



Memorandum

To: Clergy, Deputies, Alternates and Visitors
From: The Transition Committee
Date: 8/10/2012
Re: Election Convention for the 7th Bishop of Lexington, August 18, 2012

Welcome to the Election Convention for the 7th Bishop of Lexington

Enclosed are a few items that you will find helpful as you prepare for and arrive at the Election Convention for the 7th Bishop of Lexington. **Please read them carefully before you arrive at Christ Church Cathedral on August 18.**

HOTEL INFORMATION

The Doubletree Suites by Hilton (2601 Richmond Road, Lexington, KY 40509) is continuing to hold rooms at the special rate of \$89.00 per night. You may call them at the local number, 1-859-268-0060, to receive this rate. They will continue to hold the rooms until the day of the event or until they are no longer available. Since registration will begin promptly at 7:30 a.m. it may be helpful for some of you to arrive the evening before. Please mention the Group Name: Episcopal Diocese of Lexington when making your reservation.

PARKING

Parking has been arranged with several lots within walking distance of Christ Church Cathedral. A map is enclosed for your convenience. All parking lots will be clearly marked reserved for the Episcopal Diocese of Lexington.

REGISTRATION/NAME BADGE CERTIFICATION INFORMATION

The Name Badge Certification will begin promptly at 7:30 and close at 8:55 a.m. **There will be no late certification permitted.** Please plan to arrive as early as you can to ensure that you are certified to vote. Clergy and Deputies who will be voting will only be able to pick up and be certified for their own Name Badge. There will be two stations for certification, one for Clergy and one for Deputies and Alternates. A separate station will be available for Visitors. All three areas will be clearly marked and designated people will be present to assist with questions.

LUNCH

The deadline for lunch reservation was August 3. If you have pre-ordered a lunch you will be given a lunch ticket indicating your preference. Please keep this ticket and present it at the lunch break to receive your meal. If you did not order a lunch you are welcome to bring a sack lunch. The lunch break will not be long (approximately 30-45 minutes). Everyone voting must be in their seats for post-lunch balloting.

MISC

Balloting will continue until a majority is clear in both orders (Clergy and lay Deputies—Please see attached *Rules for the Ordering of the Election of a Bishop*)

The Presiding Officer of the Convention will declare the election formally.

Please note: The offering is designated for the Bishops Discretionary Fund, please come prepared to be generous for your next Bishop.

We are looking forward to seeing everyone on the 18th. Should you have any additional questions please send an email to Lucy Cox at cramercox@gmail.com. Or you may call her at 859-266-1561.

116th Convention Agenda
Election of the 7th Bishop of Lexington
(Proposed)

The Episcopal Diocese of Lexington
August 18, 2012
Christ Church Cathedral
166 Market Street
Lexington, Kentucky

Saturday, August 18, 2012

- 7:30 am Coffee, tea, water and doughnuts available until 8:45 am
- 7:30-8:55 a.m. Name Badge Certification, by orders
(NO LATE CERTIFICATION WILL BE PERMITTED)
- Christ Church Cathedral, Lexington
Welcome Center & Great Hall
- 9:00 a.m. 116th Convention reconvenes in the cathedral nave
Designated seating areas correspond to color-coded name tags
- Call to Order by Bishop Knudsen, Presiding Officer
Opening Business and Election Instructions, Bishop and Chancellor
- The Holy Eucharist up through the Prayers of the People
- Balloting begins following Prayers of the People
- Lunch – as Convenient to the Agenda
lunch in great hall, by reservation
- After lunch Balloting resumes until a majority is clear in both orders
- Election is declared by the Chair
Chair telephones bishop-elect to report election
Bishop-elect formally accepts election by telephone
Bishop-elect briefly addresses convention through sound system
- Eucharist resumes The Peace is exchanged, Eucharist is celebrated and shared
- Following Dismissal Signing of Testimonials of Election (all voters **must** sign before leaving)

