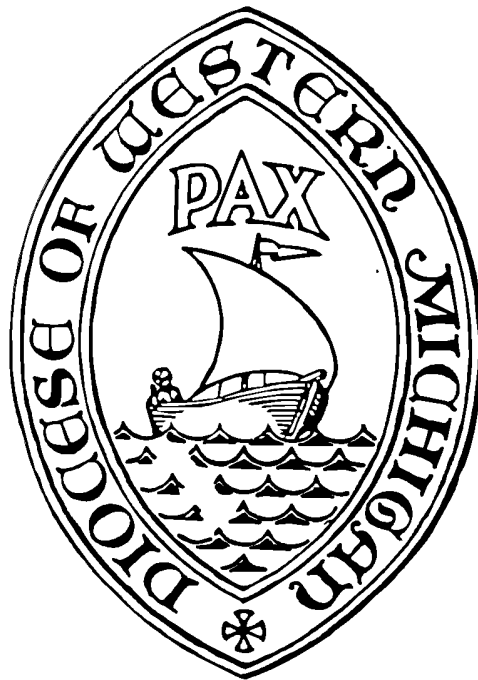


JOURNAL 2018

**One Hundred
and Forty-Fourth
Annual Convention**



**EPISCOPAL CHURCH
DIOCESE OF WESTERN MICHIGAN**

2018
JOURNAL OF PROCEEDINGS
of the
144th Annual Convention
of the Diocese of Western Michigan of the Episcopal Church
which met in Lansing, Michigan
Friday & Saturday
November 2-3, 2018

**THE ASSOCIATION
OF THE DIOCESE OF WESTERN MICHIGAN**

The Association of the Diocese of Western Michigan is a corporation formed under the laws of the State of Michigan authorized by the civil and canon laws to receive and hold any property, real or personal, for the use and benefit of the diocese or of any parish affiliated with the diocese. Contributions to the Association are deductible from the income of individuals and corporations subject to Federal Income Taxes within the percentage limits established by the United States Internal Revenue Code. Such contributions are also deductible from the estates of individuals subject to the Federal Estate Tax, under current tax law.

Suggested Form of Bequest

I hereby give, devise and bequeath to the Association of the Diocese of Western Michigan, a Michigan nonprofit corporation, the sum of _____dollars.

PRAYER FOR THE DIOCESE OF WESTERN MICHIGAN

O God, by your grace you have called us in this Diocese to a goodly fellowship of faith. Bless our clergy, and all our people. Grant that your Word may be truly preached and truly heard, your Sacraments faithfully administered and faithfully received. By your Spirit, fashion our lives according to the example of your Son, and grant that we may show the power of your love to all among whom we live; through Jesus Christ our Lord. Amen.

The Right Rev. Wayne Hougland Address
2018 Convention

Again, good morning. It's important that you're here. I'm glad that you're here. I know it's a lot to ask to take out time from work. This is a vacation, a great vacation. Thank you very much for taking your time. Thanks to Joanie Smith, my friend, who helped organize this event. And to our staff, who we were introduced to again, earlier. It's such a tremendous staff. And I'm tremendously thankful for all of them. Thank you, staff. I have to give another special thanks to Molly, who is unbelievable. She works part-time, but actually works full-time. And as I said before, I literally don't know where I would be without her because I don't know where I would be. I mean, where am I supposed to be? Molly, tell me where I'm supposed to be. Between her and Dana, I can find myself. So, thank you, Molly. Thank you. Thank you. Thank you. And I want to especially thank my beautiful wife, Dana, who's here today. She had back surgery in May. And it was pretty significant surgery. And we received a great outpouring of affection from y'all. I don't even know how many prayer shawls we have, dozens, and cards, and letters, and notes, and prayers. And we both have been just sort of wrapped up in those, particularly back in May and June, when it was really hard. And so just know that your prayers literally helped carry us through that, and Dana, particularly. It was a real struggle. She's just pretty as always, and she's here. And I'm very, very grateful to her and to our two daughters and our grandsons. Yep. Yeah. Right? Ian, who's 4 now. Sam who is 3 and a half, and River; his name is River, he'll be 3 in a week. Yeah. And he was a little blue truck for Halloween. It was really cute. And thanks to all of you for being here, for your faith, and for your leadership. Let's pray.

God of surprises, when I think you are not present in my life, you reveal yourself in the love of friends and family and nurture me in your never-ending affection. God of surprises, when we think you are not present in our community, you labor to make us of one heart and cause us to share gladly and generously. God of surprises, when people think you are not present in our world, you bring hope out of despair and create growth out of difficulty. God of surprises, you are ever with us. When the days go by and our vision fades, keep surprising us. When our hope dims and our patience wears thin, keep coming to us. Teach us to keep our lamps lit and to be prepared, that we may see your loving presence among us. God of all surprises, we give you thanks. Amen.

I want to start by sharing with you a passage of scripture to help frame this address. It comes from the Gospel according to Luke. I've just got to tell you, Luke is my favorite. I'm a big Luke fan. Luke, Acts, there you go. And this is going to be coming up in Epiphany this year, Epiphany 5C. Luke 5:1-11, "Once, while Jesus was standing beside the lake of Gennesaret, and the crowd was pressing in on Him to hear the Word of God, He saw two boats there on the shore of the lake. The fisherman had gone out of them and were washing their nets. He got into one of the boats, the one belonging to Simon, and asked him to put out a little way from the shore. And He sat down and talked to crowds from the boat. When He finished speaking, He said to Simon, 'Put out into the deep water and let down your nets for a catch.' Simon answered, 'Master, we have worked all night long, but have caught nothing. Yet, if you say so, I will let down the nets.' When they had done this, they caught so many fish that their nets were beginning to break. So, they signaled to their partners in the other boat to come and help them. And they came and filled both boats so that they began to sink. But when Simon Peter saw it, he fell down at Jesus' knees saying, 'Go away from me, Lord, for I'm a simple man.' For he and all who were with him were amazed at the catch of fish that they had taken. And so also were James and John, sons of Zebedee, who were partners with Simon. Then Jesus said to Simon, 'Do not be afraid. For now, you will

be catching people.' When they had brought their boats to shore, they left everything and followed Him."

As I said, this is an Epiphany reading. That's important. It's an Epiphany reading. It comes up next year, Epiphany 5C. As an Epiphany reading, it teaches us something about the nature of God in Christ. It reminds us that when Jesus is present, miracles happen. The impossible becomes possible. Surprises are waiting. And these miracles of Jesus typically result in some form of healing or restoration, some form of reconciliation or even resurrection. Jesus' miracles typically display the great abundance of God, an extravagant abundance beyond our imagining. And I love the story.

The story is actually kind of funny. Here Jesus is, a carpenter, right? A carpenter's son telling experienced fisherman, right, how to catch fish. It'd be like me saying, "Hey. Christian and Jodi Baron--" right, over there, those guys. "Listen, guys, I know you've been out on the big lake all night with the Order of Saint Naucratus--" is that how you say it, Naucratus? Naucratus, you know about the order of Saint Naucratus, right? And I had to come to fish, right, who knows absolutely nothing about fishing. But now that the sun is completely up, perhaps you should try fishing out further from the shore because you don't know what you're doing, right? You know, out there in the deep waters. You can kind of see Simon or Christian or Jodi rolling their eyes. "What? Are you crazy?" But being the gracious person that he, Simon, is, and I know these guys are, he humors this novice fisherman but stunning preacher and moves out. I was referring to Jesus. I didn't actually think about that until just now.

Thank you for recognizing, without me having to say it. You guys are good. Yes. He humors the novice fisherman but stunning preacher and moves out deeper to toss his nets. And "voila", he miraculously catches more fish than he and a second boat can handle. Perhaps the miracle here is not to catch a fish. Maybe the miracle here is Simon's trust and obedience. Obedience, which means to listen, right? The word to listen comes from the Greek-- I mean, obey comes from the Greek, to listen. So, when we say obey, we're talking about listening. Listening, he listened. Simon listened to Jesus. He trusts Him beyond what he knows is practically reasonable. "This is crazy, Jesus. What are you talking about?" He pushes out into the deep waters despite his experience and his instincts, despite his common sense. And in so doing, his experience is changed. You see? It is changed by the miraculousness - I just made that word up - the miraculousness that always precedes and follows Jesus, always precedes and follows Jesus. Their experience was changed by trusting and obeying Jesus.

Here's the thing about our loving, liberating, and life-giving God, y'all. This God of ours is always, constantly calling us to move out into deeper waters. I got an "Amen." God is always calling us, calling us to take risks, calling us to rely on faith, calling us to listen, obey. God is always challenging us to move out from the shallows, move out from the shallowness of the easy, the shallowness of the known, the shallowness of the secure and the safe. It's almost like our moving deeper is not just a challenge, but an expectation, a requirement, a necessary part of our life-long faith journey to God.

It's almost like we don't have a choice. Because guess what? It's actually exactly like that. We don't have a choice. I mean, we do. I mean, we don't have to go if we don't want to live, truly live, not if we want to fully be alive. We can stay in the shallows where it's safe. But those who dare to move out of the shallows, move deeper, will experience miracles, experience an extravagant abundance of grace beyond comprehension. It's always surprising. It's always more than we can handle alone. And once you've experienced God's grace, you want to drop everything you're doing and invite others to this party. And who doesn't like a good party? Remember this? Right? We talked about this last year. This is how we had chosen to describe ourselves as a diocese, pretty dang cool. Pretty dang cool, man. I

mean, look at us. We see ourselves as a people in a boat at sea, right, sailing under or guided by the wind spirit of peace. That is beautiful. That is hopeful.

My friends, Jesus is calling us out of the shallows, calling us out of our safe harbors to bravely move into the chaotic seas of this world, bringing peace, bringing hope, bringing healing and restoration, forgiveness and reconciliation, with the promise that if we move deeper, we will experience miracles. In a few minutes, I will suggest some ways in which we can move deeper. And I think it's what we're called to do in this time. But let's take a step back, first, before we go forward. Let's take a few steps back, a few steps back, we'll save these for tonight. I'm getting warmed up.

At our convention last year, 143rd convention, we unanimously voted to pass a restructuring resolution marking a bold move, or perhaps a sailing tack, if you will, taking advantage of a fresh, new wind blowing us in fresh, new directions. The purpose of that resolution, that restructuring resolution, was to move us from playing behind-- it's what I like to say. We were playing from behind, to trying to play upfront, from being reactive - oh, the sky is falling - right, waiting for things to break, to being proactive, taking charge of our ministries.

That's what that restructuring was all about. This restructuring is designed to put resources and energy into helping every congregation of this diocese be vital and vibrant and thriving, every one of us, not just seeking to simply survive and exist. No. No more of that. After all, we are a ship - I'll call us a ship now - at sea, moving under a full sail. We're not some broken-down little boat tied safely to a dock sitting in shallow water. No. No. So, thank you for unanimously approving that resolution last year. Here's what we've accomplished in this year. We have hired Katie Forsyth, our new Canon Missioner for Networking and Evangelism, who we gladly and thankfully share with our friends in the Diocese of Eastern Michigan. Katie is amazing. Are you blushing?

"Yes."

And she's doing excellent work. Have you seen our new website, right? That's brand new. We're going to show it again a little bit later. Have you seen-- oh. It stopped playing. Wait a minute, website, website, website. Have you seen our new diocesan magazine? What? David White, how long have you been asking me for this?

"A long time."

Since I got here. Boom. Boom shakalaka. We are sharing this with Eastern Michigan.

Our communications look cleaner. They are consistent. They are more timely. And they are more substantial. And she has been out and about. She's been to some places. Where has she been? Put your hand up if she's been to your congregation. A number of congregations, to talk to you about your website and your communications out in the world. Welcome aboard, Katie. We're glad that you're here.

We conducted a national search for two Canon Missioners. And we're blessed to have found, out of Virginia, The Rev. Canon Anne Hallmark. I'm going to embarrass her again, who's now with us in the northern region in Traverse City and will be our convention eucharist speaker, preacher, tomorrow. She is very experienced, very well-known, nationally recognized in the church as an interim priest. She is wise and kind and fun. Fun is most important. We've got to have fun. And she brings with her Steven. Steven Hallmark is a former speechwriter in the Clinton administration and an expert with the Strength Finders Program that helps people focus in on their strengths. It's a wonderful tool. And we've been using it across the Diocese to help us understand each other and ourselves better. We are really glad you two crazy kids are here. Thank you.

We also have a great treasure right here in our own field, The Rev. Canon Val Ambrose. She's of course serving in the Central Region. We've got to work on these names, by the way, like Wayne's World is a good one. Have you guys talked about that? She's well-known to us. She's well-known to most everyone in the diocese, having served here for many years. She is level-headed, clear thinking, creative. She has an entrepreneurial instinct. She is also kind and generous and fun. Yes. So glad you're now serving in this role. Val, welcome.

And of course, you know our very own Bill Spaid, who is now serving us as-- who's been serving us for what, maybe 12, 15--

"16 years."

16 years. And suffice it to say is we know you, and we love you, and we trust you. We trust you, and we appreciate your quiet patience and gentle guidance. His steady non-anxious presence. He's also gentle, kind, and fun. You've been a true gift to me, personally, Bill. I can't thank-- no one is talking more about how to be a bishop than Bill. I'm serious. Even going to baby bishop school, where Rob Riley is on the faculty. Rob taught me a lot. But Bill taught me a lot, too. Your leadership is a blessing to us all. Thank you.

So those are big changes, staff-wise. We will soon finish negotiating with Holy Trinity Church, Wyoming and St. Barnabas Church in Portage for lease agreements providing us Diocesan office space for the Central and Southern regions. My office will be moving. The Central office of the diocese will be located in Wyoming by the first of the year. This is huge. It is a win-win-win situation. It's a win for the diocese because we'll be spending less money, significantly less money, on rent each year. Our rental cost for Diocesan space will now stay in the family, supporting the ministry of our congregations, right? Holy Trinity will now be able to support a rector full-time. That's a huge win for all of us. Yeah. The diocese that tends to all of us will be located there at Holy Trinity, at the corner roughly of 131 and M6. It's super easy to get to. And we'll be there, hopefully, by the first of January.

All this restructuring speaks to a change in our diocesan culture. Okay? This is a cultural shift. I want you to grasp this. This is important. We are moving forward strategically, taking charge of our ministries. We are addressing our challenges head-on, in advance of a possible emergency, when action might be too little, too late. We're being proactive, not reactive. I'm already seeing the positive effects of this shift. Many congregations are asking themselves tough questions about their future. Many are looking at their revenue and spending habits and making changes. Many are looking critically at their ministries and asking, "Is this the best stewardship of our resources? Is this the best service that we can provide in this community? Are we pursuing our will or the will of God?" This is huge. This is important. This is necessary. And this sparks a cultural shift, a positive cultural shift. And this is not some naive rearranging of deck chairs on the Titanic. This is not that. This is taking seriously our mission to be about restoration and unity. It's taking seriously our purpose, which is to show that the Kingdom of God hath come near. It is near, very near, not fully here, but it's close. It is a sincere effort to pursue vitality and vibrancy. It is a move out of the shallows into the deep. Because that's where all the good sailing is. That's where the miraculous abundant surprising haul is waiting.

So back this spring at our House of Bishops meeting in Texas, I found myself sitting at lunch with my brother Rob. And he's great. He's like, "What's that restructuring thing in Western Michigan." And I started to break it down for him. I'm doing my thing, I said, "He's asking these questions. That's awesome." I'm like, "We must be doing something right. He thinks we're doing it right." And I've got mad respect for him. So, I'm feeling pretty good right now. That's what I'm saying to myself. And he says, "You should read the book, Reality, Grief, Hope: The Three Urgent Prophetic Tasks by Walter

Brueggemann. It would help you help the diocese move deeper into the work you've begun there." And I'm like, "Awesome, man. Whatever you say, I trust you. Because you know you've got it going on, and I kind of want to be like you whenever I grow up." I'll give extra points to anyone who recognizes the Marvel movie that that came from. Okay?

So that's why I recommended this book to you earlier this year. It's a way to help us begin to move more deeply in the prophetic light of things God is constantly calling us to. We have a video of Dr. Brueggemann talking about this book, which I'll share in a bit. And as I thought more about my conversations with my brother Rob, and as I pray about it - and I do daily - about my leadership as your bishop, I became aware. I became aware in myself that I could easily fall into the trap of staying in my comfort zone, in my safe place, in my shallows, that place where I stay focused on strategic thinking and planning and corporate management techniques and stay focused on making technical fixes, while potentially avoiding the effective changes that we face today. I spent my previous life in the corporate world. And I could go right there quickly. Bishop Rob reminded me to keep moving deeper and to not lose contact with the source of my being. Thank you, my brother. It is my earnest belief, as my fellow Benedictines profess, that we should live our lives in love with life. It's up to us to train our hearts to live in grace, to sacrifice our self-centered desires, to find peace without want, without seeking it for ourselves. And when we fail, because we will, to begin again each day.

Today, I call us to begin again, to begin again where we started some 5 years ago, which is to rededicate ourselves again to an intimate, intentional relationship with our God by continually focusing on disciplines of prayer and worship and study and work and service that keep us rooted in God through a personal rule of life. The closer we are to God, my brothers and sisters, the more intentional our relationship with God, the better we come to know ourselves, the better we understand our calling, the better able we are to respond authentically to God. It's what our, presiding bishop, Michael, calls *Living the Way of Love: Practices for a Jesus-Centered Life*. On your tables, you will find this Way of Love handout. Yeah. Take it with you. Take some back. You can get more to take back. Bishop Curry introduced this to the church at the General Convention in Austin this summer. One of our student convention deputies started texting me in the middle of the service. "Hey. The PB just stole your message," he said. And I'm like, "I know. Right? We at Western Michigan have been pursuing the way of love before pursuing the way of love was cool, which of course, it is, and so are we."

(Video of Presiding Bishop Michael Curry): "Turn. Learn. Pray. Worship. Bless. Go. Rest. Turn. Figure out how can I every day turn my life like a flower, turning towards the sun, to turn my life in the direction of God's love, in the direction of Jesus. Learn: every day what can I learn from the Word of God through reading of scripture, reading of spiritual materials that help to train up the spirit, if you will, but to wrestle and to live with scripture, paying particular attention to those passages and teachings where we actually hear the voice of Jesus.

Pray: to spend time every day, some real time, it doesn't have to be long, but some real time in real prayer. And there are practices of prayer and different ways of prayer that can help us in that journey. Worship: to gather in Christian community at least once a week, preferably for the Holy Eucharist if it is possible, to gather for worship in community, where we are with other Christians and other believers and other followers of Jesus, where we can worship our God, open our lives to God, and be blessed by God and by each other. Jesus said, "Wherever two or three gather together in my name, there I am in the midst of them."

Turn. Learn. Pray. Worship. But then bless. Somebody once said, "We have been blessed so that we might be a blessing." Each day decide, "I'm going to live my life as a blessing." And at every turn in that day, every moment of decision, how can I be a blessing in this day, in this way, in this moment? And

then to go, to go into the world, to go into the world and touch somebody's life, to go into the world and to love the way Jesus loves, to give the way Jesus gives, to forgive the way Jesus forgives, to do justice and love mercy and walk humbly with God, like Jesus. And then after turning, learning, praying, worshiping, blessing, and going, to rest. It is not an accident that the seventh day of creation in the book of Genesis is when God saw all that God had made, and God rested. The soul must rest. The spirit must rest. If God rested, who are we not to? Turn. Learn. Pray. Worship. Bless. Go. Rest. These are words that point to practices that can train up the spirit to follow in the way of Jesus and to look something like Jesus. The old hymn says it best, "Breathe on me breath of God, fill me with life anew, that I may love what thou dost love, and do what thou wouldst do." God love you. God bless you. And may God hold us all in those Almighty hands of love.

When Bishop Curry presents to you our practices, I love the way he says, "Then train up the spirit to follow Jesus and to help us look like Jesus. Do you want to know what Jesus looks like? We know this, don't we? We know this. Do we know this? We know this. We know this. We know this instinctively. We know that what He says is the truth, that this is the way of love, the way of life. And I also think, if we were honest, we might actually say we want this. We desperately want to be connected to the source of life as our often-chaotic life spins wildly about us. We know this. We want this. It just takes discipline and faith and practice and humility and a willingness to move deeper, out of the shallows of our self-centered lives.

If you go look at the website, that video was on the Episcopal Church website. If you look at the Episcopal Church website, there's a ton of information under here. There we go. Under The Way of Love tab, there's the video. There are places where you can connect for small group facilitation. I think somebody's using this. You all are using this? Yeah. You can use it for Advent or Lent. There are programs there. If you click under resources Learn, for example-- click on Learn. There's a ton of stuff under here that you can go to, including one from Martin Smith. Martin Smith was one of our keynote speakers a few years ago, right? If you go back, you can click on Go. You'll see information from Stephanie Spellers and Eric Wall. Guess who was a keynote speaker here a few years ago? Eric Wall, right? If you go to Turn-- these are just a few examples, there is a lovely book that Michael wrote with some help. It's called Following the Way of Jesus. It's really simple. And there are a few articles in it, including one from Rob Rice. So that website has a ton of information. There is no excuse for not engaging. Okay? It's all right there. The first step in moving deeper is going right here. The first step in moving deeper is a personal step to begin again by engaging a rule of life, practicing the way of love. Okay. That's the first challenge.

The second challenge, the second step of moving deeper in going through life is a corporate congregational step deeper. Tomorrow, we will consider several resolutions, the first of which is a resolution on parish vitality and viability using an assessment tool. The purpose of this tool is strength forward. It's designed to help us move deeper in understanding our church life. The tool will enable congregational leaders to observe and reflect on congregational life to determine what strengths exist and what opportunities are present in order to assist parishes as they develop a clear missional focus. Did you hear all that? So that both members and the larger community will experience the abundant life to which Jesus calls us. Implementing this assessment tool through the guidance of our Canon Missioners-- this hasn't gone out like this because we want to kind of control it through the Canon Missioners because they can help it be utilized in context. They're there to help you do this work and to help connect you to other resources that you might need. What we want to do instinctively is give it, grade ourselves, see how we measure up, and then try to fix whatever we think is broken, and then make it worse. It would just actually make it worse. I'm telling you. That's trying to do a technical fix through adaptive change, right? Yeah.

We all want to do it. Just give it, and let me score myself, and I'll fix it. No. That's not what this is. Okay? But it is a way for us to kind of see where our strengths are. And where there are opportunities, let's gather those, and then let us address them. And let's find the people in our congregations who can help us address this, not only strengthening our mission, but strengthening our ministries within our congregations as well.

I just went way off my text. A more detailed presentation will be offered this afternoon. So I won't go any further except to say, engaging this work will take courage. It's hard work to look in the mirror sometimes and see the wrinkles and age spots and graying hair or loss of hair and not feel dejected or defeated. But we don't see what God sees, right? We don't see what God sees. We must have courage, my friends, to take a deeper look and see what we have, and to experience more of what God intends for us in this world. We might need to make some adjustments in how we do things, in our practices. We might need to adapt more readily to the changing face of the world around us. And guess what? That's okay. That's okay. That's actually really healthy. The good news, my friends, is still the good news. That doesn't change. We might need to adapt how we engage. So, let's take a deeper corporate step out, assessing our congregational vitality and viability, trusting that God's miraculous grace will meet and surprise us out there. Okay? How are we doing?

So that's one and two, personal and congregational. Are you ready? Are you sitting down? I'm almost done. Good. No. I'm almost done. This past Sunday, I invited the diocese to take a step deeper in promoting justice and peace and love, requiring that my pastoral letter calling us to do the holy hard work of dismantling racism be read. If you didn't hear it, here's a portion of what I wrote. As Episcopalians, our mission is-- we have a prescribed mission. We all have mission statements. We actually only have one. It's in the prayer book. It's on page 855 of the prayer book. And here it is. As Episcopalians, our mission is to restore all people to unity with God and each other, as we pray and worship, proclaim the Gospel, and promote justice, peace, and love. Those aren't political statements. Those are Bible statements. Regardless of who you are, your background, or your beliefs, we are all shaped by systems, including within the church, in which attitudes, social practices, and power dynamics intentionally and unintentionally create unfair advantages or disadvantages for groups of people based on race.

As your bishop, I call upon us to take up our mission to seek restoration and unity by fully giving ourselves to the work of dismantling racism in our lives. There were documents attached. I think they're here in the hall out there on a policy and procedure for dismantling racism in our diocese. That policy and procedure was approved by our convention. And it outlines a course of study on racism awareness and reconciliation. There are three phases. It's in the document. Take it and read it. I said in the letter, this will not be easy work. Again, it requires humility, vulnerability, honesty, and courage. It will take graceful listening and gentle responses. It will require patience and prayer, lots of prayer. As we seek to shift our awareness and our actions so we might become agents of healing and reconciliation in our communities and in our time.

(Video of Presiding Bishop Michael Curry): "In this moment, when there is a sense of darkness in our land, when sometimes hope feels and seems far away, this moment, when we must now remember new martyrs, like young Heather Heyer, it may help to remember the words and the wisdom of the martyrs of the past.

The year was 1967. The nation was in turmoil. There was war abroad, and turmoil within, and anxiety as to whether or not the very democracy would hold. There were riots in our streets, racial tension, and animosity, and levels of poverty that had revealed themselves to a surprised nation. In 1967, Dr. Martin Luther King wrote and published his last book. The title of that book may well help us now. It was titled Where Do We Go from Here: Chaos or Community. Where do we go from here? Chaos or

community? The moment of crisis, of struggle is also a moment of decision. And we are in a moment of decision, chaos or community.

