

The Episcopal Diocese of Northern Indiana

The Right Reverend Edward S. Little II, Bishop

August 16, 2010

Dear brothers and sisters,

Acts 15 describes in some detail the first church convention. Leaders gathered in Jerusalem to ponder the church's future, and to decide a crucially important matter: namely, how Christians from very different backgrounds (Jewish and Gentile, in this case) could follow Jesus together. Paul and Barnabas – cutting edge missionaries – had extended the Gospel to Gentiles, and the council in Jerusalem pondered what to do next. The key moment came when the “whole assembly became silent as they listened to Barnabas and Paul telling about the signs and wonders God had done among the Gentiles through them” (Acts 15:13). In that moment of holy listening, the Spirit spoke and unfolded his plan for the church.

While the 112th Convention of the Diocese of Northern Indiana will not, I imagine, deal with matters as momentous as the Council of Jerusalem, the process is the same: we listen to one another, and in that listening we ask the Spirit to unfold his plan for us. Our diocese, no less than that first community of Christians, seeks the heart of Jesus for the next steps in our ministry. With all of the business that Convention conducts – resolutions, canonical changes, elections, a budget – the common purpose is to open ourselves to Jesus' call.

The people of St. Paul's, Munster, are eager to welcome us and to provide a splendid setting for our convention. I'm deeply grateful to the Rev. Ben Jones, rector of St. Paul's, and to Kim Frank and her committee for the detailed and careful planning that they have undertaken. We will begin on Friday with a celebration of the Holy Eucharist, followed by a dinner in the Cloister at St. Paul's. On Saturday, we are re-arranging the agenda to make for a smooth and helpful flow of events. Come to Convention with a joyful and open heart! Together we will “ask the Lord of the harvest to send out laborers into his harvest” (Luke 10:2) – and we will make ourselves available to the Lord, as his ambassadors and ministers of reconciliation (2 Corinthians 5:20). I look forward to seeing you in Munster. With blessings and best wishes I am

Yours in Christ,

The Rt. Rev. Edward S. Little II
Bishop of Northern Indiana



ST. PAUL'S EPISCOPAL CHURCH

Making, Marking, & Maturing Disciples

August 16, 2010

Dear Brothers and Sisters in Christ Jesus:

We always thank God for all of you and pray for you constantly. As we talk to our God and Father about you, we think of your faithful work, your loving deeds, and your continual anticipation of the return of our Lord Jesus Christ. We know that God loves you, dear brothers and sisters, and that he chose you to be his own people. 1 Thessalonians 1: 2 – 4

It is with the same eagerness, joy and anticipation that I welcome you to St. Paul's Church for the 112th Convention of the Diocese of Northern Indiana. It is our goal to help each of you in every way possible as we worship our Lord and Savior Jesus Christ and seek his wisdom and will for this Diocese. Enclosed with this letter are several items of importance:

- Directions to St Paul's and Facility Maps
- Schedule of Events
- Information on Offices to be Filled and Nomination Form
- How to Write a Resolution and How to Speak at Convention

Please note that all times listed will be Central Daylight Time. The Convention Eucharist will begin at 6:00 P.M., Friday, October 22nd at St. Paul's. The Convention Dinner follows at 7:30 P.M. You are encouraged to arrive early. The Convention itself will also be held at the church in our parish hall which is also a first-rate banquet center in the region. It will begin at 9:00 A.M on Saturday.

You may register for Convention on Friday from 4:30 – 5:45 P.M. or on Saturday from 7:30 – 8:45 A.M. Registration is located in the foyer area to the parish hall (Cloister in the Woods) on the North end of the building.

The church has generous parking. Additional parking is available at the school administration building directly across from the church (west side of Columbia).

Handicapped Access: Handicap entrance to the church is through the bell tower entrances on the south side of the building and on the north end of the building for entrance to the convention meeting room.