Rules for the Ordering of the Election of a Bishop

August 18, 2012, Christ Church Cathedral, Lexington, Kentucky

1. Because the Convention was already opened in February of this year, and the Deputies were registered at that time, each Deputy shall pick up a color coded name tag at the registration table designating voting privileges in one of the two orders (Clerical or Lay Deputy).
2. Nametags will be available at the Administrative Desk in the “reception entrance of the Cathedral” beginning at 7:30 a.m. on Saturday, August 18th.
3. Only those deputies who were registered at the February Convention will be registered at the reconvened convention. Alternates listed for the February Convention are eligible to fill positions of “February registered deputies”, only when they have filed the proper forms.
4. The nave of the Cathedral will have a designated “Deputy Seating Area” for those entitled to vote, and an “Ex-Officio Members Seating Area” for those persons so designated in Diocesan Canon 1.04 who are present and not seated at the front of the nave. The coded nametags will identify the assigned seating areas.
5. All other persons will be seated in a separate area of the nave designated as the Visitors Area.
6. The number of Deputies present will be determined at the Administrative Desk in the process of handing out the nametags. This number will be reported to the Secretary of the Convention, to establish the number of eligible voters in each order.
7. The Presiding Officer will call the Election Convention to order at 9:00 am. Registration will close at 8:55 am, and late registration is not permitted.
8. The official ballot will list, in alphabetical order by first and last name only (no titles), the names of those placed in nomination by the Nominating Committee and any others nominated by petition.
9. Ballots will be counted using electronic voting machines or electronic counting devices. There will be separate machines or counting devices for Deputies in both orders.
10. There will be Tellers stationed at each voting area to identify Deputy name tags of persons casting ballots and to give direction as needed. The Deputies will return to their seats (pews) after voting. Music, hymns and/or meditations will be provided in the Cathedral while votes are tallied.
11. When the Presiding Officer (Interim Assisting Bishop Chilton Knudsen) has declared a ballot closed, the Tellers present at each voting area will prevent further voting.
12. The election shall be pursuant to Article X of the “Constitution and Canons of the Diocese of Lexington” (Regarding the Election of a Bishop).

“The election of a Bishop of this Diocese shall be made by a concurrent vote of the Clerical Deputies and of the Lay Deputies in Convention assembled, the two Orders voting by ballot separately, in opening Convention. When all the votes of both Orders shall have been deposited,

the Tellers of the Clerical and of the Lay vote, respectively, shall proceed to count the votes. The candidate for Bishop receiving the affirmative vote of a majority of those present and voting in each Order shall be declared to be duly elected. Immediately after an election the Convention shall proceed to sign the testimonials.”

13. The Presiding Officer will allow time before the opening of a new ballot for the purpose of nominees withdrawing their names from the ballot, but in no instance will a name be removed from the ballot without the request of the nominee.
14. The Chief Teller will report the results of each ballot in writing to the Presiding Officer without comment and only the Presiding Officer will announce the result of each ballot. Running tallies of each ballot will be projected on screens after announced by the Presiding Officer.
15. The use of cellular telephones, laptop computers, or other mobile electronic devices is prohibited on the floor of the Convention until after the Testimonials are signed at the end of proceedings.
16. Deputies are required to sign the “Testimonial of Election” on instruments placed at the front and back of the nave of the church - which instruments will be attached to and become part of the “The Testimonials of Election.”
17. The parliamentary procedure for ordering this election shall be Robert’s Rules of Order, Newly Revised, 1990, where not in conflict with the Constitution and Canons of the Episcopal Church or the Constitution and Canons of the Diocese of Lexington.

Those qualified to vote at the electing convention:

1. The Deputies (Clergy and Lay) who were registered and present at the 116th Diocesan Convention (February 17-18, 2012).