I'm a follower of the Lord Jesus Christ because I truly believe that Jesus of Nazareth has shown us the way, the way beyond the chaos to community, to God's beloved community. Jesus came and through the way of love showed us how to be right and reconciled with the God who created us, and has shown us how to be right and reconciled with each other as children of that one God who has created us all, as brothers and sisters. In so doing, the teachings, the life, the spirit, the person, the death, the resurrection of Jesus of Nazareth are pointing the way to the way of love, to the beloved community.

Now, I know that there may be a sense in which notions of the beloved community of God, phrases like that, may sound nice but naive, may be idealistic but unrealistic. I've been around a while, and yet, the truth is, the beloved community is not just idealistic, and it is not naive. In the horror of what we have seen and experienced on the streets of Charlottesville, Neo-Nazis shrieking hatred, racial supremacy shrieking language and words like "Jews will not replace us," racial animosity, bigotry, bile, in those voices and those shrieks, we have seen the alternative to the beloved community. And the alternative to the beloved community is unthinkable. We cannot, we must not, and we will not go there. The truth is Jesus has shown us the way. People of good will, of all stripes and types and religious traditions, following the way of love can find the way to the beloved community.

I don't think it's an accident that the readings for the Holy Eucharist this Sunday, from the 45th chapter of Genesis, the 56th chapter of Isaiah, the 11th chapter of Romans, and the 15th chapter of Matthew, that each one of those readings assigned for this Sunday point in the direction of God's vision and God's passionate desire to create the beloved community out of the fragments of our humanity and with his whole creation. That is not an accident for that is the very mission of God in this world. And that is the work of Jesus and people who follow Him. Moments of crisis are times of decision. And this is a time of decision. And we who follow Jesus of Nazareth have made a decision to follow the way that leads to beloved community.

Included with this video and with its written transcript of it, are resources that may be helpful so that you and we together, as the Episcopal Church, can participate in the work of Jesus, following His way, the work of racial reconciliation, the work of reconciling us beyond all our divisions, the work of working together with God and all people of good will, to realize the beloved community of God. And maybe, maybe the wisdom of the past can help us even now. Where do we go from here? The old slaves of the antebellum south used to sing, "Walk together children, and don't you get weary, because there's a great camp meeting in the promised land." God love you. God bless you, and keep the faith."

So, you can probably tell this video was made last summer in response to the horrifying, frightening demonstrations in Charlottesville, Virginia. 32-year-old Heather Heyer was run down by a white nationalist. Just last week, 11 Jews were shot and killed in their own house of worship. And just a couple of days before that, in my beloved Kentucky, Vickie Jones and Maurice Stallard, were shot down dead in a Kroger parking lot, outside of Louisville, Kentucky. Their offense? Being black. Where do we go from here? Deeper, we go deeper into the water, the deep waters, humbly, honestly, confronting our own racism so that we can become the beloved community God intends the church to be. If we don't do this work, if we don't make this move, who will? It must be us. And we can do it.

If you look at the website of the Episcopal Church again, there is a button for Racial Reconciliation. You'll find specific information on how we can become the beloved community. Heidi Kim, who is on the Presiding Bishop's staff, was here Saturday, last Saturday in Grand Rapids. It was an excellent day for those who participated. She introduced us to the work of becoming beloved community. And there will be more opportunities for that in the coming years, coming year. We can move deeper by telling

the truth about our church and race. We can move deeper by repairing the breach. We can move deeper by proclaiming the dream of beloved community and by practicing the ways of love.

If we want to do evangelism well, we need to do faith formation better. So here's tools right here, faith formation, and good faith formation around these issues. You'll find prayers of the people and a litany for commissioning the ministry of justice and reconciliation within your congregation. You'll find cool resources like the Absalom Jones Center for Racial Reconciliation in Atlanta, Georgia, led by the fabulous Catherine Meeks, right? Beloved community is the body within which all people can grow to love God and love the image of God that we find in our neighbors, in ourselves, and in creation. The beloved community is the body within which all people can grow to love God and love the image of God that we find in our neighbors, in ourselves, and in creation. Becoming beloved community cannot be accomplished by participating in a single class or forum. It requires a life-long commitment to racial healing, reconciliation, and justice. And it's what the people whose mission is restoration and healing do.

The members of the Commission on Dismantling Racism, please, stand if you're in the room. They've been working really hard. We're looking for others to join this commission's work. If you are interested, let me know. We can do this. This has got to be part of our cultural move as a diocese. Moving deeper is taking these issues seriously. We can't hide from it any longer. We can do this. And we must do this. We must do this. We must do this. Okay. One more. I promise.

Last Saturday, our sister and brother Episcopalians in the Eastern Michigan diocese invited us to dance. And you know I love to dance. They voted to ask us, the people of Western Michigan, for our consent to the nomination and election of me to serve as Bishop Provisional in our neighboring diocese. So that's huge. It's a simple, great honor, to me. But I think more than that, it's a great opportunity for us, all of us. It's also a great compliment to us. It's a great opportunity for us to just imagine, imagine, imagine how engaging in a period of mutual discernment might help us move ever deeper out in the world as Episcopalians in this strange and wonderful cul-de-sac that is the Michigan lower peninsula. It is strange, and it is wonderful, and it is a cul-de-sac. You have to live differently in a cul-de-sac. Nobody's just driving through here. You've got to want to be here. And once you get here, you kind of get stuck, right? It's like you can't get out. How do you get out?

And we have to live differently with our neighbors because we're right here. How might we imagine the Episcopal church to be in 5 to 10, 20 years? And how might we see our relationship across the state in there? How might we think about shared resources, shared ministries? How might the sharing of a bishop help us to be more intentional in those conversations? That's the question before us. We already do dozens of things together, including sharing the talented Katie Forsyth, to sharing the Academy of Vocational Leadership, to working together with the Diocesan Congregational Development Institute, to our shared ministries in the Dominican development group, to working with their staff, particularly around areas of youth and training to care for our youth, to working-- we have a shared clergy licensing across the lines. There are no lines once you're licensed in any of the lower peninsula dioceses. As a clergy, you're licensed in all three of them. There's a lot we do.

We will take some time to discern this opportunity next year during the annual Bishop Forum in early spring. Look for more information soon. Important footnote, according to the PB's office, our decision to dance or not with Eastern Michigan falls to the Standing Committee, your Diocesan Counsel, and me. I appreciate already the many notes of support for this opportunity and the few notes raising concern. And the concerns were specific, for me, personally, and the potential of the added workload. So just let me say, thank you. I love you, too. I do. And I know that's where that's coming from. I want you to know I do take care of myself. Dana insists on it, and helps me. She doesn't let me eat carbs. She makes me go to the Y. She keeps an eye on the calendar. You'll also want to know we are planning a

three-month minimum sabbatical next year, roughly planned for May and July, with some other family time planned in August and October. As you've heard me say, I expect all our clergy to take their full allotment of time away, including regular sabbaticals. I think rest was one of the things that's part of the way of life, the way of love. And if it's good enough for Jesus, it's good enough for me. And so I'll be taking some time away next year.

I'll tell you. I just choose to see this invitation from Eastern Michigan as Luke says, "A signal from our partners in another boat." Did you catch that? I didn't say that by accident. There are other boats on the sea, and we're all fishing. Maybe we can help each other haul some stuff in. Maybe it's another way for us to move out of the shallows into the deep, where God is waiting with a gracious abundance that we simply can't handle on our own. We might just need another boat, some additional hands to help us gather God's miraculous, always surprising abundance. And I find that prospect super exciting and super hopeful. And if there's anything we need in these dark days, it's hope. And aren't we supposed to be the people of hope? Not wishful thinking, I think we have to make clear-- that we're clear about that. We're not a people of wishful thinking like, "I wish I'd won that \$1.6 billion lottery the other day." Yeah. Or, "I wish my team would win the championship." Or, "I wish my hair would grow back." These are hopes that amount to nothing more than simple wishful thinking. No. Our hope is a certain hope, a confident hope, not in ourselves, but in our gracious God, whose mercy and grace is greater than anything we can ask or imagine and bigger than our fears and our doubts, able to heal and forgive and restore us all, and all time, to new life, in this life, right here, right now. Do you believe that? I don't know. Do you believe that? Do you believe in hope, believe in a God that's greater than any despair we might have in our lives? I do. And that was my segue to our friend, Walter Brueggemann. Let's bring Walter up. Hey. Guess what? Walter's with us today. He lives in Traverse City. And he was interviewed by Anne Hallmark. All right.

Walter Brueggemann: "Well, I'm delighted to get to be with the diocese in this way. I really wanted people to get the full drama of what the prophetic sequence is about. I think there's a stereotype that the prophets are simply angry people that scold people. And I wanted to accent that the prophets are hopers who imagine a new world, but they also know that you can't hope until you cry and until you grieve your loss. So, I wanted to set together the whole drama of facing up to reality, grieving loss, and hoping for newness. And I think quite clearly, in the prophets, they come in that sequence. And we get to participate in that drama. I hope I sent out enough hints of a connection so that readers would see the contemporaneity of these three moves of reality, grief, and hope that I think our prophetic ministry now needs to be participating exactly in those three moves. Because our social, political, economic situation is very much like it was in ancient Israel.

Well, I think it all depends on how dearly we love and how dearly we crave, and how closely we follow. If the church gets seduced into illusion, denial, and despair, then I expect that the institutional church will flourish. If the church becomes prophetic, and then exercises reality, grief, and hope, then the institutional church may not flourish so much, but we will be faithful, and we will bear true witness to the truth of the Gospel. And I think that the institutional church now is very much facing that issue. And as always, the issue to situate ourselves in a prophetic trajectory is always costly and scary, but it is the one that disciples are always being invited to make.

What we have to pay attention to is the pathology in which all of us Christians, liberal and conservative, are deeply enmeshed. And it takes great intentionality to do anything that contradicts that enmeshment. So, we participate in the illusion of America. We participate in denial because we do not want to face up to the fact that the old world is over with. And we participate in despair because we do not deep down believe that God will do a new thing. So, I think we have to engage in kind of a long-

term Lenten self-awareness about these entrapments. And then think about the kinds of disciplines and intentionality that are required to break that entrapment. And I think that if we get focused on those issues, I expect that the quarrels in the church between liberals and conservatives would simply evaporate. Because the real issues are not between liberals and conservatives. The real issues are how much we engage the pathology, and how much we practice discipline to be free of the pathology. I think we can celebrate that here and there in middle judicatories and denominations and local congregations.

People are becoming increasingly alert to the fact that we have done all the easy work in the church. We now do not have anything in front of us except hard work. And I think there are very encouraging signs here and there that people are prepared to get at the hard work of emancipation from these pathologies and get on with our life. That depends on our growing awareness that the claims of the Gospel elementally contradict the dominant assumptions of our society. And there are signs that very many people, particularly very many young people, are ready to face up to that contradiction and embrace an alternative way of being in the world. And wherever that happens, that's a powerful sign of hope.

The prophetic task is to move from illusion, denial, and despair. the ways of the world. to reality, grief, and hope. It's the way of love. Bruggeman says it's a tenacious act of imagination, a playful act of imagination. It is given in an imaginative way, hope. Because it is out beyond the present. It's a good thing we've got a boat. Hope is an audacious claim said to be the very Word of God, the Word that will stand forever, the Word that will accomplish that which God intends. Prophets are hopers who strive to imagine a new world. Prophets are hopers who strive to imagine a new world. And what does God hope? I think God hopes that we would, with much thanksgiving, embrace our lives pursuing hope, living life in love with life, living with joy and goodness, living with kindness and peace. I believe God hopes that we would seek in every relationship healing and forgiveness, reconciliation and unity. I believe God hopes that will live and move and have our being as a resurrection people, a people of hope, that we see ourselves as a people of hope who know that there is nothing that can keep us from the love of God. Nothing, nothing, nothing can keep us from the love of God, not even death. God's graceful abundance is waiting for us, and not just us, waiting for everyone to say, "Yes. God. I believe, and I have hope. And I dream. And I trust. And I obey. And I will move deeper out of the shallows into the chaos, trusting beyond all that is reasonable that you, God are there to surprise us, who's so miraculous, with miracles so great and so big that we can't handle them alone.

We need each other. We need each other. We need each other. Don't be afraid. Do not be afraid. Move out deeper, out of the shallows. Go to where the fishing is good. Don't worry. We've got some really nice boats. And there's plenty of room for everyone.

Go forth into the world in peace. Be of good courage. Hold fast that which is good, render to no one evil for evil, strengthen the penitent, support the weak, help the afflicted, honor all people. Love and serve the Lord, rejoicing in the power of the Spirit. May the blessing of God Almighty, the Father, the Son, and the Holy Spirit be with you this day and remain with you always. Amen.

Official Acts of the Bishop

2018

January

6th Confirmation Liturgy at St. Mark's Grand Rapids
9th St. Joseph Clergy Chapter
9th Eastern Deanery Clergy Chapter meeting
28th Bishop visit St. John's Sturgis & Annual meeting

February

6th Lakeshore Clergy Chapter meeting
6th Grand Valley Clergy Chapter meeting
13th St. Joseph Clergy Chapter meeting
13th Eastern Deanery Clergy Chapter meeting
13th Shrove Tuesday, St. Mark's, Paw Paw
17th St. Gregory's Vestry
18th Bp visit to St. Gregory's, Muskegon
20th Traverse City Deanery meeting
25th Bp visit Resurrection, Battle Creek
27th Vestry Meeting, St. Mark's Church, Grand Rapids

March

3rd Bishop's Regional Workshop, St. Luke's, Kalamazoo
4th Bp visit St. James, Albion
13th St. Joseph Clergy Chapter meeting
13th Eastern Deanery Clergy Chapter meeting
18th Bp visit Good Shepherd, Allegan
19th Funeral Service, Rev. Robert Smith
24th Bishop's Regional Workshop, Traverse City
25th Bp visit Church of the Nativity, Boyne City
27th Chrism Mass celebration, St. Mark's Grand Rapids
30th Good Friday Service, Trinity, Grand Ledge
31st The Great Vigil of Easter Confirmation Service, St. Paul's Muskegon

April

1st Bp visit St. Andrew's, Big Rapids
28th DOK Assembly, Holy Trinity, Wyoming
29th Bp visit Holy Trinity, Wyoming

May

5th ECW Annual Meeting, Christ Church, Charlevoix
6th Bp visit Christ Church, Charlevoix
8th St. Joseph Clergy Chapter Meeting
8th Eastern Deanery Clergy Chapter Meeting
9th Meeting with St. John's, Fremont
11th Conference call with Vestry, All Saints, Saugatuck
13th Bp visit St. Paul's, Dowagiac
15th Traverse City Deanery Clergy Chapter meeting
19th Eve of the Pentecost Confirmation Service, Emmanuel, Petoskey
20th Bp visit St. Andrew's, Big Rapids
27th Bp visit St. Francis, Shelbyville
29th St. Luke's ELCA

June

5th Lakeshore Clergy Chapter meeting
5th Grand Valley Clergy Chapter meeting
9th Ordination Peter Homeyer, Holy Cross, Kentwood
9th Meeting with vestries of Newaygo and Fremont
10th Bp Visit, St. Mark's Newaygo/St. John's, Freemont
12th St. Joseph Clergy Chapter Meeting
12th Eastern Deanery Clergy Chapter Meeting
16th Deacon Graduation, Church of the Resurrection, Clarkston, MI
17th Traverse City Deanery Clergy Chapter Meeting
24th Bp visit St. John's Mt. Pleasant
30th Ordinations of Janet Gockerman, Patricia Vinge and Francis Berguis, St. Mark's, Grand Rapids

July

29th Bp visit St. James, Beaver Island

August

12th Bp visit Holy Cross, Kalamazoo
19th Bp visit St. Augustine's, Benton Harbor
21st – 23rd Visit Bellwether Farms with Plainsong Board
26th Bp visit St. Barnabas, Portage

September

11th St. Joseph Clergy Chapter meeting
11th Eastern Deanery Clergy Chapter meeting
15th Holy Spirit, Belmont 15th Anniversary
Celebration Dinner, St. Andrew's, Grand Rapids
16th Bp visit Holy Spirit, Belmont
18th Traverse City Deanery Clergy Chapter meeting
23rd Bp visit Emmanuel, Hastings

October

2nd Lakeshore Clergy Chapter meeting
7th Bp visit St. Peter's by the Lake, Montague
8th Holy Trinity, Wyoming Staff meeting
9th St. Joseph Clergy Chapter meeting
9th Eastern Deanery Clergy Chapter meeting
14th Bp visit Church of the Mediator, Harbert
16th Traverse City Deanery Clergy meeting
17th Holy Spirit, Belmont meeting
21st Bp visit All Saints, Saugatuck

November

2nd – 3rd Diocesan Convention and Confirmation
liturgies
4th Consecration of Baptismal Font, St. Thomas,
Battle Creek
6th Lakeshore Clergy meeting
6th Grand Valley Clergy Chapter meeting
11th Bp visit St. David's, Lansing
13th St. Joseph Clergy Chapter
13th Eastern Deanery Clergy Chapter
18th Bp visit Trinity, Niles

December

11th St. Joseph Clergy Chapter meeting
11th Eastern Deanery Clergy Chapter meeting
15th Ordination of Peter Homeyer, Holy Trinity,
Wyoming
16th Bp visit St. Mark's, Grand Rapids
18th Traverse City Deanery Clergy meeting
24th St. Andrew's, Grand Rapids service

Minutes of the 144th Annual Convention
Diocese of Western Michigan

November 2-3, 2018
Radisson at the Capitol
Lansing, Michigan

The Rt. Rev. Wayne Hougland called the 144th annual diocesan convention to order at 10:00 a.m. Friday November 2, 2018 with a prayer and welcome to delegates and guests. The convention prayed Morning Prayer together. The chancellor, William Fleener, Jr., announced that a quorum was present.

The Bishop introduced those on the Dias: Canon Bill Spaid, Secretary of Convention and Canon Missioner; Janet MacKenzie, Dispatcher of Business/Time Keeper; Bill Fleener, Jr. Parliamentarian. Also serving us were the Rev. Jen Adams, Resolutions Chair; Fred Skidmore, Nominations Chair & Head Teller; and the Rev'ds. Mike Wood and Pat Vinge – Registration Co-chairs.

The Bishop also introduced the diocesan staff and volunteers:

- Bill Spaid, Southern Region Canon Missioner
- Val Ambrose, Central Region Canon Missioner
- Anne Hallmark, Northern Region Canon Missioner
- Katie Forsyth, Canon for Evangelism & Networking
- Gennie Callard, Bishop's Assistant for Children, Youth, Young Adults
- Tammy Mazure, Bishop's Assistant for Finance & Benefits
- Molly Ettwein, Executive Assistant

- Cathy Rhodes, Finance Assistant (did not attend)

Others who are part of the Bishop's extended staff:

- Chancellor – Bill Fleener, Jr.
- Pastoral Care and Counseling – Ken Reid (did not attend)
- Assistant Treasurer - David Croal
- Archdeacon – Marilou Schlotterbeck
- Deacon for Sustainable Development Goals & DR Missions – Beth Drew
- Deacon for Domestic Mission – Cindy Nawrocki
- Jubilee Officer – Martha Bartlett
- Chaplains to the Retired Clergy- Ed and Ann Emenheiser

The Bishop briefly introduced our keynote speaker the Rt. Rev. Robert Wright, Bishop of Atlanta.

The convention adopted the Rules of Order and went on to give ex-officio seating approval with voice to Chancellor – Bill Fleener, Jr.; Standing Committee Laity who are not delegates; Diocesan Council Laity who are not delegates; Clergy serving in congregations who are licensed but not canonically resident; and Bishop's staff and Lutheran pastors serving Episcopal congregations.

The convention also gave seat, voice and vote to our youth delegates. It was noted that after we pass a second reading of a constitutional change later in the convention we will no longer need to give approval because the youth delegates will be entitled to seat, voice, and vote.

The Bishop and Parliamentarian made several announcements about procedures and protocols for speaking and general behavior on the floor of convention.

The first item of business on the floor was determination of the status of Church of the Holy Spirit in Belmont who had petitioned the Bishop for parish status. Having completed the requirements of Canon 21.04, and with the approval from the Standing Committee and Diocesan Council, the Bishop entertained a motion to accept Holy Spirit as a parish in the Diocese of Western Michigan. With unanimous consent of the assembly, the Rev. Nurya Parish, and parish delegates Donna Scott, Mary Macomber, and Clare Parish came forward to receive the Certificate of Union which read:

To all the faithful in Christ Jesus throughout the World, Greetings:

Be it known unto you by these Presents that we, Wayne M. Hougland, Jr. by Divine Providence Bishop of Western Michigan, Admit as a parish in union with the Diocese of Western Michigan Holy Spirit Episcopal Church, in northern Kent County including Alpine, Plainfield, Sparta, Algoma, Tyrone and Solon Townships, and an Ecclesiastical Corporation in the State of Michigan, which address is 1200 Post Drive, Belmont, Michigan, 49306, having completed the canonical requirements to be admitted into Union with this Convention, and upon a vote of the Convention of the Diocese of Western Michigan, declare that they are hereby admitted as a Parish of the Diocese of Western Michigan with all the rights, responsibilities, and prerogatives pertaining thereto.

Given under my hand and seal in Lansing, Michigan this second day of November in the year of our Lord Two-Thousand Eighteen, during the One-hundred forty-fourth Convention of the Diocese, and in the sixth year of my consecration.

IX Bishop of Western Michigan

The minutes of the 143rd Diocesan Convention in November of 2017 at the Radisson Hotel in Kalamazoo were approved.

The convention elected the following officers:

Secretary, the Rev. Canon William Spaid

Co- registrars, the Rev. Michael Wood, St. Barnabas Portage, and the Rev. Patricia Vinge St. Martin's Kalamazoo

Parliamentarian: Mr. Bill Fleener, Jr., St. David's Lansing

Assistant Treasurer: Mr David Croal, St. Mark's Coldwater

The Bishop announced changes in clergy since the last convention:

Retirements

- The Rev. Michael Fedewa retired from St. Andrew's, Grand Rapids January, 2018
- The Rev. Wayne Nicholson retired from St. John's, Mount Pleasant July 2018
- The Rev. John Meengs retired as deacon at All Saints, Saugatuck July 2018
- The Rev. Marilou Schlotterbeck retired as deacon at St. Philip's, Beulah September 2018
- The Rev. Paula Durren, Retired from Church of the Mediator, Harbert October 2018

Ordinations

- The Rev. Michael Wood, St. Martin of Tours, Kalamazoo – Priest (12/17)

- The Rev. Nicholas Phares, Central Gulf Coast ordained by Bishop Kendrick for Bishop Hougland - Priest (12/17)
- The Rev. Peter Homeyer, Church of the Holy Cross, Kentwood – Transitional Diaconate (6/18)
- The Rev. Jan Gockerman, St. Mark's, Grand Rapids - Deacon (6/18)
- The Rev. Pat Vinge, St. Martin of Tours, Kalamazoo – Deacon (6/18)
- The Rev. Francis Berghuis, All Saints, Saugatuck – Deacon (6/18)

Resignations

- The Rev. Aaron Evans, St. John's, Sturgis
- The Rev. Greg Brown, Emmanuel, Petoskey (to North Carolina)
- The Rev. Barbara Wilson, St. Augustine's, Benton Harbor to St. Paul's, DeKalb, IL in January, 2019

New Calls

- The Rev. Peter Homeyer, Priest-In-Charge at Holy Trinity, Wyoming July 2018
- The Rev. Michael Fedewa, Priest-In-Charge at St. Paul's, Muskegon November 2018
- The Rev. David Brower, Interim Rector at Church of the Mediator, Harbert October 2018
- The Rev. John Kirkman, Priest-In-Charge at St. John's, Ionia September 2018
- The Rev. Michael Wood, St. Francis of Assisi, Shelbyville and St. Barnabas, Portage
- The Rev. Diane Pike starts 12-1-18 Southwest Michigan Episcopal Covenant (St. Paul's, Dowagiac/ Trinity, Niles/ St. Paul's, St. Joseph)

Other Changes in the Diocese

- Tom McPherson, CR from SW Florida (formerly from Western Michigan)
- Anne Hallmark, CR from Diocese of Virginia

Deaths

- The Rev. Betty Carlson, died August, 2018 – Deacon who served at Emmanuel, Petoskey
- The Rev. Robert A. Smith, died March, 2018 – Priest who served at St. Paul's, Dowagiac

The Bishop also introduced the Rev. Kathryn Costas, Interim Rector at Grace Episcopal Church in Traverse City who is not canonically resident.

The following people were also recognized:

Candidate for Ordination to the Priesthood

- Abby Bok VanderBrug, St. Andrew's, GR

Postulants to the Priesthood:

- Kellan Day, Grace, Grand Rapids (Sewanee)
- Radha Deitenbeck Kaminski, Grace, Holland (Seminary of SW, Austin)

- Kellan Day, Grace, Grand Rapids (Sewanee)
- Eileen Stoffan, St. Paul's, Muskegon (Bexley Seabury)
- Derek Quinn, St. Barnabas, Portage (Sewanee)
- Philip Zoutendam, St. Andrew's, GR – (Duke)

Postulants to the Diaconate:

- Wendy Pearson, Trinity, Marshall
- Elizabeth Kinsey, St. John's, Sturgis
- Michael Hueschen, St. Luke's, Kalamazoo

The Bishop gave his address ***Moving Deeper***

Following the Bishop's address and Noon Day Prayer, the convention recessed for lunch.

