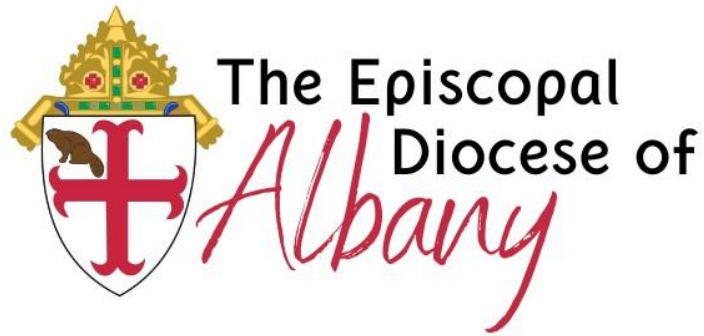




158th Annual Convention



2026

Pre-Convention Book

July 24, 2026

Compiled by the Secretary of the Diocese with the help of the Diocesan Staff
In accordance with General Convention 2003 resolution D011: the Diocese of Albany is pleased to note that we are part of the
worldwide Anglican Communion.

Important Information about Voting at Convention 2026

All deputies at Convention should **sit together for voting and deliberation purposes**. The Friday night business session will take place in the main tent. The Saturday business session will take place in the Chapel and Great Hall following the Convention Eucharist.

The Bishop's Address and preliminary business of Convention will take place on Friday evening, September 11. All elections and voting on main resolutions will happen on Saturday morning, September 12.

Registration for the business meetings (which is different from the room registrations) has been planned for St. Michael's Chapel from 10:30 AM to 6:30 PM on Friday, and for those who have not already registered for the business meetings, plans are for an additional registration time on Saturday morning from 7:45 AM to 8:45 AM at the same location.

The **Convention** consists of the eligible voters who are noted in Article III of the Constitution of the Diocese of Albany.

Most voting at convention is decided by voice vote, but there are exceptions. If a voice vote is inconclusive, electronic voting will be utilized.

Some elections are required to be conducted by a Vote-by-Orders (and, under certain circumstances, votes on motions or resolutions as well). In a plurality vote each individual lay delegate and each clergy person has one vote. In a vote-by-orders, the lay delegates of a parish cast a single vote, and each clergy person casts a vote. In other words, the lay delegates of the parish (or a majority thereof) must agree on their single vote.

The Diocesan Constitution and Canons require some voting to be done by ballots. The ballots will be provided through electronic means. **All voting members of Convention must have access to a Wifi-enabled electronic device (i.e. cell phone or tablet). You will be provided with login credentials for the electronic voting when you register at Convention.**

Proposed Order of Business

1. The Rt. Rev. Jeremiah Williamson, Bishop Diocesan, calls the business session to order on Friday evening
2. President's Address
3. Reports to the Convention. Committee reports will be presented as time permits.
4. Credentialing report
5. Secretary's instructions to the Convention
6. Proposed Order of Business
7. Procedural Motion for Discussion of Resolutions
8. Ecclesiastical Authority appointments
9. Nomination and election of Secretary of the Diocese
10. Secretarial appointments
11. Nomination and election of Treasurer of the Diocese
12. Nomination and election of Assistant Treasurer of the Diocese
13. Deadline for filing main resolutions with the Secretary, except for courtesy resolutions.
14. Received resolution(s) presented by title, and referral(s)
15. Plurality Nominations
16. Vote-by-Orders nominations.
17. Voting for plurality nominees.
18. Voting for vote-by-orders nominees.
19. Episcopal appointments, to serve for the ensuing year.
20. Consideration and voting on main resolutions received by the Secretary, in the order listed.
21. Courtesy resolutions
22. Adjournment

Diocesan Leadership Bodies with Elective Offices

Plurality Elections

The Diocesan Council. Diocesan Council is the “program agent with the Bishop and the Convention of the Diocese between meetings of the Convention.” Between conventions, the Council consults with the Bishop, who is the President of the Council, on budget and program matters to be presented to the Convention for the work of the Church in this Diocese. Representatives to the Council should expect to be involved with the mission and goals of the Diocese. The Diocesan Council meets a minimum of four times per year.

The Great Chapter of the Cathedral of All Saints. The Great Chapter is the corporate body that governs the Cathedral of the Diocese of Albany. The members who are elected at each Convention become members of the Great Chapter. Members should expect to contribute their time and talent for the support of the Cathedral and its mission. The election of Great Chapter members is not a canonical requirement but is held at Convention at the request of the Cathedral, which is a church in union with the Convention, in accordance with the Cathedral Charter. The Great Chapter meets three times per year in January, April and October.

The Disciplinary Board. The Disciplinary Board only meets if charges are brought against a Priest or Deacon of the Diocese. Members should be aware that they might be called upon to hear testimony and issue a decision in cases of alleged clergy misconduct. Both fairness and compassion are needed. Members of the Board should plan to meet with the Secretary of the Diocese at the Convention, after the election, to set a meeting date for the yearly election of the Disciplinary Board President. The Disciplinary Board meets on an as-needed basis. By Episcopal Church canon, the term of office for Disciplinary Board members begins on January 1.

The Trustees of the Diocese. The Trustees invest, manage, and control all the real and personal property of the Diocese, subject to the control and discretion of the Convention. They may also hold title to diocesan and parish property and act in a fiduciary capacity in other ways. Members should have some background in finance, investments, real estate, or building management and maintenance. The Trustees meet five times per year.

Vote-by-Orders Elections

The Standing Committee. The Standing Committee is primarily the Bishop’s Council of Advice. The duties of the Standing Committee include (but are not limited to) certain aspects of ordinations and consecrations, as well as aspects of the sale or mortgage of diocesan or parish property. Members should have a broad knowledge of the Diocese of Albany and acquire at least a basic understanding of the role of the Standing Committee in the Canons of the General Convention, the Canons of the Diocese of Albany, and in the New York State Religious Corporations Law. The Standing Committee meets monthly and when convened by the bishop. Members of the Standing Committee should expect to meet immediately following the Convention to elect a President and Secretary.

General Convention and Provincial Synod – Provisional Deputies. The General Convention of the Episcopal Church is a gathering of deputies from all the dioceses of the Episcopal Church. The General

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Disciples Making Disciples

Convention meets for about 9 days once every three years. The elected Deputies serve in the House of Deputies. Provisional Deputies serve when an elected deputy is unable to serve. Deputies and Provisional Deputies to General Convention also serve as deputies and alternates at the Provincial Synod for Province II. The Provincial Synod is a regional gathering of deputies from Province II, held in the same year as General Convention. The next General Convention will take place in early July, 2027 in Phoenix, Arizona.

Overview of nominations on file with the Secretary of the Diocese
As of July 21, 2026

Offices to be filled by Plurality Voting:

The Great Cathedral Chapter

1 priest and 1 lay office to be filled, each for three-year terms

The Rev. Dean Kellerhouse

Ryan Meisner

Convention Representative to Diocesan Council

1 lay office to be filled for a 2-year term.

Trustees of the Diocese

(all offices may be priest, deacon, and/or lay)
Two offices to be filled, each for 4-year terms

The Rev. Katherine Alonge-Coons

The Disciplinary Board

1 clerical and 2 lay offices, each for three-year terms
1 lay office, for 1-year unexpired term
(Term is January 1, 2027 – December 31, 2029)

Elijah Falkner

Offices to be filled by Vote-by-Orders:

Provisional Deputies to General Convention 2027

Four clerical (priest or deacon) and four lay offices, each for three-year terms

The Rev. Catherine Ballinger

Kelly Dalton-Trotter

The Rev. Thomas Pettigrew

The Standing Committee

Two Clerical (priest or deacon) and two lay offices, each for 3-year terms

One lay office for a 1-year, unexpired term

The Rev. Katherine Alonge-Coons

Kelly Dalton-Trotter

The Rev. Cn. Darius Mojallali

Nominees for Elective Office

Original documents on file with the Secretary of Convention



THE REV. KATHERINE ALONGE-COONS
Nominated for Standing Committee Member

Nominated by The Very Rev. Sonya Boyce
Seconded by The Very Rev. Arthur Garo

Nominated for Trustee of the Diocese
Nominated by The Very Rev. Sonya Boyce
Seconded by The Very Rev. Arthur Garo

Mother Kathy Coons is a graduate of St Bernard's School of Theology and Ministry (MDiv), SUNYA School of Social Welfare (MSW), Siena College (BA Sociology). A Bi-vocational priest at Grace Church; Licensed Clinical Social Worker; employed as Rensselaer County Commissioner of Mental Health. Serves as Secretary of EDOA Trustees, member and former President of Standing Committee, 2018, 2022 & 2024 Deputy to General Convention; and Albany Episcopal Cursillo ministry. She has received the NYS Office of Mental Health Lifetime Achievement Award and serves on several organizational Boards. Married to Earl Coons, mother of two adult daughters and a grandmother.



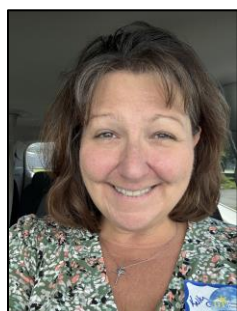
THE REV. CATHERINE BALLINGER
Nominated for General Convention Provisional Deputy

Nominated by The Rev. Cn. Neal Longe
Seconded by The Rev. Katherine Alonge-Coons

Mtr. Catherine serves as Rector of St. John's Church, Essex, where she delights in building community, creating opportunities for others to experience the fruits of Resurrection Hope: joy, love, and peace.

Prior to ordination, she served 20 years in the Navy's Civil Engineer Corps. Her expertise in Congressional legislation and budgeting led to senior Secretariat assignments, "backing-benching" Principals during hearings and routinely engaging Hill staff. The highlight—serving in the White House Office of Management and Budget to oversee the Defense Department's Infrastructure Investment Program.

Mtr. Catherine humbly offers her skills to the Diocese and the greater Church.



KELLY DALTON-TROTTER
Nominated for Standing Committee Member

Nominated by The Rev. Cn. Dr. Meaghan Keegan
Seconded by The Rev. Dennis Keegan, Jr.

Nominated for General Convention Provisional Deputy
Nominated by The Rev. Cn. Dr. Meaghan Keegan
Seconded by The Rev. Dennis Keegan, Jr.

Kelly Dalton-Trotter belongs to St. Paul's Episcopal Church in Albany, where she has served on Vestry, as Warden, and led various committees. At the diocesan level, she serves on the Salary & Benefits Committee and Convention Planning Committee. Through Albany Blooms, Kelly coaches parishes and supports diocesan retreats. Her faith is grounded in a lifelong relationship with God, deepened through Benedictine spiritual practices. Through her

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Disciples Making Disciples

consulting business, she helps churches with goal setting and retreats. Kelly brings a servant's heart and deep love for the Episcopal Church to all she does. She was Alternate Deputy to General Convention 2024.



ELIJAH FALKNER

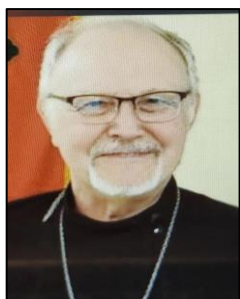
Nominated for Disciplinary Board

Nominated by Samuel Alamillo, St. Mark's, Philmont

Seconded by Sophie Graziano, St. Mark's, Philmont

Elijah Falkner is a dedicated public servant and proven nonprofit executive with extensive experience in public safety services, religious organization operations, and organizational leadership. He is committed to integrity, accountability, and serving his community with compassion and fairness.

Throughout his career, Elijah has worked collaboratively with diverse groups to resolve complex issues while upholding the highest ethical standards. His commitment to thoughtful decision-making, respect for others, and faithful stewardship makes him well-suited to serve on the Disciplinary Board of the Episcopal Diocese of Albany. Elijah values service, justice, and reconciliation, and seeks to support the Church's mission with humility and discernment.



THE REV. DEAN KELLERHOUSE

Nominated for Great Cathedral Chapter

Nominated by Elizabeth Baxter, St. Andrew's, Scotia

Seconded by Christine Bissonette, St. Andrew's, Scotia

Father Kellerhouse is a native of Oneonta. A former Canon Residentiary of Grace Cathedral in Topeka, Kansas, he has expertise and an abiding interest in relating the liturgical life and resources of Cathedrals to the larger community. He earned his BA at the American University, his MDiv. from

Episcopal Divinity School, and his DMin. from Saint Vladimir's Seminary. He was a Lieutenant Commander, Chaplain Corps, U.S. Navy, and retired VA Chaplain. He served the Diocese of Rhode Island as Deployment Officer. He is an advanced level addiction counselor, and bilingual in Spanish and English.



