

The Joint Standing Committee on Planning and Arrangements

Joint Rule of Order VI (17) of the Houses of the General Convention gives sole responsibility between Conventions for matters pertaining to planning and arrangements for the Convention to the Joint Standing Committee on Planning and Arrangements.

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MEMBERSHIP

The Rev. Canon Donald A. Nickerson, Jr.*
Executive Officer of the General Convention
Interim Secretary of the House of Deputies
Interim Secretary of the General Convention

The Rt. Rev. John T. Walker**
Vice President of the House of Bishops

Mrs. Pamela P. Chinnis
Vice President of the House of Deputies

The Rt. Rev. Herbert A. Donovan, Jr.***
Secretary of the House of Bishops

The Rt. Rev. Joseph T. Heistand****
Chairman, Committee on Dispatch of Business,
House of Bishops

The Hon. George T. Shields
Chairman, Committee on Dispatch of Business,
House of Deputies

Mrs. Ellen F. Cooke*****
Interim Treasurer of the General Convention

Mrs. Marcy Walsh
President of the Board of the Episcopal Church
Women

Mrs. Evelyn Keddie
First Vice President of the Board of the
Episcopal Church Women

Ms. Lori Arnold
General Convention Coordinator

The Rev. Herbert Thompson, Jr.*****
Presbyter

Mr. Charles M. Crump
Lay Person

The Rt. Rev. H. Coleman McGehee, Jr.
Bishop of the local diocese

The Rev. K. Dexter Cheney
General Chairman of Arrangements for the local
diocese

The Most Rev. Edmond L. Browning
Presiding Bishop

The Very Rev. David B. Collins, Chair
President of the House of Deputies

* Replaced the Rev. Canon James R. Gundrum

** Replaced the Rt. Rev. James Montgomery

*** Replaced the Rt. Rev. Scott Field Bailey

**** Replaced the Rt. Rev. William Sanders

***** Replaced Mr. Matthew Costigan

***** Replaced the Ven. Arthur B. Williams, Jr.

SUMMARY OF THE COMMITTEE'S WORK

The task of the Joint Standing Committee on Planning and Arrangements is to arrange for the meeting of the Convention and to propose an agenda for the General Convention for its adoption. The committee also has the task of investigating future sites for the meeting of the Convention and reporting its recommendations to the General Convention.

The committee had its first meeting February 10-11, 1986, in Detroit, Michigan. The Very Rev. David B. Collins, President of the House of Deputies, was elected chair, and Clare Fisher of the General Convention Office was elected secretary. The planning and arrangements of the meeting of the General Convention in Anaheim, California, were exhaustively reviewed. Also reviewed were the services of worship, the legislative process, and the other events that surround the Convention. Ms. Lori Arnold presented the most complete report ever heard by Planning and Arrangements, and Canon James R. Gundrum reported that the Convention had come within two percent of its budget.

Following the review, the committee toured the Detroit and Windsor area, and had a complete tour of the Cobo Hall facilities. An executive committee was elected, composed of the Presiding Bishop, the President of the House of Deputies, the Executive Officer of the General Convention, the Secretary of the House of Bishops, the Vice President of the House of Deputies, the Treasurer of the General Convention, the General Convention Manager, the First Vice President of the Episcopal Church Women, with a representative of the Diocese of Michigan invited to be present if matters concerning the diocese were to be discussed.

CRITERIA FOR THE SELECTION OF FUTURE SITES

General Convention 1985, in resolution D148, directed this committee to develop guidelines for the selection of future sites of General Convention, which were to include (but not be limited to):

1. Procedures by which a diocese may request consideration for hosting the Convention;
2. Cost analyses;
3. Geographical location;
4. Accessibility and logistics;
5. Mission strategy reflecting the diversity of the Church.

In the section on resolutions will be found the result of the committee's work in this regard.

In addition, the bishop of every diocese was sent the committee's criteria and asked if the diocese desired to be considered for a future site, with an appropriate date after which sites could not be considered for 1991.

FUTURE SITES OF THE GENERAL CONVENTION

The Joint Standing Committee on Planning and Arrangements will present in a supplemental report to the Convention on the future site for 1991 and a number of sites for approval for the 1994 Convention. It has not been possible to complete this part of the committee's work by the editorial deadline of the Blue Book for the 1988 Convention, but this report will be sent to the bishops and deputies in one of the pre-convention mailings.

SELECTION OF FUTURE SITES

The hard-working staff did a complete review of all the sites approved by General Convention, and one site the committee had added for review, owing to a misunderstanding of the current procedures for selecting future sites.

These sites were: Indianapolis, Lexington, Louisville, Phoenix, and San Antonio, with Nashville added.

On October 1, 1987, Canon Nickerson sent to the entire Joint Standing Committee on Planning and Arrangements the findings of the staff Future Site Inspection Team, asking that any comments be returned to him. All comments received supported the tentative decision to visit Indianapolis and Phoenix.