The Bishop called the convention back to order at 1:30 pm and introduced the keynote speaker, the Rt. Rev. Robert Wright, Bishop of Atlanta.

After Bishop Wright's address and a brief break, Bishop Houglan called the convention back to order at 3:35 p.m. and the Parliamentarian, Bill Fleener, Jr., announced that we had a quorum for conducting business.

The first item of business was the election of Standing Committee members. Fred Skidmore, St. Andrew's Grand Rapids, chair of the nominations committee presented the slate of five clergy and explained the balloting procedures. Ballots were passed out and then collected. There was one lay person nominated to serve on the Standing Committee, and Anne Davidson, St. Mark's Coldwater was elected by acclamation.

The next item of business was presentation of the proposed budget. Assistant treasurer Dave Croal, St. Mark's Coldwater, moved the adoption of the budget; there was support. Dave introduced Ms. Tammy Mazure who explained significant parts of the budget and answered questions. Following a brief discussion the budget was approved.

The Bishop then introduced Canon Val Ambrose and Ms. Barb Kelly, St. Phillip's, Beulah, who gave an update on the work of the Parish Vitality Taskforce, and Barb introduced the Assessment Tool noting that this is a "Beta" version with potentially some other tweaks to it.

Canon Bill Spaid reviewed the proposed changes to the Constitution of the Episcopal Church as required by the General Convention of the Episcopal Church. Then Bill Fleener, Jr. gave a report on the work of General Convention on behalf of the General Convention deputies.

The Bishop announced the Episcopal Church Women's nominations for "Distinguished Woman of the Year Award" who were Helen Little from Holy Spirit, Belmont; Carol Abbott from St. David's, Lansing; Jean Kracker from St. Mark's, Paw Paw – who is also a delegate to diocesan convention – and Emily Baker from St. John's, Sturgis. Emily was chosen to be honored at the

Triennial Dinner in Austin, Texas and will be further recognized at the Diocesan ECW Annual Meeting in May 2019.

Gennie Callard was invited to speak about the youth ministry in the diocese, especially about the camp which strives to develop a community which is sacrificial, restorative and Spirit filled.

The Bishop invited Fred Skidmore, Nominations Chair and Chief Teller, to give the results of the election of two clergy representatives to the Standing Committee. Eighty-seven were needed to elect, and the Rev. Jodi Baron was elected on the first ballot with 96 votes. A second ballot needed to be taken to elect the other clergy representative. Ballots were distributed for the second vote. People were instructed to vote for one person. Ballots were marked and collected.

The Bishop invited Katie Forsyth, Canon for Networking and Evangelism, to speak about her job and new tools for connecting, including *The Feast*, a new magazine for both Eastern and Western Michigan. She introduced the new diocesan website and pointed out some of the features of it. She also described the new Episcopal Church Asset Map and encouraged people to review the information it contains and update it.

The Bishop announced that results of the second ballot will be available in the morning. General announcements were made. The Bishop invited people to stand for closing prayers and adjournment until tomorrow.

Saturday November 3, 2018

Following the Convention Eucharist and Confirmation at St Paul's Church in downtown Lansing, the Bishop called the convention to order at 1:03 pm. The Parliamentarian announced a quorum, and Canon Spaid made brief announcements.

The Convention affirmed elections to the Diocesan Council from the northern and southern regions, the central region did not have any vacancies. Those elected and affirmed are Patrick Foster and Christian Baron from the northern region, Laurie Atwater, Judy Buchanan and Thom McPhearson from the southern region, and Sydney Pattok youth representative.

The Bishop announced three new appointees to the Commission on Ministry – Janet Gockerman, Susan Lund-Coyle, and Diane Stier.

Election chair Fred Skidmore announced Standing Committee election results: 89 were needed to elect - Cramer 23, Coleman 44, Schnaare 31, Heyboer 77 – there was no election. Under the Rules of Order Cramer was removed. The third ballot was distributed.

The Bishop invited the Rev. Jen Adams, chair of the Resolutions Committee, to open the resolutions process. There are five resolutions, one as a response to the Bishop's Address.

The first resolution is a second reading of a constitutional change which requires a vote by orders, which has to do with the composition of diocesan convention Article IV.2.h, which will

read “youth delegates shall be selected as prescribed by canons.” The pertinent canon was read. There were some questions addressed. The resolution was passed in both orders.

The second resolution refers to Furthering the Jesus Movement in Western Michigan, submitted by the General Convention Deputation. It was noted, as a correction that the Healing Racism Commission has been changed to Commission on Dismantling Racism. The Rev. Brian Coleman presented a pre-filed amendment with the addition of calling upon the Bishop to appoint a liturgical commission. Fr. Coleman noted that the presenters had overlooked that the General Convention had requested this addition. The amendment passed. The resolution as amended was presented and passed.

The subject of the third resolution is Parish Vitality and Viability Assessment, submitted by the Parish Vitality task force. The resolution was passed as submitted.

The fourth resolution calls upon the convention to amend Canon II.28.01 regarding parish audits to read:

As soon as may be after the close of each fiscal year, the accounts of all officers handling funds, whether of the Diocese or its auxiliaries, or of congregations and their auxiliaries, shall be audited in accordance with the Episcopal Church Manual of Business Methods in Church Affairs and The Episcopal Diocese of Western Michigan Policy “Annual Audit of Congregations”. Copies of audit reports shall be submitted to the Diocesan Treasurer for review by September 1 following the close of the fiscal year.

(a) Congregations who fail to complete and submit the audit proscribed for them, by Diocesan Policy, by September 1, will be seated at diocesan convention without voice.

(b) Any congregation who fails for two consecutive years to complete and submit the audit proscribed for them, by Diocesan Policy, by September 1, will be seated at diocesan convention without voice or vote.

(c) Any congregation who fails for three consecutive years to complete and submit the audit proscribed for them, by Diocesan Policy, by September 1, shall specifically request of Convention, by motion, permission for seat, voice and or vote. Without the granting of such a motion the congregation shall not have seat, voice or vote at Convention.

The Rev. Jared Cramer submitted a pre-filed amendment to strike the clause “and the Episcopal Diocese of Western Michigan Policy ‘annual Audit of Congregations.’” There was discussion. The amendment was defeated. Bill James of St. Luke’s proposed an amendment to remove section (c) from the resolution. There was discussion. The amendment failed. We returned to the main resolution. The resolution as submitted was adopted.

The fifth resolution is in response to the Bishop’s Address as we engage intentionally in discernment with the Diocese of Eastern Michigan. Because this resolution was not printed in the convention booklet, the text is printed here:

Be it resolved, that this 144th Convention of The Episcopal Diocese of Western Michigan honors and upholds the process of discernment the Diocese of Eastern Michigan is currently undertaking,

Be it further resolved, that we welcome the call for us to continue to find ways for our dioceses to walk and work together,

Be it further resolved, that we will continue to hold the Diocese of Eastern Michigan in our prayers as they continue to discern their and our future,
Be it further resolved, that we will hold our Standing Committee and Diocesan Council in our prayers as they discern and act on what is best for us, our diocese, our Bishop and the larger community going forward,
Be it further resolved, that we commit our selves to being open to and actively involved in working together with the Diocese of Eastern Michigan in what ever forms the future brings.

Andrew Garrett, Church of the Mediator, Harbert, proposed an amendment to the third resolve removing the word “their and our future” add the words “our shared future” which was adopted. The resolution as amended passed.

Fred Skidmore, nominations chair and chief teller, announced a successful third ballot. Eighty were needed to elect. The results were Coleman 34, Schnaare 32, and Heyboer 92. The Rev. BJ Heyboer was elected to Standing Committee. Fred was thanked for his work as well as the candidates.

The Bishop took a moment of personal privilege to thank Molly Ettwein for her many years of service to the diocese as she retires. Molly was presented with a purse to an ovation from the convention.

Bill Fleener announced the answers to the “Trivia Questions”

The Bishop invited the Rev. Jen Adams to present the courtesy resolutions which were adapted by acclamation.

Resolved that this 144th Convention of the Episcopal Diocese of Western Michigan offers its appreciation to the management and staff of Radisson Hotel in Lansing for their hospitality; to the parish of St. Paul’s and The Rev. Karen C. Lewis for hosting our Convention Eucharist and Service of Confirmation, and to the St Paul’s Episcopal Church Gospel Choir for lifting our spirits and our prayers in song.

Resolved that this 144th Convention of the Episcopal Diocese of Western Michigan extend its gratitude to Joan Hilles Smith who has served as Convention Planning Chair for “a very long time,” for her working tirelessly with details too many to mention, and for supporting us all in this gathering of ministries and prayer.

Resolved that this 144th Convention of the Episcopal Diocese of Western Michigan extend its love and gratitude to Molly Etwein, Assistant to the Bishop. Molly’s organizational skills, kindness, and wisdom have served us all. We are grateful and offer her blessings as she retires.

Resolved that this 144th Convention of the Episcopal Diocese of Western Michigan send greetings to the Rt. Rev. Robert R. Gepert, eighth Bishop of the Diocese of Western Michigan and his wife Anne Labat-Gepert.

Resolved that this 144th Convention of the Episcopal Diocese of Western Michigan send greetings to the Rt. Rev. Edward L. Lee, seventh Bishop of the Diocese of Western Michigan and his wife Kathryn.

Resolved that this 144th Convention of the Episcopal Diocese of Western Michigan send greetings to Mrs. Marjorie Bennison, wife of the late Rt. Rev. Charles E. Bennison, fifth Bishop of the Diocese of Western Michigan.

Resolved that this 144th Convention of the Episcopal Diocese of Western Michigan send greetings to The Rt. Rev. Cate Waynick, Bishop Provisional of the Diocese of Eastern Michigan; The Rt. Rev. Wendell N. Gibbs, Jr., Bishop of the Diocese of Michigan; The Rt. Rev. Rayford Ray, Bishop of the Diocese of Northern Michigan; and The Rt. Rev. J Moisés Quezada Moto, Obispo de la Iglesia Episcopal Dominicana.

Resolved that this 144th Convention of the Episcopal Diocese of Western Michigan send greetings and warm wishes to The Most Rev. Michael B. Curry, Presiding Bishop, and prayers for his ministry to, on behalf of, and among us.

Resolved that this 144th Convention of the Episcopal Diocese of Western Michigan send greetings to The Most Reverend Dr. Justin Welby, and prayers for his ministry to our diverse Communion.

Resolved that this 144th Convention of the Episcopal Diocese of Western Michigan express its thanks to The Rt. Rev. Robert Wright, Bishop of Atlanta, for the challenge, inspiration, and hope given us in his Convention address.

The Bishop acknowledged people who were completing terms on Standing Committee and Diocesan Council. Special recognition went to Joanie Smith and Tom Perrin who have served a number of terms on Diocesan Council.

We are still working on plans for next year's convention. Gennie Callard announced the winners of the Trivia contest.

The Bishop thanked camp counselors and youth mentors and youth delegates, General Convention deputies and those who participated in General Convention, thanks to St. David's in Lansing for their assistance. Also, thanks to Anne Davidson, Vendor chair, Joan Smith convention chair and all the convention volunteers.

The Bishop expressed his gratitude to the diocese for the support and hospitality he and Dana receive in their visitations.

Dave Croal asked for our prayers and good wishes to Ivan Egnatuk, treasurer of the diocese who has been ill.

The Bishop closed the convention with a prayer and a blessing, and adjourned the convention.

Respectfully submitted,

The Rev. Canon William Spaid
Secretary of Diocesan Convention

EPISCOPAL DIOCESE OF WESTERN MICHIGAN
FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS' REPORT
For the Years Ended December 31, 2017 and 2016

TABLE OF CONTENTS

	<u>Page No.</u>
Independent Auditors' Report	1
Financial Statements	
Statements of Financial Position	2
Statements of Activities	3
Statements of Cash Flows	4
Statements of Functional Expenses	5-6
Notes to Financial Statements	7-18

SEBER TANS, PLC

CONSULTANTS & CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITORS' REPORT

To the Executive Council
Episcopal Diocese of Western Michigan

We have audited the accompanying financial statements of the Episcopal Diocese of Western Michigan (a Michigan nonprofit organization) which comprise the statements financial position as of December 31, 2017 and 2016, and the related statements of activities, cash flows, and functional expenses for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Episcopal Diocese of Western Michigan as of December 31, 2017 and 2016, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.



Seber Tans, PLC
Kalamazoo, Michigan

August 30, 2019

Episcopal Diocese of Western Michigan
Statements of Financial Position
December 31, 2017 and 2016

	2017			
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
ASSETS				
Current Assets				
Cash and cash equivalents	\$ 119,202	\$ 114,686	\$ -	\$ 233,888
Investments	3,695,218	316,065	2,116,495	6,127,778
Pledges receivable	42,080	-	-	42,080
Other receivables	10,177	-	-	10,177
Prepaid expenses	13,584	-	-	13,584
Total Current Assets	<u>3,880,261</u>	<u>430,751</u>	<u>2,116,495</u>	<u>6,427,507</u>
Noncurrent Assets				
Assets held for parish development	<u>640,000</u>	<u>-</u>	<u>-</u>	<u>640,000</u>
Net Property and Equipment	<u>63,915</u>	<u>-</u>	<u>-</u>	<u>63,915</u>
Total Assets	<u>\$ 4,584,176</u>	<u>\$ 430,751</u>	<u>\$ 2,116,495</u>	<u>\$ 7,131,422</u>
LIABILITIES AND NET ASSETS				
Current Liabilities				
Accounts payable	\$ 41,258	\$ -	\$ -	\$ 41,258
Deferred revenue	4,558	-	-	4,558
Deposits held for others	79,827	-	-	79,827
Current maturities of long-term obligations	7,205	-	-	7,205
Total Current Liabilities	<u>132,848</u>	<u>-</u>	<u>-</u>	<u>132,848</u>
Long-term obligations, net of current maturities	<u>159,038</u>	<u>-</u>	<u>-</u>	<u>159,038</u>
Total Liabilities	<u>291,886</u>	<u>-</u>	<u>-</u>	<u>291,886</u>
Net Assets				
Unrestricted				
Designated for religious and social welfare programs	777,467	-	-	777,467
Designated for youth and young adult ministries	280,569	-	-	280,569
Designated for parish development	434,595	-	-	434,595
Undesignated	2,799,659	-	-	2,799,659
Total Unrestricted	<u>4,292,290</u>	<u>-</u>	<u>-</u>	<u>4,292,290</u>
Temporarily Restricted	<u>-</u>	<u>430,751</u>	<u>-</u>	<u>430,751</u>
Permanently Restricted	<u>-</u>	<u>-</u>	<u>2,116,495</u>	<u>2,116,495</u>
Total Net Assets	<u>4,292,290</u>	<u>430,751</u>	<u>2,116,495</u>	<u>6,839,536</u>
Total Liabilities and Net Assets	<u>\$ 4,584,176</u>	<u>\$ 430,751</u>	<u>\$ 2,116,495</u>	<u>\$ 7,131,422</u>

See Accompanying Notes to Financial Statements

Unrestricted	2016	
	Temporarily Restricted	Total
\$ 150,960	\$ 73,042	\$ 224,002
3,197,134	160,167	3,357,301
36,739	-	36,739
2,332	-	2,332
12,076	-	12,076
<u>3,399,241</u>	<u>233,209</u>	<u>3,632,450</u>
640,000	-	640,000
<u>39,902</u>	<u>-</u>	<u>39,902</u>
<u>\$ 4,079,143</u>	<u>\$ 233,209</u>	<u>\$ 4,312,352</u>

\$ 34,458	-	\$ 34,458
3,479	-	3,479
69,418	-	69,418
6,950	-	6,950
<u>114,305</u>	<u>-</u>	<u>114,305</u>
165,640	-	165,640
<u>279,945</u>	<u>\$ -</u>	<u>279,945</u>

537,581	-	537,581
263,548	-	263,548
375,865	-	375,865
<u>2,622,204</u>	<u>-</u>	<u>2,622,204</u>
<u>3,799,198</u>	<u>-</u>	<u>3,799,198</u>
-	233,209	233,209
<u>3,799,198</u>	<u>233,209</u>	<u>4,032,407</u>
<u>\$ 4,079,143</u>	<u>\$ 233,209</u>	<u>\$ 4,312,352</u>

Episcopal Diocese of Western Michigan
Statements of Activities
For the Years Ended December 31, 2017 and 2016

	2017		
	Unrestricted	Temporarily Restricted	Permanently Restricted
Support and Revenue			
Contributions:			
Parish pledges	\$ 944,737	\$ -	\$ -
Other	13,865	90,918	2,116,495
Fees	79,520	-	-
Local grants	13,264	-	-
Other	12,504	-	-
Investment income	549,453	166,353	-
Total Support and Revenue	<u>1,613,343</u>	<u>257,271</u>	<u>2,116,495</u>
Net Assets Released From Restrictions	<u>59,729</u>	<u>(59,729)</u>	<u>-</u>
Total Support, Revenue and Reclassifications	<u>1,673,072</u>	<u>197,542</u>	<u>2,116,495</u>
Expenses			
Program services			
Office of the Bishop	375,676	-	-
Commissions on Ministry	36,679	-	-
Episcopal Church Pledge	163,083	-	-
Congregational Development	41,480	-	-
Children, Youth and Young Adult Ministries	208,684	-	-
Social Justice Ministries	62,865	-	-
Supporting services			
Management and general	291,513	-	-
Total Expenses	<u>1,179,980</u>	<u>-</u>	<u>-</u>
Increase (Decrease) in Net Assets	493,092	197,542	2,116,495
Net assets at beginning of year	<u>3,799,198</u>	<u>233,209</u>	<u>-</u>
Net Assets at End of Year	<u>\$ 4,292,290</u>	<u>\$ 430,751</u>	<u>\$ 2,116,495</u>

See Accompanying Notes to Financial Statements

2016		
Unrestricted	Temporarily Restricted	Total
\$ 936,379	\$ -	\$ 936,379
18,713	48,678	67,391
55,261	-	55,261
9,309	-	9,309
3,117	-	3,117
125,155	4,657	129,812
<u>1,147,934</u>	<u>53,335</u>	<u>1,201,269</u>
168,511	(168,511)	-
<u>1,316,445</u>	<u>(115,176)</u>	<u>1,201,269</u>
387,847	-	387,847
42,311	-	42,311
166,791	-	166,791
29,438	-	29,438
192,698	-	192,698
46,705	-	46,705
275,664	-	275,664
<u>1,141,454</u>	<u>-</u>	<u>1,141,454</u>
174,991	(115,176)	59,815
<u>3,624,207</u>	<u>348,385</u>	<u>3,972,592</u>
<u>\$ 3,799,198</u>	<u>\$ 233,209</u>	<u>\$ 4,032,407</u>

Episcopal Diocese of Western Michigan
Statements of Cash Flows
For the Years Ended December 31, 2017 and 2016

	2017	2016
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ 2,807,129	\$ 59,815
Adjustments to reconcile change in net assets to net cash used in operating activities:		
Depreciation	13,830	7,048
Loss (gain) on asset disposal	(2,000)	236
Contribution restricted for long-term purposes	(2,116,495)	-
In-kind contributions of debt payments	(6,347)	(6,585)
Realized and unrealized gain on investments	(715,806)	(129,812)
Changes in:		
Receivables	(13,186)	19,657
Prepaid expenses	(1,508)	4,734
Accounts payable and accrued expenses	6,800	23,671
Deferred revenue	1,079	2,514
Net Cash Used in Operating Activities	<u>(26,504)</u>	<u>(18,722)</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchases of investment securities	(6,556)	(41,947)
Proceeds from sale of investment securities	68,380	88,105
Proceeds from sale of property and equipment	2,000	-
Purchase of property and equipment	<u>(37,843)</u>	<u>(1,397)</u>
Net Cash Provided by Investing Activities	<u>25,981</u>	<u>44,761</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
Decrease in deposits and long term obligations held for others	10,409	(133)
Net Cash Provided by (Used in) Financing Activities	<u>10,409</u>	<u>(133)</u>
Net Increase in Cash and Cash Equivalents	9,886	25,906
Cash and cash equivalents at beginning of year	<u>224,002</u>	<u>198,096</u>
Cash and Cash Equivalents at End of Year	<u>\$ 233,888</u>	<u>\$ 224,002</u>

See Accompanying Notes to Financial Statements

**Episcopal Diocese of Western Michigan
Statement of Functional Expenses
For the Year Ended December 31, 2017**

	Program Services						Supporting Services	Total
	Office of the Bishop	Commissions on Ministry	Episcopal Church Pledge	Congregational Development	Children, Youth and Young Adult Ministries	Social Justice Ministries	Management and general	
Compensation and related expenses								
Compensation	\$ 231,822	\$ -	\$ -	\$ -	\$ 53,589	\$ -	\$ 76,549	\$ 361,960
Health insurance	29,337	-	-	-	10,362	-	9,692	49,391
Pension	39,597	-	-	-	4,744	-	6,052	50,393
Payroll taxes and workers compensation	1,635	-	-	-	3,945	-	9,295	14,875
	<u>302,391</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>72,640</u>	<u>-</u>	<u>101,588</u>	<u>476,619</u>
Communications	-	-	-	-	-	-	28,924	28,924
Contracted services	-	-	-	-	-	-	7,895	7,895
Donations and grants	23,097	-	163,083	-	-	62,727	-	248,907
Property insurance	-	-	-	-	-	-	5,001	5,001
Office supplies	-	-	-	-	-	-	7,425	7,425
Postage and shipping	-	-	-	-	-	-	1,337	1,337
Professional fees	6,115	-	-	-	-	-	23,598	29,713
Rent	-	-	-	-	630	-	34,268	34,898
Repairs and maintenance, building	-	-	-	-	-	-	2,063	2,063
Repairs and maintenance, Resurrection Garden	-	-	-	-	-	-	1,313	1,313
Supplies	-	-	-	-	-	-	3,463	3,463
Dues and fees	-	-	-	-	-	-	1,977	1,977
Training, committees and conferences	6,810	33,971	-	39,959	3,839	-	33,125	117,704
Telephone	-	-	-	-	-	-	15,497	15,497
Travel	31,064	-	-	-	1,129	-	4,227	36,420
Youth and young adult ministries	-	-	-	-	128,371	-	-	128,371
Depreciation	5,394	553	-	1,521	2,075	138	4,149	13,830
Other	805	2,155	-	-	-	-	15,663	18,623
Total	<u>\$ 375,676</u>	<u>\$ 36,679</u>	<u>\$ 163,083</u>	<u>\$ 41,480</u>	<u>\$ 208,684</u>	<u>\$ 62,865</u>	<u>\$ 291,513</u>	<u>\$ 1,179,980</u>

See Accompanying Notes to Financial Statements

**Episcopal Diocese of Western Michigan
Statement of Functional Expenses
For the Year Ended December 31, 2016**

	Program Services						Supporting Services	Total
	Office of the Bishop	Commissions on Ministry	Episcopal Church Pledge	Congregational Development	Children, Youth and Young Adult Ministries	Social Justice Ministries	Management and general	
Compensation and related expenses								
Compensation	\$ 247,857	\$ -	\$ -	\$ -	\$ 51,300	\$ -	\$ 80,863	\$ 380,020
Health insurance	28,809	-	-	-	10,170	-	1,428	40,407
Pension	42,618	-	-	-	4,767	-	5,875	53,260
Payroll taxes and workers compensation	1,583	-	-	-	3,771	-	8,359	13,713
	<u>320,867</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>70,008</u>	<u>-</u>	<u>96,525</u>	<u>487,400</u>
Communications	-	-	-	-	-	-	27,583	27,583
Contracted services	-	-	-	-	-	-	2,737	2,737
Donations and grants	18,664	-	166,791	-	-	46,635	-	232,090
Property insurance	-	-	-	-	-	-	4,618	4,618
Office supplies	-	-	-	-	-	-	7,708	7,708
Postage and shipping	-	-	-	-	-	-	1,644	1,644
Professional fees	6,996	-	-	-	-	-	38,702	45,698
Rent	-	-	-	-	840	-	40,294	41,134
Repairs and maintenance, building	-	-	-	-	-	-	2,084	2,084
Repairs and maintenance, Resurrection Garden	-	-	-	-	-	-	1,200	1,200
Supplies	-	-	-	-	-	-	4,727	4,727
Training, committees and conferences	13,015	39,161	-	28,663	2,266	-	22,171	105,276
Telephone	-	-	-	-	-	-	13,212	13,212
Travel	23,332	-	-	-	1,255	-	3,329	27,916
Youth and young adult ministries	-	-	-	-	117,272	-	-	117,272
Depreciation	2,749	282	-	775	1,057	70	2,115	7,048
Other	2,224	2,868	-	-	-	-	7,015	12,107
Total	<u>\$ 387,847</u>	<u>\$ 42,311</u>	<u>\$ 166,791</u>	<u>\$ 29,438</u>	<u>\$ 192,698</u>	<u>\$ 46,705</u>	<u>\$ 275,664</u>	<u>\$ 1,141,454</u>

See Accompanying Notes to Financial Statements

Episcopal Diocese of Western Michigan
Notes to Financial Statements
For the Years Ended December 31, 2017 and 2016

NOTE A – Summary of Significant Accounting Policies

Diocese Purpose

The Episcopal Diocese of Western Michigan (Diocese) was organized to assist member parishes in development and maintenance of the doctrine, discipline and worship of the Episcopal Church, through leadership and representation, and the marshaling of resources to carry out programs and activities at the local level and beyond. A summary of the significant accounting policies applied in the preparation of the accompanying financial statements follows.