The Rev. Bennett G. Jones II, Rector
Saint Paul's Episcopal Church
1101 Park Drive
Munster, IN 46321
Phone 219-838-3803
Fax 219 714-2341
Email: rector@stpaulmunster.org
www.stpaulmunster.org

If you wish to come on Friday evening, rooms have been reserved at the following hotels:

Comfort Inn (219) 865-9500
1019 W Lincoln Hwy (Route 30)
Scherverville IN 46375
\$85 + tax until September 22;
\$99.99 after September 22

Hampton Inn (219) 836-5555
8936 Calumet Ave
Munster IN 46321
\$114 until September 22

There are a number of additional hotels in the area, including:

Best Western
3830 179th St.
Hammond, IN 46323
(219) 844-2140

Courtyard by Marriott
7730 Corinne Dr.
Hammond, IN 46323
(219) 845-6350

Fairfield Inn by Marriott
7720 Corinne Dr.
Hammond, IN 46323
(219) 845-6950

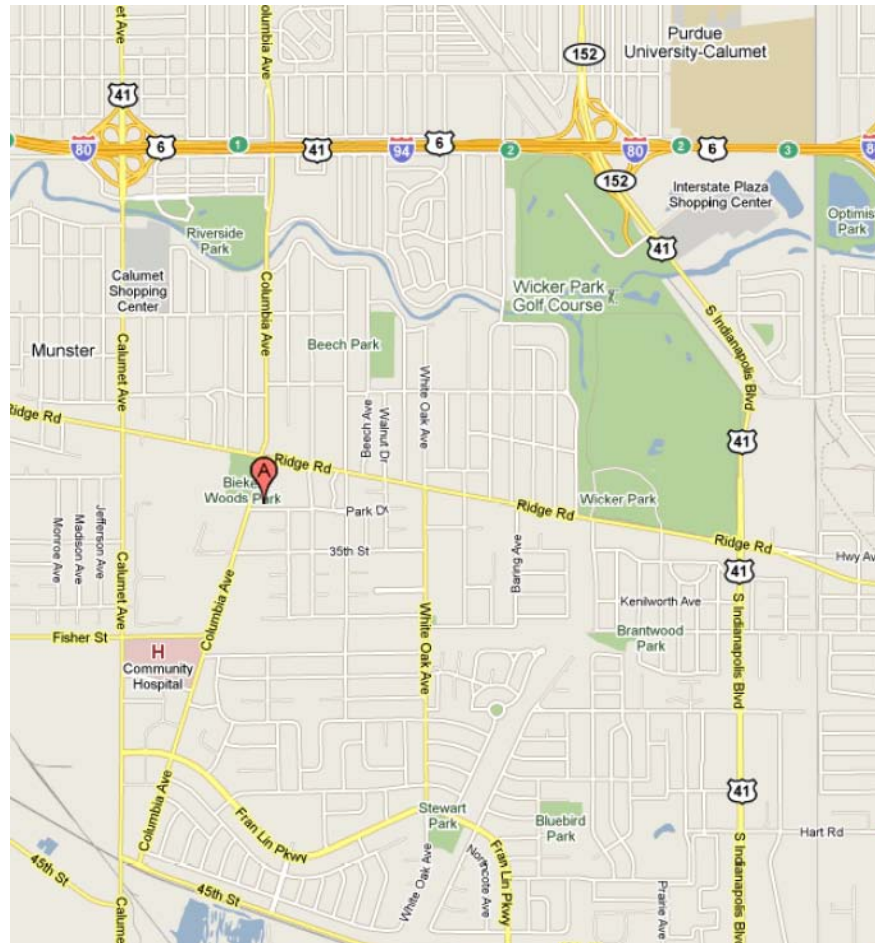
The Diocesan office staff will be happy to answer any questions.

We are overjoyed to be able to serve you as we celebrate and work together this October.