2012 Bishop Election Convention Information

WHAT: Election of the 7th Bishop of Lexington

WHEN: Saturday, August 18, 2012

WHERE: Christ Church Cathedral
166 Market St.
Lexington, Ky. 40507
859-254-4497

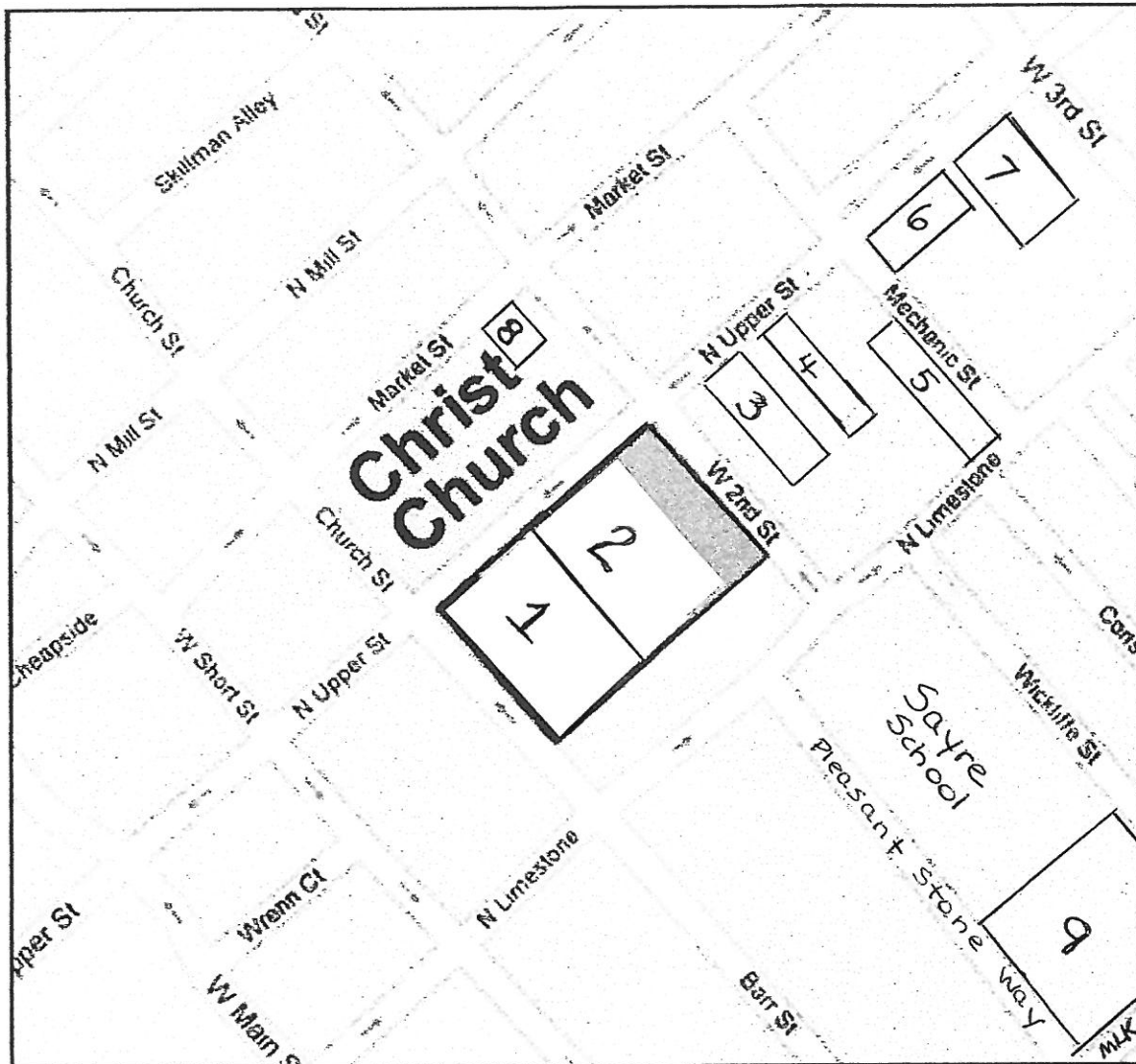
Parking: reserved parking will be available in nearby lots.
A detailed map is enclosed

Hotel: Doubletree Suites by Hilton
2601 Richmond Rd. Lexington, Ky. 40509
Call direct for reservations: 859-268-0060
Special convention rate- \$89+tax
Group name- Episcopal Diocese of Lexington

WHO MAY ATTEND?

Deputies, Lay and Clergy, and all Visitors

LUNCH: Lunch will be available for all those who pre-ordered their lunch by August 3.



**Episcopal Diocese of Lexington
Electing Convention
Saturday, August 18, 2012**

**Christ Church Cathedral
166 Market Street
Lex., Ky 40507
859-254-4497**

RESERVED PARKING:

- 1- Open lot behind Cathedral
- 2- Garage behind Cathedral
- 3- Delcotto Law Group
- 4- Omni Architests
- 5- Lowell's/Columbia's
- 6- St. Paul AME Church
- 7- Transylvania Bookstore
- 8- Stivers & Assoc. CPA
- 9- Sayre School back lot