

Diocesan Convention

Resolution Writing

How to speak up and make change
happen in our church

EPISCOPAL
MAINE



Facilitated by:

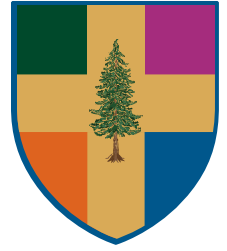
The Rev. Tracy Shaffer

Teresa Pinney

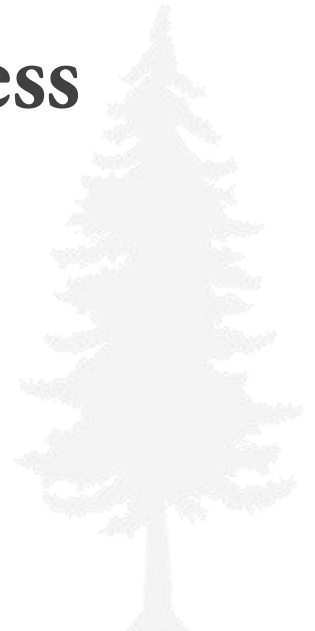
John Hennessy

Sept. 4, 2025

PARTICIPANT EXPECTATIONS



- **Brief introduction to the structure and governance of The Episcopal Church**
- **Learn how to write an effective convention resolution**
- **Learn about the diocesan resolution process**



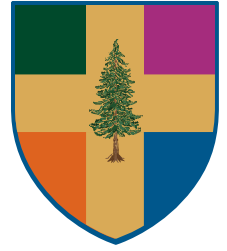
AGENDA



- Polity review of The Episcopal Church
- Resolution basics
- How to submit a resolution
- Historical example: CO37 - Opioid Resolution



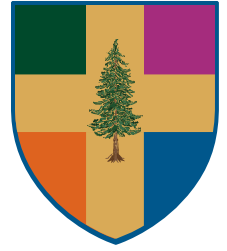
POLITY REVIEW OF THE EPISCOPAL CHURCH



- Constitutions and Canons
- General Convention (Deputies and Bishops)
- Executive Council
- [About General Convention](#)
- Diocesan Structure (Standing Committee, Diocesan Council, Trustees, Staff)
- Bishop's Ecclesiastical Authority
- Maine Episcopal Public Policy Network



BASICS OF CONVENTION RESOLUTIONS



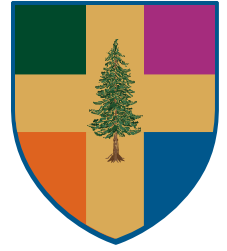
Three Types of Resolutions:

1. General Business - procedural
2. Mission - Ministry - Policy
3. Courtesy

- Resolutions can be developed by anyone but must be presented by delegate(s).
 - Preferable to have more than one sponsor or congregation/entity - shows support
- What does it mean for a resolution to be “in good order”?
 - Review by Resolutions Committee and possibly Chancellor
- If there are budgetary implications, address that in your resolution.
- If you are referencing a specific outside document, make that info available for delegates to read.
 - You can't ask them to endorse something they haven't read.

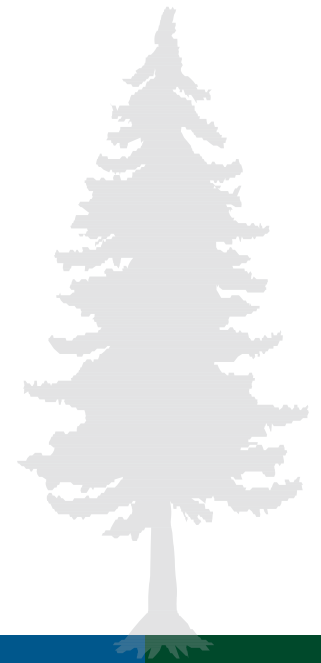


HOW TO WRITE A RESOLUTION

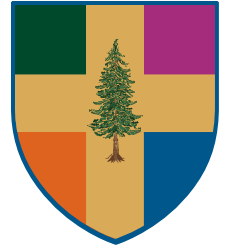


RESOLVED that...