Faithfully yours in Christ Jesus,

Bennett Jones

Directions to St. Paul's



Via the Toll Road:

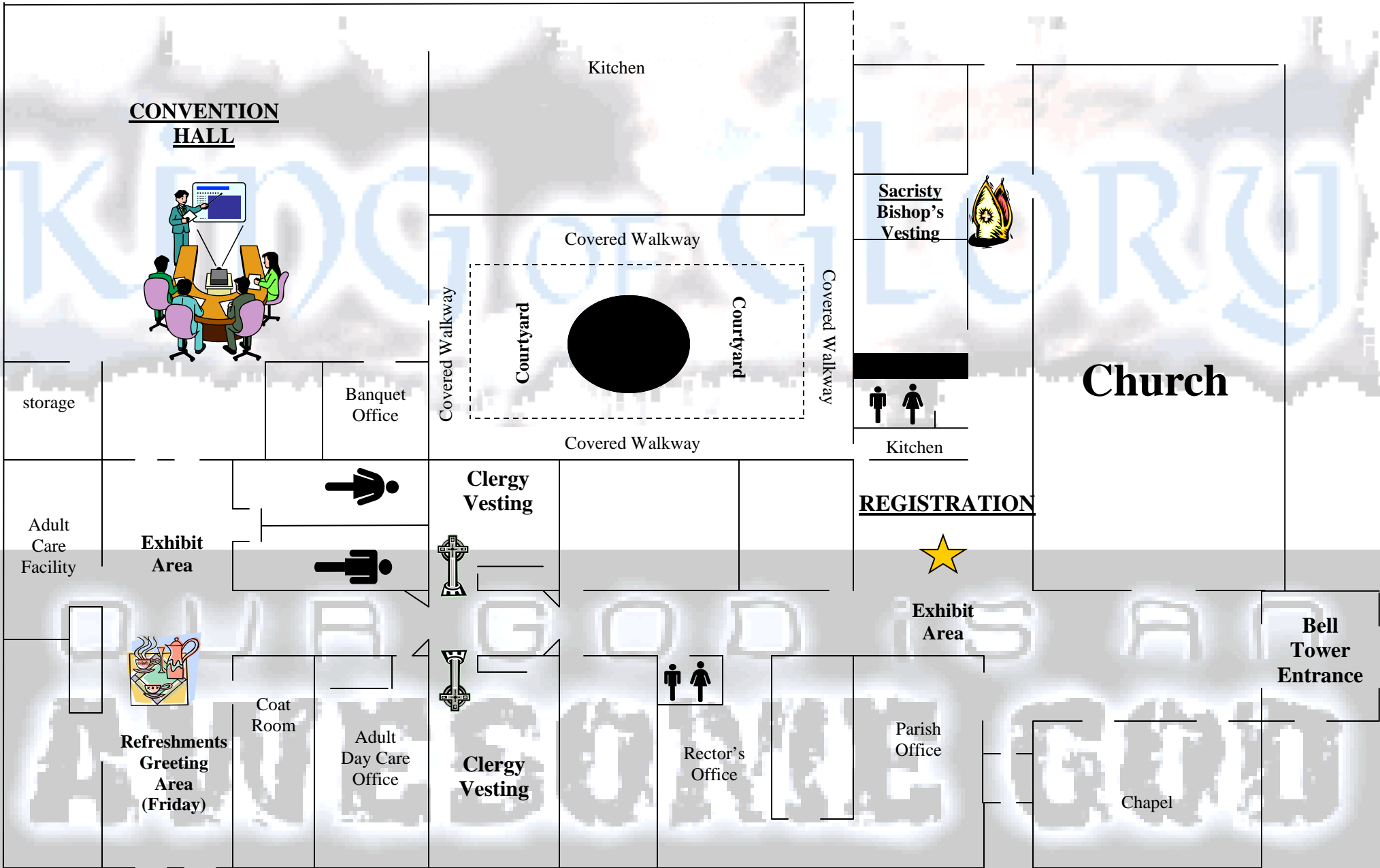
Take I-80/90 west. At Exit 21, continue on I-80/94 west. At Exit 1, go south on Calumet Avenue. Turn left on Ridge Road, then turn right on Columbia Avenue. Turn right on Park Drive, the parking lot is on the north side of the road.