RYAN MEISNER

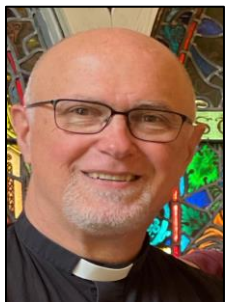
Nominated for Great Cathedral Chapter

Nominated by The Ven. Dr. Leander S. Harding

Seconded by The Rev. Jonathan Kimmel

Ryan attends Bethesda and worships at the Cathedral on weekdays. Born and raised in Northeast Ohio, he was baptized as a child in Western Reserve Grace Brethren Church. After completing a bachelor of arts in urban studies and a master of public administration at Cleveland State University, he came

to Albany in 2017 to serve as a Budget Examiner for the New York State Division of the Budget. He lives in Ballston Lake with his wife, Jessie; daughter, Genevieve; and lab mix, Moose.



THE REV. CN. DARIUS MOJALLALI

Nominated for Standing Committee Member

Nominated by Christopher Cassidy, St. Stephen's, Delmar

Seconded by Laura Sieme-Giordano, St. Luke's, Cambridge

The Rev. Canon Darius Mojallali was ordained in 1983 by Bishop Wilbur E. Hogg in the Diocese of Albany. He has been rector of several parishes in the diocese, most recently Saint John's in Delhi and Saint Peter's in Hobart. He now serves as priest-in-charge at Saint Luke's in Cambridge. His diocesan ministries include Commission on Ministry and music ministry for various occasions. He is married to Stephanie, and they have four children and five grandchildren.



THE REV. THOMAS PETTIGREW

Nominated for General Convention Provisional Deputy

Nominated by The Rev. Cn. Dr. Meaghan Keegan

Seconded by The Rev. Cn. Neal Longe

The Reverend Thomas Pettigrew currently serves as the Rector of St. George's, Schenectady, and a member of the Standing Committee, serving as secretary. He was Rector of the Church of the Holy Cross, Warrensburg (2012-2023); has served on Diocesan Council; the Profile & Search Committee, where he moderated the Listening Sessions around the Diocese; as the moderator of the CtK Listening Sessions held throughout the Diocese; and the Consecration Planning Committee. In his free time, he enjoys hiking in the Southern Adirondacks; participating in living history events throughout the Mohawk & Hudson Valleys.

Reports to the Convention

Salary and Benefits Committee Report Expected Clergy Compensation and Benefits for 2027 Convention 2026

Committee Members

Mr. Christopher Cassidy
The Rev. Lynne Crimi
Mrs. Kelly Dalton-Trotter
The Rev. Gregory Hodgson
The Rev. Canon Neal Longe, Chair

The guidelines here are the minimum expected stipend for 2027 for clergy serving parishes in the Diocese of Albany. **There is nothing to prevent congregations from providing compensation and benefits higher than those indicated.** Indeed, the salary and benefits committee is aware that in some circumstances, the minimum expected amount may not be adequate. Every congregation is urged to encourage active stewardship as the norm within their parish.

If a Vestry, or Vestries of a group of congregations served by one cleric, is unable to meet the following minimum expected compensation they shall consult with the Bishop or his designee (Canon Neal Longe).

1) Expected Stipend for Priests

During the twelve months, April 2025 through April 2026, the Northeast Region Consumer Price Index (Unadjusted) rose approximately 4.4%. The 2026 Social Security and Supplement Security Income Cost of Living Adjustment is 2.8%. The estimated 2027 Social Security and Supplemental Security Income (SSI) Cost-of-Living Adjustment (COLA) is projected to be 3.9%, according to the latest estimates from The Senior Citizens League.

Considering the economic indicators and regional compensation figures within The Episcopal Church, the Committee recommends that Vestries increase their priest's stipend by at least 5% for 2027. The following table shows the expected minimum stipends.

It is important to note that the diocesan-expected stipends represent only the cash stipend paid to priests. Housing, Self-Employment Contributions Act (SECA), health insurance, Church Pension payments, and travel expense reimbursement are not included. The minimum expected stipend for full-time Curates and other full-time assisting priests is two thirds of the Rector's stipend. The stipend for part-time priests should be proportionate to the time they spend working for the parish.

2027 STIPEND SCHEDULE						
CATEGORIES:	1	2	3	4	5	6
Minimum Cash Stipend	\$45,125	\$49,204	\$56,021	\$62,334	\$69,704	\$75,939

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The categories for the chart above are as follows:

Category 1: Parochial report revenue lines 3 & 5 under \$89,999

Category 2: Parochial report revenue lines 3 & 5 \$90,000 - \$109,999

Category 3: Parochial report revenue lines 3 & 5 \$110,000 - \$149,999

Category 4: Parochial report revenue lines 3 & 5 \$150,000 - \$189,999

Category 5: Parochial report revenue lines 3 & 5 \$190,000- \$249,999

Category 6: Parochial report revenue lines 3 & 5 Greater than \$250,000

2) Church Provided Housing for Priests / Housing Allowance

Congregations shall (a) provide housing or (b) pay a housing allowance which shall not be less than 30% of the priest's annual stipend.

If housing is provided, there are four figures to work with.

- 1) the fair market rental value of the housing **unfurnished with utilities**
- 2) the fair market rental value of the housing with utilities furnished as the cleric has it **furnished**
- 3) **the Section 107 furnishings allowance**, which cannot exceed the difference of 2) minus 1)
- 4) the amount assumed for housing by the Pension Fund for pension purposes

The congregation needs to provide an estimate of

- (1) the fair market rental value of the housing **unfurnished with utilities**; and
- (2) the fair market rental value of the housing **with utilities furnished** as the cleric has it furnished.

The priest must pay self-employment tax on the fair market rental value of the housing unfurnished. The Vestry must include in its calculation of the self-employment tax reimbursement the fair rental value of the house.

The priest shall have full and exclusive use of church provided housing. Church provided housing is to be inspected annually by the Wardens.

By law the Section 107 furnishings allowance that the Vestry designates in its annual resolution cannot exceed the difference between the two figures (i.e., the value furnished less the value unfurnished). In order to exclude that amount from taxes the priest must spend at least that amount on housing-related expenses. You report the following figures to the Pension Fund: (1) the cash stipend; (2) the Social Security reimbursement; and (3) the actual cost of utilities for the provided housing. The Pension Fund adds 30% of the sum of these three figures as the value of the priest's housing for pension assessment purposes. **This 30% figure is *entirely unrelated to the furnishings allowance or the fair market rental value on which the priest must pay self-employment tax*.** As a rule, the fair market rental value will be much higher than 30%, while the furnishings allowance that can be excluded from income tax will be much lower than 30%.

If housing is not provided, there are two figures to work with. They are not the same; they are calculated differently and have different purposes.

- 1) the **cash housing allowance** paid by the parish
- 2) **the Section 107 parsonage allowance** that is excludable from Federal and NY income taxes

The congregation pays **cash in lieu of housing** as part of the Total Cash Compensation. A priest's entire cash compensation, including housing allowance and Social Security reimbursement, is subject to self-employment tax.

The Section 107 parsonage allowance is the amount a priest may exclude from Federal and NY income

taxes. The parsonage allowance is determined by determining the fair market rental value of the furnished housing occupied by the priest. The priest may exclude this amount, plus the cost of utilities, from income tax provided (1) that the Vestry has designated this amount in a particular resolution before any of it is paid; and (2) that the priest spent at least that amount on housing related expenses.

3) Expected Compensation for Deacons

The Deacon has historically served the congregation without stipend or fee. However, congregations are expected to pay a monthly stipend of \$25, plus the necessary Church Pension Group (CPG) assessment so that they have access to CPG programming such as CREDO for Deacons under the age of 72.

4) SECA Payments

The IRS classifies clergy as Self-Employed for Social Security purposes and the cleric is responsible for paying their total Social Security assessments (SECA). The Diocesan expected standard for parishes is that a minimum of one half of the Self Employment Contributions Act (SECA) payment be paid to the priest by the parish.

All clergy should receive a W2.

5) Minimum expected compensation for supply clergy

\$160 for a service on Sunday/Saturday, Principal Feast, Holy Day, or Day of Special Devotion (BCP 15-17, categories 1-4), or other special occasion.

\$60 for each additional service on the same occasion and of the same type on the same occasion as (1) above.

\$100 for a regular midweek liturgical service.

\$150 for a Pastoral Office, including funerals, gravesite committals, memorial services, and the like, except as otherwise agreed.

\$80 per unit for pastoral or other assigned responsibilities such as prayers at time of death, hospital visits, etc. A unit is a morning, an afternoon or an evening.

Priests are to receive the supply fee directly.

When utilizing a **Deacon** for supply, the mileage reimbursement is to be paid to the Deacon personally and the supply rate paid to the Diocese to be added to the Deacon's Fund, or at the request of the Deacon, to the discretionary fund of the parish where the Deacon is assigned. Mileage may be included in the payment to the Deacon's Fund or the discretionary fund of the parish where the Deacon is assigned at the request of the Deacon.

Checks for the Deacon's Fund should be payable to the Episcopal Diocese of Albany with For Deacon's Fund in the memo line and mailed to Episcopal Diocese of Albany, 580 Burton Rd, Greenwich, NY 12834. Checks for the discretionary fund at the parish where the Deacon is assigned should be payable to the name of the Parish with For Deacon's Discretionary Fund in the memo line and mailed to the parish or given to the Deacon.

For both priests and deacons: Expenses are reimbursed at cost for meals, lodging, parking, etc and at the IRS maximum approved rate for mileage. The mileage rate changes every six months. Please go to this address to find the latest rate: <https://www.irs.gov/> Search for mileage rates

6) Church Pension Group

Church Pension Group participation is mandatory for all clergy, including supply and deacons, “if you are regularly employed for five or more consecutive months by the same employer and are compensated by your employer”. If you would otherwise meet the criteria for mandatory participation except that you are expected to be employed for less than five consecutive months, you and your employer may choose to participate in the Clergy Pension Plan if you have a letter of agreement (or other contract of employment) that provides for the payment of pension assessments on your behalf by your employer.

Laypersons scheduled to work more than 20 hours a week, or 1000 hours a year, for a church are to be enrolled with the Church Pension Fund.

7) Health Insurance

For priests who are scheduled to work 30 hours a week, or 1500 hours a year, full family coverage is expected to be provided through one of the Denominational Health Plans offered by Church Insurance. It is expected that family dental insurance be provided as well.

Laypersons scheduled to work more than 30 hours a week, or 1500 hours a year, are to be enrolled on parity with the clergy.

Priests or laypersons scheduled to work more than 20 hours a week, or 1000 hours a year, for a church are *eligible but not mandated* to be enrolled in one of the Denominational Health Plans offered by Church Insurance. This enrollment may be at the sole cost of the individual or a shared cost negotiated between the individual and the Vestry. The cost sharing model under this provision must be the same for priests and laypersons receiving benefits under this provision.

8) Vacation

Vacation time for clergy in the Episcopal Diocese of Albany is a total of four weeks, to include five Sundays, for all full and part-time priests regardless of how long they have served.

Budgeted Financial Statement for Period 4 - April
EDA BUDGET REPORT
Company#: 1 Name: The Episcopal Diocese of Albany
Fiscal Year Beginning 1/1/2026

<u>Description</u>	<u>Actual for Period</u>	<u>Budget for Period</u>	<u>Variance for Period</u>	<u>Actual YTD</u>	<u>Budget YTD</u>	<u>Var. Actual to YTD Budget Dollar</u>	<u>Budget Annual</u>
INCOME							
Assessments - Current Year	\$99,904.59	\$95,019.42	\$4,885.17	\$366,896.17	\$380,077.68	(\$13,181.51)	\$1,140,233.00
Assessments - Prior Year	\$0.00	\$0.00	\$0.00	\$16,221.35	\$17,977.00	(\$1,755.65)	\$17,977.00
Endowment Dividends - Restricted	\$337.52	\$1,168.75	(\$831.23)	\$2,806.87	\$3,506.25	(\$699.38)	\$9,350.00
Endowment Dividends - Unrestricted	\$0.00	\$0.00	\$0.00	\$8,331.60	\$8,302.00	\$29.60	\$33,209.00
Reimb. of ECA Administrative Expenses	\$5,799.17	\$6,551.16	(\$751.99)	\$23,196.64	\$26,204.64	(\$3,008.00)	\$78,613.89
Reimb Bldg Exp. CAS Rental Income	\$2,083.33	\$2,083.33	\$0.00	\$8,333.32	\$8,333.36	(\$0.04)	\$25,000.00
Reimb of ADIT Administrative Expenses	\$0.00	\$6,046.33	(\$6,046.33)	\$1,500.00	\$24,185.36	(\$22,685.36)	\$72,556.00
Reimbursement for Services-CTK	\$0.00	\$6,583.33	(\$6,583.33)	\$0.00	\$26,333.32	(\$26,333.32)	\$79,000.00
Interest Income	\$7,323.07	\$11,249.80	(\$3,926.73)	\$29,402.27	\$44,999.20	(\$15,596.93)	\$134,997.53
Gifts & Other Income	\$792.48	\$0.00	\$792.48	\$4,481.30	\$0.00	\$4,481.30	\$87,752.00
Transfers from Reserves	\$0.00	\$9,166.66	(\$9,166.66)	\$0.00	\$36,666.64	(\$36,666.64)	\$110,000.00
Transfers to Designated Reserves	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$80,000.00)
TOTAL INCOME	\$116,240.16	\$137,868.78	(\$21,628.62)	\$461,169.52	\$576,585.45	(\$115,415.93)	\$1,708,688.42
EXPENSES							
INSTITUTIONS							
Parish Mission Grants							
Total Parish Mission Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cathedral of All Saints Grant	\$6,375.00	\$6,375.00	\$0.00	\$25,500.00	\$25,500.00	\$0.00	\$76,500.00
Spiritual Life Center Grant	\$20,500.00	\$20,500.00	\$0.00	\$82,000.00	\$82,000.00	\$0.00	\$246,000.00
TOTAL INSTITUTIONS	\$26,875.00	\$26,875.00	\$0.00	\$107,500.00	\$107,500.00	\$0.00	\$322,500.00
DIOCESAN OPERATIONS							
STAFF							
EPISCOPATE							
Stipend & Benefits	\$19,330.24	\$18,431.25	\$898.99	\$77,320.96	\$73,725.00	\$3,595.96	\$236,646.30
Travel & Professional	\$1,239.65	\$2,533.40	(\$1,293.75)	\$12,446.00	\$10,133.50	\$2,312.50	\$30,400.70
TOTAL EPISCOPATE	\$20,569.89	\$20,964.65	(\$394.76)	\$89,766.96	\$83,858.50	\$5,908.46	\$267,047.00
Salary & Benefits	\$49,286.71	\$54,423.66	(\$5,136.95)	\$202,335.10	\$217,694.64	(\$15,359.54)	\$663,084.00