Basis of Presentation

The financial statements of the Diocese have been prepared on the accrual basis of accounting. Net assets and revenues, expenses, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the Diocese and changes therein are classified and reported as follows:

Unrestricted net assets are not subject to donor-imposed restrictions.

Temporarily restricted net assets are subject to donor-imposed restrictions that may or will be met, either by the actions of the Diocese and/or the passage of time. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

Permanently restricted net assets are subject to donor-imposed restrictions and maintained permanently by the Agency. Generally, the donors of these assets permit the Agency to use all or part of the income earned on any related investments for general or specific purposes.

Estimates

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires the use of management's estimates. These estimates affect the amounts reported in the financial statements and the disclosures provided. Actual results may differ from management's estimates.

Cash and Cash Equivalents

The Diocese considers all certificates of deposit with a maturity of three months or less to be cash equivalents. Certificates of deposit with original maturities of greater than three months are considered investments. Cash and cash equivalents do not include cash held by investment managers that has been designated for investment.

Accounts Receivable

Accounts receivable represent parish pledges and are due and payable within one year. Accounts receivable are reviewed periodically to determine amounts which are potentially uncollectable. After reasonable attempts to collect a receivable have been unsuccessful, the amount is written off.

Episcopal Diocese of Western Michigan
Notes to Financial Statements
For the Years Ended December 31, 2017 and 2016

NOTE A – Summary of Significant Accounting Policies (Continued)

Financial Instruments

The Diocese's financial instruments consist of cash balances, investments, accounts receivable, pledges receivable, accounts payable, and notes payable. The Diocese's estimates of fair value approximate their carrying amounts as of December 31, 2017 and 2016.

Revenue Recognition

The Diocese records appropriations, grants, and earned revenues on an accrual basis. The Diocese records as revenue in the period received the following types of unconditional contributions at their fair value: cash, promises to give (pledges), certain contributed services and gifts of long-lived and other assets, including the gift of parish properties when a parish goes out of existence or can no longer support the property. Conditional contributions are recognized as revenue when the conditions on which they depend have been substantially met. Substantially all of the Diocese's appropriations and grants are considered to be contributions for purposes of applying revenue recognition policies. Contributions are recorded net of estimated uncollectible amounts.

Revenue received but not earned at the balance sheet date is reported as deferred revenue.

Public Support and Revenue

Grants and other contributions of cash and other assets are reported as temporarily restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

Investments and Investment Income

The Diocese maintains investments, which it pools with monies from local parishes, and invests with a third-party investment manager. Investment transactions shown in the Statement of Cash Flows reflect gross sales and purchases made by the investment manager during the year.

Investments are stated at fair value pursuant to the requirements of the *Fair Value Measurements and Disclosures Topic* of the FASB Codification. Adjustments to the fair value of investments are recorded in earnings.

Gains and losses on disposition are accounted for on a specific identification basis. Net realized and unrealized gains and losses are included in the statement of activities.

The *Fair Value Measurements and Disclosure Topic* of the FASB Codification establishes a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurements) and the lowest priority to unobservable inputs (level 3 measurements). The three levels of the fair value hierarchy are described below:

Episcopal Diocese of Western Michigan
Notes to Financial Statements
For the Years Ended December 31, 2017 and 2016

NOTE A – Summary of Significant Accounting Policies (Continued)

- Level 1 Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Diocese has the ability to access.
- Level 2 Inputs to the valuation methodology include:
- quoted prices for similar assets or liabilities in active markets;
 - quoted prices for identical or similar assets or liabilities in inactive markets;
 - inputs other than quoted prices that are observable for the asset or liability;
 - inputs that are derived principally from or corroborated by observable market data by correlation or other means.
- If the asset or liability has a specified (contractual) term, the level 2 input must be observable for substantially the full term of the asset or liability.
- Level 3 Inputs to the valuation methodology are unobservable and significant to the fair value measurement. The Diocese does not have any Level 3 assets.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement.

The Diocese's Level 1 marketable securities consist of certificates of deposit, money market accounts, and equity securities and are valued using a market approach based on quoted prices from transactions in active exchange markets.

The Diocese's Level 2 marketable securities consist of corporate bonds. The Diocese's Level 2 marketable securities values are determined using prices for recently traded financial instruments with similar underlying terms as well as directly or indirectly observable inputs, such as interest rates and yield curves that are observable at commonly quoted intervals.

The methods described above may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the Diocese believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

Prepaid Expenses

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items.

Assets Held for Parish Development

The Diocese regularly helps local congregations establish or expand their parishes. At times, this process will cause the Diocese to own real property. Real property consists of Parish buildings and real estate. The Parish buildings are not being depreciated. They are evaluated for impairment whenever events or changes in circumstances indicate that the carrying value may not be recoverable. See Note G.

Episcopal Diocese of Western Michigan
Notes to Financial Statements
For the Years Ended December 31, 2017 and 2016

NOTE A – Summary of Significant Accounting Policies (Continued)

Property and Equipment

Property and equipment are recorded at cost when purchased or estimated fair value on the date donated. Property and equipment are assets with an initial cost or fair value of more than \$1,000 and an estimated useful life in excess one year. Depreciation is provided to relate the cost of depreciable assets to operations over their estimated service lives utilizing the straight-line method.

Volunteers

A number of volunteers, including the members of the Diocesan Council, have made significant contributions of time to the Diocese's policy-making, program and support functions. The value of this contributed time does not meet the criteria for recognition of contributed services contained in the *Not-for-Profit Revenue Recognition Topic* of the FASB codification, and accordingly, is not reflected in the accompanying financial statements.

Functional Expenses

The cost of providing the various programs and other activities has been summarized on a functional basis in the Statements of Functional Expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited based on management's analysis and estimates.

Description of Activities

Below is a summary of the program services administered by the Diocese.

Office of the Bishop – includes the activities of the Bishop, his support staff, Transition Ministries and the Canon to the Ordinary.

Commissions on Ministry – provides education and support for seminarians, postulants, and all clergy in the Diocese.

Episcopal Church Pledge – provides financial support for the mission and ministry of the Episcopal Church.

Congregational Development – supports the staff that provides support and growth opportunities to the congregations in the Diocese. It also provides financial support for new church starts.

Children, Youth & Young Adult Ministries – provides for youth camps, other youth and young adult programs, support for camp and youth programs held in the diocese.

Social Justice Ministries – provides financial support to programs for Episcopal Relief and Development, millennium development goals, mission trips, health ministry and the elimination of racism.

Tax Status

The Diocese is exempt from federal income tax under Internal Revenue Code Section 501(c)(3).

Episcopal Diocese of Western Michigan
Notes to Financial Statements
For the Years Ended December 31, 2017 and 2016

NOTE B – Concentrations of Credit Risk

Financial instruments that potentially subject the Diocese to concentrations of credit risk consist of bank balances that at times exceed federally insured limits. As of December 31, 2017, none of the Diocese's bank balances were exposed to custodial credit risk because they did not exceed federal bank insurance limits. Investments subject the Diocese to credit risk, custodial credit risk, and market risk and are subject to changes in fair value resulting from market and economic factors.

NOTE C – Net Asset Restrictions

Temporarily restricted net assets are available for the following purposes:

	2017	2016
Waddell Fund-Seminarian Support	\$ 177,181	\$ 160,167
Christian support endowment	138,884	-
Plainsong Farm Ministry	46,639	14,056
ECW - Mary Powers Fund	14,780	13,070
Youth Activities	12,160	11,702
Bishop's Discretionary Fund	16,459	5,155
Parish Church Residual	4,887	5,000
CDI Training	4,430	4,113
Whittemore Grant-St. Mark's Newaygo	-	4,000
Various	15,331	15,946
	<u>\$ 430,751</u>	<u>\$ 233,209</u>

NOTE D – Investments and Fair Values

Investments are stated at fair value and consist of money market funds, certificates of deposit, corporate bonds and notes, and equity securities. Fair values and unrealized appreciation (depreciation) at December 31, 2017 and 2016 are summarized as follows:

	2017		
	Cost	Fair Value	Unrealized Appreciation (Depreciation)
Money market funds	\$ 441,442	\$ 441,442	\$ -
Certificate of deposit	1,823,090	1,805,946	(17,144)
Corporate bonds and notes	100,000	100,445	445
Equities	2,813,143	3,779,945	966,802
	<u>\$ 5,177,675</u>	<u>\$ 6,127,778</u>	<u>\$ 950,103</u>

Episcopal Diocese of Western Michigan
Notes to Financial Statements
For the Years Ended December 31, 2017 and 2016

NOTE D – Investments and Fair Values (Continued)

	2016		
	Cost	Fair Value	Unrealized Appreciation
Money market funds	\$ 215,245	\$ 215,245	\$ -
Certificate of deposit	585,735	575,331	(10,404)
Corporate bonds and notes	275,000	275,363	363
Equities	1,678,346	2,291,362	613,016
	<u>\$ 2,754,326</u>	<u>\$ 3,357,301</u>	<u>\$ 602,975</u>

The following schedule summarizes the investment return and its classification in the statements of activities for the years ended December 31, 2017 and 2016:

	2017		
	Unrestricted	Temporarily Restricted	Total
Interest and dividends	\$ 42,023	\$ 9,968	\$ 51,991
Realized gain and unrealized appreciation	507,430	156,385	663,815
	<u>\$ 549,453</u>	<u>\$ 166,353</u>	<u>\$ 715,806</u>

	2016		
	Unrestricted	Temporarily Restricted	Total
Interest and dividends	\$ 39,350	\$ 1,838	\$ 41,188
Realized gain and unrealized appreciation (depreciation)	85,805	2,819	88,624
	<u>\$ 125,155</u>	<u>\$ 4,657</u>	<u>\$ 129,812</u>

The Diocese invests in various investment securities. Investment securities are exposed to various risks such as interest rates, market and credit risks. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the values of investment securities will occur in the near term and that such changes could materially affect investment account balances and the amounts reported in the financial statements. Additionally, the Diocese is exposed to custodial risk. All investments are managed by one custodial investment advisory firm.

Episcopal Diocese of Western Michigan
Notes to Financial Statements
For the Years Ended December 31, 2017 and 2016

NOTE D – Investments and Fair Values (Continued)

The following table sets forth by level, within the fair value hierarchy, the Diocese's assets at fair value as of December 31, 2017:

	Total	Quoted Prices in Active Markets (Level 1)	Prices with Other Observable Inputs (Level 2)	Prices with Unobserv- able Inputs (Level 3)
Investments				
Certificates of deposits	\$ 1,805,946	\$ 1,805,946	\$ -	\$ -
Money market accounts	441,442	441,442	-	-
Equities	3,779,945	3,779,945	-	-
Corporate bonds	100,445	-	100,445	-
Total Investments	<u>\$ 6,127,778</u>	<u>\$ 6,027,333</u>	<u>\$ 100,445</u>	<u>\$ -</u>

The following table sets forth by level, within the fair value hierarchy, the Diocese's assets at fair value as of December 31, 2016:

	Total	Quoted Prices in Active Markets (Level 1)	Prices with Other Observable Inputs (Level 2)	Prices with Unobserv- able Inputs (Level 3)
Investments				
Certificates of deposits	\$ 575,331	\$ 575,331	\$ -	\$ -
Money market accounts	215,245	215,245	-	-
Equities	2,291,362	2,291,362	-	-
Corporate bonds	275,363	-	275,363	-
Total Investments	<u>\$ 3,357,301</u>	<u>\$ 3,081,938</u>	<u>\$ 275,363</u>	<u>\$ -</u>

NOTE E – Investments held in Endowment Funds

Investments subject to permanent donor-imposed restrictions are held in endowment funds. The Diocese has established an investment policy for endowment funds that attempts to maximize long-term growth of principal and income, without undue exposure to risk. The Diocese has established benchmarks and acceptable ranges of investments in equities, fixed income, and cash equivalents consistent with the overall investment policy goal. The investment policy stresses diversity of investments by limiting exposure to any single company, limiting exposure to small cap stocks, requiring certain investment grade debt securities, and limiting cash investments at banks.

Episcopal Diocese of Western Michigan
Notes to Financial Statements
For the Years Ended December 31, 2017 and 2016

NOTE E – Investments held in Endowment Funds (Continued)

The Endowment agreements generally provide for the use of earnings from the investment to support either general or specific programs of the Diocese. The Diocese attempts to maintain the endowment funds in perpetuity. To achieve this goal, the Diocese has established investment and spending policies designed to maintain the funds for the long-term. However, on a year-to-year basis market fluctuations may result in significant reductions or additions to the endowed amount. The Diocese has implemented the guidelines of the Uniform Prudent Management of Institutional Funds Act (UPMIFA). In accordance with UPMIFA, factors the Diocese considers in making a determination to appropriate or accumulate balance in the endowment funds include: 1) duration and preservation of the fund, 2) the purpose of the Diocese and the donor restricted endowment fund, 3) general economic conditions, 4) possible effects of inflation and deflation, 5) expected total return from income and appreciation of investments, and 6) the investment policy.

The Diocese calculates the portion of the restricted investment return available for appropriation by using a 10-quarter rolling average. The long-term goal of the Diocese is to spend no more than 5.0% of the 10-quarter moving average market value for operating support. June 30 is the annual date for calculating spendable amounts. For individual contributions greater than \$200,000, the market values of the prior calendar quarters are adjusted upward at 89% of the value at the time of receipt.

The Board has interpreted the UPMIFA as requiring the preservation of the fair value of the original donor restricted endowment gift as of the gift date, absent donor stipulations to the contrary. The Diocese classifies endowment funds as permanently restricted net assets at the original value of the gift plus any subsequent gifts and accumulations to the permanent endowment made in accordance with the gift instrument. The remaining portions of the endowment funds that are not classified as permanently restricted are classified as temporarily restricted or unrestricted net assets and maintained as such for appropriation for expenditure by the Diocese in a manner consistent with the standard of prudence prescribed by UPMIFA and donors' restrictions on use.

Endowment Net Asset Composition by type of fund at December 31, 2017, is as follows:

	Temporarily Restricted	Permanently Restricted	Total
Donor restricted			
endowment funds:			
Christian Assistance in			
peace keeping, to needy,			
to elderly, and IT enhancement	\$ 138,884	\$ 2,116,495	\$ 2,255,379

Episcopal Diocese of Western Michigan
Notes to Financial Statements
For the Years Ended December 31, 2017 and 2016

NOTE E – Investments held in Endowment Funds (Continued)

Changes in Endowment Net Assets for the Year ended December 31, 2017, are as follows:

	Temporarily Restricted	Permanently Restricted	Total
Endowment net assets, beginning of year	\$ -	\$ -	\$ -
Investment return			
Dividend & Interest Income	7,509	-	7,509
Net appreciation (realized and unrealized)	131,375	-	131,375
Total investment return	138,884	-	138,884
Contributions	-	2,116,495	2,116,495
Appropriation of endowment assets for expenditure	-	-	-
Endowment net assets, end of year	<u>\$ 138,884</u>	<u>\$ 2,116,495</u>	<u>\$ 2,255,379</u>

From time to time, the fair value of assets associated with individual donor restricted endowment funds may fall below the level that the donor or UPMIFA requires the Diocese to retain as a fund of perpetual duration. At December 31, 2017, the fair values of the various endowment investment funds were in excess of the amounts required to be maintained by donors.

NOTE F – Property and Equipment

Property and equipment as of December 31, 2017 and 2016 consists of the following:

	2017	2016
Building	\$ 63,000	\$ 63,000
Office equipment	46,627	45,022
Vehicles	65,204	58,685
	174,831	166,707
Less accumulated depreciation	(117,916)	(133,805)
	56,915	32,902
Land	7,000	7,000
	<u>\$ 63,915</u>	<u>\$ 39,902</u>

Episcopal Diocese of Western Michigan
Notes to Financial Statements
For the Years Ended December 31, 2017 and 2016

NOTE G – Assets Held for Parish Development

Assets held for Parish Development consist of two Parish building and adjoining real estate: one Parish is located in Belmont, Michigan the other Parish is located in Muskegon, Michigan. The Diocese acquired the Belmont, Michigan Parish in 2005 and the Muskegon, Michigan Parish in 2015.

The Diocese purchased the property in Belmont, Michigan for \$460,000 with a down payment of \$20,000 donated by the local parish and a bank note payable. In 2013, the Diocese obtained an appraisal that indicated a fair value of \$345,000. The Diocese adjusted the recorded amount of the property to the appraised value and recorded a loss of \$115,000 in 2012. The Diocese will hold title to the Belmont, Michigan property until the Parish is financially stable and can take over the loan obligation. The parish is currently funding the payments on the associated bank note. The Parish's payments are recorded as contribution income in the Diocese financial statements. The Diocese did not receive any other income or pay any other expenses on the property in 2017 or 2016.

The Muskegon, Michigan Parish is closed. When it closed, the Diocese took possession of the property. An appraisal was obtained that indicated a fair value of \$295,000. The Diocese recorded the receipt of the property as other contribution income at the appraised value. The property is currently being leased on a short-term basis to an unaffiliated church. The lease requires the unaffiliated church to cover a portion of utilities and maintenance costs in addition to the rent. In 2017 and 2016, the Diocese received approximately \$ 14,000 in annual rent. Subsequent to year-end, the Diocese entered into a land contract agreement to sell the property to the current occupants for \$295,000. Monthly principal payments of \$1,201.68 will be made to the Diocese and the entire unpaid principal and accrued interest balance will be due on August 15, 2021.

NOTE H – Long Term Debt

Long-term debt at December 31, 2017 and 2016 consists of the following:

	<u>2017</u>	<u>2016</u>
Note payable in monthly installments of \$1,339 including interest at 5.5%, maturing April 2023. Secured by real property in Belmont, Michigan.	\$ 166,243	\$172,590
Less current maturities	<u>(7,205)</u>	<u>(6,950)</u>
	<u>\$ 159,038</u>	<u>\$165,640</u>

Aggregate maturities of long-term debt for 2018 through 2023 are as follows:

<u>Year ending December 31,</u>	<u>Note Payable</u>
2018	\$ 7,205
2019	7,507
2020	7,931
2021	8,378
2023 and thereafter	<u>135,222</u>
	<u>\$166,243</u>

Episcopal Diocese of Western Michigan
Notes to Financial Statements
For the Years Ended December 31, 2017 and 2016

NOTE I – Post-Retirement Benefits

The Diocese is a participant in a defined benefit pension plan administered by the Church Pension Fund (an independent organization) that provides pension benefits to all ordained clergy of the Episcopal Church. The current assessment rate is 18% of total annual compensation, including stipend, housing, utilities and self-employment tax allowance. The Diocese total pension expense for this plan for the years ended December 31, 2017 and 2016 was \$37,700 and \$41,000, respectively. The Plan operates on a fiscal year ending March 31. As of March 31, 2017, and 2016, the clergy plan's financial statements disclosed the following financial information:

	March 31, 2017 (in thousands)	March 31, 2016 (in thousands)
Net assets available for pension benefits after amount designated for assessment deficiency	\$ 9,287,173	\$ 8,300,861
Actuarial present value of accumulated plan benefit obligations	6,502,134	6,715,978
Surplus	<u>\$ 2,785,039</u>	<u>\$ 1,584,883</u>

The Diocese also is a participant in the Episcopal Church Lay Employees' Defined Contribution Retirement Plan available to lay employees who meet the age and years of service requirements. The Diocese contributed 9% of eligible compensation to the lay employees defined contribution plan in 2017 and 2016. The Diocese is also a participant in the Episcopal Church Lay Employees' Defined Benefit Retirement Plan available to lay employees and is based on salary and years of service requirements.

Diocese pension expense for the lay plans for the years ended December 31, 2017 and 2016 was approximately \$12,700 and \$12,300, respectively.

Diocese contributions are less than 5% of total employer contributions for each of the defined benefit retirement plans. Additional information for the Episcopal Church's retirement plans is available from Episcopal Church.

NOTE J – Commitments

The Diocese conducts its operations in facilities leased under an agreement that extends through February 2019. The lease requires current monthly rentals of \$3,046, increasing by 2.5% annually, and the payment of all occupancy costs by the lessee. Rent expense and surcharges for the years ended December 31, 2017 and 2016 were approximately \$34,300, and \$40,300, respectively. Annual future lease payments as of December 31, 2017, are as follows:

2018	\$ 38,246
2019	6,400
	<u>\$ 44,646</u>

Episcopal Diocese of Western Michigan
Notes to Financial Statements
For the Years Ended December 31, 2017 and 2016

NOTE K—Subsequent Events

Management has evaluated subsequent events through August 30, 2019, the date on which the financial statements were available to be issued.

Diocese of Western Michigan

Vital Statistics of Congregations and Missions

Year in parentheses is last year of filing if not 2017

— BAPTISMS —

City	Congregation	Active Members	Communicants in Good Standing	Others Active	Average Sunday Attendance	Sunday Eucharists	16 yrs and Older	Under 16 Years	Confirmed or Received
Albion	St James Church	60	60	1	29	49	0	1	2
Allegan	Church of the Good Shepherd	60	50	10	25	49	0	0	0
Battle Creek	Church of St Thomas	358	239	25	110	102	3	3	0
Battle Creek	Church of the Resurrection	30	30	0	16	23	0	0	0
Belmont	Church of the Holy Spirit	77	63	0	33	27	0	1	0
Benton Harbor	St Augustines Church	137	137	0	40	49	0	0	0
Beulah	St Philips Church	99	99	3	66	66	0	2	0
Big Rapids	St Andrews Church	53	53	0	29	0	0	1	0
Boyne City	Church of the Nativity	16	13	2	15	35	0	0	0
Cadillac	St Marys Church	48	30	2	22	46	0	0	0
Charlevoix	Christ Church	116	113	30	80	48	1	1	0
Charlotte	St Johns Episcopal Church	31	31	0	21	0	0	0	0
Coldwater	St Marks Church	262	187	20	99	54	1	2	0
Dowagiac	St Pauls Episcopal Church	43	43	0	21	41	0	0	0
Elk Rapids	St Pauls Episcopal Church	94	94	54	44	43	0	1	0
Fremont	St Johns Episcopal Church	28	28	0	17	0	0	0	0
Grand Haven	St Johns Episcopal Church	315	267	0	115	156	1	1	0
Grand Ledge	Trinity Church	110	60	0	30	71	0	0	0
Grand Rapids	Grace Church	228	172	28	116	83	0	4	0
Grand Rapids	Grace Sudanese Episcopal Church	151	46	15	65	30	0	13	0
Grand Rapids	St Andrews Church	506	391	0	157	153	0	7	7
Grand Rapids	St Marks Church	605	605	22	185	0	0	6	14
Grand Rapids	St Philips Church	91	61	0	33	52	0	0	3
Greenville	St Paul the Apostle Episcopal Church	68	50	0	29	40	0	0	0
Harbert	Church of the Mediator	125	125	9	56	54	0	1	2
Hastings	Emmanuel Church	131	102	19	59	53	0	0	0
Holland	Grace Church	626	530	96	143	104	0	6	0
Ionia	St John the Apostle Episcopal Church	26	23	3	18	45	0	3	0
Kalamazoo	St Lukes Church	496	496	8	220	101	4	5	5
Kalamazoo	St Martin of Tours Episcopal Church	144	144	74	103	112	1	0	1
Kentwood	Church of the Holy Cross	126	121	6	58	92	0	0	1
Lansing	St Davids Church	231	199	11	109	110	0	1	0
Ludington	Grace Church	50	50	0	16	0	0	0	1
Manistee	Holy Trinity Episcopal Church	80	1	0	28	52	1	0	0

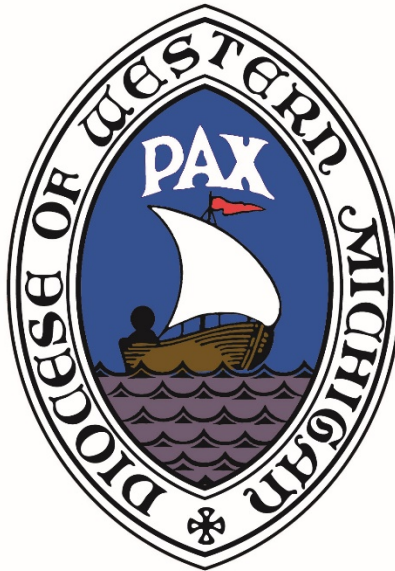
Diocese of Western Michigan

Vital Statistics of Congregations and Missions

Year in parentheses is last year of filing if not 2017

— BAPTISMS —

City	Congregation	Active Members	Communicants in Good Standing	Others Active	Average Sunday Attendance	Sunday Eucharists	16 yrs and Older	Under 16 Years	Confirmed or Received
Marshall	Trinity Episcopal Church	137	137	31	83	95	0	2	0
Montague	St Peters by the Lake Episcopal	121	121	0	50	50	0	7	0
Mt Pleasant	St Johns Church Episcopal	131	131	0	73	87	1	1	0
Muskegon	St Pauls Episcopal Church	157	157	3	82	105	0	0	4
Newaygo	St Marks Church	101	101	0	40	1	0	0	1
Niles	Trinity Episcopal Church	96	85	0	32	48	0	0	0
Northport	St Christophers Church	47	43	15	30	52	0	0	0
Norton Shores	St Gregorys Episcopal Church	122	82	40	51	96	0	1	0
Paw Paw	St Marks Episcopal Church	67	63	4	30	52	0	0	1
Pentwater	St James Church	33	31	6	23	48	0	0	0
Petoskey	Emmanuel Episcopal Church	274	274	14	111	102	0	2	1
Plainwell	St Stephens Episcopal Church	156	0	5	19	38	0	0	0
Portage	St Barnabas Episcopal Church	30	29	0	20	28	0	0	0
Richland	St Timothys Church	78	78	99	63	55	0	1	3
Saugatuck	All Saints Episcopal Church	286	266	9	112	121	0	3	0
Shelbyville	St Francis Episcopal Church	30	30	1	17	39	0	0	0
South Haven	Church of the Epiphany	91	91	2	41	53	0	1	0
St Joseph	St Pauls Episcopal Church	71	57	13	41	51	0	0	0
Sturgis	St John Episcopal Church	98	98	17	56	87	0	0	0
Three Rivers	Trinity Episcopal Church	84	48	2	22	44	0	0	0
Traverse City	Grace Episcopal Church	399	356	0	178	159	0	0	4
Wyoming	Holy Trinity Episcopal Church	144	144	0	71	52	0	0	0
Total		8,374	7,135	699	3,452	3,403	13	77	50