Via US 30:

Take US 30 west. Turn right and go north on Indianapolis Boulevard (US 41). Turn left on Ridge Road. Turn left on Schreiber Drive. Take the first right onto Park Drive, the parking lot is on the north side of the road.

Via I-65:

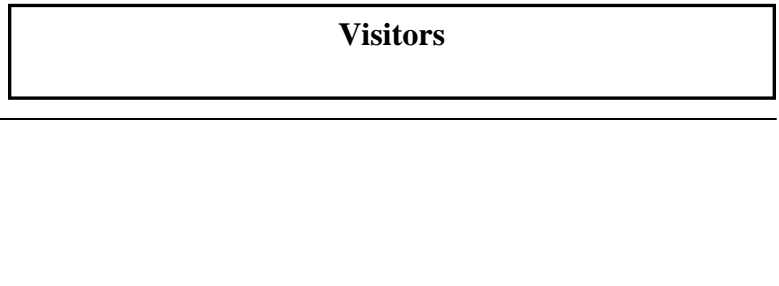
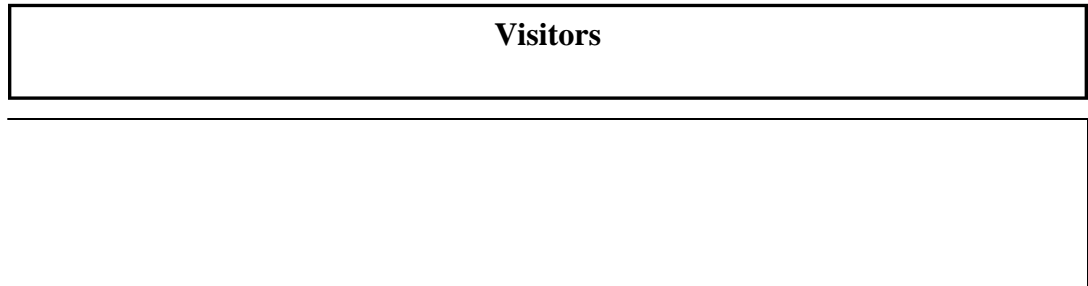
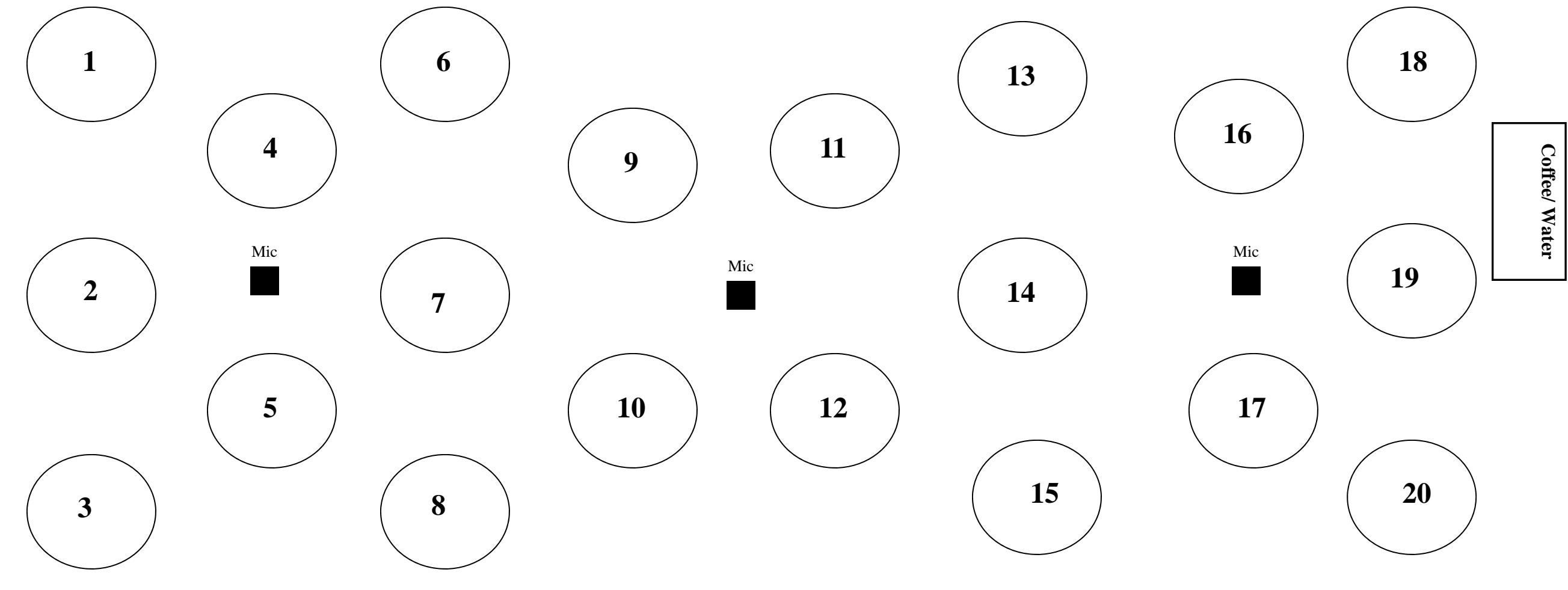
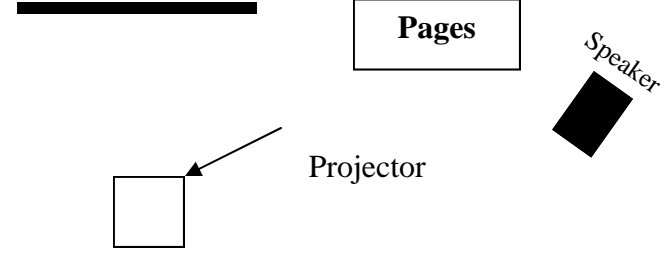
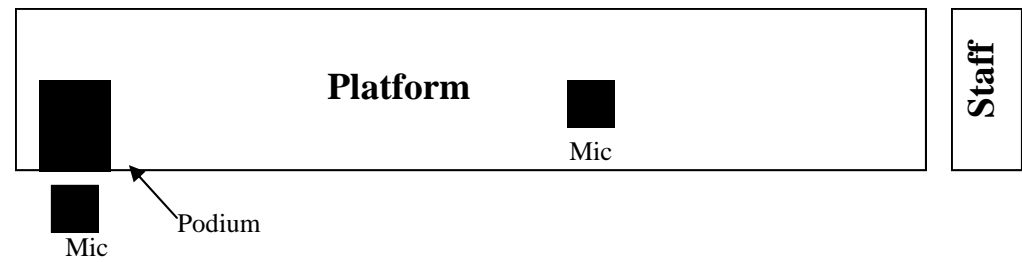