Archdeacons & Deans' Support Travel, Training, & Professional TOTAL STAFF	\$0.00	\$0.00	\$0.00	\$0.00	\$2,250.00	\$2,500.00	(\$250.00)	\$10,000.00
	\$1,274.45	\$1,700.00	(\$425.55)	\$3,451.78	\$6,825.00	(\$3,373.22)		\$20,650.00
	\$71,131.05	\$77,088.31	(\$5,957.26)	\$297,803.84	\$310,878.14	(\$13,074.30)		\$960,781.00
DIOCESAN CONVENTION Convention Council TOTAL DIOCESAN CONVENTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,000.00
COMMISSION ON MINISTRY EXPENSES Commission on Ministry Expenses TOTAL COMMISSION ON MINISTRY EXPENSES	\$0.00	\$250.00	(\$250.00)	\$2,637.00	\$1,000.00	\$1,637.00	\$3,000.00	\$3,000.00
	\$0.00	\$250.00	(\$250.00)	\$2,637.00	\$1,000.00	\$1,637.00		\$3,000.00
PROPERTY EXPENSES Insurance Maintenance Utilities & Supplies DDF LOAN PAYMENT TOTAL PROPERTY EXPENSES	\$2,562.67	\$2,750.00	(\$187.33)	\$12,814.01	\$11,000.00	\$1,814.01	\$33,000.00	\$33,000.00
	\$2,712.41	\$3,720.00	(\$1,007.59)	\$11,606.06	\$14,970.00	(\$3,363.94)	\$44,370.00	\$44,370.00
	\$4,491.01	\$3,486.50	\$1,004.51	\$22,798.11	\$13,946.00	\$8,852.11	\$41,838.00	\$41,838.00
	\$1,102.00	\$1,101.83	\$0.17	\$4,408.00	\$4,407.36	\$0.64	\$13,222.00	\$13,222.00
\$10,868.09	\$11,058.33	(\$190.24)	\$51,626.18	\$44,323.36	\$7,302.82	\$132,430.00		
STANDING COMMITTEE EXPENSES Standing Committee TOTAL STANDING COMMITTEE EXPENSES	\$112.00	\$83.33	\$28.67	\$400.00	\$333.36	\$66.64	\$1,000.00	\$1,000.00
	\$112.00	\$83.33	\$28.67	\$400.00	\$333.36	\$66.64		\$1,000.00
SUPPORT SVS & SUPPLIES Audit Fees Small Equipmt-Purchase&Maint Office Supplies & Postage Telephone & On-line Svcs Information Technology (IT) Payroll Service ADIT Administrative supplies and audit Interest & Service Charges TOTAL SUPPORT SVS & SUPPLIES	\$7,500.00	\$1,250.00	\$6,250.00	\$7,500.00	\$5,000.00	\$2,500.00	\$15,000.00	\$15,000.00
	\$1,527.32	\$391.66	\$1,135.66	\$3,206.54	\$1,566.64	\$1,639.90	\$4,700.00	\$4,700.00
	\$1,541.94	\$676.66	\$865.28	\$3,219.54	\$2,706.72	\$512.82	\$8,120.00	\$8,120.00
	\$4,995.67	\$2,458.00	\$2,537.67	\$16,749.93	\$9,832.00	\$6,917.93	\$29,500.00	\$29,500.00
	\$0.00	\$33.33	(\$33.33)	\$55.00	\$133.36	(\$78.36)	\$400.00	\$400.00
	\$603.23	\$282.25	\$320.98	\$2,788.53	\$1,129.00	\$1,659.53	\$3,387.00	\$3,387.00
	\$1,685.29	\$2,499.62	(\$814.33)	\$5,589.14	\$9,998.48	(\$4,409.34)	\$30,000.00	\$30,000.00
	\$0.00	\$12.50	(\$12.50)	\$0.00	\$50.00	(\$50.00)	\$150.00	\$150.00
\$17,853.45	\$7,604.02	\$10,249.43	\$39,108.68	\$30,416.20	\$8,692.48	\$91,257.00		
TOTAL DIOCESAN OPERATIONS	\$99,964.59	\$96,083.99	\$3,880.60	\$391,575.70	\$386,951.06	\$4,624.64	\$1,229,468.00	
DIOCESAN PROGRAMS Christian Education (Net)	\$0.00	\$833.33	(\$833.33)	\$0.00	\$3,333.36	(\$3,333.36)	\$10,000.00	\$10,000.00

Clergy Conferences/Retreats (Net)	(\$1,086.04)	\$10,000.00	(\$11,086.04)	\$2,542.41	\$10,000.00	(\$7,457.59)	\$20,000.00
Communications	\$0.00	\$166.66	(\$166.66)	\$887.00	\$666.72	\$220.28	\$2,000.00
Deacon Formation	\$0.00	\$0.00	\$0.00	(\$29.57)	\$0.00	(\$29.57)	\$0.00
Deacon's Council	\$0.00	\$83.33	(\$83.33)	\$0.00	\$333.36	(\$333.36)	\$1,000.00
Legal Fees	\$0.00	\$4,166.66	(\$4,166.66)	\$5,151.00	\$16,666.72	(\$11,515.72)	\$50,000.00
Missions	\$3,750.00	\$1,250.00	\$2,500.00	\$5,000.00	\$2,500.00	\$2,500.00	\$5,000.00
Life Insurance Clergy & Lay	\$36.32	\$36.33	(\$0.01)	\$145.28	\$145.36	(\$0.08)	\$436.00
TOTAL DIOCESAN PROGRAMS	\$2,700.28	\$16,536.31	(\$13,836.03)	\$13,696.12	\$33,645.52	(\$19,949.40)	\$88,436.00
Extra Diocesan							
National Assessment	\$9,316.00	\$11,462.00	(\$2,146.00)	\$37,264.00	\$45,848.00	(\$8,584.00)	\$137,544.00
Provincial Assessment & Synod	\$0.00	\$233.33	(\$233.33)	\$0.00	\$933.36	(\$933.36)	\$2,800.00
Capital District Ecumenical	\$0.00	\$41.67	(\$41.67)	\$0.00	\$166.64	(\$166.64)	\$500.00
ECUSA Ecumenical	\$0.00	\$41.66	(\$41.66)	\$0.00	\$166.64	(\$166.64)	\$500.00
The Episcopal Network for Stewardship	\$0.00	\$0.00	\$0.00	\$1,750.00	\$1,200.00	\$550.00	\$1,200.00
Episcopal Chancellors Network	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00
Total Extra Diocesan	\$9,316.00	\$11,778.66	(\$2,462.66)	\$39,014.00	\$48,314.64	(\$9,300.64)	\$142,994.00
TOTAL EXPENSES	\$138,855.87	\$151,273.96	(\$12,418.09)	\$551,785.82	\$576,411.22	(\$24,625.40)	\$1,783,398.00
INCOME OVER EXPENSES	(\$22,615.71)	(\$13,405.18)	(\$9,210.53)	(\$90,616.30)	\$174.23	(\$90,790.53)	(\$74,709.58)
Transfer from Reserves							
Income from Canterbury Fund				\$9,913.00			
Reimbursement for Trustee Expense				\$15,060.00			
				\$31,656.25			
ADJUSTED INCOME OVER EXPENSE				(\$33,987.05)			

Episcopal Diocese of Albany (Updated 3/26/2026)									
	Proposed 2027	Budget 2026	3 Year Average	Actual 2025 as of	Actual 2024	Actual 2023			
Description									
INCOME									
Assessments - Current Year	\$ 1,204,226.00	\$ 1,140,233.00	\$ 1,146,628.68	\$ 1,198,524.53	\$ 1,130,688.06	\$ 1,110,673.46	75% of 2026 Assessment Schedule		
Assessments - Prior Year	\$ 17,977.00	\$ 17,977.00	\$ 12,150.07	\$ -	\$ 21,762.47	\$ 14,687.75			
Endowment Dividends - Restricted	\$ 5,391.33	\$ 9,350.00	\$ 8,373.84	\$ 5,428.84	\$ 18,861.60	\$ 831.07			
Endowment Dividends - Unrestricted	\$ 32,388.00	\$ 33,209.00	\$ 33,093.29	\$ 33,357.74	\$ 33,255.48	\$ 32,666.64			
Reimb. of ECA Administrative Expenses	\$ 69,590.00	\$ 78,613.89	\$ 81,180.58	\$ 85,700.06	\$ 78,741.67	\$ 79,100.00			
Reimb Bldg Exp. CAS Rental Income	\$ 25,000.00	\$ 25,000.00	\$ 23,611.07	\$ 24,999.96	\$ 24,999.96	\$ 20,833.30			
Reimb of ADIT Administrative Expenses	\$ 72,556.00	\$ 72,556.00	\$ 109,254.95	\$ 81,022.49	\$ 176,054.98	\$ 70,687.39			
Reimb of CTK Administrative Expenses	\$ -	\$ 79,000.00	\$ -	\$ -	\$ -	\$ -			
Interest Income	\$ 129,000.00	\$ 134,997.53	\$ 99,184.95	\$ 128,425.58	\$ 134,997.53	\$ 34,131.73			
Gifts & Other Income	\$ 122,048.00	\$ 87,752.00	\$ 84,522.25	\$ 223,339.10	\$ 17,952.61	\$ 12,275.03			
Transfer from Trustees - Natl. Church Assessment	\$ -	\$ -	\$ 22,333.33	\$ -	\$ 67,000.00	\$ -			
Transfer from Trustees - Operations Shortfall	\$ -	\$ -	\$ 25,000.00	\$ -	\$ 75,000.00	\$ -			
Transfers from Reserves - Bishop Consecration	\$ -	\$ -	\$ 70,291.77	\$ -	\$ 82,146.00	\$ 128,729.32			
Transfer From Reserves - General Convention	\$ -	\$ -	\$ 10,482.00	\$ -	\$ 31,446.00	\$ -			
Transfers from Reserves-Legal Fees	\$ -	\$ 50,000.00	\$ 7,202.67	\$ -	\$ 21,608.00	\$ -			
Transfer from Undesignated Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Reimbursement from Grants - Lily & Iona	\$ -	\$ 60,000.00	\$ 11,666.67	\$ -	\$ 35,000.00	\$ -			
Canterbury House Endowment Income	\$ -	\$ -	\$ 5,020.00	\$ 15,060.00	\$ -	\$ -	4% draw allocated by the Trustees		
Transfer to Designated Reserves	\$ (80,000.00)	\$ (80,000.00)	\$ (453,451.33)	\$ -	\$ -	\$ (1,360,354.00)			
TOTAL INCOME	\$ 1,598,176.33	\$ 1,708,688.42	\$ 1,296,544.78	\$ 1,795,858.30	\$ 1,949,514.36	\$ 144,261.69			
EXPENSES									
Parish Mission Grants									
Aided Parishes	\$ -	\$ -	\$ 19,000.00	\$ 20,000.00	\$ 17,000.00	\$ 20,000.00	Parish grants available through Lilly for 2026 and 2027		
Total Parish Mission Grants	\$ -	\$ -	\$ 19,000.00	\$ 20,000.00	\$ 17,000.00	\$ 20,000.00			
Affiliated Institutions									
Cathedral of All Saints Grant	\$ 76,500.00	\$ 76,500.00	\$ 67,500.00	\$ 63,750.00	\$ 63,750.00	\$ 75,000.00	2025 budget + 3 average avg parish choice + \$4K removed from archdeacon support		
Cathedral of All Saints Parish Choice	\$ -	\$ -	\$ 10,686.71	\$ 8,000.00	\$ 15,603.77	\$ 8,456.35			
Spiritual Life Center Grant	\$ 246,000.00	\$ 246,000.00	\$ 225,000.00	\$ 212,500.00	\$ 212,500.00	\$ 250,000.00	2025 budget + 3 yr avg parish choice + 3 yr avg parish choice youth ministry		
Spiritual Life Center Parish Choice	\$ -	\$ -	\$ 21,163.86	\$ 18,500.00	\$ 22,587.16	\$ 22,404.42			
Total Affiliated Institutions	\$ 322,500.00	\$ 322,500.00	\$ 324,350.57	\$ 302,750.00	\$ 314,440.93	\$ 355,860.77			
TOTAL INSTITUTIONS	\$ 322,500.00	\$ 322,500.00	\$ 343,350.57	\$ 322,750.00	\$ 331,440.93	\$ 375,860.77			
DIOCESAN OPERATIONS									
Episcopate									