CONSTITUTION & CANONS

Together with the Rules of Order

THE DIOCESE OF WESTERN MICHIGAN

As adopted by the 144rd Annual Convention at Kalamazoo, Michigan, on November 3, 2018

Contents

CONSTITUTION OF THE DIOCESE OF WESTERN MICHIGAN

PREAMBLE	1
ARTICLE I: ACCESSION TO PROTESTANT EPISCOPAL CHURCH.....	1
ARTICLE II: TERRITORY IN DIOCESE	1
ARTICLE III: ECCLESIASTICAL AUTHORITY.....	1
ARTICLE IV: CONVENTIONS	1
ARTICLE V: ELECTION OF A BISHOP.....	3
ARTICLE VI: AMENDMENT OF CONSTITUTION	3

CANONS OF THE DIOCESE OF WESTERN MICHIGAN

PREAMBLE	5
----------------	---

TITLE I: ORGANIZATION AND ADMINISTRATION

CANON 1: DEFINITIONS	5
CANON 2: THE ASSOCIATION OF THE DIOCESE	6
CANON 3: THE CONVENTION.....	7
CANON 4: OFFICERS: ELECTED AND APPOINTED.....	9
CANON 5: DEPUTIES TO GENERAL CONVENTION AND PROVINCIAL SYNOD REPRESENTATIVES	12
CANON 6: THE STANDING COMMITTEE	13
CANON 7: THE DIOCESAN COUNCIL	14
CANON 8: MISSION REGIONS AND CONVOCATIONS	16
CANON 9: THE GENERAL FUND.....	17
CANON 10: THE COMMITTEE ON CONSTITUTION AND CANONS	19
CANON 11: ELECTION OF A BISHOP.....	19
CANON 12: THE BISHOP COADJUTOR.....	20
CANON 13: COMMITTEES	20
CANON 14: COMMISSION ON MINISTRY	20
CANON 15 - 19: RESERVED	21

TITLE II PARISHES

CANON 20: EQUALITY OF CONGREGATIONS	21
CANON 21: ESTABLISHMENT OF NEW CONGREGATIONS	21
CANON 22 PARISH MEETINGS	25
CANON 23: THE VESTRY: ITS OFFICERS, MEETINGS, AND DUTIES.....	27
CANON 24: REGISTERS AND PAROCHIAL REPORTS	30
CANON 25: FINANCIAL ASSISTANCE TO CONGREGATIONS.....	30
CANON 26: DISSOLUTION OF CONGREGATIONS.....	31
CANON 27: CONGREGATIONAL INDEBTEDNESS.....	32
CANON 28: AUDITS and INSURANCE	32
CANON 29: MINIMUM COMPENSATION STANDARDS FOR CLERGY	33
CANON 30: PASTORAL RELATIONSHIPS.....	34
CANON 31: RESTORING CONGREGATIONAL HEALTH.....	34
CANONS 32 – 39: RESERVED	37

TITLE III ORGANIZING FOR MINISTRY

CANON 40: ADMINISTRATIVE PLAN.....	37
CANONS 41 - 49 RESERVED	38

TITLE IV ECCLESIASTICAL DISCIPLINE

CANON 50: TITLE IV OF GENERAL CANONS	38
CANON 51: DIOCESAN COOPERATION	39
CANON 52: DISCIPLINARY BOARD	39
CANON 53: INTAKE OFFICER	41
CANON 54: INVESTIGATOR	41
CANON 55: CHURCH ATTORNEY(S).....	41
CANON 56: ADVISORS.....	41
CANON 57: COSTS AND EXPENSES INCURRED BY THE CHURCH	42
CANON 58: RECORDS.....	42
CANON 59: INVOLVEMENT OF THE CHANCELLOR.....	42
CANON 60: POLICIES OF THE DIOCESE	42
CANONS 61 - 69 RESERVED	43

TITLE V: AMENDMENT, CONSTRUCTION, PARLIAMENTARY AUTHORITY	
CANON 70: AMENDMENT OF CANONS	43
CANON 71: CONSTRUCTION	43
CANON 72: PARLIAMENTARY AUTHORITY	44
CANON 73: PRESUMPTION AGAINST CONFLICT OF INTEREST	44
CANON 74: REPRESENTATION OF POSITION OF DIOCESE	44
CANON 75: TRANSITIONAL PROVISIONS	44

RULES OF ORDER

I. ORGANIZATION	45
II. GENERAL	45

INDEX

INDEX	48
-------------	----

CONSTITUTION OF THE DIOCESE OF WESTERN MICHIGAN

PREAMBLE

Dedicated to the worship and service of Almighty God in the Anglican and Episcopal tradition, this Constitution is ordained and established for the Diocese of Western Michigan.

ARTICLE I: ACCESSION TO PROTESTANT EPISCOPAL CHURCH

This Diocese is a constituent of the Protestant Episcopal Church in the United States of America, otherwise known as The Episcopal Church (which name is hereby recognized as also designating The Church) and accedes to the doctrine, discipline, worship, constitution, canons and authority of The Episcopal Church, and recognizes the authority of the General Convention of The Episcopal Church.

ARTICLE II: TERRITORY IN DIOCESE

The Diocese of Western Michigan embraces substantially the western half of the Lower Peninsula, including thirty-three counties and the islands jurisdictionally attached to any thereof, and extends north from the south line of said state a distance of three hundred miles, more or less, to the Straits of Mackinac, and is bounded west by the west line of said state opposite the western tier of counties hereafter named, and is bounded on the east by the east line of the several counties of Branch, Calhoun, Eaton, Ionia, Montcalm, Isabella, Clare, Missaukee, Kalkaska, Antrim, Charlevoix, and Emmett, and includes all of the territory within said counties, and includes as well all of the territory within the counties of Berrien, Cass, St. Joseph, Van Buren, Kalamazoo, Allegan, Barry, Ottawa, Kent, Muskegon, Oceana, Newaygo, Mecosta, Mason, Lake, Osceola, Manistee, Wexford, Benzie, Grand Traverse and Leelanau.

ARTICLE III: ECCLESIASTICAL AUTHORITY

Section 1. ECCLESIASTICAL AUTHORITY

The Bishop Diocesan is the ecclesiastical authority of the Diocese, or in the absence of the Bishop Diocesan, the Bishop Coadjutor shall be the ecclesiastical authority of the Diocese, if there be one; or, if there is no Bishop Coadjutor, the Standing Committee shall be the ecclesiastical authority of the Diocese in the absence of a Bishop Diocesan or Bishop Coadjutor.

ARTICLE IV: CONVENTIONS

Section 1. AUTHORIZATION

An Annual Convention shall be, and special Conventions may be, called and held in this Diocese, as shall be provided by Canon.

Section 2. COMPOSITION OF CONVENTION

The Annual Convention shall be comprised of clerical and lay delegates as follows:

- (a) The Bishop;
- (b) Each member of the clergy canonically and actually resident and having pastoral charge, or engaged in work requiring the exercise of clerical duties;
- (c) Each member of the clergy canonically and actually resident in the Diocese but not exercising clerical duties solely by reason of age or sickness;
- (d) Each member of the clergy canonically resident in this Diocese but who is on active duty in the Chaplain's Corps of the Armed Forces of the United States of America;
- (e) Each abbot, prior or acting head of a monastic community who is canonically and actually resident in the Diocese;
- (f) Professed and ordained members of a monastic community canonically and actually resident in the Diocese and having pastoral charge of a parish in the Diocese;
- (g) Lay delegates shall be adult communicants in good standing chosen as prescribed by Canon. Each congregation in union with Convention shall be entitled to not more than four lay delegates not less than one lay delegate as prescribed by Canon.
- (h) Youth delegates shall be selected as prescribed by canon.
- (i) All people who want to participate in the life, worship and governance of this Church shall be encouraged regardless of race, color, ethnic origin, national origin, marital status, gender, sexual orientation, disabilities or age, except as otherwise specified by Canon. Every effort shall be made in every election or appointment process to include members of underrepresented groups.

Section 3. QUORUM

A majority of the clergy entitled to vote and a majority of the qualified lay delegates entitled to vote, duly assembled in Convention shall constitute a quorum. In the absence of a quorum, a majority of the voting members present may adjourn the Convention from time to time.

Section 4. OTHERS WHO MAY BE SEATED

The Convention may seat with voice, but without right to vote unless otherwise qualified, any person not listed in Article IV, Section 2, above.

Section 5. OFFICERS OF CONVENTION

- (a) The Bishop shall be the presiding officer at any Convention. In the absence of the Bishop, the Bishop Coadjutor, if any, shall preside, or in the Bishop Coadjutor's absence the Suffragan Bishop, if any, shall preside. Otherwise, the Convention shall elect a

president pro tempore from among its clerical members or a Bishop performing episcopal functions in the Diocese as provided by Canon.

- (b) The Convention shall elect annually by ballot members sufficient to fill any vacancy on the Standing Committee, whose eligibility and terms shall be delineated under the provisions of Title I, Canon 6, Section 6.01.
- (c) There shall be elected, or appointed, such other officers, committees, boards and trustees as shall be required by Canon, wherein their respective powers and duties shall be defined.

Section 6. LEGISLATION

The Convention shall have power to adopt such Canons and other legislation as it shall deem beneficial to this Diocese, and to amend or repeal the same, provided that such legislation shall be consistent with this Constitution and with the Constitution and Canons of the General Convention and not in conflict with any valid law established by civil authority.

Section 7. CONGREGATIONS

Provision shall be made by Canon for the organization of congregations and for their admission into union with the Diocese, and for their continuation therein or exclusion therefrom, or dissolution.

Section 8. VOTING

A simple majority vote shall be sufficient for the adoption of any motion, resolution or legislation, except as shall be otherwise required by Constitution or by Canon, or upon request of any seven members entitled to vote, the two orders shall vote separately, and concurrence of the requisite majority of each order shall be necessary for adoption.

ARTICLE V: ELECTION OF A BISHOP

The procedure for election of a Bishop shall be as provided by Canon, and the same procedure shall be applicable to election of a Bishop Coadjutor or a Suffragan Bishop. At any such election, a motion to go into committee of the whole shall be of highest privilege after the first ballot and shall be carried by one-third of the votes of each order.

ARTICLE VI: AMENDMENT OF CONSTITUTION

This Constitution or any part thereof may be amended in the following manner only: At least ninety days in advance of the annual Convention, the proposal to amend shall be submitted to the Bishop in writing, who shall give notice of the substance of the proposed amendment, not less than thirty days in advance of the Convention, to each member of the clergy entitled to seat and vote and to each congregation in union with the Diocese. The Bishop shall refer such proposal to an appropriate committee, which shall report to the Convention. After hearing the report of the committee, the amendment may be considered by the Convention and, if approved, or approved with change, then shall lie over until the next annual Convention. If the

amendment is adopted at the second annual Convention by a majority of each order, the Constitution shall stand amended accordingly from and after the close of the day of final adjournment of the Convention at which such adoption occurs.

CANONS OF THE DIOCESE OF WESTERN MICHIGAN

PREAMBLE

Diocesan Canons are an organizational, legal, and financial document, through which the Episcopal Diocese of Western Michigan is enabled to carry out its mission and vision. Our mission, rooted in the Anglican and Episcopal tradition, is to worship God, to follow Jesus Christ, to grow together in the Holy Spirit, and to serve the world. Our vision is to live our values and be healthy, mission-focused diverse parishes with innovative, collaborative engagement at all levels.

TITLE I: ORGANIZATION AND ADMINISTRATION

CANON 1: DEFINITIONS

Terms used in these Canons are defined, for purposes of this document, as follows:

- (a) “Bishop” refers to a Bishop Diocesan elected to that position as provided by the Constitution and Canons of this Diocese.
- (b) “Calendar Year” refers to a year beginning at the first moment of the day on January 1 and ending at the last moment of the day on the following December 31.
- (c) “Church” refers to The Episcopal Church as a constituent member of the Anglican Communion.
- (d) A “Communicant in Good Standing” shall include all persons who have received the Sacrament of Holy Baptism with water in the Name of the Father, and of the Son, and of the Holy Spirit, whether in this Church or in another Christian Church, and whose Baptisms have been duly recorded in this Church. An “Adult Communicant in Good Standing” in a Congregation is a communicant in good standing who is sixteen (16) years of age or older in that Congregation; and who, for the previous year, have been faithful in corporate worship, unless for good cause prevented, and have been faithful in working, praying, and giving for the spread of the Kingdom of God.
- (e) The term “congregation” means a recognized body of worshipers in the Diocese.
- (f) “Diocesan Commission” refers to any and all institutions, councils, committees, commissions, task forces, ecclesiastical or other corporation, and any other group organized and performing a function for the Diocese, by whatever name or designation, as well as affiliated organizations and institutions.
- (g) “Diocese” refers to the Diocese of Western Michigan.

- (h) “Ecclesiastical Authority” refers to the Bishop Diocesan of the Diocese. During times when the Diocese is without a Bishop Diocesan, or the Bishop Diocesan is incapacitated or away, the Standing Committee is the Ecclesiastical Authority of the Diocese.
- (i) The “fiscal year” of the Diocese, and of its constituent Parishes, Missions, and organizations, is the calendar year.
- (j) A “New Congregation” is a congregational ministry of the Diocese or of a sponsoring Parish; in the charge of the Bishop, or at the Bishop’s discretion and pleasure, a presbyter.
- (k) A “Parish” is a self-governing and self-supporting congregation within the Diocese, permitted to incorporate or is incorporated under the laws of the State of Michigan, in the charge of a Rector, and authorized to send lay delegates with voice and vote to Convention. The Governing Body of a Parish is a Vestry.
- (l) A “Seasonal Chapel” is any Summer or Seasonal Chapel within the confines of the Diocese which shall be under the control and direction of the Bishop; who, in turn, shall order the liturgical norm for such chapels and be responsible for appointing members of the clergy to officiate and celebrate, as the Bishop sees fit and proper. The Bishop has the discretion for purposes of administration, to appoint a presbyter, resident in the Diocese, as Priest-in- Charge, to function and administer such a chapel. All assets and real properties of such chapels shall be vested in the Diocese as provided under Title I, Canon 2, Section 2.02, of these Canons.
- (m) The term “vote by orders” is a vote taken at a Convention or other occasion in which clerical and lay votes are counted and reported separately.
- (n) The “year” for terms of Diocesan office, shall begin at the close of the annual Convention, and extend to the close of the next annual Convention of the Diocese.
- (o) A person qualifies as a “youth delegate” if, in addition to being a member of a Parish and of this Church, that person is attending high school, or its equivalent.

CANON 2: THE ASSOCIATION OF THE DIOCESE

Section 2.01. STATUS

The Diocese of Western Michigan is a non-profit, non-stock ecclesiastical trustee corporation organized and existing under the laws of the State of Michigan, and is custodian for the collection, holding, investment and management of:

- (a) All property and permanent funds of the Diocese except such as are or may be held by the Bishop as discretionary funds.
- (b) All property and funds which may be conveyed to and held by it in trust for specified congregations, societies, groups or committees.
- (c) All property and funds conveyed to it in trust for the furtherance of any religious, educational or charitable purpose of this Church.

Section 2.02. TITLE OF PROPERTY

All conveyances shall be made to, and title to all property belonging to the Diocese shall vest in the Diocese, to be held for such purposes as its articles provide, or as the Convention may direct by Canon or resolution, or as may be provided in any will, trust instrument or valid order of a court of competent jurisdiction; provided that title to such property may be conveyed to and held by the Bishop Whittlemore Foundation, a Michigan Ecclesiastical corporation organized and operated for the purpose of furthering the work of the Diocese, whenever and to the extent the Diocesan Council deems it necessary or expedient, and subject to such terms and conditions, if any, as the Diocesan Council sees fit to impose.

A Parish or other entity of the Diocese must obtain the approval of both the Bishop and the Standing Committee before acquiring or disposing of real property, whether by purchase, gift, bequest, or otherwise. Title to real property shall be held in trust for the Diocese of Western Michigan, except as otherwise directed by the Bishop and the Standing Committee.

Section 2.03. SECURITIES AND CONTRACTS

The Diocese shall have full authority to buy and sell investments, securities, notes, mortgages, and to enter into leases and other contracts upon the approval of the annual Convention or Diocesan Council.

Section 2.04. DIOCESAN FUNDS

The use of Diocesan funds shall be determined by the Diocesan Council.

Section 2.05. EXTENSION OF AGENCY SERVICE TO VESTRIES AND OTHERS

If any Vestry, society, guild, circle, or board of any congregation of this Diocese shall desire to avail itself of the services of the Diocese as an agency for the safekeeping and management of funds or securities, it may do so under such form of agency agreement as may be approved by the Diocesan Council. Application for such service shall be pursuant to resolution of the governing body of the applicant and shall have the written approval of the Rector.

CANON 3: THE CONVENTION

Section 3.01. ANNUAL CONVENTION

The date, time and place of annual Convention shall be appointed by the Ecclesiastical Authority.

Section 3.02. SPECIAL CONVENTIONS

The Ecclesiastical Authority shall have power to call special conventions and shall do so when requested in writing by any five members of the Standing Committee.

Section 3.03. NOTICE OF ANNUAL OR SPECIAL CONVENTION

Written notice of the date, time and place of holding any annual or special Convention shall be transmitted by the Secretary, either by mail or electronically, to every member of the clergy in

the Diocese and to the wardens of every Parish or new congregation without a Rector or Vicar at least thirty days before the date of meeting.

Notice of an annual Convention shall be accompanied by a copy of the provisions of the Constitution and Canons relating to the election of lay delegates and alternates. A form of certificate of election of lay delegates and alternates shall be made available electronically, which is to be completed and signed (actually or electronically) by the Rector or warden and by the secretary of the Vestry or the secretary of the annual meeting at which they were elected, and transmitted to the Diocesan Secretary in accordance with the instructions therefor.

Notice of a special convention shall specify the purpose or purposes thereof.

Section 3.04. SELECTION OF DELEGATES

Each parish or new congregation shall be entitled to representation by lay delegation at Diocesan Convention. Representation at Diocesan Convention by lay delegates shall be based upon the average Sunday attendance as reported in the annual parochial report filed in the current year. The number of delegates shall be determined by the following:

<u>Average Sunday Attendance</u>	<u>Authorized Number of Delegates</u>
1-100	2 Delegates
101-150	3 Delegates
151+	4 Delegates

Lay delegates and alternates shall be chosen at a preceding annual meeting of the Parish or Mission in accordance with the Parish or new congregation By-Laws, unless there be a vacancy, in which case it shall be filled as prescribed by such By-Laws. At least one lay member of a Parish's delegation shall where possible be a member of the Vestry.

Youth Delegates at any Convention shall be selected as follows:

- (a) Two youth delegates and one alternate from each of the three Mission Regions shall be selected by each Region, at its first meeting following the preceding Diocesan Convention. The Region shall have the authority to fill any vacancies that occur in these two positions.
- (b) Four at-large Youth Delegates and four at-large alternates shall be appointed by the Bishop Diocesan with advice from relevant Diocesan committees. The Bishop Diocesan shall have the authority to fill any vacancies that may occur in these positions.

Section 3.05. FUNCTIONS OF CONVENTION

A convention, whether annual or special, except as limited by Constitution or Canon, has power to:

- (a) Prescribe its own rules of procedure;
- (b) Amend the Constitution;

- (c) Enact, amend, or repeal Canons;
- (d) Elect a Bishop Diocesan, in case of vacancy;
- (e) Elect a Bishop Coadjutor or a Bishop Suffragan as provided by Constitution or Canon;
- (f) Elect officers and confirm appointments as provided by Constitution or Canon;
- (g) Appoint commissions, committees, agencies, ecclesiastical or other corporations, and boards, ad hoc or otherwise, as necessary for the business of the Convention, and to define their duties;
- (h) Admit a congregation into union with the Convention in the manner prescribed by Canon, and to terminate such union;
- (i) Adopt, order filed, or reject reports of officers and other instrumentalities;
- (j) Adopt budgets; and
- (k) Approve resolutions.

CANON 4: OFFICERS: ELECTED AND APPOINTED

Section 4.01. QUALIFICATIONS

To be eligible to serve as an officer of any Convention, member of the Standing Committee or Diocesan Council, deputy to the General Convention or Provincial Synod, any member of the clergy or lay person must be a communicant in good standing, except that a lay person may be elected who has not previously been elected a delegate to the annual Convention.

Diocesan officers (except for the Standing Committee and the Diocesan Council) provided for in this Canon may be nominated by the Ecclesiastical Authority and, if there be no other nominations, elected by acclamation by the Convention.

All people who want to participate in the life, worship and governance of this Church shall be encouraged regardless of race, color, ethnic origin, national origin, marital status, gender, sexual orientation, disabilities or age, except as otherwise specified by Canons. Every effort shall be made in every election or appointment process, to include members of underrepresented groups.

Section 4.02. PRESIDING OFFICER

The presiding officer shall be as provided in Article IV, Section 5, of the Constitution. The presiding officer shall:

- (a) Control the order of business except as otherwise provided by rules prescribed by the Convention or by Canon,
- (b) Maintain order and decorum and accelerate the dispatch of business, and
- (c) Shall have no vote except in case of a tie.

Section 4.03. SECRETARY

The Secretary shall be elected by the annual Convention for a term of one year and shall have the duty to:

- (a) Attend to the giving of all notices of a Convention and shall perform all duties assigned by the presiding officer or by the Convention, or by Canon,
- (b) File and preserve all certificates of election of lay delegates and all written reports laid before the Convention;
- (c) Preserve in permanent form complete minutes of the proceedings of the Convention and all its records;
- (d) Deliver to the Bishop such documents of historical value as the Bishop may request;
- (e) Prepare, proofread and cause promptly to be printed, the Journal of the annual Convention, and shall transmit or disseminate a printed or electronic copy thereof throughout the Diocese at the direction of the Diocesan Council.

The Secretary may appoint an Assistant Secretary or secretaries with approval of the annual Convention.

Section 4.04. TREASURER

The Treasurer shall be elected by the annual Convention for a term of one year. Prior to engaging in the duties of office, the Treasurer shall give bond as required by Canon of the General Convention. Such bond shall be deposited with the Bishop.

The Treasurer or the Diocesan Financial Officer shall have the duty to:

- (a) Receive and safely preserve and account for all monies and other things of value which come into the Treasurer's possession or control, and to make disbursement therefrom when, as, and only to the extent, duly authorized;
- (b) Maintain in books belonging to the Diocese an accurate record in detail of all receipts and disbursements of money or other things of value and to maintain a separate complete account of each fund;
- (c) Obtain and keep on file proper receipts and vouchers evidencing all disbursements;
- (d) Present to the annual Convention, and deliver to the Diocesan Council upon request, a detailed report of the receipts and disbursements of each fund, and of the balance on hand;
- (e) Cause an audit satisfactory to the Diocesan Council to accompany the annual report;
- (f) Exercise diligence in the collection of all funds due and payable to the Diocese; and
- (g) Deliver promptly to a duly elected and qualified successor in office, all monies and other things of value which have come into the Treasurer's hands, or control and which

have not been lawfully disbursed, together with all books, records, files, documents, receipts, vouchers, and correspondence pertaining to the office of Treasurer.

Section 4.05. ASSISTANT TREASURER

An Assistant Treasurer may be elected and shall give bond in the same manner as the Treasurer and shall assist the Treasurer as requested and perform the duties of Treasurer in case of absence or disability of the Treasurer.

Section 4.06. REGISTRAR

The Registrar shall be elected by the annual Convention for a term of one year and shall be the custodian of all diocesan documents and records not in the hands of the Bishop or required by Canon to be in the custody of some other officer.

Section 4.07. CHANCELLOR AND VICE CHANCELLORS

The Bishop shall appoint a Chancellor and may appoint such Vice-Chancellors as the Bishop deems necessary, all for a term of one year.

The Chancellor and Vice-Chancellors shall have the duty to, promptly, upon request from the Bishop prepare to the Bishop an opinion of the law or procedure relating to any question of law or legal procedure relating to the affairs of the Diocese, or any Parish.

The Vice-Chancellors shall assist the Chancellor and act under the Chancellor's supervision. In the absence or disability of the Chancellor, the Bishop may designate one of the Vice-Chancellors to act.