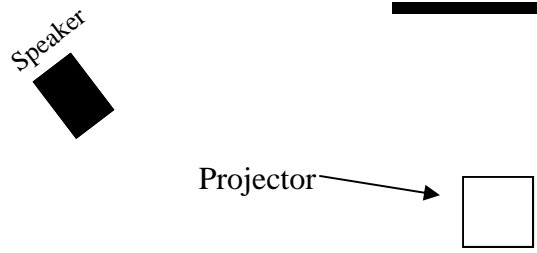
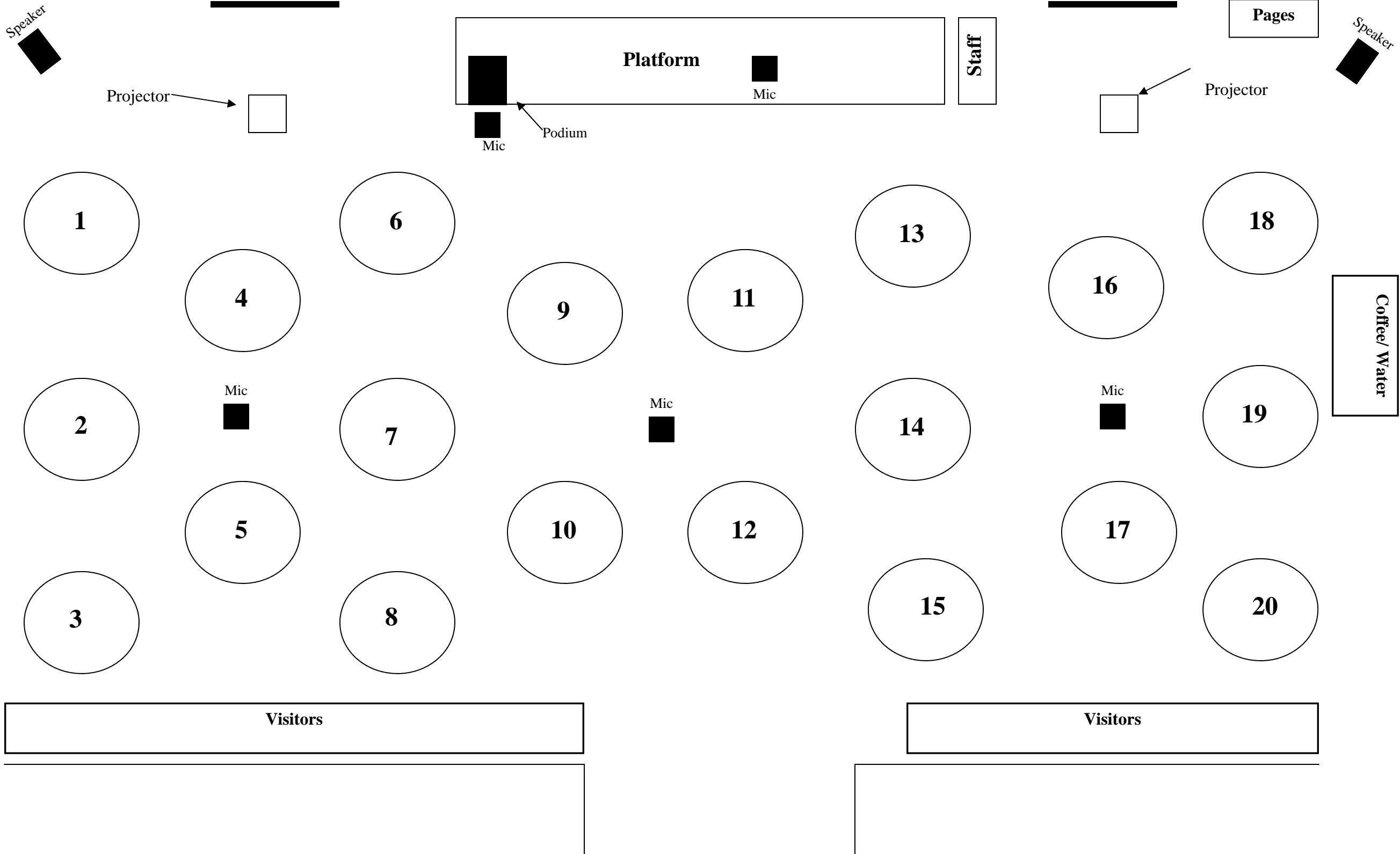
Take I-65 north. You can either choose to take the US 30 route or I-80/94 route as described above once you intersect with those respective roads.