Stipend & Benefits	\$ 242,800.00	\$ 233,047.00	\$ 164,634.87	\$ 231,547.00	\$ 231,614.75	\$ 30,742.87	
Travel & Professional	\$ 30,401.00	\$ 34,000.00	\$ 38,326.30	\$ 34,000.00	\$ 37,460.53	\$ 43,518.37	
Bishop Search Exp (Bishop Consecration)	\$ -	\$ -	\$ 68,610.13	\$ -	\$ 118,935.39	\$ 86,894.99	
TOTAL EPISCOPATE	\$ 273,201.00	\$ 267,047.00	\$ 271,571.30	\$ 265,547.00	\$ 388,010.67	\$ 161,156.23	
Staff							
Salary & Benefits	\$ 685,019.00	\$ 663,084.00	\$ 572,707.65	\$ 602,803.00	\$ 563,642.61	\$ 551,677.34	
Archdeacon and Deans Support	\$ 10,000.00	\$ 10,000.00	\$ 6,666.67	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	
Travel, Training & Professional	\$ 20,650.00	\$ 20,650.00	\$ 20,635.75	\$ 6,000.00	\$ 51,307.14	\$ 4,600.10	
TOTAL STAFF	\$ 715,669.00	\$ 693,734.00	\$ 600,010.06	\$ 618,803.00	\$ 619,949.75	\$ 561,277.44	
Diocesan Convention							
Convention	\$ 40,000.00	\$ 40,000.00	\$ 42,229.07	\$ 40,000.00	\$ 44,289.27	\$ 42,397.95	
Council	\$ 1,000.00	\$ 1,000.00	\$ 694.19	\$ 1,000.00	\$ 1,082.56	\$ -	
TOTAL DIOCESAN CONVENTION	\$ 41,000.00	\$ 41,000.00	\$ 42,923.26	\$ 41,000.00	\$ 45,371.83	\$ 42,397.95	
Commission on Ministry							
Commission on Ministry Expenses	\$ 3,000.00	\$ 3,000.00	\$ 1,523.67	\$ 3,000.00	\$ 1,098.00	\$ 473.00	
TOTAL COMMISSION ON MINISTRY EXPENSES	\$ 3,000.00	\$ 3,000.00	\$ 1,523.67	\$ 3,000.00	\$ 1,098.00	\$ 473.00	
Property Expenses							
Insurance	\$ 34,980.00	\$ 33,000.00	\$ 27,653.21	\$ 30,000.00	\$ 24,845.83	\$ 28,113.80	
Maintenance	\$ 44,370.00	\$ 44,370.00	\$ 43,649.01	\$ 34,000.00	\$ 53,633.78	\$ 43,313.24	
Utilities & Supplies	\$ 41,838.00	\$ 41,838.00	\$ 41,961.16	\$ 40,000.00	\$ 38,988.95	\$ 46,894.53	
DDF LOAN PAYMENT	\$ 13,222.00	\$ 13,222.00	\$ 13,222.00	\$ 13,222.00	\$ 13,222.00	\$ 13,222.00	
TOTAL PROPERTY EXPENSES	\$ 134,410.00	\$ 132,430.00	\$ 126,485.38	\$ 117,222.00	\$ 130,690.56	\$ 131,543.57	
Standing Committee							
Standing Committee	\$ 1,000.00	\$ 1,000.00	\$ 1,113.18	\$ 1,000.00	\$ 1,470.00	\$ 869.53	
TOTAL STANDING COMMITTEE EXPENSES	\$ 1,000.00	\$ 1,000.00	\$ 1,113.18	\$ 1,000.00	\$ 1,470.00	\$ 869.53	
Support Services and Supplies							
Audit Fees	\$ 15,000.00	\$ 15,000.00	\$ 13,000.83	\$ 13,000.00	\$ 13,855.00	\$ 12,147.50	
Small Equipmt-Purchase&Maint	\$ 4,700.00	\$ 4,700.00	\$ 5,307.61	\$ 8,000.00	\$ 6,742.27	\$ 1,180.56	
Office Supplies & Postage	\$ 8,120.00	\$ 8,120.00	\$ 7,830.73	\$ 9,000.00	\$ 8,405.32	\$ 6,086.87	
Telephone & On-line Svs	\$ 29,500.00	\$ 29,500.00	\$ 44,284.50	\$ 45,000.00	\$ 54,181.45	\$ 33,672.05	Reduced by \$15,500 due to end of RingCentral contract
Information Technology (IT)	\$ 400.00	\$ 400.00	\$ 618.81	\$ 1,000.00	\$ 637.66	\$ 218.78	
Payroll Service	\$ 3,600.00	\$ 3,387.00	\$ 3,572.25	\$ 2,000.00	\$ 7,130.12	\$ 1,586.62	
ADIT Administrative supplies and audit	\$ 30,000.00	\$ 30,000.00	\$ 38,059.54	\$ 30,000.00	\$ 38,526.78	\$ 45,651.83	
Interest & Service Charges	\$ 150.00	\$ 150.00	\$ 391.32	\$ 1,000.00	\$ -	\$ 173.96	
TOTAL SUPPORT SVS & SUPPLIES	\$ 91,470.00	\$ 91,257.00	\$ 113,065.59	\$ 109,000.00	\$ 129,478.60	\$ 100,718.17	
TOTAL DIOCESAN OPERATIONS	\$ 1,259,750.00	\$ 1,229,468.00	\$ 1,156,692.43	\$ 1,155,572.00	\$ 1,316,069.41	\$ 998,435.89	

Diocesan Programs									
Christian Education (Net)	\$ 10,000.00	\$ 10,000.00	\$ 300.12	\$ 500.00	\$ -	\$ 400.36			
Clergy Conferences/Retreats (Net)	\$ 20,000.00	\$ 20,000.00	\$ 22,789.52	\$ 25,000.00	\$ 19,472.38	\$ 23,896.19			
Communications	\$ 2,000.00	\$ 2,000.00	\$ 28,069.38	\$ 22,000.00	\$ 32,589.30	\$ 29,618.85			
Parish Leadership Training/Education	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			Training covered by Lilly Programming
Deacon Formation	\$ -	\$ -	\$ 1,368.83	\$ 1,000.00	\$ -	\$ 3,106.49			
Deacon's Council	\$ 1,000.00	\$ 1,000.00	\$ 82.90	\$ 200.00	\$ -	\$ 48.70			
General Convention	\$ 34,000.00	\$ -	\$ 11,208.47	\$ -	\$ 33,625.42	\$ -			
Legal Fees	\$ 25,000.00	\$ 50,000.00	\$ 73,822.97	\$ 150,000.00	\$ 21,966.58	\$ 49,502.33			
Missions (\$5K Loaves & Fishes/\$3K Missions Com)	\$ 8,000.00	\$ 5,000.00	\$ 8,526.67	\$ 8,000.00	\$ 9,580.00	\$ 8,000.00			Missions Committee will has approx. \$37,175 available for 2026
Life Insurance Clergy & Lay	\$ 436.00	\$ 436.00	\$ 435.89	\$ 436.00	\$ 435.84	\$ 435.84			
Youth Ministry Parish Choice (Added to CTK)	\$ -	\$ -	\$ 15,497.30	\$ 16,200.00	\$ 14,140.67	\$ 16,151.24			
TOTAL DIOCESAN PROGRAMS	\$ 100,436.00	\$ 88,436.00	\$ 162,102.06	\$ 223,336.00	\$ 131,810.19	\$ 131,160.00			
Extra Diocesan									
TEC Assessment	\$ 137,544.00	\$ 137,544.00	\$ 146,123.53	\$ 140,000.00	\$ 139,385.00	\$ 158,985.60			
Province II Assessment	\$ 2,800.00	\$ 2,800.00	\$ 933.33	\$ 2,800.00	\$ -	\$ -			
Capital District Ecumenical	\$ 500.00	\$ 500.00	\$ 333.33	\$ 500.00	\$ 500.00	\$ -			
ECUSA Ecumenical	\$ 500.00	\$ 500.00	\$ 200.00	\$ 300.00	\$ 300.00	\$ -			
The Episcopal Network for Stewardship	\$ 1,200.00	\$ 1,200.00	\$ -	\$ -	\$ -	\$ -			
Episcopal Chancellors Netowrk	\$ 450.00	\$ 450.00	\$ -	\$ -	\$ -	\$ -			
TOTAL EXTRA DIOCESAN	\$ 142,994.00	\$ 142,994.00	\$ 147,590.20	\$ 143,600.00	\$ 140,185.00	\$ 158,985.60			
TOTAL EXPENSES	\$ 1,825,680.00	\$ 1,783,398.00	\$ 1,809,735.26	\$ 1,845,258.00	\$ 1,919,505.53	\$ 1,664,442.26			
TOTAL INCOME OVER EXPENSES	\$ (227,503.67)	\$ (74,709.58)	\$ (513,190.48)	\$ (49,399.70)	\$ 30,008.83	\$ (1,520,180.57)			
Reimbursement of CTK Expenses	\$ 79,000.00	\$33K Bill \$46 Meaghan							
Reimbursement of Grants: Lilly & Iona	\$ 60,000.00	\$35K \$25K							
Canterbury House Endowment Income	\$ 30,120.00								
Transfer From Reserves: Legal	\$ 25,000.00								
Transfer From Reserves: General Convention	\$ 34,000.00								
ADJUSTED INCOME OVER EXPENSES	\$ 616.33								

The Episcopal Diocese of Albany
Disciples Making Disciples

Budgeted Financial Statement for Period 4 - April
CTK BUDGET REPORT
Company#: 1 Name: The Episcopal Diocese of Albany
Fiscal Year Beginning 1/1/2026

<u>Account #/Description</u>	<u>Actual for Period</u>	<u>Budget for Period</u>	<u>Actual YTD</u>	<u>Budget YTD</u>	<u>Budget Annual</u>	<u>Var. Budget vs. Actual YTD</u>
NET INCOME/EXPENSES						
INCOME						
3 Administration Misc Income	\$90,583.33	\$23,183.33	\$199,319.22	\$122,483.36	\$393,700.00	(\$76,835.86)
4 Fund Raising Income	\$949.73	\$5,000.00	\$17,055.66	\$20,000.00	\$205,000.00	\$2,944.34
5 Beaver Cross Overnight	\$2,083.33	\$2,083.33	\$12,239.65	\$12,933.36	\$97,900.00	\$693.71
6 Healing Center	\$13,400.00	\$13,800.00	\$53,504.50	\$60,200.00	\$214,600.00	\$6,695.50
7 Food & Beverage	\$11,092.53	\$18,713.00	\$51,410.57	\$55,402.00	\$325,901.00	\$3,991.43
8 Lodging	\$16,699.00	\$30,943.00	\$61,845.00	\$82,363.00	\$316,964.00	\$20,518.00
9 Facility Operations	\$4,160.01	\$4,135.00	\$18,229.78	\$16,740.00	\$71,170.00	(\$1,489.78)
10 Youth Ministry	\$8,208.33	\$11,083.66	\$38,353.67	\$39,334.64	\$110,499.92	\$980.97
11 Gift Shoppe	\$514.54	\$625.00	\$2,020.23	\$2,455.00	\$13,000.00	\$434.77
12 Activities	\$5,333.33	\$7,319.83	\$19,833.32	\$23,279.32	\$83,338.00	\$3,446.00
13 Day Camp	\$3,416.67	\$3,166.66	\$13,666.68	\$12,666.64	\$77,000.00	(\$1,000.04)
TOTAL INCOME	\$156,440.80	\$120,052.81	\$487,478.28	\$447,857.32	\$1,909,072.92	(\$39,620.96)
EXPENSES						
15 Administration	\$29,717.30	\$40,191.00	\$87,026.68	\$130,096.00	\$479,153.00	\$43,069.32
16 Beaver Cross Overnight	\$2,606.23	\$3,336.00	\$17,749.55	\$8,764.00	\$92,062.00	(\$8,985.55)
17 Healing Center	\$12,228.37	\$12,252.00	\$63,891.43	\$55,520.00	\$171,688.11	(\$8,371.43)
18 Food & Beverage	\$17,683.08	\$27,597.00	\$85,749.51	\$100,324.00	\$368,568.00	\$14,574.49
19 Lodging	\$20,430.49	\$20,298.38	\$115,480.52	\$86,520.01	\$225,098.00	(\$28,960.51)
20 Facility Operations	\$18,117.45	\$22,154.93	\$96,547.70	\$90,849.72	\$287,917.16	(\$5,697.98)
21 Youth Ministry	\$6,859.54	\$9,612.00	\$35,427.96	\$34,533.00	\$110,517.00	(\$894.96)
22 Gift Shoppe	\$621.40	\$0.00	\$1,950.11	\$6,200.00	\$6,200.00	\$4,249.89
23 Activities	\$7,266.10	\$4,800.90	\$23,428.25	\$24,354.61	\$83,868.00	\$926.36
24 Day Camp	\$2,056.20	\$1,342.33	\$10,918.05	\$4,429.36	\$76,880.00	(\$6,488.69)
TOTAL EXPENSES	\$117,586.16	\$141,584.54	\$538,169.76	\$541,590.70	\$1,901,951.27	\$3,420.94
TOTAL NET INCOME/EXPENSES	\$38,854.64	(\$21,531.73)	(\$50,691.48)	(\$93,733.38)	\$7,121.65	(\$43,041.90)
Transfer from Reserves			\$4,479.65			
ADJUSTED NET INCOME/EXPENSES						(\$45,711.83)

