

## ***OFFICES TO BE FILLED AT DIOCESAN CONVENTION – 2004***

### **1. Standing Committee (Vote by Orders)**

- 1 Lay Member – 4 year term
- 1 Clergy Member – 4 year term

#### Present Incumbents

- \* Margaret Hughes
- \* The Rev. Jean R. Smith

The Standing Committee acts as a council of advice for the Bishop and also functions as a check and balance. Their advice and consent is needed for various appointments made by the Bishop and for the expenditure of certain trust funds. They must approve all candidates for ordination to the diaconate and priesthood, and they vote on behalf of our Diocese in the process for approving the election of all bishops of the Episcopal Church. Their consent is needed before any church can sell or mortgage property. If any priest or deacon is charged with an offense, the Committee acts like a grand jury in deciding whether the case should be brought to trial. Lay members must be communicants of a parish in union with the Convention. Clergy must be canonically resident in the diocese. Meets monthly, usually during the day.

*\*Not eligible for reelection*

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### **2. Deputies to General Convention (Vote by Orders)**

- 4 Lay Deputies – 3 year terms

#### Present Incumbents

Cora M. Gaines  
Peter Hausman  
John Wood Goldsack, Esq.  
Charles H. Perfater

- 4 Clergy Deputies – 3 year terms

The Rev. Peter K. Stimpson  
The Rev. Dr. Virginia M. Sheay  
The Rev. Canon Leroy A. Lyons  
The Rev. John V. Zamboni

Deputies attend General Convention held every three years. The next General Convention is 2006.

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### **3. Diocesan Council**

- 3 Lay Members – 3 year terms

#### Present Incumbents

- \*Robert M. Bostock
- \*Keith P. Jones
- \*Shirley Swanson

- 3 Clergy Members – 3 year terms

- \*The Rev. Dorothy K. Auer
- \*The Rev. Lisa S. Mitchell
- \*The Rev. Paul A. Van Sant, Sr.

The Council develops, administers, oversees, coordinates, and evaluates the program of the Diocese and maintains general supervision over the Diocese's budget and financial affairs. Members must be canonically resident in the Diocese. They should be knowledgeable about and active in Diocesan Programs. Meets about ten (10) times a year, usually the fourth Tuesday September - June at 10:00 a.m.

*\* Not eligible for reelection*

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#### **4. Cathedral Chapter**

#### Present Incumbents

1 Lay Member – 3 year term

\* Robert Mack

2 Clergy Members – 3 year terms

\* The Rev. G. Douglas Eberly

\* The Rev. Ann C. Holt

The members of the Chapter elected by Convention together with other members elected by the Cathedral congregation, constitute the Major Chapter of the Cathedral. Their function is to provide a liaison between the people of the Diocese and the Cathedral parish congregation. Clergy members must be presbyters. Meets in the evening.

*\* Not eligible for reelection*

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#### **5. Standing Commission on Clerical Compensation**

#### Present Incumbents

2 Lay Members – 3 year terms

Richard B. Frost

Mary Lou Steed

1 Lay Member – 1 year term

Tim Doutt

2 Clergy Members – 3 year terms

The Rev. Rose M. Sasso-Crandall

The Rev. John C. Powell

The Commission makes recommendations to Convention about minimum standards of compensation for clergy and reports on compliance with the standards set by the Convention. Members must be canonically resident in the Diocese. They should be knowledgeable about personnel, insurance, statistics or clergy lifestyles. Meets during the day about six (6) times a year.

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#### **6. Standing Committee on Constitution and Canons**

#### Present Incumbent

2 Members, Clergy or Lay – 3 year terms

The Rev. Elmer L. Sullivan

The Rev. Peter T. Manzo

The Committee reviews all proposed amendments to the Constitution and Canons of the Diocese and makes recommendations concerning them to the Convention. Lay members should be attorneys with special competence in ecclesiastical law. Meets in the late afternoon/evening.

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#### **7. Trustees of Diocesan Trust Funds**

#### Present Incumbent

1 Lay Trustee – 5 year term

Bruce Brand

1 Lay Trustee – 3 year term

Vacant

Trustees exercise fiduciary responsibility for all property owned by the diocese and exercise discretion over trust fund disbursements. They must be communicants in good standing of a church in the Diocese. They should be highly qualified in investment, real estate management, or the care of trust funds. Meets on a Wednesday morning at 8:30 a.m. four times a year.

*\* Not eligible for reelection*

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## **8. Finance and Budget Committee**

### Present Incumbents

3 Members, Clergy or Lay – 3 year terms

The Rev. Alan C. French  
Mary G. Flamer  
Vacant

Committee is responsible for general oversight of the Diocesan finances and preparation of the draft budget to be submitted to Council. Members should have experience in the investment field, trust law, and/or budgeting. The committee meets approximately six times per year in the morning, with meetings concentrated in fall and early winter.

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## **9. Diocesan Investment Trust**

### Present Incumbent

1 Member, Clergy or Lay – 4 year term

Robert Y. Garrett

Responsible for overseeing the investment management of the Diocesan Investment Trust. Must be communicants of the Church and resident in the Diocese. Should be highly qualified in investment management or the care of trust funds. Meets quarterly.

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## **10. Audit Committee**

### Present Incumbents

2 Members, Clergy or Lay – 3 year terms

\*Richard Ellwood  
Phyllis Jones

Committee has responsibility for overseeing Diocesan auditing procedures and evaluating annual audit. Members may be laity or clergy. Some members should have particular skill as an attorney, accountant or auditor. Members should have some knowledge of accounting statements. Meets in the morning four to five times a year.

\* Not eligible for reelection

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## **11. Trial Court**

### Present Incumbents

3 Lay Members – 3 year terms  
1 year as a member, 2 years as alternate

Steven J. Lewis  
Martin F. Nelson  
Ardelle B. Zervos

4 Clergy Members – 3 year terms  
1 year as member, 2 years as alternate

The Rev. Geoffrey Collis  
The Rev. Kenneth A. Gluckow  
The Rev. John R. Neilson  
Vacant

If a priest or deacon is charged with an offense and brought to trial, the Court, with assistance from professional advisors, hears the case, playing the role of both judge and jury. Lay members must be adult confirmed communicants in good standing of a church in the Diocese. Clergy members must have been canonically resident in the Diocese for at least three years. Special knowledge of the law is not needed. The Court meets once a year to organize. Otherwise, it meets only if there is a trial.

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## **12. Church Attorney**

### Present Incumbent

1 year term

The Honorable Robert W. Scott

The Church Attorney's job is similar to that of a District Attorney who, at the behest of the Standing Committee, investigates charges brought against a priest or deacon, prepares the case, and acts as the prosecutor at the trial. He/she must be an adult confirmed communicant in good standing of a church in the Diocese, be a member of the Bar of the State of New Jersey, and should have experience as a trial lawyer.

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