

Episcopal Diocese of Northern Michigan  
125<sup>th</sup> Diocesan Convention  
October 23, 2021

R E S O L U T I O N

Proposed by the Diocesan Council

Resolved, the 125<sup>th</sup> Convention of the Episcopal Diocese of Northern Michigan, meeting virtually on October 23, 2021, adopts proposed canonical changes to the Constitution & Canons of the Episcopal Diocese of Northern Michigan as follows:

## Section 2 -- Call of Convention

The mode of giving notice of the meeting of a Diocesan Convention shall be by letter signed by the Secretary of the Convention, sent by mail to each Congregation ~~and Regional Convocation~~ at least 30 days before the time appointed for the Convention; provided, however, that the notice of a Special Convention shall be sent as required by Articles IV or XI of the Constitution.

Commented [JC1]: Removal of regional reference

## Section 3 -- Organizing Convention

(a) If the Bishop, or the Bishop Coadjutor, if there be one, is not present at the appointed time and place of holding the Convention, the Secretary shall call the Convention to order, and shall preside until a Presiding Officer shall be elected.

(b) The Secretary shall inform the Presiding Officer if the delegates who are present constitute a quorum, and, if so, the Presiding Officer shall declare the Convention duly organized for business.

(c) The Rules of Order in force at the preceding annual Convention shall continue in force unless changed by the Convention.

## Section 4 -- Secretary of Convention

(a) In addition to the offices and duties elsewhere declared, the Secretary shall cause minutes to be printed and shall send a copy to the Bishop, the Bishop Coadjutor, if there be one, and to each delegate of the Convention, to all Rectors and Missioners, and to such officials of the General Convention as the Canons of the General Convention of the Episcopal Church require and to such other persons as may be directed by the Ecclesiastical Authority.

(b) The Secretary shall send to the Secretary of General Convention of the Episcopal Church a certificate of election of Deputies and Alternates to that General Convention in the manner directed in Canon V, and such other documents as may be required.

(c) The Secretary may appoint an Assistant Secretary subject to confirmation by the Convention.

## Section 5-- Membership Vacancies

If a vacancy occurs in the Standing Committee, Diocesan Council, Trust Association, or other Diocesan Committees before the next annual convention, that body shall select a replacement to fill the term of the vacancy. Vacancies on the Commission on Ministry are to be filled by appointment of the Ecclesiastical Authority.

## Section 6 -- Diocesan Apportionment

For the payment of the annual expenses of the Diocese, a fund shall be drawn from apportionments assigned to all Congregations in the Diocese each year. The manner of apportionment shall be upon some fixed and uniform plan recommended by the Diocesan Council and approved by a Diocesan Convention.

## Section 7 -- Support of Diocesan Missioners

Commented [JC2]: This section refers to 40% NDI from congregation to the UP Mission Fund, which also goes to the diocese, but is for the support of missioners to the congregations (replaces the regional fair share)

For the payment of the annual expenses for missionaries and other such personnel who serve congregations, a fund shall be drawn from contributions assigned to all Congregations in the Diocese each year. The manner of contribution shall be upon some fixed and uniform plan recommended by the Diocesan Council and approved by a Diocesan Convention.

**Section 78 -- Diocesan Expenditures**

The Diocesan Council shall develop a process for the creation of a proposed Annual Budget and shall submit it to the Convention for approval. The Diocesan Council will monitor and adjust expenditures according to income.

**Section 810 -- Financial Reports**

Monthly statements of apportionment payments and diocesan expenses shall be sent to all Wardens and Treasurers of congregations.

**Section 910 -- Audit Recommendations**

If audit recommendations are made by an independent auditor, the Diocesan Council will have the responsibility to implement the recommendations or explain to the Convention why the recommendations were not implemented.

**CANON III -- STANDING COMMITTEE**

**Section 1 -- Advice to Bishop**

The Standing Committee shall be the council of advice to the Bishop. The Committee shall meet at least five times a year and may be called into session from time to time by the Bishop. The Committee may also meet of their own accord, and agreeably to their own rules.

**Section 2 -- Vacancy in the Episcopate**

In case of a vacancy in the Episcopate, the Standing Committee shall be the Ecclesiastical Authority of the Diocese in all cases except such as are otherwise provided for by the Canons of the General Convention or this Diocese.