106 The Episcopal Diocese of Albany - Ctk Center

Fiscal Year Beginning 1/1/2027

Budgeted Financial Statement

Name	January	February	March	April	May	June	July	August	September	October	November	December	Totals
INCOME													
Administration Misc Income	\$95,033	\$1,783	\$1,783	\$21,783	\$13,966	\$26,783	\$70,783	\$1,783	\$21,783	\$1,783	\$1,783	\$1,783	\$260,833
Fund Raising Income	\$5,000	\$6,000	\$6,000	\$6,000	\$7,000	\$7,000	\$7,000	\$7,000	\$5,000	\$100,000	\$31,000	\$26,000	\$213,000
Beaver Cross Overnight	\$2,083	\$6,683	\$2,083	\$2,083	\$6,683	\$2,083	\$2,083	\$20,183	\$34,083	\$11,083	\$6,683	\$2,083	\$97,900
Healing Center	\$13,800	\$13,800	\$18,800	\$13,800	\$18,800	\$35,800	\$13,800	\$13,800	\$23,800	\$13,800	\$15,800	\$18,800	\$214,600
Food & Beverage	\$10,394	\$11,881	\$14,913	\$18,713	\$25,713	\$30,613	\$23,613	\$26,613	\$109,613	\$37,213	\$20,294	\$11,827	\$341,400
Lodging	\$8,186	\$20,550	\$20,184	\$29,943	\$22,264	\$57,630	\$23,536	\$22,520	\$51,968	\$36,000	\$15,067	\$12,616	\$320,464
Facility Operations	\$1,825	\$1,625	\$1,625	\$1,625	\$1,725	\$2,625	\$6,625	\$1,675	\$11,675	\$1,675	\$1,675	\$6,675	\$41,050
Youth Ministry	\$8,333	\$10,833	\$8,333	\$10,833	\$8,333	\$8,333	\$8,333	\$8,333	\$8,333	\$10,833	\$8,333	\$8,333	\$107,496
Gift Shoppe	\$590	\$500	\$740	\$625	\$840	\$1,900	\$865	\$1,000	\$3,120	\$1,150	\$870	\$800	\$13,000
Activities	\$4,833	\$4,833	\$4,833	\$6,833	\$6,833	\$4,833	\$4,833	\$6,833	\$20,833	\$5,833	\$4,833	\$4,833	\$80,996
Day Camp	\$3,416	\$3,416	\$3,416	\$3,416	\$3,416	\$3,416	\$3,416	\$3,416	\$48,416	\$8,416	\$3,416	\$3,416	\$90,992
TOTAL INCOME	\$153,494	\$81,905	\$82,711	\$115,655	\$115,574	\$181,017	\$164,888	\$113,157	\$338,624	\$227,787	\$109,754	\$97,166	\$1,781,731

EXPENSES													
Administration	\$23,612	\$19,047	\$33,213	\$39,957	\$19,157	\$39,210	\$36,655	\$25,626	\$26,271	\$17,999	\$18,573	\$38,794	\$338,115
Beaver Cross Overnight	\$7,254	\$2,454	\$2,572	\$3,302	\$5,857	\$6,977	\$24,377	\$24,977	\$12,452	\$252	\$252	\$252	\$92,062
Healing Center	\$20,926	\$12,526	\$16,980	\$11,926	\$15,751	\$11,729	\$12,635	\$16,147	\$13,776	\$10,126	\$12,126	\$10,226	\$164,876
Food & Beverage	\$31,469	\$29,075	\$32,419	\$29,798	\$28,538	\$28,642	\$49,650	\$42,814	\$26,534	\$38,732	\$21,733	\$21,732	\$368,247
Lodging	\$46,967	\$25,276	\$27,804	\$24,338	\$16,959	\$14,696	\$15,762	\$16,977	\$19,065	\$16,021	\$12,331	\$13,510	\$249,705
Facility Operations	\$27,564	\$21,613	\$29,682	\$22,951	\$21,061	\$22,091	\$22,754	\$29,627	\$21,862	\$23,736	\$21,561	\$21,861	\$286,361
Youth Ministry	\$11,331	\$10,102	\$11,590	\$9,858	\$8,093	\$7,844	\$7,989	\$12,955	\$7,989	\$8,839	\$6,705	\$6,595	\$110,518
Gift Shoppe	\$1,000	\$500	\$500	\$500	\$1,000	\$500	\$500	\$500	\$800	\$500	\$500	\$400	\$7,200
Activities	\$5,752	\$5,606	\$12,159	\$4,937	\$4,797	\$4,623	\$14,714	\$16,917	\$5,205	\$4,535	\$4,198	\$4,224	\$87,667
Day Camp	\$4,098	\$1,322	\$1,320	\$1,318	\$3,567	\$1,818	\$24,168	\$25,174	\$13,822	\$116	\$118	\$138	\$76,980
TOTAL EXPENSES	\$179,975	\$127,521	\$168,237	\$148,886	\$124,780	\$138,130	\$209,203	\$211,714	\$147,776	\$120,855	\$98,098	\$117,732	\$1,781,731

NET INCOME/EXPENSES	(\$26,481)	(\$45,616)	(\$85,526)	(\$33,231)	(\$9,206)	\$42,887	(\$44,315)	(\$98,557)	\$190,848	\$106,932	\$11,656	(\$20,566)	(\$0)
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Personnel	Admin	Overnight Camp	Healing	Food	Lodging	Facility	Youth	Gift	Activities	Day Camp		
	\$158,435	\$33,700	\$112,851	\$194,785	\$86,267	\$202,173	\$75,390.15	0	\$71,887	\$33,700	\$969,188	
Operations	\$179,680	\$50,278	\$52,025	\$186,350	\$150,040	\$418,733	\$32,500.00	\$7,200	\$15,781	\$43,280	\$801,322	
Total	\$338,115	\$83,978	\$164,876	\$381,135	\$236,307	\$286,361	\$107,890	\$7,200	\$83,868	\$76,980	\$1,766,710	

Calculation of Reduced by 14.5% Standard Assessment

1. Calculate the standard assessment using the table below.
2. Multiply Standard Assessment amount by 85.5% (100% - 14.5% = 85.5%)

Standard Assessment Table

Assessable Income	Base Amount	Minimum Assessment	% of Amount over Base
0-19,999	0	0	11%
20,000-29,999	20,000	2,200	12%
30,000-39,999	30,000	3,400	13%
40,000-49,999	40,000	4,700	14%
50,000-59,999	50,000	6,100	15%
60,000-69,999	60,000	7,600	16%
70,000-79,999	70,000	9,200	17%
80,000-89,999	80,000	10,900	18%
90,000-99,999	90,000	12,700	19%
100,000+	100,000	14,600	20%

Example:

Calculation of Standard Assessment:

1. St Swithin's in the Field has an assessable income of \$105,000
2. Their base amount is \$100,00 and their minimum assessment is \$14,600
3. Multiply amount over "base amount" by "% of amount over base":
$$\$105,000 - \$100,000 = \$5,000 \text{ and } \$5,000 \times .20 = \$1,000$$
4. Standard Assessment is sum of "base amount" plus "% of amount over base":
$$\$14,600 + \$1,000 = \$15,600$$

Calculation of Reduced by 14.5% Standard Assessment

Multiply Standard Assessment amount by 85.5% (100% - 14.5% = 85.5%)

$$\$15,600 \times 85.5 = \$13,338$$

The Episcopal Diocese of Albany
Disciples Making Disciples

Parish Assessment Schedule 2027

*Approved by Diocesan Council
06/20/2026*

PARISH	CITY	Report Status	2025 Report	2025 Report	Total Operating Revenue 2025 (Box 3 + 5)	"Reduced by 14.5%" Assessment for 2027	Percent of 2025 Income
			Line 3	Line 5			
Adirondack Mission	Brant Lake	02/22/26	\$ 35,558.00	\$ 24,528.00	\$ 60,086.00	\$ 6,423	10.7%
Cathedral	Albany	02/26/26	\$ 262,653.00	\$ 86,710.00	\$ 349,363.00	\$ 55,124	15.8%
St. Andrew's	Albany	02/25/26	\$ 208,794.00	\$ 245,543.00	\$ 454,337.00	\$ 73,075	16.1%
St. Francis Mission	Albany	02/28/26	\$ 17,500.00	\$ 41,020.00	\$ 58,520.00	\$ 6,235	10.7%
St. Paul's	Albany	02/28/26	\$ 163,204.00	\$ 227,001.00	\$ 390,205.00	\$ 62,108	15.9%
St. Peter's	Albany	02/26/26	\$ 221,432.00	\$ 201,421.00	\$ 422,853.00	\$ 67,691	16.0%
St. Ann's	Amsterdam	03/01/26	\$ 165,059.00	\$ 11,351.00	\$ 176,410.00	\$ 25,549	14.5%
St. James'	AuSable Forks	02/23/26	\$ 23,360.00	\$ 12,555.00	\$ 35,915.00	\$ 3,514	9.8%
Christ Church	Ballston Spa	02/27/26	\$ 306,628.00	\$ 296,524.00	\$ 603,152.00	\$ 98,522	16.3%
St. Paul's	Bloomville	02/13/26	\$ 15,045.00	\$ 102.00	\$ 15,147.00	\$ 1,425	9.4%
St. Sacrement	Bolton Landing	02/24/26	\$ 35,249.00	\$ 108,276.00	\$ 143,525.00	\$ 19,926	13.9%
Holy Name	Boyntonville	02/12/26	\$ 26,746.00	\$ 681.00	\$ 27,427.00	\$ 2,643	9.6%
Calvary	Burnt Hills	02/28/26	\$ 150,303.00	\$ -	\$ 150,303.00	\$ 21,085	14.0%
St. Luke's	Cambridge	02/28/26	\$ 29,369.00	\$ 8,764.00	\$ 38,133.00	\$ 3,741	9.8%
Good Shepherd	Canajoharie	No Report			\$ -	\$ -	N/A
Grace	Canton	02/26/26	\$ 9,457.00	\$ 126,318.00	\$ 135,775.00	\$ 18,601	13.7%
St. Luke's	Catskill	02/25/26	\$ 98,973.00	\$ 12,542.00	\$ 111,515.00	\$ 14,452	13.0%
Christ & St. John's	Champlain	02/19/26	\$ 32,693.00	\$ 971.00	\$ 33,664.00	\$ 3,283	9.8%
St. Luke's	Chatham	No Report			\$ -	\$ 1,199	N/A
Grace	Cherry Valley	03/20/26	\$ 49,870.00	\$ 16,025.00	\$ 65,895.00	\$ 7,118	10.8%
St. George's	Clifton Park	02/10/26	\$ 263,603.00	\$ 7,000.00	\$ 270,603.00	\$ 41,656	15.4%
St. Christopher's	Cobleskill	In Progress			\$ -	\$ 9,207	N/A
St. John's	Cohoes	02/19/26	\$ 36,930.00	\$ 76,841.00	\$ 113,771	\$ 14,838	13.0%
St. Michael's	Colonie	02/25/26	\$ 142,007.00	\$ 19,415.00	\$ 161,422	\$ 22,986	14.2%
Zion	Colton	02/27/26	\$ 31,074.00	\$ 3,554.00	\$ 34,628	\$ 3,382	9.8%
Christ Church	Cooperstown	02/18/26	\$ 183,073.00	\$ 140,492.00	\$ 323,565	\$ 50,713	15.7%
St. John	Copake Falls	02/28/26	\$ 71,531.00	\$ 91,068.00	\$ 162,599	\$ 23,187	14.3%
Christ	Coxsackie	02/26/26	\$ 25,493.00	\$ -	\$ 25,493	\$ 2,445	9.6%
St. John's	Delhi	02/26/26	\$ 112,746.00	\$ 12,546.00	\$ 125,292	\$ 16,808	13.4%
St. Stephen's	Delmar	03/20/26	\$ 245,699.00	\$ 3,465.00	\$ 249,164	\$ 37,990	15.2%
Christ	Deposit	02/26/26	\$ 42,291.00	\$ 13,526.00	\$ 55,817	\$ 5,912	10.6%
St. Mary's	Downsville (nu)	N/A			\$ -	\$ -	N/A
Christ Church	Duanesburg	02/25/26	\$ 87,151.00	\$ 2,729.00	\$ 89,880	\$ 10,840	12.1%
Good Shepherd	Elizabethtown	03/20/26	\$ 45,287.00	\$ 83,433.00	\$ 128,720	\$ 17,394	13.5%
St. John's	Essex	03/01/26	\$ 216,696.00	\$ 9,298.00	\$ 225,994	\$ 34,028	15.1%
St. Peter's	Fourth Lake (nm)	N/A			\$ -	\$ -	N/A
St. Paul's	Franklin	02/25/26	\$ 3,167.00	\$ 25,039.00	\$ 28,206	\$ 2,723	9.7%
Christ Church	Gilbertsville	02/17/26	\$ 58,255.00	\$ 9,222.00	\$ 67,477	\$ 7,307	10.8%