Parish Hall Entrance

Parking Lot

Parish Office Entrance



SCHEDULE OF EVENTS

112th Annual Convention of the Diocese of Northern Indiana St. Paul's, Munster – October 22nd & 23rd, 2010

Friday, October 22nd

4:30 – 5:45 PM	Registration
6:00 PM	Convention Eucharist
7:30 PM	Convention Banquet

Saturday, October 27th

7:30 AM – 8:45 AM	Registration
9:00 AM	112 th Annual Convention convenes
12:00 PM (approximate)	Convention Luncheon Clergy Spouse Luncheon (in reserved room)
1:00 PM (approximate)	Convention reconvenes

Please note that all times given are **Central Time**.

Offices to Be Filled by Election at the 112th Annual Diocesan Convention

The following offices are to be filled by election at the Convention:

Standing Committee: One presbyter and one lay person. The Rev. James Warnock, rector of Gethsemane in Marion, is completing his second three-year term and is not eligible for election. In the lay order, Mrs. Cynthia Guzzo is coming to the end of her first term and is eligible to be re-elected.

The Standing Committee serves primarily as a committee of advice and consent to the Bishop. It meets with persons recommended for ordination by the Commission on Ministry giving consent to the Bishop to ordain. It must approve of the encumbrance or sale of all church property. Another responsibility is to consent to the consecration of a bishop elected in another diocese. Its special responsibility is to stand in readiness in case the diocese is for some reason without a bishop. In that case the Standing Committee becomes the ecclesiastical authority and takes over the Bishop's diocesan administrative responsibility until a new bishop is consecrated.

Ecclesiastical Trial Court: One lay member to be elected to a 6 month term. The incumbent, Mr. David Stewart of Trinity, Fort Wayne, has declined to run for re-election. According to canonical changes adopted by General Convention in 2009, Ecclesiastical Trial Courts will be replaced by Disciplinary Boards on July 1, 2011 (see below).

In the event there is ever cause for an ecclesiastical trial court the members of this body sit as judges in the case.

Disciplinary Board: Two members of the clergy and two lay people elected to a three-year term. This body will replace the Ecclesiastical Trial Court. The Rev. Dr. Thomas Hansen and the Rev. Henry G. Randolph, Jr., current clerical members of the Trial Court, have agreed to continue on the new Board, if elected.

Deputies to General Convention: Four clergy and four lay persons to serve our diocese as deputies to the 77th General Convention of the Episcopal Church which will be held in 2012 in Indianapolis, Indiana.

Alternate deputies to the General Convention shall be the four (4) non-elected candidates who received the next four (4) highest numbers of votes.

Pursuant to canonical amendments adopted by the 103rd Diocesan Convention, delegates will be called upon to ratify the election of members of the Greater Cathedral Chapter and Directors of the Diocese of Northern Indiana Foundation, Inc. Delegates are also asked to confirm members of the Finance Committee appointed by the Bishop.

**Nomination Form
Diocesan Offices
112th Convention of the Diocese of Northern Indiana**

All nominations must be postmarked no later than Wednesday, September 1, 2010.

- | | |
|-----------------------------------|--|
| Standing Committee | 1 presbyter and 1 lay person each to a 3-year term. |
| Ecclesiastical Trial Court | 1 lay person to serve until July 1, 2011. |
| Disciplinary Board | 2 clergy members and 2 lay people to serve a 3-year term.
(note: by canon will replace Trial Court in July) |
| General Convention Deputy | 4 presbyters and 4 lay people to serve in 2012. |

Complete the following:

Nominated for the following position(s):

Standing Committee

Ecclesiastical Trial Court

Disciplinary Board

General Convention Deputy

Name: _____

Parish: _____

Mailing Address: _____

Phone: _____

E-mail: _____

1. Please list the experiences which help equip you for this position.

2. Why do you wish to serve in this ministry and what gifts would you bring to it

I have read the description of the office and am willing for my name to be placed in nomination; if I am elected, I agree to serve in this position.

Nominee's Signature _____ Date: ____/____/____

Please send completed form postmarked no later than Wednesday, September 1, 2010 to:

The Episcopal Diocese of Northern Indiana
117 North Lafayette Boulevard
South Bend, Indiana 46601-1587

HOW TO WRITE A RESOLUTION

Guidelines for the Diocesan Convention of Northern Indiana

Use of a Preamble (the “Whereas” Clause)

Robert’s Rules of Order suggests that:

It is usually inadvisable to attempt to include reasons for a motion...within the motion itself...In general, the use of a preamble should be limited to cases where it provides little-known information...or where unusual importance is attached to make certain reasons for an action a matter of record.