**Section 3 -- Duties**

The Standing Committee shall also perform all other duties as shall be prescribed by the Constitution and Canons of the Episcopal Church in the United States and by the Constitution and Canons of the Diocese.

**Section 4 -- Election of**

The Standing Committee shall consist of seven (7) members, at least three (3) of which shall be members of the Clergy, and at least three (3) Lay persons, each of whom is an adult communicant in good standing in a Congregation of the Diocese. Each year the same number of members shall be elected for three (3) years as the number whose terms expire that year.

**Commented [JC3]:** This section has been added, because until now, the election of the Standing Committee only appears in the Constitution.

**Section-4 5 -- Ineligible for Diocesan Council**

No person while serving as a member of the Standing Committee shall be eligible for election to the

Diocesan Council.

#### **CANON IV -- COMMISSION ON MINISTRY**

##### **Section 1 -- Appointment to Commission**

There shall be a Commission on Ministry consisting of twelve persons to be appointed by the Ecclesiastical Authority and Diocesan Council. Membership of the Commission will be selected giving consideration to inclusivity.

##### **Section 2 -- Duties**

The Commission on Ministry shall perform such duties and, in such manner, as prescribed by the Canons of the General Convention and as directed by the Ecclesiastical Authority.

##### **Section 3 -- Report on Activities**

The Commission on Ministry shall make a report of its activities to each Diocesan Convention.

#### **CANON V -- DEPUTIES TO THE GENERAL CONVENTION**

##### **Section 1 -- Election of Deputies**

The number of Deputies to be elected to General Convention, an even number not more than eight and not less than four, shall be determined by majority vote at the Diocesan Convention at least one year prior to the next scheduled General Convention. Thereafter an equal number of canonically resident ordained persons and unordained communicants in good standing shall be elected and shall continue in office until the meeting of the Diocesan Convention at which the succeeding deputation is elected. Those persons nominated but not elected as Deputies shall be listed as Alternates in the rank according to number of votes received. The names of the Deputies and Alternates shall be entered in the minutes in descending order, based upon the number of votes, and shall be sent to the Secretary of the General Convention. ~~as provided in Canon II, Section 4(b).~~

##### **Section 2 -- Vacancies**

A Deputy who is unable to attend, shall notify the Ecclesiastical Authority, who shall designate a replacement from the list of Alternates by advancing the name highest on the list. An ordained Alternate shall replace an ordained Deputy; an Alternate who is not ordained shall replace a Deputy who is not ordained. Such Alternate filling a vacancy in the Delegation shall rank at the foot of the list of Deputies.

##### **Section 3 -- Change of Residency Outside of the Diocese**

A Deputy who moves to another diocese and ceases regular attendance in this Diocese after election as a Deputy and before the meeting of the General Convention shall have vacated the office of Deputy and shall be replaced as provided in Canon V, Section 2.

#### **CANON VI -- DEPUTIES TO PROVINCIAL SYNOD**

The Bishop and Diocesan Council shall appoint Deputies to the Provincial Synod to attend meetings

**Commented [JC4]:** This canonical reference is dated; no real need to cite it.

**Commented [JC5R4]:**

called by the President of the Province. There shall be three Deputies in the delegation, two who are not ordained and one who is ordained. A Deputy shall continue in office until a successor is elected. The provisions of Canon V shall apply to persons who are Deputies to the Provincial Synod.

## **CANON VII -- FISCAL YEAR**

### **Section 1 -- Diocese, ~~Regions~~ and Congregations**

The Fiscal Year of the Diocese, ~~the Regions~~ and all Congregations in the Diocese shall be the calendar year.

Commented [JC6]: Removal of regional references

### **Section 2 -- Audit**

All accounts of the Diocese shall be audited annually by a Certified Public Accountant. All accounts of ~~Regions~~, congregations and other institutions shall be audited annually by a Certified Public Accountant, or Licensed Public Accountant, or such audit committee as shall be authorized by the Diocesan Council. Such policy shall be established and published by the Diocesan Council. All reports of such audits shall be filed with the Ecclesiastical Authority not later than thirty days following such report, but not later than September 1st of each year, covering the financial reports of the previous calendar year.

## **CANON VIII -- CHURCH PENSION FUND**

The Diocese of Northern Michigan is a participant in the system of the Church Pension Fund as adopted by the General Convention for both clergy and lay employees.