The Episcopal Diocese of Albany
Disciples Making Disciples

Parish Assessment Schedule 2027

*Approved by Diocesan Council
06/20/2026*

PARISH	CITY	Report Status	2025 Report	2025 Report	Total Operating Revenue 2025 (Box 3 + 5)	"Reduced by 14.5%" Assessment for 2027	Percent of 2025 Income
			Line 3	Line 5			
Messiah	Glens Falls	02/19/26	\$ 192,800.00	\$ 102,567.00	\$ 295,367	\$ 45,891	15.5%
Trinity	Gouverneur	02/24/26	\$ 21,100.00	\$ 11,363.00	\$ 32,463	\$ 3,160	9.7%
Christ Church	Greenville	02/28/26	\$ 53,787.00	\$ 1,939.00	\$ 55,726	\$ 5,901	10.6%
St. Paul's	Greenwich	02/27/26	\$ 50,922.00	\$ 9,926.00	\$ 60,848	\$ 6,514	10.7%
St. Boniface	Guilderland	02/28/26	\$ 89,592.00	\$ 4,931.00	\$ 94,523	\$ 11,593	12.3%
St. Peter's	Hobart	02/24/26	\$ 4,663.00	\$ 109,700.00	\$ 114,363	\$ 14,939	13.1%
All Saint's	Hoosick	03/01/26	\$ 27,874.00	\$ 795.00	\$ 28,669	\$ 2,770	9.7%
St. Mark's	Hoosick Falls	02/27/26	\$ 8,714.00	\$ 3,270.00	\$ 11,984	\$ 1,127	9.4%
Christ Church	Hudson	02/16/26	\$ 127,443.00	\$ 45,000.00	\$ 172,443	\$ 24,871	14.4%
Zion	Hudson Falls	02/25/26	\$ 63,195.00	\$ 44,934.00	\$ 108,129	\$ 8,156	7.5%
St. Augustine's	Ilion	02/25/26	\$ 64,160.00	\$ 10,263.00	\$ 74,423	\$ 8,509	11.4%
St. John's	Johnstown	02/24/26	\$ 200,108.00	\$ 5,000.00	\$ 205,108	\$ 30,456	14.8%
St. Paul's	Keesville	02/18/26	\$ 5,274.00	\$ 3,662.00	\$ 8,936	\$ 840	9.4%
St. Paul's	Kinderhook	02/18/26	\$ 70,259.00	\$ 96,884.00	\$ 167,143	\$ 23,964	14.3%
St. James'	Lake George	02/22/26	\$ 61,997.00	\$ 20,737.00	\$ 82,734	\$ 9,740	11.8%
St. Mary's	Lake Luzerne	02/26/26	\$ 114,942.00	\$ 8,154.00	\$ 123,096	\$ 16,432	13.3%
St. Eustace	Lake Placid	02/23/26	\$ 140,569.00	\$ 35,000.00	\$ 175,569	\$ 25,405	14.5%
St. Hubert's	Lake Pleasant	02/26/26	\$ 31,453.00	\$ -	\$ 31,453	\$ 3,056	9.7%
St. Matthew's	Latham	02/22/26	\$ 85,445.00	\$ 49,025.00	\$ 134,470	\$ 18,377	13.7%
Our Saviour	Lebanon Springs	02/22/26	\$ 26,469.00	\$ -	\$ 26,469	\$ 2,545	9.6%
Emmanuel	Little Falls	03/01/26	\$ 70,525.00	\$ 30,218.00	\$ 100,743	\$ 12,610	12.5%
St. Mark's	Malone	02/26/26	\$ 77,541.00	\$ 9,983.00	\$ 87,524	\$ 10,477	12.0%
St. John's	Massena	02/24/26	\$ 104,087.00	\$ 19,076.00	\$ 123,163	\$ 16,444	13.4%
St. Luke's	Mechanicville	02/26/26	\$ 163,463.00	\$ 36,184.00	\$ 199,647	\$ 29,523	14.8%
Zion Church	Morris	03/20/26	\$ 89,421.00	\$ 46,324.00	\$ 135,745	\$ 18,595	13.7%
St. Philip's	Norwood	02/26/26	\$ 62,230.00	\$ 1,662.00	\$ 63,892	\$ 6,878	10.8%
St. John's	Ogdensburg	02/24/26	\$ 76,725.00	\$ 11,405.00	\$ 88,130	\$ 10,571	12.0%
St. James'	Oneonta	02/28/26	\$ 66,941.00	\$ 574,529.00	\$ 641,470	\$ 105,074	16.4%
Gloria Dei	Palenville	02/27/26	\$ 12,658.00	\$ 1,920.00	\$ 14,578	\$ 1,371	9.4%
St. John's	Paul Smiths	02/24/26	\$ 9,385.00	\$ 12,724.00	\$ 22,109	\$ 2,097	9.5%
St. Mark's	Philmont	No Report			\$ -	\$ -	N/A
Trinity	Plattsburgh	02/13/26	\$ 113,627.00	\$ 56,811.00	\$ 170,438	\$ 24,528	14.4%
Trinity Church	Potsdam	02/28/26	\$ 197,712.00	\$ 44,075.00	\$ 241,787	\$ 36,729	15.2%
Christ Church	Pottersville	02/24/26	\$ 1,600.00	\$ 9,358.00	\$ 10,958	\$ 1,031	9.4%
Redeemer	Rensselaer	01/19/26	\$ 29,533.00	\$ -	\$ 29,533	\$ 2,859	9.7%
Trinity	Rensselaerville	02/20/26	\$ 14,231.00	\$ 2,382.00	\$ 16,613	\$ 1,562	9.4%
St. John's	Richfield Spgs	02/21/26	\$ 11,777.00	\$ 26,935.00	\$ 38,712	\$ 3,801	9.8%
All Saint's	Round Lake	02/24/26	\$ 67,699.00	\$ 3,157.00	\$ 70,856	\$ 7,990	11.3%

The Episcopal Diocese of Albany
Disciples Making Disciples

Parish Assessment Schedule 2027

*Approved by Diocesan Council
06/20/2026*

PARISH	CITY	Report Status	2025 Report	2025 Report	Total Operating Revenue 2025 (Box 3 + 5)	"Reduced by 14.5%" Assessment for 2027	Percent of 2025 Income
			Line 3	Line 5			
All Soul's	Saint Huberts (nm)	N/A			\$ -	\$ -	N/A
St. Paul's	Salem	02/27/26	\$ 10,644.00	\$ 300.00	\$ 10,944	\$ 1,029	9.4%
St. Luke	Saranac Lake	02/23/26	\$ 92,541.00	\$ 24,105.00	\$ 116,646	\$ 15,329	13.1%
Bethesda	Saratoga Spgs	02/28/26	\$ 304,742.00	\$ 74,519.00	\$ 379,261	\$ 60,237	15.9%
Christ Church	Schenectady	02/23/26	\$ 109,157.00	\$ 21,320.00	\$ 130,477	\$ 17,695	13.6%
St. George's	Schenectady	03/01/26	\$ 146,850.00	\$ 72,572.00	\$ 219,422	\$ 32,904	15.0%
St. Paul's	Schenectady	02/28/26	\$ 62,554.00	\$ 10,235.00	\$ 72,789	\$ 8,271	11.4%
St. Stephen's	Schenectady	02/10/26	\$ 152,694.00	\$ 58,906.00	\$ 211,600	\$ 31,567	14.9%
Holy Spirit	Schenevus	02/27/26	\$ 21,210.00	\$ 2,797.00	\$ 24,007	\$ 2,292	9.5%
St. Stephen's	Schuylerville	02/03/26	\$ 18,647.00	\$ 18,512.00	\$ 37,159	\$ 3,642	9.8%
St. Andrew's	Scotia	3/25/206	\$ 60,012.00	\$ 4,907.00	\$ 64,919	\$ 7,001	10.8%
St. Paul's	Sidney	02/25/26	\$ 8,196.00	\$ -	\$ 8,196	\$ 771	9.4%
St. Mary's	Springfield Ctr	03/20/26	\$ 37,825.00	\$ 38,146.00	\$ 75,971	\$ 8,734	11.5%
Ch of the Cross	Ticonderoga	02/23/26	\$ 39,098.00	\$ 32,380.00	\$ 71,478	\$ 8,081	11.3%
St. John's	Troy	02/28/26	\$ 204,028.00	\$ 49,290.00	\$ 253,318	\$ 38,700	15.3%
St. Paul's	Troy	02/26/26	\$ 62,356.00	\$ 17,449.00	\$ 79,805	\$ 9,291	11.6%
Trinity	Troy-Lansingburg	02/25/26	\$ 120,946.00	\$ 13,203.00	\$ 134,149	\$ 18,322	13.7%
St. Thomas'	Tupper Lake	02/27/26	\$ 20,249.00	\$ 10,800.00	\$ 31,049	\$ 3,015	9.7%
All Angels	Twilight Park (nm)	N/A			\$ -	\$ -	N/A
St. Matthew's	Unadilla	02/16/26	\$ 28,967.00	\$ 22,770.00	\$ 51,737	\$ 5,423	10.5%
Christ Church	Walton	02/27/26	\$ 24,587.00	\$ 1,942.00	\$ 26,529	\$ 2,551	9.6%
Holy Cross	Warrensburg	02/26/26	\$ 58,223.00	\$ 24,500.00	\$ 82,723	\$ 9,739	11.8%
Grace Church	Waterford	02/26/26	\$ 52,699.00	\$ 178,906.00	\$ 231,605	\$ 34,987	15.1%
Trinity	Watervliet	02/15/26	\$ 76,343.00	\$ 13,137.00	\$ 89,480	\$ 10,778	12.0%
St. Timothy's	Westford	No Report			\$ -	\$ 692	N/A
						\$ 1,680,570	N/A

Proposed new Constitution for the Episcopal Diocese of Albany

A note from the Secretary of Convention

In October of 2025, the proposed Constitution as it reads below was approved by the Diocesan Convention on a first reading. The proposed Constitution now comes before this Diocesan Convention for a second reading. According to our current Constitution, the vote for this second reading is automatically a vote by orders. For the proposed Constitution to take effect it would need to be approved with no amendments or alterations whatsoever. If it is amended in any way it would then require approval by another two consecutive Conventions.

Summary of Significant Constitutional Changes

New Article I: The new provision acknowledges the authority of the Constitution and Canons of the Episcopal Church and provides that **any constitutional or canonical provision of the Episcopal Diocese of Albany that conflicts with the Constitution and Canons of the Episcopal Church will be removed or amended.**

Presiding Officer at Convention: The Bishop Diocesan remains the presiding officer at Convention, but in the absence of a Bishop Diocesan, the identity of the presiding officer is now specifically identified. **There is no longer an election of a president pro tempore.** The potential for electing a president pro tempore without advance preparation for Convention has been a concern. It could hinder the progress of the Convention and be a stressful disservice to the person elected.

Standing Committee: The provision for electing Standing Committee members has been moved to the Canons. This location is more consistent with the Constitution of the Episcopal Church.

Lay Delegates: The term “Lay Delegate” is new. The former term was “Lay Deputy,” which is the term used by General Convention. This change acknowledges the common use of the term “delegate” by parishioners in our diocese.

The number of Lay Delegates to Convention has been reduced from 3 per parish to 2 per parish. This is intended to assist small parishes that struggle to field delegates and to alleviate the logistical burden of a Convention. With the change to the procedure for a vote by orders, there is no longer a need for three Lay Delegates to avoid a tie within a parish delegation.

Vote by Orders: Delegates in the Lay Order will cast their votes individually, rather than casting a single vote as a parish. A specified majority of each order will still be necessary. The prior method of allowing each parish a single vote has been a source of

tension and complaints. Our research showed that other dioceses do not utilize the one-vote-per-parish method.