Those asked to visit these two sites were the members of the Executive Committee of Planning and Arrangements plus the two House of Deputies representatives. Those who were able to spend November 1-4, 1987, visiting those two cities were the Very Rev. David B. Collins, the Rev. Herbert Thompson, Charles M. Crump, Esq., Mrs. Evelyn Keddie, the Rev. Canon Donald A. Nickerson, Jr., and Ms. Lori Arnold. Staff included Ms. Betty Djerf, Mr. Arthur Meyer, and the Rev. Richard Chang, representing the Presiding Bishop. Those unable to attend were the Most Rev. Edmond L. Browning, Mrs. Pamela Chinnis, Mrs. Ellen Cooke, and the Rt. Rev. Herbert A. Donovan, Jr.

After careful investigation, inspection of the Convention Centers, hotels, and other meeting space, and talking with local officials, including the bishops, the subcommittee decided to choose Indianapolis and Phoenix as prospective sites for the 1991 General Convention, and further decided *not* to consider four sites (Lexington, Louisville, Nashville, and San Antonio) for the 1991 Convention.

These decisions were communicated to the full Committee on Planning and Arrangements on November 6, 1987, which provided a further opportunity for even more investigation prior to the final decision. The Site Visitation Subcommittee of Planning and Arrangements met on Wednesday, January 20, 1988, just preceding the meeting of the full committee.

DAILY AGENDA OF THE GENERAL CONVENTION

Resolution #A148

Resolved, the House of _____ concurring, **That the 1988 General Convention function through the following activities:**

1. **Formal legislative session of the two houses;**
 2. **The several joint sessions;**
 3. **Meetings of the legislative committees of the two Houses; and**
 4. **Open hearings to be conducted as needed by all legislative committees; and**
- be it further

Resolved, **That the schedule and daily timetable of the 69th General Convention held in Detroit, Michigan, 1988, be:**

Saturday, July 2 - 1st Legislative Day

- | | |
|-------------------------|--|
| 7:00 a.m. | Daily Convention Eucharist |
| 7:30 a.m. - 8:30 a.m. | Deputy certification |
| 9:00 a.m. - 10:30 a.m. | Opening legislative session |
| 11:00 a.m. - 12:00 Noon | Joint session to receive the reports of Presiding Bishop and Executive Council |

PLANNING AND ARRANGEMENTS

2:00 p.m. - 3:45 p.m. Legislative session
4:00 p.m. - 6:00 p.m. Legislative session or meetings of legislative committees
8:00 p.m. - 10:00 p.m. Legislative committee open hearings

Sunday, July 3 - 2nd Legislative Day

7:30 a.m. - 8:30 a.m. Deputy certification
10:00 a.m. - 12:00 Noon Convention Eucharist and Ingathering of United Thank Offering
2:00 p.m. - 6:00 p.m. Legislative session
6:00 p.m. *End of time allowed for filing of resolutions*
8:00 p.m. - 10:00 p.m. Legislative committee open hearings

Monday, July 4 - 3rd Legislative Day

7:00 a.m. Daily Convention Eucharist
7:30 a.m. - 8:30 a.m. Deputy certification
8:00 a.m. - 9:45 a.m. Meetings of legislative committees
10:00 a.m. - 12:00 Noon Legislative session
2:00 p.m. - 5:00 p.m. Legislative session
5:00 p.m. - 6:00 p.m. Joint service of worship in House of Deputies

Tuesday, July 5 - 4th Legislative Day

7:00 a.m. Daily Convention Eucharist
7:30 a.m. - 8:30 a.m. Deputy certification
8:00 a.m. - 9:45 a.m. Meetings of legislative committees
10:00 a.m. - 12:00 Noon Legislative session
2:00 p.m. - 6:00 p.m. Legislative session
6:00 p.m. Seminary receptions
8:00 p.m. - 10:00 p.m. Meetings of legislative committees

Wednesday, July 6 - 5th Legislative Day

7:00 a.m. Daily Convention Eucharist
7:30 a.m. - 8:30 a.m. Deputy certification
8:00 a.m. - 9:45 a.m. Meetings of legislative committees
10:00 a.m. - 12:00 Noon Legislative session
2:00 p.m. - 6:00 p.m. Legislative session
8:00 p.m. Province dinners

Thursday, July 7 - 6th Legislative Day

7:00 a.m. Daily Convention Eucharist
7:30 a.m. - 8:30 a.m. Deputy certification
8:00 a.m. - 9:45 a.m. Meetings of legislative committees
10:00 a.m. - 12:00 Noon Legislative session
2:00 p.m. - 6:00 p.m. Legislative session
8:00 p.m. - 10:00 p.m. Meetings of legislative committees

Friday, July 8 (Fast Day) - 7th Legislative Day

7:00 a.m. Daily Convention Eucharist
7:30 a.m. - 8:30 a.m. Deputy certification
8:00 a.m. - 9:45 a.m. Meetings of legislative committees
10:00 a.m. - 12:00 Noon Legislative session
2:00 p.m. - 3:00 p.m. Joint session to recognize the 100th Anniversary of the United Thank Offering and to hear the report of the Committee on PB&F