## **CANON IX -- LICENSED PERSONS**

The Bishop, with recommendation by a congregation, may commission and license persons to roles and responsibilities identified by national canons or the Diocese.

## **CANON X -- CHANCELLOR**

The Ecclesiastical Authority may appoint a Chancellor of the Diocese, who shall continue in office until death, resignation, or revocation of the appointment by the Ecclesiastical Authority. The Chancellor shall be an adult communicant in good standing of a congregation in this Diocese.

## **CANON XI -- TREASURER**

### **Section 1 -- Election**

The Treasurer of the Diocese shall be elected by the Convention for a term of one year.

### **Section 2 -- Duties**

It shall be the duty of the Treasurer to receive all money collected and to disburse the same under the authority of the Convention and the Diocesan Council. The Treasurer shall post a security bond

(c) The agents shall be financial institutions regularly audited by the Federal Reserve System or the Securities and Exchange Commission.

## **CANON XIII -- REGIONAL CONVOCATIONS**

### **Section 1 -- Regions**

The Diocese shall be divided into geographical regions by the Diocesan Council. Each Region shall hold Convocations to support the ministry of its member congregations.

### **Section 2 -- Rules and Procedures**

Each Convocation shall elect its own Presiding Officer and establish its own rules and procedures.

### **Section 3 -- Function**

The Convocation may exercise the following functions:

- (a) to formulate programs necessary to the region;
- (b) to participate in establishing its apportionments and allocating its funds
- (c) to promote communication among local congregations and the Diocese, interpreting Diocesan program, and promoting effective participation of its member congregations in Diocesan Convention and other Diocesan activities;
- (d) to promote planning for the region;
- (e) to call and support Missioners with the advice and consent of the Ecclesiastical Authority.

## **CANON XIV -- DIOCESAN COUNCIL**

### **Section 1 -- Purpose**

The Bishop shall be the executive head in the administration of the Diocese. The Diocesan Council participates with the Bishop in administrative deliberations and decisions between Diocesan Conventions.

### **Section 2 -- Membership**

The Diocesan Council shall consist of the Bishop, the Bishop Coadjutor, if there be one, the President of the Standing Committee, the Chair of the Commission on Ministry, the Diocesan Treasurer as members ex-officio; ~~a representative elected by each Regional Convocation, and three at large representatives~~ seven regular members who shall be elected by the Diocesan Convention to serve staggered three-year terms.

### **Section 3 -- Election to Diocesan Council**

(a) **Regional Representatives** -- ~~Prior to the Annual Convention, each Regional Convocation will elect one representative for a term of one year. No regional representative who has served three consecutive terms shall be eligible for re-election until the Annual Convention following the expiration of one's term of office.~~

**Commented [JC7]:** With a centralized payroll that supports missioners working with congregation, the business function of regions has ceased

**Commented [JC8]:** Removal of regional references

**Commented [JC9]:** Removes the regional references

**Commented [JC10]:** Due the structural change away from regions, representation on Diocesan Council changes. Instead of a regional representatives being appointed each year, four additional members will be elected at from Diocesan Convention

(b) (a) ~~At Large Representatives — One at large representative~~ There shall be seven (7) regular members of Diocesan Council, who shall be elected ~~at each~~ by the Annual Convention in a staggered manner, whereby no less than three (3) are and no more than four (4) are elected by the same Annual Convention, based upon terms expiring. A nominating committee of Diocesan Council will assure that those standing for election broadly represent the demographics of Diocese.

(e) (b) No elected member of the Diocesan Council who has served a full three-year term shall be eligible for reelection until the Annual Convention following the expiration of one's term of office.

(d) (c) None of the elected members of the Diocesan Council shall be eligible for election to the Standing Committee.

#### Section 4 -- Meetings

The Diocesan Council shall meet regularly, and at other times at the call of the Bishop. The Bishop, or in the Bishop's absence, the Bishop Coadjutor, if there be one, shall preside at the meeting of the Diocesan Council, and in the absence of the Bishop and Bishop Coadjutor, the Diocesan Council shall elect from its members a person who shall preside at that meeting pro tempore. In the event of a vacancy in the Episcopate, the Diocesan Council shall elect a Chairperson.

#### Section 6-5-- Quorum

A simple majority of the sitting members of the Diocesan Council shall constitute a quorum to transact business.