Section 4.08. HISTORIOGRAPHER

The Bishop may appoint without necessity for confirmation an Historiographer to serve at the pleasure of the Bishop. As the historian of the Diocese, the Historiographer shall prepare and file with the Registrar accurate records, or copies thereof of important Diocesan events.

Section 4.09. STANDING COMMITTEE

The annual Convention shall elect by ballot a Standing Committee consisting of four members of the clergy and four adult communicants in good standing for no more than two consecutive terms of three years each as provided in Title I, Canon 6.

Section 4.10. DIOCESAN COUNCIL

The annual Convention shall elect members of the Diocesan Council as required under the provisions of Title I, Canon 7.

Section 4.11. NOMINATING COMMITTEE

The Bishop shall appoint members of a Nominating Committee subject to confirmation by the Diocesan Council, to assist in nominating persons for appropriate offices, to be elected by the annual Convention, and to assist in the conduct and tally of elections and voting at a Convention. The term of office for members of the Nominating Committee shall be from the

time of appointment until the conclusion of the next subsequent annual Convention. No one who is a candidate for elective office shall serve on the Nominating Committee.

CANON 5: DEPUTIES TO GENERAL CONVENTION AND PROVINCIAL SYNOD REPRESENTATIVES

Section 5.01. ELECTION OF DEPUTIES AND ALTERNATES TO GENERAL CONVENTION The annual Convention shall elect by ballot, not later than the next year preceding any General Convention, eight deputies to the General Convention, being four members of the clergy and four adult lay communicants in good standing together with an equal number of alternate deputies having like qualifications.

The four members of the clergy and four adult lay communicants in good standing first receiving a simple majority of the votes cast, shall be declared elected deputies. An election shall then be held for alternate deputies. The four members of the clergy and four adult lay communicants in good standing receiving the highest number of the votes cast, shall be declared elected alternate deputies. Alternate deputies are to be ranked in the order of their election.

Section 5.02. PROVINCIAL SYNOD

Every three years the annual Convention shall elect by ballot one member of the clergy and two adult lay communicants in good standing to serve as Diocesan representatives on the Provincial Synod for a period of three years. At the same time one member of the clergy and two adult lay communicants in good standing shall be elected to serve as alternate Diocesan representatives on the Provincial Synod for a period of three years. One representative, either clerical or lay, must be a deputy to General Convention.

Section 5.03. DUTIES

It shall be the duty of the Deputies to the General Convention and Provincial Synod to notify the Bishop and the Secretary of the Diocesan Convention at least three weeks before the session of the General Convention or Provincial Synod, as the case may be, whether or not they will attend the same; and it shall be the duty of the Bishop and Secretary, in case any deputies decline to attend such session, to notify the alternate deputies consecutively as provided in Canon 5, Section 5.01, above, of the vacancies as they occur, and to see that they are filled accordingly by some alternate deputy. If any vacancy shall occur in the delegation from the Diocese during a session of the General Convention or of the Provincial Synod, the Bishop, with the concurrence of such deputies or representatives as may be present, may appoint to fill such vacancy any person possessing the qualifications necessary for a deputy or representative, with preference to alternates present.

CANON 6: THE STANDING COMMITTEE

Section 6.01. COMPOSITION

In 2013, and every third year thereafter, one member of the clergy and one confirmed adult communicant shall be elected by the annual Convention, for three-year terms. In 2014, and every third year thereafter, one member of the clergy and two confirmed adult communicants shall be elected by the annual Convention, for three-year terms. In 2015, and every third year thereafter, two members of the clergy and one adult communicant in good standing, shall be elected by the annual Convention for terms of three years as terms expire. No person in the ordination process may serve on the Standing Committee.

Vacancies shall be filled at the next annual Convention by election for the remainder of the unexpired term, in addition to the positions elected as provided, above.

Section 6.02. ORGANIZATION

The Standing Committee shall elect at its first meeting following the annual Diocesan Convention a member to be president, a member to be vice-president and a member to be secretary. A majority shall constitute a quorum.

Section 6.03. EXPENSES

All necessary expenses incurred by members of the Standing Committee in attending its sessions shall be paid by the Treasurer from the General Fund.

Section 6.04. POWERS

During the interval between annual Conventions, the Standing Committee, by and with the approval of the Bishop, shall have the power to fill by appointment, any vacancy in any elective or appointive office of the Diocese, except as otherwise provided by Canon. Such appointment will be for the unexpired portion of the term.

Section 6.05. DUTIES

The Standing Committee shall have the duty to:

- (a) Call a special Convention when there is no Bishop Diocesan, Bishop Coadjutor or Bishop Suffragan.
- (b) Investigate and make a recommendation to the Bishop regarding any matter of difference arising between a member of the clergy and a congregation or Vestry, which matter is first referred to the Standing Committee by the Ecclesiastical Authority. Such recommendation shall be binding upon the Bishop's approval.
- (c) Preserve in a book belonging to the Diocese, correct minutes of all proceedings of the Committee which shall be signed by the secretary and countersigned by the president. Such record shall be at all times subject to inspection by the Ecclesiastical Authority and a summary thereof shall be presented at the annual Convention next following.

- (d) Within 30 days following a meeting of the Standing Committee, a copy of the minutes of that meeting (whether or not yet approved as presented or corrected) shall be provided to each member of the Diocesan staff and to each member of the Diocesan Council. These minutes may be provided by electronic means.

Section 6.06. RECUSAL

The clergy or any member of a Parish involved in any matter pending before the Standing Committee shall recuse himself or herself from discussion and vote on that matter. In addition, no clergy or lay person who is connected to a Parish implementing a plan to restore congregational health or connected to a congregation undergoing a dissolution will be eligible for election/appointment to Standing Committee and if that designation occurs during a member's term their resignation would be required.

CANON 7: THE DIOCESAN COUNCIL

Section 7.01. COMPOSITION

The Diocesan Council shall be composed of the Bishop, a designated youth representative, four persons selected by each Mission Region and three persons nominated by the Bishop and approved by Council. The Bishop shall have the authority to appoint the designated youth representative on an annual basis or as vacancies arise. The representatives from each Mission Region must include at least one lay person and at least one member of the Clergy. Representatives of Mission Regions may serve up to two consecutive terms. If a Mission Region certifies to the Bishop that it is unable to fill their allotted positions, the Bishop shall fill the position with the approval of Standing Committee. If a Mission Representative is elected to serve an unexpired term that person may then serve two consecutive full terms following the completion of the unexpired term. Any appointed members serve a one year term and may be reappointed for up to three terms. The Chancellor, the Canon Missioners, the Chair of the Finance Committee, the Clerk of Council (unless a member of Council), the Bishop's Assistant for Finance and the Treasurer and the Assistant Treasurer shall be ex-officio members of the Diocesan Council without vote.

Section 7.02. ELECTION

Each year at the meeting preceding Diocesan convention, each Mission Region will submit to Convention the names of members to fill all expiring terms and any open but unexpired terms. Diocesan Convention shall approve the members submitted by each Mission Region.

Section 7.03. OFFICERS

The Bishop shall normally serve as presiding officer. The Council shall elect from its ranks annually a Vice President. A secretary, who need not be a member of the Diocesan Council, may be likewise elected.

Section 7.04. FUNCTION

The Diocesan Council shall function as the executive committee of the Diocese acting with the authority of and in the name of the Diocese between meetings of the annual Convention and in accordance with such direction and limits as may be set forth by the Diocese in its own articles of incorporation or by such resolutions or canons that may be passed by the Convention.

Section 7.05. DUTIES OF THE DIOCESAN COUNCIL

The Diocesan Council shall:

- (a) Meet on sufficient occasions during the year on call of the presiding officer to enable it to carry out its function and duties;
- (b) Have general supervisory oversight over the work of all commissions of the Diocese;
- (c) Develop strategy, policy and work in the name of the Diocese in conjunction with the Bishop and all other agencies of the Diocese;
- (d) Receive, control, and expend through the Treasurer, all monies of the General Fund, for purposes designated by the Budget adopted by Convention, and as permitted and required by Title I, Canon 9 of these Canons; and
- (e) Submit a written annual report of its work to the annual Convention.
- (f) The Diocesan Council shall maintain, or cause to be maintained, a system of retirement pensions for all lay employees of the Diocese, commensurate with the Canons and directives of the General Convention. All such programs shall be reviewed annually in light of changing economic conditions and needs of such employees. The Diocese also recognizes the right of lay employees to enter into individual or collective bargaining with the Diocese on any economic issue.
- (g) Within 30 days following a meeting of the Diocesan Council, a copy of the minutes of that meeting (whether or not yet approved as presented or corrected) shall be provided to each member of the Diocesan staff and to each member of the Standing Committee. These minutes may be provided by electronic means.

Section 7.06. COUNCIL MEETINGS TO BE OPEN AND PUBLIC

All meetings of the Council shall be held in open session, with time, date, and place being announced by appropriate means to the entire Diocese, and members thereof, clerical and lay, shall be invited and urged to attend such meetings. Executive sessions shall be permitted upon two-thirds vote of all Council members present and voting for the considerations of personnel matters. The ultimate resolution of such personnel matters shall be reported and ratified by vote in open meeting.

CANON 8: MISSION REGIONS

Section 8.01. COMPOSITION

The Diocese shall be divided into three Mission Regions, the same to be determined by the Standing Committee.

Section 8.02. PURPOSE AND POWERS

The Mission Region provides a vehicle for Parishes and new congregations in proximity to each other to undertake projects and activities in furtherance of their respective missions and the mission and vision of the Diocese, which would be too difficult for one Parish or new congregation to undertake alone, or which would so drain the resources of one Parish or new congregation as to make the effort impracticable.

The Mission Region shall be responsible for carrying out the following duties:

- (a) Promoting and aiding in the implementation of cooperative ministries among the congregations in the Region;
- (b) Identifying and communicating program and ministry ideas to the appropriate Diocesan Commission;
- (c) Aiding Diocesan commissions in the implementation of programs and ministries in the Region;
- (d) Raising funds as necessary to its activities;
- (e) Providing a forum for discussion of upcoming Diocesan Convention business and disseminating and responding to Diocesan communications relating to Convention concerns;
- (f) Proposing names as required for membership on Diocesan Commissions and Council; and
- (g) Performing such other duties assigned by these Canons or the Constitution.

Section 8.03. MEMBERS

The clergy and members of the congregations in the region are members of the Mission Region.

Section 8.04. MEETINGS

Each Mission Region shall meet not less than three times each year and such additional times as may be deemed necessary by the Missioner or at the request of not less than four members of the Region.

Section 8.05. OFFICERS

Each Mission Region shall elect the following officers:

- (a) A Chairperson shall be the Canon Missioner. The Chairperson shall preside at meetings of the Mission Region, and shall carry out such duties and communications as the Mission Region or the Bishop may assign.
- (b) A Vice-Chairperson, who shall preside at convocation meetings in the absence of the Chairperson.
- (c) Either the Chairperson or Vice-Chairperson must be a member of the clergy.
- (d) A Secretary and a Treasurer, who each shall perform the customary duties of their respective offices.

Diocesan Council members from the Mission Region shall be nominated by the members of the Mission Region, as provided by Canon 7, at a meeting held no more than 60 days, and no less than 30 days, prior to the annual Convention.

CANON 9: THE GENERAL FUND

Section 9.01. PURPOSE

The General Fund shall include all unrestricted funds of the Diocese and shall be used for the share of the Diocese in the General Church Program of The Episcopal Church as adopted by the General Convention, support of Diocesan Parishes, new congregations and Commissions, the stipend and expenses of the Bishop and the salaries and expenses of the Diocese.

Section 9.02. SOURCES, RECEIPTS AND DISBURSEMENTS

The General Fund shall be derived from income from designated and unrestricted endowment and trust funds and from the apportionments of each congregation. All monies due or accruing to the Fund shall be paid to the Treasurer, who shall pay no monies therefrom which have not been provided for by the Budget adopted at the annual Convention, unless authorized to do so by the Diocesan Council, or by the Bishop for expenditures under \$1,000.

Section 9.03. PARISH APPORTIONMENT

The Program and Budget of the Diocese, including its obligation to The Episcopal Church, shall be funded by an annual apportionment of each Parish based on its Net Operating Income. This income shall be the total operating income as shown on the most current annual Parochial Report.

A Parish may use as its Net Operating Income for this formula the average of the last three Parochial Reports, or the most recent Parochial Report, whichever is the smaller amount.

A Parish may then deduct from this amount the actual dollar amount of apportionment funds paid to the Diocese in the preceding year. This is the figure upon which the new apportionment is to be based.

The apportionment formula is as follows:

- 10% of the first \$75,000 (\$1 - \$75,000)
- 12% of the second \$75,000 (\$75,001 - \$150,000)
- 14% of the third \$75,000 (\$150,001 - \$225,000)
- 16% of any amount above \$225,001

This apportionment shall be paid in twelve equal monthly payments.

The Diocesan office will inform each Parish of its apportionment in a timely manner. Each Parish will then have a maximum of 45 days to respond in writing. If a Parish believes itself to be unable to meet the apportionment it must indicate in writing why that is so. The Apportionment Review Committee will then contact the Rector/Senior Warden to meet with them and to connect them with those groups in the Diocese that are prepared to offer assistance.

If a Parish will not work in good faith with the Apportionment Review Committee and the supportive groups within the Diocese, with the goal of strengthening the Parish and meeting the apportionment goal, the Bishop and the Standing Committee will have the option of prescribing a course of action for the health of the Parish, pursuant to Title II, Canon 31.

Section 9.04. BUDGET

The Diocesan Council shall:

- (a) Be responsible for submitting to the annual Convention for approval, a balanced budget incorporating all the work and program of the Diocese. The proposed budget shall be distributed to all Convention delegates at least thirty (30) days prior to the annual Convention.
- (b) Advise the National Executive Council of the amount the Diocese intends to pay towards the National Church Program that year; and
- (c) Have the authority during the course of the year to modify the budget approved by the annual Convention in any manner it deems necessary to balance expenditures with anticipated resources.

Section 9.05. BUDGET PROCEDURE

- (a) Six months before the commencement of the next Diocesan Convention, the Diocesan Council will ask the chairs of each Diocesan commission to prepare a proposed budget for the following year and submit it to the Diocesan Council not later than four months before the commencement of the next Diocesan Convention.

- (b) A proposed budget will be prepared listing all proposed receipts and expenditures and shall be presented to the Diocesan Council not later than two months before the commencement of the next Diocesan Convention.
- (c) The Diocesan Council will review the report and initiate the process of balancing the proposed expenditures with the forecasted receipts. Not later than one month before the commencement of the next Diocesan Convention, the Diocesan Council will approve a proposed balanced budget for the following year. The proposed budget will be distributed to all Convention delegates at least thirty (30) days prior to the annual Convention.

CANON 10: THE COMMITTEE ON CONSTITUTION AND CANONS

Section 10.01. Committee on Constitution and Canons

The Bishop shall appoint a Committee on Constitution and Canons to consist of such number of persons, clergy or lay, as the Bishop shall deem necessary. The Chancellor or a Vice-Chancellor shall serve as chairperson of the Committee. The members of the Committee shall serve a term commencing upon appointment by the Bishop and running through the close of the next subsequent annual Convention or until their successors are appointed.

Section 10.02. DUTIES

The Committee on Constitution and Canons shall review proposed revisions to the Constitution and Canons of the Diocese referred to it by the Bishop. Such review shall be to determine the canonical propriety of said revision and the compatibility of the proposed revision with the Constitution and Canons of the General Convention, the Constitution and Canons of the Diocese and any other documents that may be relevant. The Committee shall report the results of such review to the Bishop, the Diocesan Council, and the annual Convention.

CANON 11: ELECTION OF A BISHOP

Section 11.01. ELECTION OF A BISHOP

The election of a Bishop Diocesan, or of a Bishop Coadjutor, or of a Bishop Suffragan, shall be made at a Convention, either annual or special, as described by these Canons. If such election occurs at an annual Convention it shall be required that notice of the Convention include notice of the intent to elect such a Bishop, and that such notice be distributed to Convention delegates not less than 60 days prior to the Convention. Notification of a special Convention called for the purpose of electing a Bishop Diocesan, a Bishop Coadjutor, or a Bishop Suffragan shall be distributed to Convention delegates not less than 60 days prior to the special Convention, and such notice shall state the purpose of the special Convention.

Section 11.02. PROCEDURE

The election of a Bishop Diocesan, or of a Bishop Coadjutor, or of a Bishop Suffragan shall be in the following manner:

- (a) Nominations shall only be made as follows to the Standing Committee no later than the date specified by the Standing Committee:
- (1) By the Search Committee appointed as directed by the Standing Committee; and
 - (2) By petition, the form of which shall be determined by the Standing Committee, signed by no less than three (3) clergy members canonically resident in no less than two (2) Mission Regions and by no less than three (3) lay members in good standing of at least two (2) Mission Regions. The person nominated must indicate such person's willingness to be nominated and consent in writing to the normal background checks no later than the date specified by the Standing Committee.
- (b) All nominees whose nomination has been made as set forth in subsection (a) hereof shall be eligible for election and no nominations may be made from the floor of Convention.
- (c) The members of clergy and lay delegates to Convention shall vote by ballot and by orders. A concurrence of a majority of both orders shall be necessary for an election. If in either order less than 60 percent of all entitled to vote are present, two-thirds of the votes of those present in that order shall be necessary to determine the election. Absent non-stipendiary members of the clergy and absent retired members of the clergy shall not be counted in determining the majority of clergy.

Section 11.03. FAILURE TO ELECT

In case of failure to elect upon any ballot as herein provided, the Convention shall continue to ballot until an election occurs or the Convention adjourns.

CANON 12: THE BISHOP COADJUTOR

The Bishop Coadjutor, if any, shall be *ex-officio* a member of all Diocesan commissions of which the Bishop Diocesan is *ex-officio* a member. In the absence or disability of the Bishop Diocesan to act, the Bishop Coadjutor shall possess all the powers and perform all the duties of the Bishop Diocesan prescribed in these Canons.

CANON 13: COMMITTEES

The Bishop may establish committees whose duties, membership and duration shall be designated from time to time by the Bishop with the advice and consent of Diocesan Council.

CANON 14: COMMISSION ON MINISTRY

The Commission on Ministry shall be appointed by the Bishop. The Commission shall consist of nine members appointed for three year terms from members of the laity, deacons, and presbyters. The duties of the Commission will be to advise and assist the Bishop in the implementation of Title III of the Canons of the General Convention. No person in the ordination process may serve on the Commission on Ministry.

CANON 15 - 19: RESERVED

TITLE II PARISHES

CANON 20: EQUALITY OF CONGREGATIONS

Section 20.01. EQUALITY OF CONGREGATIONS

All congregations, financially self-supporting or otherwise, shall be equal with respect to the Canons of the Diocese.

CANON 21: ESTABLISHMENT OF NEW CONGREGATIONS

Section 21.01. ESTABLISHMENT OF NEW CONGREGATIONS

- (a) On recommendation of the Bishop and Standing Committee, the Diocesan Council may establish a new congregation, subject, however, to the provisions of Section 21.04 of this Canon.
- (b) If the gathering place for worship of the proposed new congregation be within ten miles of the church of any Parish in union with the Convention, the Bishop and Diocesan Council shall consult with the Rector and Vestry of each such Parish church before establishing the new congregation.
- (c) An application for establishment of a new congregation shall be made in writing to the Bishop which application shall begin with a letter addressed to the Bishop, in form substantially saying:

"We, the subscribers, baptized, adult persons, residents of the town of _____ in the State of Michigan, request, pursuant to Title II, Canon 21, Section 21.01 of the Canons of the Diocese of Western Michigan that a new congregation be established at _____, to be known as _____. We promise obedience to the Constitution and Canons of the General Convention of The Episcopal Church, the Constitution and Canons of the Diocese of Western Michigan, and to the Bishop Diocesan of the Diocese of Western Michigan."

The following items shall be attached to the application:

- (1) A description of the group (which may be identified by native language, ethnic group, geographic location, or other affinity) to be served by the proposed new congregation;
- (2) An explanation of the reasons why such group would be better served by the establishment of the proposed new congregation than by other existing parishes;
- (3) A description of the physical facilities to be used by the proposed new congregation;

- (4) A description of the arrangements proposed for taking charge of the spiritual affairs of the proposed new congregation;
- (5) A description of the relationship contemplated between the sponsoring Parish or Diocese and the proposed new congregation, including the arrangements for supervision of the financial affairs of the new congregation and any expectations for eventual self- sufficiency of the proposed new congregation; and,
- (6) An affirmation to the effect that the proposed new congregation will, if established, obey the Constitution and Canons of the General Convention of The Episcopal Church in the United States of America, the Constitution and Canons of the Diocese of Western Michigan, and the Bishop Diocesan of the Diocese of Western Michigan.

The application shall include any additional information the Bishop may require to determine the need, and the adequacy of the arrangements, for such proposed new congregation.

- (d) After establishment of a new congregation under this Canon, the Bishop shall appoint a presbyter to have charge of the spiritual affairs of the new congregation under direction of the Bishop. The presbyter's salary shall be fixed within the approved Diocesan guidelines for clergy compensation. A new congregation established under this Canon shall not place itself under the charge, temporary or permanent, of any person without the consent of the Bishop Diocesan.
- (e) The Bishop and presbyter shall appoint an advisory committee from the members of the new congregation to serve until the new congregation holds its first annual meeting.
- (f) A meeting of the new congregation shall be held annually during the month of January on such date as may be fixed by the by-laws. The first annual meeting will be set by the Bishop or by the presbyter in charge of the congregation. The first annual meeting shall adopt by- laws; and the first and each subsequent annual meeting shall be held for the following purposes:
 - (1) The election of wardens, secretary, treasurer and not more than six other persons having the qualifications of voters, to constitute the advisory committee;
 - (2) Consideration and action upon recommendations of the presbyter or advisory committee concerning secular business of the new congregation;
 - (3) Reception of reports;
 - (4) Consideration and action upon proposed amendments to the by-laws; and,
 - (5) If admitted into union with the convention, election of the authorized number of lay delegates to represent the new congregation at the convention, as determined according to Title I, Canon 3, Section 3.04 of these Canons, together with the same number of alternates. Delegates must have the same qualifications as prescribed

for delegates from parishes. If not so elected, the advisory committee may appoint delegates and alternates to the convention.

- (g) Special meetings of the new congregation may be called by the presbyter or advisory committee for purposes to be stated in the notice of the meeting.
- (h) Notices of the annual and all special meetings shall be given in accordance with Title II, Canon 22, Sections 22.03 and 22.04 of these Canons.
- (i) Qualification of voters is the same as provided in Title II, Canon 22, Section 22.05, of these Canons.
- (j) The wardens, secretary and treasurer shall have such duties as conform as nearly as practicable to those of the corresponding officers of a Parish. The treasurer shall give bond under the circumstances and in the form required by the Canons of this Diocese and of the General Convention, satisfactory to the Bishop and Standing Committee.
- (k) New congregations shall be incorporated under the Michigan statutes permitting incorporation of Protestant Episcopal Churches when they show evidence of being financially self-sufficient for at least one year. Title to all personal property given to or purchased by or for new congregations established under this Canon, and to monies contributed for operating purposes, shall vest in the treasurer of the new congregation and his or her successors in office, in trust for the new congregation, subject to use by the presbyter in his or her canonical administration.
- (l) The Diocese of Western Michigan shall hold title to all real estate given to, or purchased by or for, a new congregation established under this Canon. Donations of real estate for the benefit of a new congregation shall not be accepted except by consent of the Bishop and the Standing Committee of the Diocese of Western Michigan, as provided by Title I, Canon 2, Section 2.02 of these Canons.
- (m) Title to endowments and invested funds given or bequeathed for the use or benefit of a new congregation established under this Canon shall be held by the Diocese of Western Michigan, which shall administer the same for the purposes directed in the instrument of gift or trust, unless some other Trustee shall be named in such instrument and shall accept the trust.
- (n) When a new congregation is replaced by an incorporated Parish, such Parish shall be deemed the lawful successor of the new congregation and all property held in trust for the new congregation shall be conveyed to such Parish, provided such conveyance is not inhibited by the provisions of the trust, and provided further, that the provisions of Title I, Canon 2, Section 2.02 of these Canons are complied with.
- (o) Before any church, Parish house or other buildings shall be built by such a new congregation, or structural alterations made to any existing building, satisfactory drawings thereof shall be submitted to and approved by the Bishop Diocesan and the Standing Committee of the Diocese of Western Michigan, in conformance with Title I, Canon 2, Section 2.02 of these Canons.

Section 21.02. SUPERVISION OF FINANCIAL AFFAIRS

The financial affairs of the new congregation shall be supervised by the Diocese.

Section 21.03. DISSOLUTION OF A NEW CONGREGATION

On recommendation of the Bishop, the Diocesan Council may close a new congregation after giving the officers of the new congregation a reasonable opportunity to be heard. In such case, the real estate and invested funds held by, or for, the Diocese of Western Michigan for the benefit of such new congregation shall be administered for the benefit of the evangelical work of the Diocese and may be leased, mortgaged, sold or otherwise disposed of, with the advice and consent of the Bishop and the Standing Committee, as provided by Title I, Canon 2, Section 2.03 of these Canons. All personal property and funds in the custody of the new congregation treasurer shall be turned over, in such case, to the Treasurer of the Diocese, to be used under the direction of the Bishop and Diocesan Council for the evangelical work of the Diocese.

