



OFFICE OF THE SECRETARY
THE REV. FRANK E. FULLER

15 October 2007

TO CLERGY AND WARDENS IN CHARGE OF CONGREGATIONS: Greetings.

This is your canonical notice that the 104th Annual Council of the Diocese of West Texas will meet at the San Antonio Municipal Auditorium (100 Auditorium Circle), San Antonio, TX 78205 on February 21-23, 2008. **Please store and save this document and its attachments until you have completed registration of your delegates!**

By separate e-mail you will receive a template for the "**CERTIFICATE OF ELECTION OF DELEGATES TO DIOCESAN COUNCIL**". *These are different from the registration forms you will prepare for the host parish. You must complete both registration online (with correct fees) and certification by US mail to qualify and seat your delegates. A copy of the Certificate is available from the Diocesan web site, http://council-dwtx.org/Council_2008/Certification.htm (Note the underscore between "Council_2008".)*

Please print the Certificate template and fill it in when your information becomes available. Because this is the certification of your Delegate, we need printed and signed versions of the Certificates, which are due no later than **February 6, 2008**. Send one each as follows:

- 1 copy to the Bishop: Bishop Jones Center, P.O. Box 6885, San Antonio, TX 78209
- 1 copy to the Council Registration Chair: Mrs. Ferne Burney, Registration Chair, 104th Council, %Christ Episcopal Church, 510 Belknap Place, San Antonio, TX 78212
- Original to the Diocesan Secretary: The Rev. Frank E. Fuller, 700 S. Upper Broadway, Corpus Christi, TX 78401

Please refer to the spreadsheet, "Diocesan Council Lay Delegates for 2008" to determine the number of your Delegates, which will be sent by another e-mail. Do **not** list clergy as delegates. If your congregation is entitled to more than eight delegates, use a second form for them.

The canon governing allocation of delegates is Canon 1, Section 1(b) adopted by the 101st Council, as follows:

LAY. Delegates and alternates shall be men or women communicants of the congregation which they represent, in good standing, sixteen years of age or older. Each congregation, in union with the Council, shall be entitled to one delegate for every 50 persons, or portion thereof, reported for Average Sunday Attendance in the Annual Parochial Report, except that every parish and mission shall be entitled to at least two delegates and two alternates, and each parish shall be entitled to one additional delegate and alternate.

Again, be sure to please file this letter for reference later. See you at Council!

Faithfully yours,
Frank E. Fuller+
Secretary