#### Section 76 -- Record of Matters

The Diocesan Council shall appoint its own Secretary who need not be a member of Diocesan Council and may be compensated as a budgeted diocesan administrative expense. The Secretary shall keep a record of all matters coming before the Diocesan Council as well as actions taken on these matters.

#### Section 87 -- Authority to Bind

The Bishop and Treasurer shall be authorized by annual resolution of the Diocesan Council to execute documents on behalf of the Diocese or the Diocesan Council.

#### Section 98 -- Report to Convention

The Diocesan Council shall make a report to the Diocesan Convention each year, which report shall be printed in the Journal of the Convention.

#### CANON XV-XIV -- COMMITTEES

Committees may be appointed by the Diocesan Convention or the Bishop and Diocesan Council. The purpose, size, and scope of each Committee shall be defined by the Bishop and Diocesan Council, unless defined by the Canons of the Diocese or of the Episcopal Church.

(a) The Bishop and Diocesan Council shall make an annual review of all Committees and announce Committee appointments for the coming year to the Annual Convention.

**Commented [JC11]:** The three 'at large' members and the four (former) regional reps now to be called 'regular members'

**Commented [JC12]:** Section numbers change here because for some reason there was no section 5 in the current version of the Canons

(e) Officers of Vestry

- i. The members of the Vestry shall choose annually by ballot from their own body one or two members, to be Warden(s).
- ii. The Vestry shall also elect a Secretary and a Treasurer for the Vestry, who may be members of the Vestry, and they may employ other agents as may be required. The Secretary and the Treasurer may be the same person.
- iii. The Secretary shall record the actions of the Vestry following an appropriate format. These minutes are to be reviewed and approved or amended at the following Vestry meeting.
- iv. The Vestry shall also elect one from their body or the Rector as Presiding Officer for each year.

(f) Meetings of the Vestry may be called by a Warden, Rector, or any two members of the Vestry. Notice of any such meeting shall be given to all members of the Vestry and to the Rector or Missioner if there be one.

(g) A majority of the Vestry shall constitute a quorum for the transaction of business.

(h) If a vacancy occurs in the Vestry before the next Annual Meeting of the congregation, members of the Vestry shall select a replacement to fill the term of the vacancy whenever possible.

**Section 11 -- Duties of Vestry**

(a) The Vestry is charged with the Apostolic (oversight) ministry of the Congregation. The Vestry shall seek to further the ministry of Christ through the daily life of the Congregation. The Canons of the Episcopal Church and the Canons of the Diocese of Northern Michigan are the framework for this authority.

(b) It shall be the duty of the Vestry to ensure that Holy Eucharist and other worship services are provided within the Congregation. The ministry of all the baptized is to be recognized and encouraged. Members of a Congregation may be selected, trained, and affirmed for the ministries of the Church, including the administration of the sacraments.

(c) It shall be the duty of the Vestry to steward the income, property, and endowments of the Congregation.

(d) It shall be the duty of the Vestry of each Congregation to provide for the collection and payment of such sums as shall be apportioned them by the Diocesan Convention and to transmit the same to the Treasurer of the Diocese and Region as required in the support of missionaries and other personnel working with congregations.

(e) It shall be the duty of the Vestry, with the advice and consent of the Ecclesiastical Authority to elect and call a Rector and to provide for the maintenance and support of the ministry of the Church. As an alternative Vestries may join together and with the advice and consent of the Ecclesiastical Authority, with the Region and empower the Regional Convocation to call one or more persons to

**Commented [JC13]:** This directs funds toward the UP Mission Fund

**Commented [JC14]:** This change removes the regional reference, and includes 'advice and consent of the Ecclesiastical Authority' to be consistent with the diocesan calling process.



serve as Missioner(s).

(f) Notice shall be given to the Ecclesiastical Authority of a need for a Rector or Missioner(s) by any Congregation, or group of Congregations, ~~or Regional Convocation.~~

**Section 12 -- Selection of Rectors and Missioners**

The call and selection of Rectors and Missioners are to be undertaken with the advice and consent of the Ecclesiastical Authority.

**CANON ~~XVII~~ XVI -- DEFINITIONS OF MEMBERSHIP IN THE EPISCOPAL CHURCH**

Definition of the terms "Members of Church", "Adult Members", "Communicants of the Church", and "Communicants in Good Standing" shall be in accordance with Title I, Canon 17 of the Canons of The Episcopal Church.