- X WHAT will be done?
- X By WHOM?
- X With what RESOURCES?
- X HOW?
- X By WHEN?
- X Will be OVERSEEN BY or REPORTED TO whom?
- X WHY – belongs in the EXPLANATION



RESOLUTION SUBMISSION FORM



2025 Resolutions to Convention



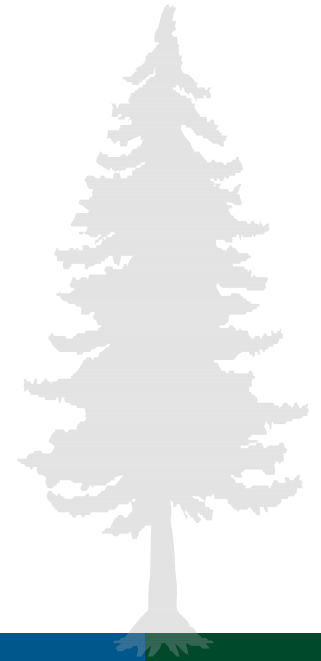
Resolutions for consideration by the [206th Convention of the Diocese of Maine](#) on Saturday, October 25, 2025 must be received in the diocesan office on or before **Monday, September 22** in order to be reviewed by the resolutions committee, presented at our preconvention session, and included in the materials distributed to voting members.

Those submitting resolutions are welcome to complete their work online at any time before the due date! Find further instructions [here](#).

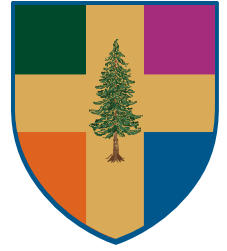
Note: all starred fields require an answer before the form can be submitted.

[Find the form on
episcopalmaine.org/convention](https://episcopalmaine.org/convention)

2025 Resolution Template

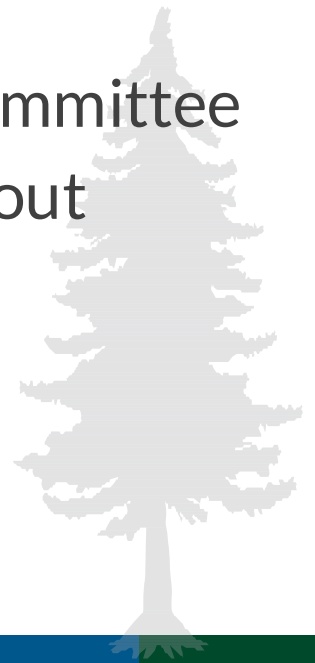


HISTORICAL EXAMPLE 2018-CO37 CALL TO RESPOND TO OPIOID EPIDEMIC

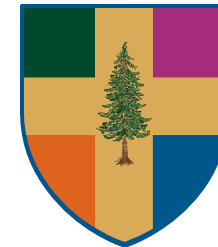


- Resolution originated in the Diocese of Maine in 2017/18
- Presented to Province I Synod (April 18) and endorsed by all
- Submitted to wider church selectively in May and June to build support
- Voted unanimously in committee
- Voted unanimously without debate at GC (July 2018)

[Resolution language here](#)

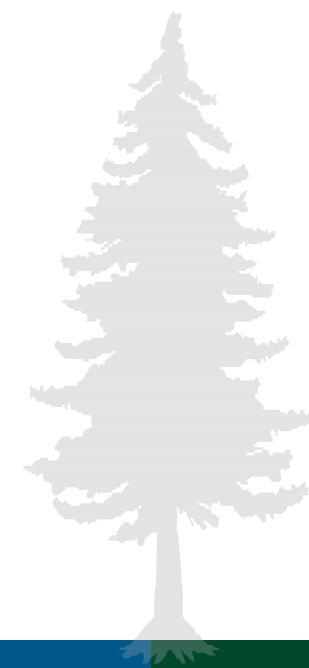


RESOLUTIONS: RECEIVING FEEDBACK



Keep in mind that once your resolution is submitted there will likely be feedback.

- Identify possible objections while you draft.
- The first time you present your resolution will be at one of the online pre-convention meetings.
 - *Tuesday, Oct. 14, 7 - 8:30 p.m.*
 - *Thursday, Oct. 16, 5:30 - 7 p.m.*
- Friendly amendments and clarifications may be suggested.
- Be prepared to respond to those you could not use.
- Thank those whose suggestions were incorporated.
- At convention it's possible an amendment will be offered.



SUMMARY

Questions?

Reach out to

[The Rev. Tracy Shaffer](#)

Deacon and Resolution

Committee Chair

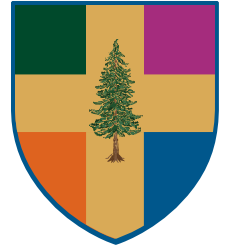
ttlshaffer@aol.com

or

[Teresa Pinney](#)

Canon to the Ordinary

tpinney@episcopalmaine.org



- Identify the subject of your resolution—a concern or issue that is important to you.
- Share your idea and look for allies.
- Send your draft resolution using the form on the diocesan website.
- Attend one of the two pre-convention meetings.
- Be prepared for discussion and suggestions.



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