Amendments: The description of the process for amending the Constitution has been expanded to include greater detail. This ensures consistency with other constitutional and canonical mechanisms.

Constitution

Adopted at the Convention of the Episcopal Diocese of Albany _____; as amended at subsequent Conventions.

Article I.

The Episcopal Diocese of Albany (hereinafter the “EDOA” or “Diocese”) accedes to and acknowledges the authority of the Constitution and Canons for the Government of the Protestant Episcopal Church in the United States of America, otherwise known as The Episcopal Church, as adopted in General Convention (hereinafter referred to as the “Canons of the General Convention”). The Diocesan Convention may adopt Canons and Rules of Order consistent with this Constitution or the Constitution and Canons of the General Convention. In the event of a conflict between the Constitution and Canons of the EDOA and those of The Episcopal Church, as determined by the Ecclesiastical Authority in consultation with the Chancellor(s), the Article of the Constitution or Canon of the Diocese which is in such conflict shall be suspended and presented to the next Diocesan Convention for removal or amendment.

Article II.

Sec. 1. There shall be an annual Convention of the Diocese, meeting on such day and location as the Ecclesiastical Authority may determine and select, with the advice and consent of the Standing Committee. Location may include such electronic means as may be appropriate, as determined by the Ecclesiastical Authority.

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Sec. 2. The Ecclesiastical Authority may call Special Conventions, with the advice and consent of the Standing Committee. The purpose or purposes for which a Special Convention is called shall be stated in the notice for such convention, and no business not stated in the notice shall be in order except by the affirmative vote of two-thirds of those present and voting in each of the clerical and lay orders.

Article III.

Sec. 1. The members of any Convention shall be:

- (a) The Bishop Diocesan;
- (b) The Bishop Coadjutor, if there be one, and also, if there be any, the Bishop Suffragan;
- (c) All members of the clergy canonically resident in the Diocese not under discipline;
- (d) Two (2) delegates from each parish in union with the Convention.

Sec. 2. Each member of Convention shall be entitled to one vote.

Sec. 3. The governing body of the parish shall choose the lay delegates in a manner decided by the parish. Persons meeting the qualifications as prescribed by Canon shall be eligible to serve as lay delegates. They shall also be eligible for election or appointment to any lay office of the Diocese.

Sec. 4. The definition of a parish or mission, the mode of admitting a parish or mission into union with Convention, and the conditions under which union or representation shall be forfeited, may be prescribed by Canon.

Article IV.

The Cathedral of All Saints in the City and Diocese of Albany, New York shall be the Cathedral Church of the Diocese, and its congregation shall have such rights and responsibilities as pertain to a church in union with the Diocese.

Article V.

Every Convention shall be opened with prayers, and there shall be a Celebration of the Holy Eucharist during the meeting of Convention at a time set by the Ecclesiastical Authority, to the extent practicable.

Article VI.

The Bishop Diocesan or, if there not be one, the Bishop Coadjutor or the Bishop Suffragan, shall preside over the Convention; but in case of a vacancy in the Episcopate, incapacitation, or necessary absence, the President of the Standing Committee or, in the President's absence, the most senior in office among the clerical members of the Standing Committee present, shall preside over the Convention.

Article VII.

A Secretary shall be chosen upon the assembling of the annual Convention, who shall remain in office until the meeting of the next annual Convention or until a successor shall be selected. The manner of nomination of the Secretary may be prescribed by Canon. The Secretary may be removed from office at any time by the Standing Committee for any neglect or misconduct, of which it shall be the judge. The duties of the Secretary shall be to take minutes of the proceedings of Convention, to preserve the journals and records, to attest to the public acts of the body, and to faithfully deliver into the hands of their successor all books, papers, and electronic files relative to the concerns of the Convention which may be in their possession. It shall also be the duty of the Secretary to give due notice to each member of the clergy and the governing body of each parish of the time and place appointed for the meeting of each Convention. The Secretary shall also perform such other duties as may be prescribed by the Canons of the General Convention and of the Diocese.

Article VIII.

A Treasurer shall be chosen upon the assembling of the annual Convention, who shall remain in office until the meeting of the next annual Convention or until a successor shall

be selected. The manner of nomination of the Treasurer may be prescribed by Canon. The Treasurer may be removed from office at any time by the Standing Committee for any neglect or misconduct, of which it shall be the judge. The duties of the Treasurer shall be prescribed by the Canons of the General Convention and of the Diocese.

Article IX.

Sec. 1. In all matters which come before the Convention, the clergy and laity shall deliberate and, except as otherwise provided under this article, may vote in one body; but if in any case it shall be required by Canon or by ten members, the two orders shall vote separately, the clergy as individuals, and the laity as individual delegates; and the concurrence of a majority of each order present and voting shall be necessary to constitute a decision.

Sec. 2. In the election of a Bishop, the two orders shall vote separately by ballot, and the concurrence of a majority of those present and voting in each order shall be necessary to constitute a duly held election.

Article X.

The method for amending the Constitution shall be as follows:

Sec. 1. Any proposal to amend the Constitution must be submitted to the Secretary of the Convention, in writing, sponsored and seconded by members of the Convention, no later than the ninetieth day preceding the day fixed as the first day of the next ensuing Convention. The Secretary shall transmit forthwith copies of any such proposal to the Bishop and the members of the Committee on Constitution and Canons.

Sec. 2. The Committee on Constitution and Canons shall notify the Secretary of the Convention of its recommendation regarding such proposal no later than the forty-fifth day preceding the day fixed as the first day of the next ensuing Convention. The Secretary shall transmit forthwith copies of such recommendation to the Bishop and the sponsor and seconder of said proposal.

Sec. 3. Any proposal to amend the Constitution which is not submitted in accordance with the provisions of this article shall not be considered by the Convention, unless a two-thirds majority of the votes in each order shall be cast in favor of considering such proposal.

Sec. 4. Any proposition to amend the Constitution considered at the Convention, if approved by a majority of the votes at the Convention, shall be put over until the next annual Convention for a second reading. If approved on second reading at such next Convention by a majority of those present and voting in each order, the change shall take effect immediately unless otherwise expressly provided. The adoption of any amendment of this Constitution which inserts or repeals an Article, or a Section or Clause of an Article, shall effectuate the necessary change in numbers or letters of Articles or Sections or Clauses of an Article that follow, and in references made in this Constitution to any other part, without the necessity of specific provision therefore in the amendment.

Canons of the Episcopal Diocese of Albany

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Canon I. Clerical Members of Convention

Sec. 1. The Ecclesiastical Authority shall maintain a list of all clergy canonically resident and publicize the list at least one week before Convention. The list shall include their titles and their places of residence. No member of the clergy, under discipline, as defined by Title IV of the Canons of The Episcopal Church, shall have a place on the list. Such list shall be available to the Convention on the first day of meeting and shall be prefixed in the Journal. Canonical Residence shall be established upon ordination in the Episcopal Diocese of Albany (the “Diocese”) or receipt of Letter Dimissory from another diocese.

Sec. 2. The right of any member of the clergy of the Diocese to a seat in the Convention, if disputed, shall be determined by a vote of the Convention.

Canon II. Lay Members of the Convention

The lay delegates and alternates from each congregation shall be elected annually by its vestry at a meeting duly held, or by a duly summoned meeting of the congregation, from laypersons eighteen years of age or older belonging to the parish, who shall be communicants and who shall have been regular attendants at its worship and financial contributors to its support for at least twelve months prior to being chosen. The choice of lay delegates and their alternates shall be certified in writing by the rector, or priest-in-charge of the congregation which they represent, or by one of the wardens or the clerk of the vestry. Such certificate shall be forwarded to the Secretary not later than one month before the Convention is set to be held. The certificate shall also state that each delegate and alternate were eligible to be chosen.

Canon III. Organization of the Convention

Sec. 1. At every Convention the Bishop, as Presiding Officer, shall take the chair and shall continue to preside in accordance with the Rules of Order. Subject to an appeal to the Convention, the Bishop shall decide all questions of order without debate and shall have authority to appoint a parliamentarian. The Bishop shall have the right to call the Bishop Coadjutor, if there be one, to the chair, or there being no Bishop Coadjutor, the Bishop Suffragan, or there being no Bishop Suffragan, to name the President of the Standing Committee, or, in their absence, the most senior in office among the clerical members of the Standing Committee present, as Presiding Officer; but such substitution shall not extend beyond an adjournment unless agreed to by the Convention.

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Sec. 2. A quorum will consist of thirty clerical members of the Convention and at least one delegate from at least twenty-five parishes. A quorum is necessary for the transaction of business, save for adjournment.

Sec. 3. A quorum being found in attendance, the Presiding Officer shall declare the Convention duly organized. The Secretary shall then be elected, who then may appoint one or more assistant secretaries. In the absence of the Secretary, the assistant secretaries shall be nominated from the floor of the Convention to be approved by the Convention.

Sec. 4. The Rules of Order of the preceding Annual Convention shall be the Rules of Order until altered by a vote of a majority of the Convention. Any issue not covered by existing rules of order shall fall under the current edition of Robert's Rules of Order.

Sec. 5. Licensed clergy and laypersons, other than delegates, who are members of the Diocesan Council, or trustees of the Diocese, members of the Standing Committee, members of the Diocesan Staff, Pastoral Leaders licensed by the Diocese, or other officers of the Diocese, shall have a seat and voice.

Sec. 6. Prior to every Convention the Bishop may appoint a Convention Planning Committee to make appropriate provision, under the direction of the Bishop, for both the schedule, excluding the Order of Business, and program, as well as for facilities for such Convention.

Canon IV. Call of a Convention and Notices pertaining thereto

Sec. 1. Notice of the meeting of any Convention shall be given by the Secretary in a letter, transmitted by regular mail and/or electronic communication, at the expense of the Convention, to every member of the clergy canonically resident in the Diocese, to every licensed cleric serving as Priest-in-Charge, to the lay authorities in every congregation without a Rector or Priest-in-Charge.

Sec. 2. Provisions of the Constitution and Canons of the Episcopal Diocese of Albany relating to the appointment of lay delegates, and a form of certificate of their election, shall be sent by the Secretary to every parish at least six weeks before the date in which Convention is set to be held.

Sec. 3. The Secretary shall notify all trustees or individuals having charge of any funds belonging to the Diocese of the responsibility imposed upon them to prepare and submit a

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report to Convention. The Secretary shall also notify the chair of each special committee appointed by the preceding Convention to report to the next Convention.

Sec. 4. All proposed amendments to the constitution or canons shall be submitted to the Committee on Constitution and Canons at least ninety days before the meeting of Convention. The Committee will ensure compliance with New York State Religious Corporations Law, the Constitution and Canons for the Government of the Protestant Episcopal Church in the United States of America, otherwise known as The Episcopal Church, as adopted in General Convention (hereinafter referred to as the “Canons of The Episcopal Church”), and of the Constitution and Canons of the Episcopal Diocese of Albany, with the Committee report due forty-five days before the meeting of Convention. Compliance then insured, a copy of the amendments so submitted, together with the committee’s recommendations and the reasons for such recommendation, shall be sent to all members of the Convention prior to the pre-convention meetings.

Canon V. Attending the Meetings of the Convention.

Sec. 1. The regular attendance of the clergy and laity at the meetings of the Convention is of essential consequence to the interest of the Church and is required.

Sec. 2. No member of the clergy of the Diocese actively engaged in work in the Diocese shall, except for good and reasonable excuse, be absent from the meetings of the Convention. In the event of such absence, such clergy shall make known to the Ecclesiastical Authority the reason for such absence.

Sec. 3. No member of the Convention shall leave during its session without having been excused by the Presiding Officer.

Canon VI. Elections

Sec. 1. All elections required by the Constitution and Canons to be determined by ballot. In an uncontested election, where the number of nominees and available positions are equal, every nominee is elected upon receiving one vote.

Sec. 2. In order to be elected, a candidate must receive a concurrent majority of the votes cast in both the clerical and lay orders, and the greatest number of votes counted in the aggregate.

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Sec. 3.

- (a) With the notice of the meeting of the Convention, the Secretary shall send to all clergy entitled to vote, and to all certified delegates a nomination form, which shall contain the names of all offices to be filled at such Convention under the Canons of the Diocese, together with the names of the office holders whose terms of office expire.
- (b) Two members of the Convention entitled to a seat in the forthcoming Convention, may file, prior to the assembling of the Convention, nominations for the offices to be filled at the Convention provided:
 - (i) Such nominations shall be made on the nomination form furnished by the Secretary.
 - (ii) With such nominations shall be forwarded the written consent of the nominee to serve if elected, a biographical sketch of the nominee in not more than five hundred words (to include residence, parish, ecclesiastical status, profession or occupation, and a brief description of participation in relevant activities of the community, Diocese and The Episcopal Church), and, if possible, a photograph of the nominee.
 - (iii) Such nominations and accompanying data shall be filed with the Secretary at least two weeks before the opening of the Convention.
 - (iv) Such nominations shall not be accepted unless the certificate of election of delegates to the Convention which includes the name or names of those making the nominations has been first filed with the Secretary and also complies with the Canons of the Diocese.
- (c) The Secretary of the Convention shall prepare and forward to all members of the Convention entitled to a seat in the forthcoming Convention, so that it shall be received at least four days before the opening of Convention, a brochure containing a statement of all offices to be filled at the Convention, and the names, biographical sketches and photographs of the persons nominated in accordance with this canon for each office, arranged in alphabetical order.
- (d) All nominations made in accordance with this canon shall be reported by the Secretary to the Convention on the first day according to the Rules of Order. The form of ballot shall include the names of the nominees for each office nominated in accordance with this canon and arranged alphabetically.