Reasons for resolutions and the purposes, intentions and justifications for them are best included in a reasoned and thorough Explanation following the resolution. This provides some legislative history for future interpretation. Further, it is clear that a vote is being taken only on the substance of the resolution, *i.e.*, that which follows the word “Resolved.” Experience teaches that the use of “Whereas” clauses often leads to unnecessary and time consuming debate on and even attempts at amendments to the preamble clauses, which of itself is of no debate on and even attempts at amendments to the preamble clauses, which of itself is to no legislative effect, sometimes causing the legislation to be lost and always with delay to the Convention.

The Form of a Resolution

Title: Each resolution should bear a brief descriptive title so as to highlight the area of legislation, *e.g.*, “Amend Canon 9” or “Endorse the Indiana Episcopal/Lutheran Dialogue.”

The Preamble: If the proposer is convinced that there absolutely must be a preamble, each clause, written as a separate paragraph, begins with the word “Whereas”, underlined or printed in italics and followed by a comma. The preamble should never contain a period. Each of its paragraphs should close with a semicolon followed by the word “and”.

The Form of a Resolution: The word “Resolved” is underlined or printed in italics and is followed by a comma and the word “That”, which begins with a capital “T”. Each resolving paragraph should close with a semicolon (followed by the “and”) or a period. A resolving paragraph should not contain a period within its structure.

In a resolution containing several resolving paragraphs, each paragraph is separated by “therefore be it” and “be it further” phrases that end a clause. These phrases are not to be used at the beginning of a “Resolved” clause.

A Resolution Must Require Specific Action: The resolution should be phrases so that it will result in some action by the Convention or by some specified committee, commission, person, or agent

Amendment of Canon: References to the Canons should be set out as the word “Canon” followed by the designation of the Title, the Canon, the section and the Clause in each case separated by a period, *e.g.*, “Canon 6.2.a.”

If a Canon or Section of a Canon or Clause of a Section of a Canon is to be amended or added, the enactment should be in substantially one of the following forms:

Canon...is hereby amended to read as follows: (here insert the new reading, which should show matter to be deleted by a ~~striketrough~~ and new matter as underlined);

or

Canon...is hereby amended by adding a new Section (or Clause), reading as follows: (here insert the text of the new Section or Clause).

When amending a lengthy section of a Canon the proposer should reproduce as much of the Section as will permit a clear understanding of not only what is proposed but also what the companion subject matter may be and how it may be affected. More text rather than less text is often desirable to as to guide those legislating and to avoid time consuming questions for clarification.

Explanation: An accompanying explanation is highly desirable as it provides guidance to the Convention as to what is intended and upon what the resolution is based. Detailed references in the body of an explanation provide guidance to both those legislating and to those who must interpret the action in the future. For example, a resolution to amend a Canon to clarify an internal conflict or inconsistency will benefit from an explanation that contains specific references by canonical citation with page numbers; a resolution that reaffirms some prior action of Convention will be clarified by an explanation that cites pages of the Journal where the action was adopted.

SAMPLE RESOLUTION

Resolved, That (some person or agency, *e.g.*, the Commission on Ministry, do something, act upon something, or ask someone else to do something); and be it further

Resolved, That this action be communicated (or whatever else is needed to be accomplished).

EXPLANATION

This matter has been brought before the Convention and was acted upon in 1988 and 1991. (See pages ** of the Journal of the Convention for those years.) However, due to important changes that have taken place since then, it is requested that the previous action be reconsidered at this convention.

HOW TO SPEAK AT CONVENTION

Guidelines for the Diocesan Convention of Northern Indiana

During the course of business, delegates have to opportunity to address the convention by speaking at one of the designated microphones.

In order to be recognized by the Chair, you **must** go to a microphone. Please refrain from merely shouting out from your seat at the table.

Once recognized, please state your **name, parish, and reason for wishing to speak.**

If there is a resolution on the floor that is being debated, please state if you are **speaking for** or **against** the resolution prior to making your supporting argument.

Please annunciate and speak clearly with appropriate pace and tone.

Please adhere to the time limit, as advised by the Chair.