needed Friday and Saturday. Volunteers will help set-up and takedown vendor displays and help with registration where needed. (2 needed each day)

Yes, I would like to volunteer for Diocesan Convention, October 25/26 at the Suburban Collection Diamond Center and Hyatt Place, Novi

Name (please print) _____

Address _____

City _____ Zip _____ Congregation _____ City _____

Cell Phone (____) _____ Home/Work Phone (____) _____

Email _____ I am not a delegate I am an alternate

I am available to serve as:

Hospitality/Greeter: Friday: _____ 1:00 pm - 6:15 pm
Saturday: _____ 6:45 am - 1:00 pm

Teller: Saturday _____ 7:30 am - 5:00 pm

Vendor Set-up/Breakdown: Friday: _____ 12:00 noon - 3:00 pm
Saturday: _____ 2:00 pm - 4:00 pm

Please return this form to the Volunteer Coordinator, Julie Travis via FAX 313-831-0259 or mail to EDOMI, 4800 Woodward Ave., Detroit, MI 48201.

You may also email your response to Julie Travis at pcjuli@yahoo.com or call/text her at 734-233-7334 and a form will be completed for you.

Please respond by Friday, October 11th. Thank you!

Confirmations and updates will be sent via email, if provided.

Volunteers Needed





The Episcopal Diocese of Michigan

4800 Woodward Avenue

Detroit, MI 48201

www.edomi.org

313-832-4400

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