



**TO:** Clergy and Administrators of the Diocese of Dallas  
*Please copy and distribute to convention delegates/alternates. Also, please make this information available to your Vestry or Bishop's Committee and other interested parishioners.*

**FROM:** Mr. Richard D'Antoni, Secretary of Convention

**DATE:** May 11, 2018

**SUBJECT:** 123<sup>rd</sup> Annual Meeting of the Episcopal Diocese of Dallas

**RE:** 2018 Convention Deadlines

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The 123<sup>rd</sup> Annual Meeting will be held at the Episcopal School of Dallas (ESD), 4100 Merrell Road, Dallas, 75229, on Saturday, November 3, 2018.

The Constitution requires that proposed new canons or alterations or amendments to the Constitution and Canons be submitted in writing to the Secretary of Convention no later than sixty (60) days before the meeting of the Convention. No other amendments or alterations to the canons may be considered at the Diocesan Convention except by unanimous consent of the Convention.

Submission of proposals for new canons and for proposals to alter, amend, or repeal existing Canons of the Diocese of Dallas must be delivered either by email ([awooten@edod.org](mailto:awooten@edod.org)), mail, or by hand no later than the deadline date, noted below.

Likewise, Resolutions (see format example on following page) are requested no later than the deadline so that they may be included in the pre-convention materials that are distributed to all parishes and missions in advance of the Convention. Resolutions received after the deadline will be the responsibility of the presenter to provide copies for all delegates of the Convention.

**DEADLINE:**

Tuesday, September 4, 2018, at 4:00 p.m.  
for all  
Proposed New Canons,  
Alterations or Amendments to the Constitution and Canons,  
and Resolutions

Your proposals should be addressed and submitted to:

**SECRETARY OF CONVENTION**  
**Diocese of Dallas**  
**c/o Amy Wooten**  
**1630 North Garrett Avenue**  
**Dallas, Texas 75206**

[awooten@edod.org](mailto:awooten@edod.org)

**Format for Submitting Resolutions**

In order to simplify debate on resolutions during the annual convention, please use the following guidelines:

- 1) Descriptive Title
- 2) “Resolved” paragraph
- 3) Heading “Rationale”
- 4) Explanatory information
- 5) Submitted by
- 6) Please do not use “Whereas” clauses

<p><b>Resolution</b> <b>to the 123<sup>rd</sup> Annual Meeting</b> <b>of the Episcopal Diocese of Dallas</b></p> <p><u>Descriptive Title</u></p> <p>“Resolved ...</p> <p><u>Rationale</u></p> <p>Explanation, information, and supporting materials....</p> <p>Submitted by:</p>
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