THE BLUE BOOK

3:15 p.m. - 6:00 p.m. Legislative session
6:00 p.m. *End of time allowed for filing of committee reports (except as to messages from other House and PB&F)*

8:00 p.m. - 10:00 p.m. Meetings of legislative committees

Saturday, July 9 - 8th Legislative Day

7:00 a.m. Daily Convention Eucharist

7:30 a.m. - 8:30 a.m. Deputy certification

8:00 a.m. - 9:45 a.m. Meetings of legislative committees and open hearing on report of PB&F

10:00 a.m. - 12:00 Noon Legislative session

12:00 Noon *End of time allowed for consideration of report of PB&F*

Sunday, July 10 - 9th Legislative Day

11:00 a.m. Eucharist

12:30 p.m. - 1:30 p.m. Deputy certification

2:00 p.m. - 6:00 p.m. Legislative session

8:00 p.m. - 10:00 p.m. Meetings of legislative committees

Monday, July 11 - 10th Legislative Day

7:00 a.m. Daily Convention Eucharist

7:30 a.m. - 8:30 a.m. Deputy certification

9:00 a.m. - 12:00 Noon Legislative session

2:00 p.m. - 6:00 p.m. Legislative session

6:00 p.m. Adjourn *sine die*

Resolution #A149

Resolved, the House of _____ concurring, That neither House modify the foregoing schedule without due notice to the other.

PREPARATIONS FOR THE 1988 GENERAL CONVENTION

The Joint Committee had a full meeting in Detroit on January 21, 1988. There was full discussion on a variety of issues, with appropriate decisions. Matters brought before the committee for its decisions or advice included:

Plans for necessary open hearings;

Triennial Meeting plans;

100th Anniversaries of the Church Periodical Club and the United Thank Offering;

Orientation of bishops, deputies, chairs and officers, and volunteers;

Worship—opening, daily and for Independence Day;

Promotion and news, via print, video and audio cassettes, and other means;

Planning for the disabled, visitors, those with children, those who need help with translation;

Hospitality and helps from the Diocese of Michigan;

and

a variety of other matters, great and small, which go to make up the General Convention.

RESOLUTIONS

Resolution #A150

Resolved, the House of _____ concurring, **That this 69th General Convention approve the guidelines as listed below as an estimate of the needs of the General Convention; and be it further**

Resolved, **That the Joint Standing Committee on Planning and Arrangements give close attention to the ways that the mission strategy of the Episcopal Church would be furthered by attendance in the cities and dioceses that they are considering; and be it further**

Resolved, **That there be, as far as practicable, a continuance in the policy of offering to the General Convention a wide choice of appropriate locations, bearing in mind costs, logistical considerations, and accessibility.**

GUIDELINES

DATES	Eleven days between June 15 and October 15. Convention opens on Saturday running through Monday with various committee (possibly 10) meetings for four days prior to Convention.
ATTENDANCE	15,000 (possible to go as high as 25,000 +)
HOTELS	2,500 hotel rooms (1/2 doubles), 100 suites
EXHIBITS	100,000 square feet to include area for restaurant within exhibit floor
MEETING ROOMS	900 persons set tailored schoolroom, daily 80,000-100,000 sq. ft. (includes 2500 gallery theater set up or bleachers) 500 persons set tailored schoolroom daily 15,000-18,000 sq. ft. (includes 500 gallery theater set up or bleachers) 250 persons set tailored schoolroom, daily 15,000-18,000 sq. ft. (includes 700 gallery theater set up or bleachers) 35-50 various size committee meeting rooms accommodate 10-50 plus visitors 8,000-12,000 persons for an opening worship service daily worship room (10,000-20,000 sq. ft.)
OFFICE SPACE	press room, with interview area (two large areas) six offices computer room (600+ sq. ft.) print shop (3,000+ sq. ft.) secretariat of 30 people (2,500+ sq. ft.) secretariat of 15 people (1,200+ sq. ft.) registration area (15 counters "L" shaped) VIP lounge area volunteer/staff office area large area to accommodate 400 persons daily with space for 12 staff desks and four information counters

THE BLUE BOOK

FOOD AND BEVERAGE 3,000-6,000 persons mid-week social function 100
various meal functions of 10 to 400
Fast day is observed one day sometime midweek

PROPOSED BUDGET FOR THE COMING TRIENNIUM

	<i>1989</i>	<i>1990</i>	<i>1991</i>
Committee	\$12,800	\$12,800	—
Subcommittees	—	14,350	—

PROPOSED RESOLUTION FOR BUDGET APPROPRIATION

Resolutions #A151

Resolved, the House of _____ concurring, That there be appropriated from the Assessment Budget of the General Convention the sum of \$39,950 for the expenses of the Joint Committee on Planning and Arrangements.