**CANON ~~XVIII~~ XVII -- PASTORAL RELATIONS**

**Section 1 -- Calling Authority**

For purposes of this canon, the term "Calling Authority" shall mean the Vestry ~~or Regional Convocation~~ or a group of Vestries joined together, which has authority to call and affirm the formal ministry of a Rector or Missioner.

Commented [JC15]: As above

**Section 2 -- Disputes**

If for any reason a Rector, Missioner, or Calling Authority desires a dissolution of the pastoral relation, and the parties cannot agree, the Canons of the General Convention shall be consulted and the process for resolving such disputes shall be followed.

**CANON ~~XIX~~ XVIII-- DISCIPLINE OF CLERGY**

It shall be the duty of the Diocese, in accordance with Canon IV.3.1 of the General Canons of the Episcopal Church to have an Ecclesiastical Discipline Structure for offenses (reported or real) of deacons and priests of the of the diocese.

Whenever any Clergy of this Church, not being a Bishop thereof, shall become liable to presentment and trial in this Diocese, the mode of proceeding shall be as prescribed by the Canons of the General Convention.

**CANON ~~XX~~ XIX -- RECORDS OF CONGREGATION**

**Section 1 -- Responsibility for Records**

All records, registers, and reports required by this Canon shall be the responsibility of the Rector, if there be one, or the Warden(s) of the congregation.

**Section 2 -- Congregational Register**

There shall be in each Congregation of the Diocese, a Congregational Register in which a

record of all Baptisms, Confirmations, Marriages and Burials occurring within the Congregation shall be kept, together with the dates of each event and the names of the witnesses where they are required. The person officiating shall sign each entry. A list of Baptized Members and Communicants shall also be kept.

### Section 3 -- Report of Congregation

On or before February first of each year a full report of the Congregation shall be prepared and presented to the Bishop or Secretary of the Convention for the calendar year just ended. This report shall be upon the form adopted and provided by the General Convention.

### Section 4 -- Disclosure of Assets, Income and Expenses

It shall be the duty of each Congregation to render to the Bishop of the Diocese an accurate account of the income, real estate and other property owned by the Congregation. Such account shall include a fair estimate of the value of the property, a statement of any liens and encumbrances on the same or any part thereof, and the amount of interest paid in consequence of such lien or encumbrance. It shall further be the duty of the Congregation to accurately disclose the full amount of the expenditures of the Congregation and of all money expended for the same, in any way accruing, including all salaries and all other expenses.

### Section 5 -- Collection and Payment

(g) It shall be the duty of the Vestry of each Congregation to provide for the collection and payment of such sums as shall be apportioned them by the Diocesan Council and to transmit the same to the Treasurer of the Diocese. Similarly, provisions shall be made for the collection and payment of sums apportioned them by the ~~Regional Convocation~~ Diocesan Convention, to be transmitted to the Diocesan Treasurer of the Region, in the support of missionaries and other personnel working with congregations.

Commented [JC16]: As above.

Commented [JC17R16]:

## CANON XXI XX- ECCLESIASTICAL DISCIPLINE

### Section 1 Of the Administration of Ecclesiastical Discipline

The Diocese of Northern Michigan adopts by reference Title IV (Ecclesiastical Discipline) of the Canons of the General Convention, as adopted in 2009, effective July 1, 2011, and as amended from time to time, applicable to the Ecclesiastical Discipline of Priests and Deacons, and as it pertains to the practices and procedures set forth. To the extent, if any, that any of the provisions of this Title are in conflict or inconsistent with the provisions of Title IV (Ecclesiastical Discipline) established by the General Convention, the Canons of the General Convention shall govern.

### Section 2 Of the Discipline Structure

Commented [JC18]: No substantive changes here, only clean-up of formatting/numbering/lettering

#### Disciplinary Board

The Board shall consist of not fewer than seven persons, the majority of whom shall be priests and/or deacons, but by no more than one.

- 1) The members of the Board shall be appointed by the Bishop with the advice and consent of the Diocesan Council. Membership on the Board shall meet the limitations set forth in

**Explanation:**

This resolution brings the Canons into alignment with structural changes made over recent years. This is primarily the removal of language relating to Regions and Regional Convocations. As a result, language has been added to include: a section for the financial support of diocesan missionaries; a section adjusting how Diocesan Council members are elected; and a clarifying section about the process of electing a Standing Committee.