Section 21.04. CHANGE FROM NEW CONGREGATION STATUS TO PARISH STATUS

- (a) To become a Parish, a new congregation must make an application to the Bishop, which application shall begin with a letter addressed to the Bishop, in form substantially saying:

“We, the subscribers, baptized, adult persons, members of the new congregation of _____, request that the status of the new congregation be changed to a Parish, to be known as _____. We continue to promise obedience to the Constitution and Canons of the General Convention of The Episcopal Church, the Constitution and Canons of the Diocese of Western Michigan, and to the Bishop Diocesan of the Diocese of Western Michigan.”

The application shall provide the basis by which:

- (1) A need exists for the establishment of such a Parish;
 - (2) A building has been acquired, or the use of a building provided. The following items shall be attached to the application:
 - (3) A copy of the congregation’s proposed, or existing, Articles of Incorporation;
 - (4) The congregation’s application for, or acceptance of, incorporation under the laws of the State of Michigan permitting incorporation as an Ecclesiastical corporation for Protestant Episcopal Churches;
 - (5) A copy of the congregation’s by-laws;
 - (6) Documentation establishing the congregation’s tax-exempt status;
 - (7) A copy of the previous year’s audited financial records of the congregation;
- and,

(8) Any additional information the Bishop may require.

- (b) If the location of the place of worship of the proposed Parish is within ten miles of the church of any existing congregation in union with this Diocese, the Bishop and the Diocesan Council shall obtain the consent from the Rector and Vestry of each such existing congregation before approving the change of status of the new congregation to a Parish.
- (c) The Bishop shall consult with the Diocesan Council and the Standing Committee regarding the merits of the application, and then shall submit a recommendation to Convention.

Section 21.05. APPROVAL BY CONVENTION

If, after the recommendation required by Title II, Canon 21.04 (c), above, the next annual Convention of the Diocese shall approve the same, the congregation shall thereby be admitted into union with the Diocese. If such recommendation shall not receive approval of the annual Convention of the Diocese, the annual Convention shall by resolution determine the disposition of the new congregation.

Section 21.06. CERTIFICATE OF UNION

Upon approval of the recommendation by the annual Convention, as provided by Title II, Canon 21, Section 21.04, above, the Bishop Diocesan shall issue a certificate of union. The Bishop's certificate that said union has been effected shall be retroactive to the close of the Convention which approved the recommendation, and shall be final and conclusive.

CANON 22: PARISH MEETINGS

Section 22.01. BY-LAWS

All by-laws adopted by any congregation shall be consistent with the Constitution and Canons of the General Convention and the Constitution and Canons of this Diocese.

Section 22.02. ANNUAL PARISH MEETING

A Parish meeting shall be held annually in each congregation within the month of January. Such annual meeting shall:

- a. Elect qualified adult communicants in good standing to the Vestry;
- b. Consider and act upon recommendations of the Vestry concerning secular business of the Parish;
- c. Receive reports of the Rector, secretary, treasurer, and other officers of the Parish and of its organizations; and,
- d. Consider and act upon proposed amendments, if any, to the articles of incorporation or by-laws of the Parish.

Section 22.03. NOTICE OF ANNUAL MEETING

Notice of the date, hour and place of holding each annual meeting shall be given at a regular service on each of the two Sundays next preceding such meeting, by the Rector, or in the Rector's absence by a warden; or notice may be given with like effect by such publishing, posting, mailing or electronic means as the Vestry may direct.

Section 22.04. SPECIAL PARISH MEETING

Special meetings of a congregation may be called by:

- (a) The Rector; or,
- (b) Written consent of two-thirds of the Vestry; or,
- (c) Written consents of a majority of the Vestry if the Rector approves; or,
- (d) Consent of a majority of the Vestry if there be no Rector.

Notice of a special meeting shall state the purpose or purposes thereof and may be given in the same manner as notice of an annual Parish meeting.

Section 22.05. QUALIFICATIONS OF VOTERS

At all Parish meetings, whether annual or special, the right to vote shall be limited to baptized persons:

- (a) not less than 16 years of age,
- (b) whose baptisms have been duly recorded in said Parish,
- (c) who for a period of not less than six months preceding have been regular worshiper in the Parish; and,
- (d) who for not less than six months preceding have been bona fide regular contributors to its support, according to the method used in the Parish. Physical disability or absence from the Parish during the preceding six months shall not disqualify an otherwise qualified voter.

Before any vote has been taken, the presiding officer shall state to the persons present the foregoing qualifications of voters. The Rector and the wardens shall be judges of the qualifications of voters. If a warden is absent, the presiding officer may appoint a member of the Vestry to act in place of the warden. The judges of an election shall not permit an unqualified person to vote. Proxy ballots shall not be accepted.

Section 22.06. ORDER OF BUSINESS

Unless otherwise provided by by-law or resolution, the presiding officer shall control the order of business. The presiding officer may appoint tellers and other assistants. The secretary shall preserve a list of the names of all persons who voted for Vestry members. The list shall be signed by the judges of election.

CANON 23: THE VESTRY: ITS OFFICERS, MEETINGS, AND DUTIES

Section 23.01. ORGANIZATION OF VESTRY

The Vestry of a Parish shall consist of not less than six nor more than fifteen lay members. Within these limits the number may be fixed by by-law. Members of the Vestry shall be adult communicants in good standing as defined by Title I, Canon 17, Sections 2 and 3 of the General Convention, and shall be qualified voters of the congregation. Vestry members may not be a Spouse, Parent, Sibling, or Child of or reside in the same household as the Rector or any other Vestry member.

The by-laws of a Parish shall provide for multi-year Vestry terms, arranged so that an equal number of members are elected each year. An election of Vestry members shall be preceded by nomination. No voter shall vote for more candidates than the total number of Vestry members to be elected. A majority of all votes cast shall be necessary to elect.

Immediately following the annual meeting (unless otherwise provided by by-law) the newly constituted Vestry shall meet and elect for a term of one year:

- (a) a senior warden,
- (b) a junior warden,
- (c) a secretary,
- (d) a treasurer, and
- (e) the authorized number of lay delegates to represent the Parish at the Convention, as determined according to Title I, Canon 3, Section 3.04, together with the same number of alternates.

The secretary and the treasurer shall be *ex-officio* the secretary and treasurer, respectively, of the Parish, unless otherwise provided by by-law.

Section 23.02. QUALIFICATIONS

The wardens shall be Vestry members. The secretary and treasurer shall be qualified voters of the congregation who may or may not be members of the Vestry. The delegates and alternates shall be qualified voters of the congregation.

Section 23.03. VESTRY MEETINGS

Unless otherwise provided by by-law, the Vestry shall meet as often as once in each month in ten months of the calendar year at such day, place and hour as shall be fixed by resolution or bylaw. Notice of a stated meeting, although desirable, shall not be legally necessary. The Rector, when present, shall preside at all Vestry meetings but shall have no vote except in the case of a tie. In the Rector's absence from the meeting, one of the wardens, if present, shall preside. In the case of a vacant cure, the Senior Warden, if present, shall preside, and if the Senior Warden not be present, the Junior Warden shall preside.

A special meeting of the Vestry may be called by the Rector at any time, upon notice given in any practical manner to each Vestry member. The purpose of the special meeting shall be stated as a part of the notice. In a vacancy of the Rectorate, a special meeting may be called by either warden at any time upon notice given in any practical manner to each other Vestry member.

No notice of any meeting at which the Rector and all members of the Vestry are present shall be necessary. Any or all members may waive notice in writing either before or after the meeting has been held. All waivers of notice shall be kept on file by the secretary.

A majority of the members of the Vestry, not counting the Rector, when duly assembled, shall constitute a quorum. Less than a quorum may transact business if there be no objections, but any business so transacted is subject to ratification at the next regular meeting of the Vestry.

Section 23.04 DUTIES OF VESTRY

The Vestry shall have the duty to:

- (a) Be helpful to the Rector;
- (b) Prepare, approve and present a balanced budget to the Annual Meeting of the Parish;
- (c) Employ and fix the compensation of all employees of the Parish provided that no person shall be employed or retained except by and with the approval of the Rector;
- (d) Provide maintenance for the Rector and such compensation as shall be agreed upon for employees of the Parish;
- (e) Elect and call a Rector in conformance with Title III, Canon 9, Section 3(a) of the Canons of the General Convention, and under procedures adopted by the Bishop Diocesan, in consultation with the Standing Committee;
- (f) Have charge, care and management of all property and temporal affairs of the Parish;
- (g) Supervise collection, control, and disbursement of all monies held by or for the benefit of the Parish;
- (h) Keep all buildings, structures, and tangible property of the Parish adequately insured against loss;
- (i) Assure that all treasurers and custodians of funds (other than banking institutions) obtained, contributed, held, or accumulated for the benefit of the Parish, or of any of its activities, shall be adequately bonded;
- (j) Assure that all treasurers and custodians of funds maintain records sufficient to enable proper accounting and audits;
- (k) Deposit all trust funds, permanent funds and all securities, which come under their control, using the Parish name and tax identification number, with a national bank, a state bank, the Diocesan Council pursuant to Title I, Canon 2, Section 2.05, or some

other custodian approved by the Finance Committee of the Diocese, under a suitable deposit arrangement requiring not less than two signatures upon all checks and orders for withdrawals;

- (l) Manage trust funds and income therefrom strictly in accordance with the lawful express requirements of the instruments creating the trust;
- (m) Sell and convey unneeded personal property of the Parish when deemed for the best interest of the Parish to do so;
- (n) Pursuant to a vote of the congregation, at a meeting duly called, sell and convey real estate of the Parish, when deemed for the best interest of the Parish to do so, but only pursuant to written consent of the Bishop and Standing Committee first obtained. Acting within the limitations upon debt contained in Title II, Canon 27, and in compliance with the requirements of that Canon, to do any of the following acts, namely to:
 - (1) Cause necessary repairs to be made upon the Parish property;
 - (2) purchase necessary furnishings and equipment;
 - (3) mortgage real estate when deemed for the best interest of the Parish to do so, but only pursuant to written consent of the Bishop and the Standing Committee first obtained; and
 - (4) acquire appropriate real estate; and, on real estate held in fee simple by the Parish pursuant to consent of the congregation given at a Parish meeting duly called and held, take down and remove or alter existing buildings, and erect, construct, or reconstruct, a church building, chapel, Rectory, and/or Parish house. This subsection shall not be held to apply to alterations which do not involve major structural changes to the buildings in question.

The foregoing duties of the Vestry shall always be subject to the authority of the Rector to direct the spiritual activities of the congregation subject to the Bishop or other person acting as the Ecclesiastical Authority and to Canon Law and the Rector's right to possession, use and control of the property of the Parish as provided by the canons of the General Convention of The Episcopal Church.

Section 23.05. DUTIES OF OFFICERS OF VESTRY

- a. **WARDENS.** In case the congregation be without a Rector, the wardens shall preside at meetings of the congregation and of the Vestry, shall provide public worship as circumstances shall permit, and shall perform the duties required by Title I, Canon 6 and Title III, Canon 9 of the Canons of the General Convention.
- b. **SECRETARY.** The secretary shall keep correct minutes of all meetings of the Vestry and of the congregation and shall sign the same and deliver the same to his or her successor. The records of the congregation and the Vestry at all times shall be safely

and permanently kept open to inspection by the Bishop, the Rector, and all qualified voters of the congregation. The secretary shall be the custodian of the bond of the treasurer. The secretary shall assure that proper timely notice is given of all meetings of the Vestry and of the congregation.

- c. TREASURER. The treasurer shall follow the Episcopal Church Manual of Business Methods in Church Affairs. The treasurer shall report to the Vestry at each stated meeting thereof, and whenever requested, all receipts and disbursements and the condition of the all Parish cash and investment balances. The treasurer shall make a like report to the annual Parish meeting. The treasurer shall give bond for the faithful performance of his or her duties. The treasurer's records shall be and open to inspection by the Bishop and shall be kept at the Parish office and promptly delivered to the treasurer's successor in office.

CANON 24: REGISTERS AND PAROCHIAL REPORTS

Section 24.01. DUTIES

It shall be the duty of all Rectors, vicars, and other clergy of the Diocese to record in the appropriate register all the official acts listed in Title I, Canon 6, of the Canons of the General Convention. In the case of a vacant cure, the senior warden shall perform this duty, and if the senior warden should not be available, the junior warden shall perform this duty.

Section 24.02. REPORTS

A report of every congregation and of every bishop, presbyter, and deacon not officially attached to a congregation shall be prepared annually as required by and in the manner set forth by Title I, Canon 6, of the Canons of the General Convention.

CANON 25: FINANCIAL ASSISTANCE TO CONGREGATIONS

Section 25.01. ELIGIBILITY

Any congregation in union with the Diocese may make application for financial assistance from the Diocese. Such application shall be made through the Diocesan Council or such committee(s) as it may designate.

Section 25.02. PROCEDURE

The Diocesan Council shall establish and administer a process whereby congregations may apply for financial assistance from the Diocese. Such process shall be communicated to all congregations in the Diocese in an appropriate and timely manner and shall include, but is not limited to, the following:

- (a) Dates and deadlines for applications and/or steps within the application process.
- (b) Method of reporting from the applying congregation of:

- (1) Conduct of a stewardship program for the support of the congregation and the Diocese;
- (2) Activity and worship in the congregation in the preceding year; and,
- (3) Expectations for the future of the congregation.

(c) Method of accountability for use of assistance fund.

Section 25.03. FINAL APPROVAL

The final decision on all financial assistance grants shall be made by the Diocesan Council.

Section 25.04. FUNDING

Funds for financial aid to congregations within the Diocese shall be identified by the annual Convention as a part of the budget of the General Fund as described in Title I, Canon 9, Section 9.04, in a line item entitled, "Aid to Congregations." In any given fiscal year, the total of all financial assistance granted by the Diocesan Council shall not exceed the total of the amount allocated for "Aid to Congregations."

CANON 26: DISSOLUTION OF CONGREGATIONS

Section 26.01. DISSOLUTION

Whenever any congregation shall choose to dissolve or be determined by the Bishop and Diocesan Council to be virtually extinct, the Convention may exclude it from union with the Diocese, but without prejudice to subsequent application for readmission in the manner prescribed by Title II, Canon 21 for original admission.

In such case the real estate and invested funds that may be held by the Diocese or the Bishop Whittemore Foundation for the benefit of such congregation shall be administered for the benefit of the general missionary work of the Diocese and may be leased, mortgaged, sold or otherwise disposed of by the Bishop and the Diocesan Council pursuant to Title II, Canon 21, Section 21.03 of these Canons and pursuant to the requirements of the Canons of the General Convention. All personal property and funds in the custody of the treasurer of the congregation shall be turned over to the Treasurer, to be used under the direction of the Bishop and the Diocesan Council for the general missionary work of the Diocese.

Section 26.02. REORGANIZATION OF CONGREGATION AFTER DISSOLUTION

A dissolved congregation may be reorganized by the same procedure prescribed in these Canons. After reorganization has been completed, the reorganized congregation shall be entitled to the accrued investment funds derived from the predecessor congregation. The invested funds then continuing to be held by the Diocesan Council, and not in the meantime disposed of, shall be held for the benefit of such reorganized congregation, subject to such encumbrances as may have been created thereon in the meantime by action of the Diocesan Council or otherwise.

CANON 27: CONGREGATIONAL INDEBTEDNESS

Section 27.01. LIMITATIONS ON DEBT

No indebtedness shall be incurred by any congregation without the approval of both the Bishop and the Standing Committee, except:

- (a) Indebtedness for permanent improvements, replacement or additions to real estate or equipment, where the amount of such indebtedness, plus indebtedness of every kind already existing, shall not exceed 150% of the average annual receipts of such congregation during the three years then last preceding;
- (b) Indebtedness for current expenses where the amount of such indebtedness, plus all indebtedness heretofore incurred for current expenses and still existing, shall not exceed 20% of the total current receipts of such congregation during the preceding fiscal year; and the payment of all such indebtedness shall be provided for in the budget of the next ensuing fiscal year with reasonable expectation of its payment out of the receipts of the next two years; or,
- (c) Indebtedness incurred to finance existing loans, provided the total amount thereof be not increased.

In computing receipts under subsections (a) and (b) hereof, income from endowments, devises and bequests available for general purposes may be included; but principal and income not available for payment of debts, and receipts earmarked for non-parochial purposes shall be excluded.

Section 27.02. PLAN OF PAYMENT REQUIRED

Where approval of proposed indebtedness is required, the application therefore shall be accompanied by a plan of payment, and such approval shall not be granted in any event unless such a plan is deemed feasible by the Bishop and the Standing Committee.

Section 27.03. EXISTING INDEBTEDNESS

This Canon shall not apply to the refinancing of existing indebtedness, provided the total existing indebtedness is not increased.

CANON 28: AUDITS and INSURANCE

Section 28.01. AUDITS

As soon as may be after the close of each fiscal year, the accounts of all officers handling funds, whether of the Diocese or its auxiliaries, or of congregations and their auxiliaries, shall be audited in accordance with the Episcopal Church Manual of Business Methods in Church Affairs and The Episcopal Diocese of Western Michigan Policy "Annual Audit of Congregations". Copies of audit reports shall be submitted to the Diocesan Treasurer for review by September 1 following the close of the fiscal year.

- (a) Congregations who fail to complete and submit the audit proscribed for them, by Diocesan Policy, by September 1, will be seated at diocesan convention without voice.
- (b) Any congregation who fails for two consecutive years to complete and submit the audit proscribed for them, by Diocesan Policy, by September 1, will be seated at diocesan convention without voice or vote.
- (c) Any congregation who fails for three consecutive years to complete and submit the audit proscribed for them, by Diocesan Policy, by September 1, shall specifically request of Convention, by motion, permission for seat, voice and or vote. Without the granting of such a motion the congregation shall not have seat, voice or vote at Convention.

Section 28.02. INSURANCE

- (a) All buildings and tangible personal property, owned or held in trust by the Diocese or by any congregation, shall be insured under the Diocesan Insurance program; including but not limited to hazards to be insured against, amount and sufficiency of such insurance for each congregation, and insurance carrier or carriers, shall be as prescribed by the Diocesan Council. Each congregation insured under this program shall pay to the Treasurer its fair share of the cost of the total Insurance program, which fair share shall be determined by the Diocesan Council.
- (b) Each congregation shall provide health insurance through the denominational health plan for all eligible clergy and eligible lay employees.

CANON 29: MINIMUM COMPENSATION STANDARDS FOR CLERGY

Section 29.01. ESTABLISHMENT OF STANDARDS

There is hereby established a minimum standard of compensation for all members of the clergy exercising a full-time, parochial, stipendiary ministry in the Diocese of Western Michigan. Compensation is defined as stipend, housing/housing allowance, and utilities.

The establishment of a minimum compensation standard is not meant to prevent a congregation from providing additional forms of compensation.

Section 29.02. ADOPTION, SCALE

The Diocesan Council shall adopt an annual Clergy compensation minimum for the next ensuing fiscal year. For those who have been ordained more than one year, the minimum standard shall be increased by an amount, to be determined by the Diocesan Council, for each year of ordained ministry beyond the first year to a limit of ten years.

Section 29.03. FAILURE TO COMPENSATE

In any case where compensation provided is below the minimum standard the position will be regarded as less than a full-time position. The Bishop, or the Bishop's representative, shall assist in negotiating a mutually agreeable solution.

Section 29.04. OTHER BENEFITS

Consideration for adequate reimbursement shall also be given by vestries in the areas of:

- (a) Reimbursement of automobile expenses;
- (b) Continuing education; and
- (c) Other professional expenses.

CANON 30: PASTORAL RELATIONSHIPS

Section 30.01.

Except upon mandatory resignation by reason of age, a Rector may not resign as Rector of a Parish without the consent of its Vestry, nor may any Rector canonically or lawfully elected and in charge of a Parish be removed therefrom by the Vestry against the Rector's will, except as hereinafter provided.

Section 30.02.

If for any urgent reason a Rector or Vestry desires a dissolution of the pastoral relation, and the parties cannot agree, either party may give notice in writing to the Ecclesiastical Authority of the Diocese. Whenever the Standing Committee is the Ecclesiastical Authority of the Diocese, it shall request the Bishop of another Diocese to perform the duties of the Bishop under this Canon.

Section 30.03.

The provisions of Title III, Canon 9, Section 12 of the Canons of the General Convention apply to pastoral relations in this Diocese.

The Bishop and the Standing Committee will have the option of prescribing a course of action for the health of the Parish, pursuant to Title II, Canon 31.

CANON 31: RESTORING CONGREGATIONAL HEALTH

Section 31.01. PURPOSE

This Canon is intended to address the exceptional case of a Parish whose continued viability as a self-sustaining entity appears to be in jeopardy, such that a degree of Episcopal intervention or oversight is needed as a means of restoring the health of the congregation. It is not intended to derogate from the traditional right and responsibility of Parishes in the Episcopal Church to govern themselves. In those cases where an inquiry is initiated, and where a plan to restore congregational health is implemented is declared, it shall be the duty and obligation of all parties to strive to accomplish the speedy end or substantial amelioration of the conditions that led to the inquiry or to the implementation of a plan to restore congregational health, and to restore the congregation to spiritual and temporal health.

Section 31.02. INITIATION OF INQUIRY

An inquiry by the Ecclesiastical Authority leading to the implementation of a plan to restore congregational health under this Canon may be initiated only in one of the following ways:

The Bishop, believing that one or more of the conditions in Section 31.04 may exist, may initiate such inquiry;

The Standing Committee by vote of two-thirds of its members, believing that one or more of the conditions in Section 31.04 may exist, may petition the Bishop to initiate such inquiry; or if the Standing Committee is the Ecclesiastical Authority, it may initiate such inquiry by

unanimous vote;

The Rector, both Wardens, or a majority of the Vestry of such Parish, believing that one or more of the conditions in Section 31.04 may exist, may petition the Ecclesiastical Authority to initiate such inquiry.

Section 31.03. INQUIRY BY ECCLESIASTICAL AUTHORITY

Upon proper initiation as provided in Section 31.02, the Ecclesiastical Authority, either itself or through persons it may designate, shall conduct such inquiry into the condition of the Parish as it deems appropriate. Such inquiry shall include conversations with persons in the Parish, and may also include written or oral questions to the Parish or members thereof and examination of any books and records of the Parish. The Parish must cooperate in the inquiry by answering such questions fully, accurately, and promptly, and by making available the books and records of the Parish upon reasonable notice. If, after such inquiry, the Bishop finds that one or more of the conditions in Section 31.04 exist in the Parish, the Bishop may, with the concurrence of two-thirds of the Standing Committee, implement a plan to restore congregational health. If the Standing Committee is the Ecclesiastical Authority, it may make such implementation following inquiry, by unanimous vote.

Section 31.04. CONDITIONS IN THE PARISH

No plan for restoring congregational health may be made except upon a finding, following inquiry, that one or more of the following conditions exist in the Parish:

- (a) The failure of the Parish, for two years or more, to consist of at least twenty-five adult Communicants of the Church or, for two years or more, to be financially self-supporting.
- (b) The failure for at least two years to elect a Vestry or a Rector (where the Parish is without a Rector).
- (c) The failure to pay the minimum clergy compensation as required by Canon; or the failure to make timely payment of premium under the clergy pension system as required by Canon, or of premium for any other obligatory insurance for clergy.
- (d) The refusal or willful failure to arrange for representation of the Parish at an annual Convention of the Diocese.
- (e) The failure or neglect to make canonically-required reports, including the annual parochial report to the Bishop, the annual pledge to the Diocese, and Parish audit report; or to pay duly-assessed Diocesan apportionments or assessments. Voluntary giving shall not be considered a Diocesan apportionment or assessment.
- (f) Persistent and significant instability or decline in the financial or temporal condition of the Parish, as evidenced by, for example, substantial invasion of the principal portion of endowment or trust funds, to such a degree that, in the judgment of the Bishop and

two-thirds of the Standing Committee, the long-term viability of the Parish as a self-supporting entity is in jeopardy.

- (g) Persistent failure or neglect to conform to the business methods in church affairs required by the Constitution and Canons of the General Convention of The Episcopal Church or of the Diocese, including those requirements relating to the bonding of treasurers or other custodians of funds, proper record keeping, proper maintenance of books of account, annual audit, and the maintenance of adequate insurance.
- (h) Persistent failure to provide for and fund health insurance through the denomination health plan for all eligible clergy and lay employees.
- (i) Persistent failure to keep all buildings, structures, tangible property of the Parish adequately insured against loss under the Diocesan insurance program or to pay any premiums coming due.
- (j) The purchase, use, or conveyance of property of the Parish, or the incurring of debt, other than in conformity with the Constitution and Canons of the General Convention of The Episcopal Church and of the Diocese, except where such non-conformity was inadvertent and resulted in no substantial prejudice to the property or temporal interests of the Parish.
- (k) The failure to cooperate in an inquiry under this Canon, or in connection with any other canonical inquiry by the Ecclesiastical Authority or its designee, including the failure or refusal to provide full and accurate information on the state of the Parish and its affairs.
- (l) The failure to implement in good faith any plan or arrangement agreed to by the Parish under this Canon.
- (m) Apart from the foregoing, any deliberate and manifest breach of obligation of the Parish, set out in the Constitution and Canons of the General Convention of The Episcopal Church or of the Diocese, but only if the following additional conditions are met:
 - (1) the Bishop shall have transmitted to the Parish a written warning summarizing the conduct or failure to act by the Parish which constitutes the deliberate and manifest breach under this section, indicating the reasons why such conduct or failure to act constitutes such breach, and explicitly directing the Parish to cease and desist from the conduct which constitutes the breach, or to act affirmatively as the canonical obligation requires; and
 - (2) within 30 days following transmittal of the warning and direction, the Parish shall have failed or refused to conform to the directive so provided, or shall have failed or refused to provide to the Bishop a written plan and agreement satisfactory to the Bishop to bring its conduct into prompt conformity with its canonical obligation.

