

To the Clerks and Rectors of the Parishes and Mission Stations of the Episcopal Diocese of Connecticut,

In accordance with Article II of the Constitution and Canons of the Diocese of Connecticut, notice is hereby given of the 224th Annual Convention of the Diocese to be held on Friday, October 24 and Saturday, October 25, 2008 at Christ Church Cathedral in Hartford, Connecticut.

The annual Convention is an important time in our life together as a Diocese. It provides a chance for clerical and lay members of every parish to gather in celebration of our common life together. There will be opportunities for worship and fellowship as we gather to conduct the business of the Diocese, participate in workshops, and attend addresses by the Bishop and invited speakers.

Enclosed is the form you will need to report the election of your parish's Lay Delegate(s) and Substitute(s) to the Diocesan Convention who are to be elected at your parish's 2008 annual meeting. This form is also available from the diocesan website <http://www.ctdiocese.org/news/convention/convention.shtml>.

This form should be completed and returned to the Secretary of Convention immediately following the annual meeting of the parish, and in no case later than May 30, 2008. Even if delegates were elected at a previous annual meeting and are still serving as delegates, they must be re-certified on this form for 2008. This form must be signed by the Parish Clerk. The signature of the Rector/Vicar or Senior Warden is not acceptable. Please enclose a duplicate of the completed form for the Secretary of the Deanery and return both forms to the Secretary of Convention at Diocesan House, 1335 Asylum Ave, Hartford CT 06105.

Each Parish or Mission Station is entitled to ONE LAY DELEGATE FOR THE FIRST 200 COMMUNICANTS IN GOOD STANDING AND AN ADDITIONAL LAY DELEGATE WHEN THE NUMBER OF COMMUNICANTS IN GOOD STANDING EXCEEDS 200. Each Parish and Mission Station is entitled to the same number of substitutes as they have delegates. The number of delegates and substitutes a parish may elect is determined by the previous year's parochial report. If you are unsure about the number of delegates allowed from your parish, please check your parochial report on file with the Diocesan Office. This year the Standing Committee will be auditing delegate and substitute submissions with the parochial report statistics. The delegates and substitutes comprise the Parish or Mission Station's representation on the Deanery Council.

The 224th Annual Convention will elect one Clerical and one Lay member to the Standing Committee, each for a full five-year term. A job description is available at <http://www.ctdiocese.org/news/convention/convention.shtml>. All nominations must have the approval of the person being nominated and must be endorsed by ten members of the Convention. Lay delegates or substitutes or Clerical delegates may sign the nomination form. In order to be included in the fall pre-convention mailing, the nomination, on the

proper form which will be available in late Spring (and will be accessible on the Diocesan web page), must be received by the Secretary of Convention by Tuesday September 2, 2008.

Members of the Diocese are invited to submit resolutions for consideration at Convention. All resolutions to come before the 224th Annual Convention must be received by the Secretary of Convention no later than Tuesday, September 2, 2008. Under the 1944 Standing Resolution all resolutions affecting Constitution and Canons must be submitted to the Committee on Constitutions and Canons. These must also be received by Tuesday, September 2, 2008. You may access a copy of the format for submitting resolutions at: <http://www.ctdiocese.org/news/convention/convention.shtml>.

Delegates to Convention should be encouraged to make reports to parishes and vestries regarding the resolutions before Diocesan Convention, and to report back to parishes following the Convention. Delegates to Convention may attend the vestry meetings of the parish with voice, but no vote.

If your delegates or substitutes cannot attend the Diocesan Convention, new representation must be elected by an ALL PARISH MEETING. It is not permissible for the clergy or vestry to appoint or substitute the Senior Warden or another lay delegate, if the elected lay delegates cannot attend. Only a person elected delegate at an ALL PARISH MEETING is allowed to have seat and vote at Diocesan Convention.

The Bishops, the Committee to Plan Conventions, and the Diocesan staff join me in looking forward to welcoming you to Hartford in October.

Faithfully,

The Rev. Eleanor Applewhite Terry
Secretary of Convention