

Duties of General Convention Deputation Chairs

November – election year (2016, 2019, 2022, etc.)

- Call short meeting after Diocesan Convention election to gather contact information.
- Make & distribute Deputation Contact List with email addresses.
- General Convention Year (2018, 2021, 2024, etc.)
- Schedule monthly meetings starting January
- Ask someone to run Skype at meetings (not a co-chair)
- Include ECW representatives in appropriate emails & invite to Hospitality Room

Before General Convention Meeting Items

Introductions

- Sign up for the House of Deputies Newsletter: <http://houseofdeputies.org/news/>
- Appoint someone to forward HOD emails to alternates (L6, C6, and higher)
- Decide whether to offer pre-GC Listening Sessions
- Review House Rules of Order
- GC Committee appointments – post on blog
- Logistics – Province V Synod Meeting – April 2018
- Logistics – GC Travel & Reimbursements (Canon to the Ordinary)
- Logistics – Hospitality Room (Canon to the Ordinary)
- Discussion Topic – Task Force Reports
- Blue Book Reports – divide up topics among deputation to email summaries
- Deputation Blog – all deputation encouraged to post
- Plan date for Missouri Night dinner with Canon to the Ordinary
- Plan Diocese Table Decorations - bring your ideas
- General Convention Elections

During General Convention

- Prepare contact list including cell phone numbers & hotel room numbers
- Encourage deputation blog posts

During General Convention Daily Evening

Meetings

- Review day's events
- Review what is happening in committees
- Plan coverage of the legislative committee meetings
- Arrange for alternates to serve on the floor
- Discuss upcoming legislation and elections

After General Convention Meeting Items

- Schedule post -Convention Reporting Session(s)

- Review actions of General Convention – determine which resolutions require action by individuals, congregations, diocese, etc.
- Make a plan to disseminate this information – refer to proper committees, Council, etc. Prepare short summaries for diocesan email newsletter grouped by topic.
- Prepare report for Diocesan Convention
- Prepare appropriate resolutions for Diocesan Convention

*By the Deputation from the Diocese of Missouri to the 78th General Convention (2015)
Report to the 176th Diocesan Convention, November 2015*