



TO: The Bishop  
Clergy  
Parish Registrars  
Chancellor of the Diocese  
Treasurer of the Convention  
Registrar of the Diocese  
Lay Members of the Standing Committee  
Lay Members of Diocesan Council  
Members of the Committee on Constitution and Canons  
Chairpersons of Departments, Commissions, and Committees

FROM: Mrs. Debra Dragone, Secretary to Diocesan Convention

DATE: October 6, 2008

In accordance with requirements set out in its Constitution and Canons, notice is hereby given that the 141<sup>st</sup> Annual Convention of the Diocese of Easton will be held on Friday, February 27 and Saturday, February 28, 2009, at the Hyatt Regency Chesapeake Bay Resort, in Cambridge, Maryland.

The events of Friday, February 27 will provide opportunities for clergy, delegates, alternates, and guests to gather for workshops, Evening Prayer, and the convention banquet. In an attempt to shorten our Saturday business session, we will conduct a brief business session on Friday, February 27. All members of the diocese are invited to attend Friday's functions. Registration information for hotel, workshops, and other convention information will go out in December.

### **The Schedule**

#### **Friday, February 27, 2009**

Registration	8:00 am	6:00 pm
Workshops	10:15 am	11:45 am
Lunch	12:00 pm	1:00 pm
Listening to Your Body	1:00 pm	5:30 pm
Listening to Your Inner Child	1:00 pm	5:30 pm
Business Session I	1:15 pm	4:30 pm
with Bishop's Address	4:00 pm	
Evening Prayer	4:30 pm	5:00 pm
Social Hour	5:30 pm	6:30 pm
Convention Banquet	6:30 pm	8:30 pm

**Saturday, February 28, 2009**

Registration	7:00 am	9:30 am
Transportation to Christ Church	7:30 am	8:45 am
Breakfast at Christ Church	7:15 am	8:45 am
Convention Eucharist	9:00 am	10:30 am
Transportation back to Hyatt	10:30 am	11:10 am
Plenary Workshop	11:15 am	12:15 pm
Lunch	12:30 pm	1:30 pm
Business Session II	1:45 pm	3:30 pm
Adjournment	3:30 pm	

**CERTIFICATION OF DELEGATES & ALTERNATES**

Forms for certification of delegates and alternates have been E-mailed or surface mailed to all parish offices and to rectors, vicars, priests-in-charge, and deacon pastors. They are also posted on the diocesan web site, [www.dioceseofeaston.org](http://www.dioceseofeaston.org).

PLEASE NOTE: The Bishop's staff cannot transmit information directly to these members of convention until their names are received. Registrars are strongly urged to send names, addresses, phone numbers, and E-mail addresses to Bray House at the earliest opportunity. It is most important we have an accurate E-mail address for your delegates and alternates. If they do not have E-mail access, please be sure to have another member of your delegation forward any information to them. **We suggest you set December 10 as the deadline for mailing this information.** If the election of delegates and alternates has not yet taken place, please make this a high priority.

**PARISH REGISTRARS** are asked to do the following:

- (1) Ask your clergy or parish office for, or go online and download, Certificate of Election forms from the diocesan web site, [www.dioceseofeaston.org](http://www.dioceseofeaston.org). Please fill out a Certificate of Election for each duly elected delegate and alternate. Make sure the appropriate box is checked indicating delegate or alternate.
- (2) Obtain the signature of each delegate and alternate. Please be sure to include the mailing addresses, phone number, and E-mail address.
- (3) Sign the original form.
- (4) Mail the original to the Diocese of Easton, 314 North Street, Easton, MD 21601 and make one copy for the delegate or alternate and make another copy for your parish files. **Please mail by December 10.**

**PROPOSED AMENDMENTS TO THE CONSTITUTION & CANONS**

Notice is also hereby given that all proposed amendments to the Constitution and Canons of the Diocese must be submitted in writing to the Committee on Constitution and Canons no later than October 30, 2008, and amendments to the Constitution must be submitted no later than November 29, 2008. Please email these documents to Mr. David Bryan, Esq. at [dcb1@goeaston.net](mailto:dcb1@goeaston.net).

All proposed parish by-laws and all amendments to parish by-laws adopted during the preceding year must also be submitted to Mr. Bryan for approval by the Committee on Constitution and Canons. Historically these have been considered at the first meeting of the Committee after they are received. They can be handled in a more prompt manner if submitted before the deadline for amendments to the Canons, which is October 30, 2008.

The deadline for submission of all other resolutions is December 29, 2008. Resolutions must be sent in writing, preferably by Word or WordPerfect attachments or plain text in E-mail, to the Bishop's office. They may be directed to [resolutions@dioceseofeaston.org](mailto:resolutions@dioceseofeaston.org), or mailed to Resolutions, 314 North Street, Easton, MD 21601-3684.

### CONVOCA TION MEETINGS

Here is the schedule of pre-convention convocation meetings: All meetings begin at 7pm

<u>Middle</u>	<u>North</u>	<u>South</u>
December 3, 2008 St. Paul's, Trappe	December 4, 2008 Emmanuel, Chestertown	December 2, 2008 St. Peter's, Salisbury
February 4, 2009 Christ Church, Kent Island	February 3, 2009 St. Mary Anne's, North East	February 5, 2009 St. Alban's, Salisbury

At the February meetings, each convocation will choose one representative to Diocesan Council for a three-year term. Their names will be presented to convention for ratification.

The North will select a lay person.

The Middle will select a clergy person

The South will select a lay person.

A copy of the preliminary 2009 budget will be sent out November 21st, which will be explained and discussed at December and February meetings.

Canonically resident clergy, delegates and alternates should make every effort to be present at convocation meetings. All other members of the diocese who wish to attend are also welcome.

**PLEASE NOTE** It is suggested that every parish delegation to the convocation meeting should include: the wardens, treasurers, representatives of the Finance Committee, as well as clergy and elected delegates and alternates to the 141<sup>st</sup> annual Diocesan Convention.