Section 31.05. PERMITTED ACTIONS

If a plan for restoring congregational health is implemented in accordance with this Canon, the Bishop, with the concurrence of two-thirds of the Standing Committee, may require the application of one or more of the actions below, anything in the articles of incorporation or bylaws of such congregation to the contrary notwithstanding. The actions shall be considered independent actions with no requirement of exhaustion of certain actions before the application of others. If the Standing Committee is the Ecclesiastical Authority, it may require one or more of the following actions by unanimous vote.

- (a) A plan for the Parish to cure the conditions which led to the implementation of the plan for restoring congregational health, agreed to by the Parish within 90 days, and implemented thereafter in accordance with its terms.
- (b) Appointment by the Ecclesiastical Authority of five or more adult communicants temporarily to govern the affairs of the Parish as Warden and Vestry, notwithstanding any other canonical or other provision for such governance, until the Ecclesiastical Authority declares the end or sufficient amelioration of such conditions, or applies further measures under the Canons.
- (c) Designation of the Rector or the Parish Clergy-in-charge, until the Ecclesiastical Authority declares the end or sufficient amelioration of such conditions, or applies further measures under the Canons.
- (d) Conveyance of title of all real property of the Parish to the Diocese, which shall preserve and control such property in trust until the Ecclesiastical Authority declares the end or sufficient amelioration of such conditions, or applies further measures under the Canons.
- (e) Such other measures as the Ecclesiastical Authority shall determine with the advice and consent of two-thirds of the Standing Committee (or as determined by the Standing Committee acting unanimously, if it be the Ecclesiastical Authority), until the Ecclesiastical Authority declares the end or sufficient amelioration of such conditions, or applies further measures under the Canons.

CANONS 32 – 39: RESERVED

TITLE III ORGANIZING FOR MINISTRY

CANON 40: ADMINISTRATIVE PLAN

Section 40.01. AUTHORITY

The Diocesan Council, which is representative of the Mission Regions of the Diocese of Western Michigan, shall create such commissions, committees, and departments as shall be deemed appropriate to the mission and ministry of the Diocese. Each shall have a stated Mission,

membership, and program and, when necessary, budget, which collectively shall be deemed the Administrative Plan for that year.

Section 40.02. ACCOUNTABILITY

Except for staff groups accountable directly to the Bishop, all such commissions, committees and departments shall be directly accountable to the Diocesan Council. The Diocesan Council shall provide supervision, interpretation, clarification, and direction to such groups as the Diocesan Council may deem necessary.

Section 40.03. COMMISSION REPORTS

Each commission shall report annually and in writing to the Diocesan Council and at other times the Council deems reports necessary. Copies of these reports shall also be sent to the Bishop as Presiding Officer. The Bishop and the Council shall submit in writing an annual report of their work to the annual Convention, including the annual report of the Treasurer.

Section 40.04. REPORT TO CONVENTION

The Diocesan Council shall report each year to the annual Convention on the Administrative Plan, providing the names, mission, membership, and budget for each commission, committee, and department which it has created to meet the mission and ministry needs of the Diocese.

Section 40.05. STAFF GROUPS

Staff groups are advisory committees appointed by the Bishop to assist diocesan staff persons who work directly under the supervision of the Bishop.

CANONS 41 – 49: RESERVED

TITLE IV ECCLESIASTICAL DISCIPLINE

CANON 50: TITLE IV OF GENERAL CANONS

Section 50.01. TITLE IV OF GENERAL CANONS

Those provisions of Title IV of the Canons of the General Convention of The Episcopal Church which are applicable to the Diocese are hereby incorporated as part of this Title. To the extent, if any, that any of the provisions of this Title are in conflict or inconsistent with the provisions of Title IV, the provisions of Title IV shall govern. The Canons in this Title shall take effect on July 1, 2011. The terms of previously elected members of the Diocesan Review Committee and the Ecclesiastical Trial Court shall terminate on June 30, 2011, except with respect to cases in progress on that date.

CANON 51: DIOCESAN COOPERATION

Section 51.01. DIOCESAN COOPERATION

The Episcopal Dioceses of Michigan plan to cooperate in the disciplinary process of any matter in any of these Dioceses going to the Disciplinary Board. When any General Canon shall allow information to be given to a Bishop, the only Bishop to whom information about a charge may be given shall be the Bishop of the Diocese in which the Respondent is canonically resident. The venue of any proceedings shall be in the Diocese in which the Respondent is canonically resident.

CANON 52: DISCIPLINARY BOARD

Section 52.01. DISCIPLINARY BOARD

The Disciplinary Board shall consist of a minimum of four, two lay and two clergy, members from each Diocese cooperating in the empaneling of the Disciplinary Board. A member of the Standing Committee of any Diocese may not serve on the Disciplinary Board.

Section 52.02. DIOCESAN REPRESENTATION

Each of the Dioceses cooperating in the empaneling of the Disciplinary Board shall have two clergy and two lay members on the Disciplinary Board. In addition, each Diocese shall take turns electing one additional clergy member.

Section 52.03. SELECTION OF MEMBERS OF DISCIPLINARY BOARD

Members of the Disciplinary Board, sufficient to fill any upcoming vacancies, shall be selected by the Bishop in consultation with the Standing Committee and approved by the annual Convention of the Diocese.

Section 52.04. TERMS

The initial terms of the members of the Disciplinary Board shall begin on July 1, 2011. Each member of the Disciplinary Board shall serve a two-year term. Except for the initial terms, each term shall begin on January 1 following election. At the first meeting of the Disciplinary Board after July 1, 2011, the members shall draw lots to determine which two members (at least one clergy and one lay) will be serving until December 31, 2011; and, which two members (at least one clergy and one lay) will be serving until December 31, 2012. Thereafter, each Diocese shall elect replacements for members of that Diocese whose terms have ended.

Section 52.05. SUCCESSIVE TERMS

Members may serve no more than two successive terms, after which they must vacate the office for at least one year before being reelected. If a member is appointed to fill a vacancy, the term of such member shall be the unexpired term of the member being replaced or until the next annual Diocesan Convention, whichever time is shorter. A member appointed to fill a vacancy, if otherwise qualified, will be eligible for election to complete the vacated term, and then eligible for reelection to a further full term. If the term of the vacated term would have

concluded at the next annual Diocesan Convention, the member appointed to fill a vacancy, if otherwise qualified, will be eligible for election to two successive terms.

Section 52.06. CLERGY MEMBERS

The clergy members of the Disciplinary Board must be canonically and geographically resident within the Diocese, and remain so for the duration of their term of office.

Section 52.07. LAY MEMBERS

The lay members of the Disciplinary Board shall be adult communicants in good standing of a congregation within the Diocese, and remain so for the duration of their term in office.

Section 52.08. VACANCIES

Vacancies on the Disciplinary Board shall be filled as follows:

- (a) Upon the determination that a vacancy exists, the President of the Disciplinary Board shall notify the Bishop of the vacating member's Diocese of the fact of vacancy and request appointment of a replacement member of the same order as the member to be replaced.
- (b) That Bishop shall appoint a replacement Disciplinary Board member in consultation with the Standing Committee.
- (c) Persons appointed to fill vacancies on the Disciplinary Board shall meet the same eligibility requirements as apply to otherwise appointed Disciplinary Board members.
- (d) With respect to a vacancy created for any reason other than pursuant to a challenge as provided below, the term of any person selected as a replacement Disciplinary Board member shall be until the next annual Diocesan Convention. With respect to a vacancy resulting from a challenge, the replacement Disciplinary Board member shall serve only for the proceedings for which the elected Disciplinary Board member is not serving as a result of the challenge.

Section 52.09. PRESIDENT

As soon as practicable after the First day of January of each year, but no longer than 60 days after the First day of January of that year, the Disciplinary Board will meet and elect from its membership a President, who may be a member of the clergy or lay person, and who shall serve for a term of one year (until the replacement is elected).

Section 52.10. CLERK

The Disciplinary Board shall appoint a Disciplinary Board Clerk to assist the Disciplinary Board with records management and administrative support. The Clerk may, but need not, be a member of the Disciplinary Board.

Section 52.11. PRESERVING IMPARTIALITY

In any proceeding under this Title, if any member of a Conference Panel or Hearing Panel of the Disciplinary Board shall become aware of a personal conflict of interest of undue bias, that

member shall immediately notify the President of the Board and request a replacement member of the Panel. Respondent's Counsel and the Church Attorney shall have the right to challenge any member of a Panel for conflict of interest or undue bias by motion to the Panel for disqualification of the challenged member. The members of the Panel not the subject of the challenge shall promptly consider the motion, and any testimonial or written evidence in support of the motion, if any, and determine whether the challenged Panel member should be disqualified from participating in that proceeding.

CANON 53: INTAKE OFFICER

Section 53.01. INTAKE OFFICER

One or more Intake Officers for the Diocese shall be appointed from time to time by the Bishop, according to the needs of the Diocese. The Bishop shall publish the name(s) and contact information of each Intake Officer throughout the Diocese.

CANON 54: INVESTIGATOR

Section 54.01. INVESTIGATOR

The Bishop shall appoint an Investigator in consultation with the President of the Disciplinary Board on an as-needed basis. The Investigator may, but need not be, a member of the Church.

CANON 55: CHURCH ATTORNEY(S)

Section 55.01. CHURCH ATTORNEY(S)

The Bishop, with the consent of the Standing Committee, shall appoint one or more attorneys to serve as Church Attorney(s). The Church Attorney shall be appointed no later than 30 days after the filing of a Charge with the Disciplinary Board. The person(s) so selected may, but need not, be members of the Church; but, must be a duly licensed attorney in the State of Michigan, and need not reside within the Diocese. The Church Attorney may be removed for cause by the Bishop with the advice and consent of the Standing Committee.

CANON 56: ADVISORS

Section 56.01. ADVISORS

In each proceeding under this Title, the Bishop shall appoint an Advisor for the complaining party and an Advisor for the Respondent. Persons serving as Advisors shall hold no other appointed or elected position provided for under this Title, and shall not include the Chancellor or any Vice-Chancellor of this Diocese or any person likely to be called as a witness in the proceeding. The role of the Advisor is found in General Canon IV.2 and is not meant to act necessarily as an attorney. The complaining party and the Respondent are each free to engage an attorney at their own expense.

CANON 57: COSTS AND EXPENSES INCURRED BY THE CHURCH

Section 57.01. COSTS AND EXPENSES INCURRED BY THE CHURCH

The reasonable costs and expenses of the Disciplinary Board, the Intake Officer, the Investigator, the Church Attorney, the Disciplinary Board Clerk and the Pastoral Response Coordinator shall be the obligation of the Diocese in which the Respondent is canonically resident, unless the alleged offense took place elsewhere and the respective Bishops agree on a different cost allocation. Other costs shall be the responsibility of the individual parties incurring them.

CANON 58: RECORDS

Section 58.01. RECORDS OF PROCEEDINGS

Records of active proceedings before the Disciplinary Board, including the period of any pending appeal, shall be preserved and maintained in the custody of the Disciplinary Board Clerk, if there be one; otherwise by the Diocesan office in which the Respondent is canonically resident.

Section 58.02. PERMANENT RECORDS

The Bishop shall make provision for the permanent storage of records of all proceedings for clergy canonically resident in this Diocese under this Title at the Diocese and the Archives of The Episcopal Church, as prescribed in Title IV of the General Canons. The records may, but need not, be stored in electronic formats.

CANON 59: INVOLVEMENT OF THE CHANCELLOR

Section 59.01. INVOLVEMENT OF THE CHANCELLOR

The Chancellor of the Diocese of Western Michigan shall be available to provide advice and counsel to the Disciplinary Board on matters of procedure or on any matter touching upon ecclesiastical or civil law, to the extent such involvement is not inconsistent with the responsibilities of the Chancellor under Title I, Canon 4, Section 4.07, or Title IV, Canon 56, Section 56.01, above. However, the Chancellor shall not express a view on or have any involvement in the merits of a particular case before the Board.

CANON 60: POLICIES OF THE DIOCESE

Section 60.01. POLICIES OF THE DIOCESE AND DISCIPLINE

The Convention of the Diocese may adopt policies that require periodic training or certification. The failure to abide by these policies and attend any required training or certification process shall subject a person or congregation to the sanctions and discipline as provided in these Canons and in the Constitution and Canons of the General Convention of The Episcopal Church.

CANONS 61 – 69: RESERVED

TITLE V: AMENDMENT, CONSTRUCTION, PARLIAMENTARY AUTHORITY

CANON 70: AMENDMENT OF CANONS

Section 70.01. AMENDMENT OF CANONS

Any proposal to amend any Canon of the Diocese shall be submitted in writing to the Bishop not less than ninety days in advance of the meeting of the Convention at which time the same is to be offered. The Bishop shall cause the proposed amendment to be published not less than thirty days in advance thereof, to each member of the clergy entitled to seat and vote at the Convention, the lay delegates to Convention, if known, and a warden of each Parish in union with the Diocese. Such a proposal may be referred to an appropriate person or committee prior to the Convention if the Bishop feels that expert analysis and comment would be useful and enlightening to the Convention. Any persons or Committee so appointed may be asked to report to the Convention. If such amendment shall then be approved by vote of the Convention in accordance with Article IV, Section 8 of the Constitution, the amendment shall become effective as of the close of the day of final adjournment of the Convention.

CANON 71: CONSTRUCTION

Section 71.01. CONSTRUCTION

These Canons, and this Diocese and its organizations, are subject to the Constitution and Statutes of the United States of America, the Constitution and Statutes of the State of Michigan, and the Constitution and Canons of the General Convention of The Episcopal Church in the United States, as the same may, from time to time be amended or changed, and these Canons should be construed as being consistent therewith, anything herein to the contrary notwithstanding.

Section 71.02. CATCH LINE HEADINGS AND COMMENTS

The table of contents, index, cross-reference tables, catch line headings and comments, to the extent published with these Canons, are not part of the text of the Canons, and are not to be used in the construction of these Canons.

Section 71.03. SEVERABILITY OF PROVISIONS

Should any court of competent jurisdiction, whether civil or ecclesiastical, determine that any provision of these Canons is contrary to any governing law as identified in Title V, Canon 70, Section 70.01, above, such provision shall be null, void and of no effect from such point forward; but, such determination shall have no effect on any remaining Canon. Each Canon is severable from the remainder, and shall continue in force until repealed or amended.

CANON 72: PARLIAMENTARY AUTHORITY

Section 72.01. PARLIAMENTARY AUTHORITY

The current edition of Robert's Rules of Order shall be the parliamentary authority at all meetings of the Diocese and any of its Parishes and organizations, unless modified.

Section 72.02. SUSPENSION OR MODIFICATION OF RULES

At any meeting of the Diocese and any of its Parishes and organizations, a two-thirds majority of those present and entitled to vote, provided that a quorum has been determined to be present, may vote to suspend or modify the Rules of Order for that meeting only; and, provided that the suspension of the Rules shall not interfere with the ability of the meeting to adjourn.

CANON 73: PRESUMPTION AGAINST CONFLICT OF INTEREST

SECTION 73.01. PRESUMPTION AGAINST CONFLICT OF INTEREST

No contract of the Diocese, or of any Parish or constituent organization of the Diocese made with any member of the Diocese or of any Parish or constituent organization of the Diocese, or with a partnership or other group or association of which any such member shall be a member or with any corporation of which such member may be a member or director and no contract between this Diocesan corporation and any other corporation having common directors shall be invalid because of such facts alone.

CANON 74: REPRESENTATION OF POSITION OF DIOCESE

Section 74.01. REPRESENTATION OF POSITION OF DIOCESE

No public statement respecting a position on any issue attributed to the Diocese, any Parish in the Diocese, or any organization of the Diocese, may be made unless in full compliance with the Constitution and Canons of this Diocese, and the prior approval of the Bishop. The Bishop has the authority to issue blanket approvals, or to delegate this power by written authorization.

CANON 75: TRANSITIONAL PROVISIONS [Reserved]

Section 75.01. TRANSITIONAL PROVISIONS [Reserved]

RULES OF ORDER

I. ORGANIZATION

- (a) The President having the Chair, the Convention shall be called to order.
- (b) Each session of the Convention shall be opened with suitable devotions.
- (c) The [lay delegation or entire delegation lay and clergy] of any parish that has not properly turned in their parochial report for the preceding year, prior to the beginning of a diocesan or special convention, shall not have the right to vote at that convention. Such a parish shall retain its right to seat and voice.
- (d) The Secretary of the preceding Convention (or, in his/her absence, the secretary pro tempore to be elected via vote) shall call out the names of the Parishes and Missions in union with the Convention; and the lay delegates from each shall present their certificates of election, which shall be referred to a committee on Credentials, appointed by the President, consisting of one presbyter or deacon and one lay person. However, at the discretion of the Bishop, certificates of election may be required to be sent in prior to the Convention and be referred to the Committee on Credentials immediately preceding the opening session of the Convention, thereby eliminating the reading of the names of the Parishes and Missions.
- (e) If provision has not been made for registration of clerical members before the opening session of the Convention, the Secretary shall call out the names of the clergy entitled to seats in the Convention and shall enter into the Journal the names of those who are present.
- (f) The Committee on Credentials shall report.
- (g) Quorum and right to vote from time to time shall be determined on the basis of clergy who have registered or answered present and lay delegates who have theretofore been seated by the Convention after the above reports.

II. GENERAL

- (a) Nominations from the floor will not be accepted.
- (b) When nominations are made for any office, the names shall be recorded in the order in which they were presented.
- (c) Elections
 - (1) The Elections Committee Chair shall cause all names proposed for offices which are to be filled by balloting to be printed on a separate ballot for each office. Separate ballots shall be taken for each office and shall be the order of the day from such hour as the Convention shall fix.
 - (2) In all elections, a ballot shall be void unless the number of votes cast on the ballot is equal to the number of vacancies to be filled.

- (3) In order for any person to be elected to any office, he/she must receive a vote on a majority of ballots cast.
- (4) If all offices on a ballot have not been filled after two ballots, then the person who received the fewest number of votes on the second ballot will not appear on the third ballot. If balloting continues, the lowest vote getter will be removed from each successive ballot.
- (5) A person named on a ballot may remove his/her name from the ballot at any time during the balloting process.
- (d) In case the Bishop shall withdraw from the sittings of the Convention, he shall appoint a Presbyter to preside during his absence.
- (e) At any time before the final adjournment of the Convention, the President may, and if requested by any seven (7) members shall, call for the reading of the minutes of the sessions just completed; and after such reading the minutes shall be corrected, signed by the President and attested by the Secretary.
- (f) All substantive resolutions shall be in the hands of the Resolutions Committee by at least forty-five (45) days prior to the Convention. Resolutions arising out of the Bishop's Address, submitted by the Chairperson of the Resolutions Committee, are excluded from this rule. A majority vote shall be required to permit consideration of later resolutions.
- (g) No motion shall be considered as before the Convention until it is seconded and stated by the President.
- (h) When a question is under debate, no motion shall be received, unless it is to lay on the table, to move the previous question, to postpone to a set time, to commit, to amend, to substitute, to postpone indefinitely, or to divide it, and motions of any of these purposes shall have precedence in the order therein named.
- (i) A motion to amend by substitution shall be in order.
- (j) A motion to amend, to substitute, or amend by substitution must be in written form and presented to the Chair when the motion is made.
- (k) A motion to adjourn and a motion to lay on the table shall always be in order and shall be decided without debate. A motion to lay on the table shall require a two-thirds vote of the members present.
- (l) A question being decided, it shall not be reconsidered at the same convention without the consent of two-thirds of the members present nor without a motion being made by one of the majority on the prior decision.
- (m) Every member present, when a motion is put, shall vote thereon unless excused by the Convention.

- (n) The Convention shall vote by presentation of colored cards, except when requested by any delegate and supported by five others, the ballot shall be written. On the requisition of any two members, the yeas and nays shall be called and entered in the Journal. (Concerning the vote by order, see Articles IV, Section 8, of the Constitution of the Diocese.)
- (o) All committees shall be appointed by the President unless otherwise ordered by the Convention, and when he may deem it advisable, he may appoint on a committee, to report to the next Convention, a person qualified to be a delegate who is not a member of the Convention.
- (p) When a member desires to speak, he or she shall arise and stand at one of the designated places, using the microphone, address the President in an audible voice. If more than one member arises and stands at one of the designated places, the President shall determine the preference, alternating between those who wish to speak for and those who wish to speak against the issue on the floor, when feasible.
- (q) No member shall speak more than once on the same subject without leave of the Convention, except that the person making a motion may speak twice on that motion.
- (r) Debate on any principle motion and on subsidiary motions addressed to it shall be limited to a total of two minutes per person, unless the limit shall be changed by majority vote of the Convention.
- (s) No member shall withdraw from the Convention without leave asked and voted.
- (t) These rules of order may be suspended on a two-thirds vote of the members present.
- (u) Robert's Rules of Order shall govern the proceedings of the Convention, except as otherwise provided herein above.

Index

- Administrative Plan, 38
- Advisor, 41
- Aid to Congregations, 31
- Amendment of Canons, 3, 43
- Annual Convention, 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 25, 27, 31, 35, 38, 39, 40, 42, 43, 45, 46, 47
- Annual Conventions, 13, 14
- Annual Meeting, 8, 22, 25, 26, 27, 28
- Apportionment, 17, 18, 35
- Apportionment Review Committee, 18
- Articles of Incorporation, 15, 24, 25, 37
- Audits, 2, 32
- Bishop Coadjutor, 1, 2, 3, 9, 13, 19, 20
- Bishop Suffragan, 9, 13, 19
- Bishop Whittemore Foundation, 7, 31
- Chairperson, 14, 16, 17, 46
- Chancellor, 11, 14, 19, 41, 42
- Church Attorney, 41, 42
- Commission, 5, 16, 20, 38
- Commissions, 5, 9, 15, 16, 17, 18, 20, 37, 38
- Committee on Constitution and Canons, 19
- Committee on Credentials, 45
- Compensation, 22, 28, 33, 35
- Conflict of Interest, 3, 44
- congregational health, 14
- Congregational Health, 2, 34, 35, 37
- Deacon, 20, 30, 45
- Deanery, 2, 8, 14, 16, 17, 20, 37
- Debt, 32
- Delegate, 2, 8, 12, 18, 19, 23, 27, 45
- deputies, 12
- Diocesan Convention, 8, 12, 13, 16, 18, 19, 39, 40
- Diocesan Council, 7, 9, 10, 11, 14, 15, 16, 17, 18, 19, 20, 21, 24, 25, 28, 30, 31, 33, 37, 38
- Diocesan office, 6, 18, 42
- Disciplinary Board, 39, 40, 41, 42
- Dissolution, 2, 24, 31
- Dissolution of the Pastoral Relation, 34
- Ecclesiastical Authority, 1, 6, 7, 9, 13, 29, 34, 35, 36, 37
- Ecclesiastical Discipline, 38
- Elections Committee, 45
- Endowments, 23, 32
- Finance Committee, 29
- Financial Assistance, 30, 31
- General Convention, 1, 3, 9, 10, 12, 15, 17, 19, 20, 21, 22, 23, 24, 25, 27, 28, 29, 30, 31, 34, 36, 38, 42, 43
- General Fund, 13, 15, 17, 31
- Health Insurance, 33, 36
- Historiographer, 11
- Insurance, 33, 35, 36
- Intake Officers, 41
- Investigator, 41, 42
- Junior Warden, 27, 30
- Lay Delegates, 2, 6, 8, 10, 16, 20, 22, 27, 43, 45
- New Congregation, 6, 8, 16, 17, 21, 22, 23, 24, 25
- Nominating Committee, 11
- Parish meeting, 29, 30
- Parish Meeting, 25, 26
- Parochial Report, 8, 17, 35, 45
- Pastoral Response Coordinator, 42
- President, 40, 41, 45, 46, 47
- Presiding Officer, 2, 9, 10, 14, 15, 26, 38
- Provincial Synod, 9, 12
- public statement, 44
- Real Estate, 23, 24, 29, 31, 32
- Resolutions, 9, 15, 46
- Resolutions Committee, 46
- Rules of Order, 45
- Secretary, 7, 8, 10, 12, 13, 14, 17, 22, 23, 25, 26, 27, 28, 29, 30, 45, 46
- Senior Warden, 27, 30
- Staff Groups, 38

Standing Committee, 1, 3, 6, 7, 9, 11, 13,
14, 15, 18, 20, 21, 23, 24, 25, 28, 29, 32,
34, 35, 36, 37, 39, 40, 41
Suffragan Bishop, 2, 3
Treasurer, 10, 11, 13, 14, 15, 17, 22, 23, 24,
25, 27, 30, 31, 32, 33, 38

Vestry, 6, 7, 8, 13, 21, 25, 26, 27, 28, 29, 30,
34, 35, 37
Vice President, 14
Wardens, 8, 22, 23, 26, 27, 29
Youth Delegate, 2, 6, 8, 16
Youth Representative, 14