



## The Episcopal Diocese of Northern California

June 16, 2025

### NOTICE OF THE ONE HUNDRED FIFTEENTH ANNUAL MEETING OF THE CONVENTION OF THE EPISCOPAL DIOCESE OF NORTHERN CALIFORNIA

Notice is hereby given that the One Hundred Fifteenth Annual Meeting of the Diocesan Convention of The Episcopal Diocese of Northern California has been called by the Bishop of Northern California for Friday, November 7, 2025, through Saturday, November 8, 2025, in Redding, California. Materials relating to convention, such as an agenda, budget, resolutions, nominations, etc. will be distributed via the diocesan website. A verbatim copy of the call follows this notice.

**Please distribute a copy of this letter to all of your delegates.**

Dated: June 16, 2025

A handwritten signature in black ink that reads "Rev. Annie Mertz".

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The Rev. Annie Mertz  
Secretary of Convention

OFFICE OF THE BISHOP

2394 Fair Oaks Blvd. | Sacramento, CA 95825 | tel 916.442.6918 | fax 916.442.6927 | [norcalepiscopal.org](http://norcalepiscopal.org)



## The Episcopal Diocese of Northern California

### CALL AND APPOINTMENT OF DIOCESAN CONVENTION

The undersigned Ecclesiastical Authority of The Episcopal Church in The Diocese of Northern California hereby calls and appoints the time and place of the One Hundred Fifteenth Annual Meeting of the Diocesan Convention of The Episcopal Church in The Diocese of Northern California and adopts reasonable rules regarding registration, resolutions and nominations as follows:

The One Hundred Fifteenth Annual Meeting of the Diocesan Convention of The Episcopal Diocese of Northern California shall be held on Friday, November 7, 2025, through Saturday, November 8, 2025, at Redding Civic Auditorium, 700 Auditorium Drive, Redding, California 96001.

Pre-Convention events will begin on Thursday, November 6:

- Workshops will begin at 1:00 pm
- Evening Prayer will begin at 5:00 pm
- Banquet Dinner (ticketed event) will begin at 6:30 pm

Convention will begin on Friday, November 7:

- Clergy and Lay delegate check in to Convention will begin at 7:30 am
- Business Session I will begin at 10:00 am

The second business session of this convention will begin on Saturday, November 8:

- Convention check-in continues at 7:30 am
- Business Session II begins at 8:30 am
- Plan to dismiss at 4:00 pm.

### CERTIFICATION OF LAY DELEGATES

Certificates are due to the Office of the Bishop no later than **AUGUST 6, 2025**. This form is only to be used for lay delegates, not for clergy. *This form does not constitute registration to convention; you must still complete online registration.*

Any controversy over filing times may be presented to the Committee on Credentials by filing with the Secretary of Convention before the formation of convention. The recommendation of the Committee on Credentials on the matter shall be included in the Report of the Secretary of Convention. The convention shall hear and determine the matter, including, for due cause, granting a waiver of a due date and imposing reasonable conditions.

OFFICE OF THE BISHOP



## The Episcopal Diocese of Northern California

### REGISTRATION

Diocesan Convention is open to all. Pre-Registration is encouraged.

### REGISTRATION IS AVAILABLE HERE:

<https://www.norcalepiscopal.org/site/2025-diocesan-convention>

### REGISTRATION PERIODS

**Early** | Monday, June 16 to Thursday, July 31.

**Regular** | Friday, August 1, to Sunday, October 12

**Late** | Monday, October 13 to Saturday, November 8

| REGISTRATION TYPE                      | EARLY<br>6/16 - 7/31 | REGULAR<br>8/1 - 10/12 | LATE<br>10/13 - 11/8 |
|--|----------------------|------------------------|----------------------|
| Canonical & Physically Resident Clergy | \$120.00             | \$150.00               | \$175.00             |
| Seat & Voice                           | \$120.00             | \$150.00               | \$175.00             |
| Lay Delegate                           | \$120.00             | \$150.00               | \$175.00             |
| Alternate Delegate                     | \$60.00              | \$75.00                | \$75.00              |
| Visitor                                | \$60.00              | \$75.00                | \$75.00              |
| Exhibitor                              | \$60.00              | \$75.00                | \$75.00              |
| Outside Vendor                         | \$150.00             | \$150.00               | \$150.00             |
| Volunteer*                             | FREE                 | FREE                   | FREE                 |
| Banquet Dinner (Thursday, Nov. 6)      | \$35.00              | \$40.00                | \$45.00              |
| Pre-Convention                         | \$10.00              | \$15.00                | \$20.00              |

\*Must volunteer for a minimum of four hours

Visitors and alternate delegates may view proceedings from the observation gallery.

Childcare will be available on-site **by pre-registration only**. For more information visit the convention website, under the **Childcare** tab.



## The Episcopal Diocese of Northern California

### RESOLUTIONS

Resolutions may be proposed by:

- Any person with Seat, Voice, and Vote
- The Board of Trustees
- Standing Committee
- Commission on Ministry
- Diocesan Institutions
- Vestries
- Mission Committees
- Committees of convention
- The Bishop

Resolutions shall be in the standard form for resolutions used by General Convention and shall be filed with the Secretary of Convention and may be done so by sending required forms via email to [convention@norcalepiscopal.org](mailto:convention@norcalepiscopal.org).

**The deadline for filing resolutions is FRIDAY, SEPTEMBER 5.** Additional filed Resolutions or Resolutions submitted at the formation of convention may be considered, with approval of a unanimous vote of convention.

### GOVERNANCE NOMINATIONS

Nominations for Standing Committee and Board of Trustees may be made by any person with seat, voice, and vote and shall be sent to [convention@norcalepiscopal.org](mailto:convention@norcalepiscopal.org) using the approved nomination forms.

The due date for filing nominations is **FRIDAY, SEPTEMBER 5.**

For any office for which there is no contest as of the filing deadline, a second filing time shall immediately open on **SATURDAY, SEPTEMBER 6.** The due date for filing nominations during the second filing time is **WEDNESDAY, OCTOBER 8 by 12:00 pm**

The Secretary of Convention will post notice on the diocesan website of those offices for which a second period of nominations has been opened. Nominations may be made online "from the convention floor" when called for by the President. Names of those nominated from the floor will be placed on the ballot below those nominated prior to the opening of convention; provided that floor nominees first present a digital copy of the nomination form and a high-resolution photo of themselves (the nominee) to the Committee on the Dispatch of Business.

You will find positions available with their respective job descriptions in this virtual packet.



## The Episcopal Diocese of Northern California

### **HOTEL INFORMATION**

We have reserved a block of rooms at the Sheraton in Redding, our Host Hotel, which is just across from the Redding Convention Center where Diocesan Convention will be held. Additionally, we have reserved rooms at the Oxford Suites in Redding and Hilton Garden Inn in Redding. For all hotels, keep in mind that there are a limited number of rooms available, so please make sure you reserve your room(s) as soon as possible. Group rates are available on a first-come, first-serve basis, and you must contact the venue directly to reserve your accommodations. Be sure to mention you are with the Episcopal Diocese of Northern California.

### **Congregation Range Sheet**

Please see virtual packet for the 2025 form.

**All forms can be found on our website at [www.norcalepiscopal.org/site/2025-diocesan-convention](http://www.norcalepiscopal.org/site/2025-diocesan-convention)**



*+ Megan M. Traquair*

Dated: June 16, 2025

The Rt. Rev. Megan M. Traquair, Bishop  
Ecclesiastical Authority

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