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Sec. 4. In all cases of failure or omission to elect officers by the Convention, the persons last elected shall continue in office until others be chosen.

Sec. 5. In case of vacancies in office, the filling of which is not otherwise provided for in these canons, occurring between conventions, shall be filled by the Bishop with consent of the Standing Committee. Members so appointed shall serve until the next convention.

Canon VII. Deputies to the General Convention and to the Provincial Synod and of Delegates

Sec. 1. The Convention shall, at its next regular annual meeting following each regular session of the General Convention, elect four clerics, either priests or deacons, canonically resident in this diocese, and four lay persons, who are confirmed, adult communicants of a church in this diocese, to act as Deputies from this diocese to the General Convention.

Sec. 2. The Convention shall, at its next regular annual meeting following the election of Deputies to General Convention, also elect four clerics, either priests or deacons, and four lay persons to act as Alternate Deputies, whose qualifications for election shall be the same as those of Deputies to General Convention. This election shall be determined by taking a vote by orders ballot with the ballots counted in the aggregate. The four candidates of each order receiving the highest aggregate number of votes shall be deemed elected. All Deputies and Alternate Deputies to General Convention shall also serve as Deputies to Provincial Synod and shall hold office until their successors are elected.

Sec. 3. In cases of necessity, the Bishop, with the consent of the Standing Committee, may alter the election schedule.

Sec. 4. The Deputies shall elect, from among them, one to serve as chair of the Deputation.

Sec. 5. Any vacancies occurring shall be filled by designation of the Bishop from the list of members of the clergy and laypersons elected as Alternate Deputies, in the sequence in which they were elected, and such persons when certified by the Bishop, shall have all the power and authority of Deputies duly elected by the Convention. The list of Alternates being exhausted the Bishop shall appoint, in consultation with the Standing Committee, such clergy and laypersons to ensure representation by at least three deputies in each order.

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Sec. 6. The necessary expenses of the Deputies attending the General Convention and the Provincial Synod and their meetings held in conjunction with the Provincial Synod shall be paid by the Diocese.

Canon VIII. Secretary

Sec. 1. The Secretary shall be nominated to the Convention by the Standing Committee with the approval of the Bishop. In case the Convention declines to elect the nominee, the Bishop shall appoint a member of the Convention as Secretary Pro Tempore, and the Standing Committee shall make, during the same Convention, a new nomination.

Sec. 2. In the event of a vacancy occurring in the Office of The Secretary, the Bishop or other Ecclesiastical Authority, may, in consultation with the Standing Committee, appoint a Secretary Pro Tempore, who shall serve until the next annual Convention.

Sec. 3. The Secretary, in addition to discharging the duties imposed by the Constitution and other provisions of these canons, shall, subject to the orders of the Convention, issue the Journal of the annual Convention and accompanying documents, and when published shall post the Journal on the website of the Diocese, and shall provide notice that the Journal is posted on the website to each member of the clergy of the Diocese, each lay delegate attending the Convention, and each congregation in the Diocese. The Secretary shall maintain a printed copy of the Journal in the Diocesan Office and shall provide printed copies to clergy members, Diocesan Council members, Standing Committee members, Trustees of the Diocese, lay delegates, and congregations upon request. The Secretary shall provide copies of the Journal as required by the Secretary of the House of Deputies of General Convention and the Archives of the Church.

Sec. 4. As required by the Canons of The Episcopal Church, the Secretary shall prepare a certified copy of the testimonials of the deputies elected to the General Convention and forward the same to the Secretary of the House of Deputies. The Secretary shall also transmit to the Secretary of the House of Deputies the other documents required by the Canons of The Episcopal Church.

Sec. 5. The Secretary shall maintain, with the assistance of the Diocesan office, if requested, the Canonical Register of all clergy canonically resident in the Diocese which shall include the records required by the Canons of The Episcopal Church.

Canon IX. Treasurer

Sec. 1. The Treasurer of the Diocese shall be nominated to the Convention by the Standing Committee with the approval of the Bishop. In case the Convention declines to elect the nominee, the Standing Committee shall make, during the same Convention, a new nomination.

The Treasurer shall:

- (a) Oversee the reception and disbursement of all monies collected under the authority of the Convention, in consultation with and under the established procedures of the Diocese;
- (b) Prepare and present to the Convention an annual accounting of all funds received and disbursed;
- (c) Give a bond conditioned on the faithful performance of these duties, the amount of which shall be determined by the Standing Committee and the expense of which shall be paid from funds of the Diocese.

Sec. 2. The Bishop, in consultation with the Standing Committee, may appoint one or more Assistant Treasurers.

Canon X. Ecclesiastical Authority

Sec. 1. Archdeacons

The Bishop may nominate to the Convention, for election, one or more Archdeacons who, under the Bishop, shall have such duties as may be assigned by the Bishop.

Sec. 2. Committees and Commissions

The Bishop shall appoint the members of all Committees and Commissions unless these Canons provide a different method of selection or election. The Bishop shall be a member, ex officio, of all Committees and Commissions over which they have the power of appointment.

Sec. 3. Licensed clergy

- (a) Subject to the provisions of the Canons of The Episcopal Church, Members of the Clergy not canonically resident in the Diocese may be licensed by the Bishop, or if there be no Bishop, by the Standing Committee, to officiate in the Diocese. Specific preconditions to licensing shall be at the discretion of the Bishop. The types of license are as follows:

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- (i) Licensed Priest-in-Charge: This license grants the holder the right to serve in the designated cure for the duration of the license. The holder may also hold appointed positions in the Diocese or its Deaneries, and will be expected to attend, as a non-voting participant, the same conventions, workshops, conferences, and retreats as canonically resident clergy. The term of this license shall be one to three years, unless surrendered or revoked.
- (ii) Licensed Supply: This license grants the holder the right to officiate at worship in congregations of the Diocese upon request of the Rector, Warden, or Minister-in-charge. The term of this license shall be one year, unless surrendered or revoked.

(b) Unless Letters Dimissory have been otherwise presented pursuant to the Canons of The Episcopal Church, Members of the Clergy ordained in other Churches of the Anglican Communion may only be granted Licensed Supply status.

Sec. 4. In the event of the Bishop's death, resignation, or in the opinion of three-quarters of all the members of the Standing Committee the Bishop is unable to perform the function of Ecclesiastical Authority, the Bishop Coadjutor shall become the Ecclesiastical Authority of the Diocese; if there be no Bishop Coadjutor, the Bishop Suffragan, if there be one, shall become temporarily the Ecclesiastical Authority. The Standing Committee of the Diocese shall be the Ecclesiastical Authority of the Diocese for all purposes declared by the General Convention only in the event of the inability to perform of all the Bishops herein named, or of a vacancy in the Episcopate.

Canon XI. Standing Committee of the Diocese

Sec. 1. The Standing Committee of the Diocese, provided for by the Constitution and Canons of the Episcopal Church, shall consist of six members of the clergy of the Diocese, and six laypersons, confirmed communicants of full age of the Church in this diocese, two such members of the clergy and two such laypersons to be elected annually by the Convention of the Diocese, each for a term of three years. The election shall be by ballot, and by the concurrent vote of a majority of those present and voting in each order. Vacancies in the Standing Committee occurring by death or otherwise may be filled until the next meeting of Convention by the concurrent vote of the clerical and lay members of the Committee. No member shall be eligible for reelection for one year after two consecutive terms. The Standing Committee annually shall elect from its members a President and a Secretary, which shall serve for one year.

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Sec. 2. The Secretary of the Standing Committee shall keep a true record of its proceedings and shall preserve all books, journals, papers, and electronic records belonging to the committee and transmit the same to their successor in office. The President of the Standing Committee shall report the proceedings annually to the Diocesan Convention.

Sec. 3. In addition to action taken at a meeting duly convened, the Standing Committee is empowered and authorized to take action as follows:

- (a) By mail, telegraphic or electronic communication ballot. Notice shall be given to each member of the Standing Committee, by regular mail or electronic communication, describing the action proposed to be taken and setting forth the time (which shall be reasonable) within which the proposed action will be taken, and the name and address of the person or persons to whom ballots or other communications with reference thereto should be sent. Members of the Committee may return ballots by mail or electronic communication and the results thereof shall be binding and any action so approved shall be the action of the Committee, provided that there is unanimous consent in favor of the action.
- (b) By conference telephone or video conferencing. By means of a conference telephone or similar communications equipment allowing all persons participating in the meeting to hear each other at the same time. Participation by such means shall constitute presence in person at the meeting.

Canon XII. Diocesan Council

Sec. 1. The Diocesan Council shall be the program agent of the Bishop and the Convention of the Diocese between meetings of the Convention.

Sec. 2.

- (a) The Diocesan Council shall be composed of the following members:
 - (i) The Bishop and the Bishop Coadjutor if there be one;
 - (ii) The Secretary;
 - (iii) A member of the Standing Committee elected by that Committee;
 - (iv) The Treasurer; and
 - (v) Twelve persons, half in the clerical order and half in the lay order, adult members of the Episcopal Church and residents of the Diocese, elected by Convention, each to serve for a three-year term beginning at the close of the Convention at which they are elected and until their successor is elected. No

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member shall be eligible for reelection for one year after two consecutive terms. At all times, the membership shall include at least one person who is either a member of a parish or a cleric who lives or ministers in each deanery of the Diocese.

(vi) Provided, however, that no member elected by the Convention under paragraph (v) may serve more than two successive full terms.

(b) Vacancies in the membership of the Diocesan Council elected under paragraph (v) of subsection (a) shall be filled until the next meeting of the Convention by the remaining members of the Diocesan Council.

Sec. 3. The Bishop shall be the President and presiding officer of the Diocesan Council. The Secretary of the Diocese shall be the Secretary of the Diocesan Council.

Sec. 4. The Diocesan Council shall meet at stated intervals but at least four times a year, and at such other times as the Bishop or the Diocesan Council may determine. Such meetings shall be in-person, or by means of a conference telephone, video conferencing, or similar communications equipment allowing all persons participating in the meeting to hear each other at the same time. Participation by such means shall constitute presence in person at the meeting.

Sec. 5. The Diocesan Council, in consultation with the Bishop, shall prepare and present to the Convention for its action a program and budget for the work of the Church in this diocese for the next fiscal year commencing January 1. The Diocesan Council shall make such adjustments in the budget approved by the Convention as may be required by changes in the financial resources available for these purposes, and shall further assist the Bishop in such ways as they may request.

Sec. 6. The Diocesan Council, under the direction of the Bishop, shall have oversight for the program and budget of all Diocesan Ministries.

Sec. 7. Every parish, congregation, corporation, and institution of the Diocese shall conform to the standard business methods prescribed by Canons of The Episcopal Church. Oversight of the administration of the business methods and of the annual audit prescribed by the Canons of The Episcopal Church shall be vested in the Finance Committee of the Diocese, which shall consist of the Bishop, the Treasurer and at least five members appointed annually by the Bishop with the advice and consent of the Trustees of the Diocese. The Committee shall report annually to the Convention of the Diocese.

Canon XIII. The Trustees of the Diocese

Sec. 1. The Trustees of the Episcopal Diocese of Albany are a body corporate organized and existing under the provisions of Chapter 110 of the Laws of 1876, subsequently consolidated and merged with various corporations of the Episcopal Diocese of Albany, by the provisions of Chapter 118 of the Laws of 1958.

Sec. 2. The Trustees of the Episcopal Diocese of Albany shall invest, manage, and control all of the real and personal property of the Diocese, subject to the control and discretion of the Diocesan Convention, except where the said Trustees hold title to and act in a fiduciary capacity with respect to such property for the benefit of an organization other than the Diocese.

Sec. 3. The Trustees shall be the Bishop, who shall be President; the Bishop Coadjutor and Bishops Suffragan, if any, who shall be Vice-Presidents; and eight members elected by the Diocesan Convention. At each annual meeting, the Diocesan Convention shall elect two Trustees to serve for a term of four years. Thereafter, any vacancy may be filled by the remaining Trustees until the next annual meeting of the Diocesan Convention, at which time a Trustee shall be elected to fill the unexpired term occurring by reason of such vacancy. No member shall be eligible for reelection for one year after two consecutive terms.

Sec. 4. The Trustees shall file an annual report with the Diocesan Convention.

Sec. 5. The Diocesan Development Fund may lend capital funds to the parishes, congregations, corporations and institutions of the Diocese for new construction, remodeling, major improvements, equipment, furnishings, emergencies and other diocesan ministry needs. The Diocesan Development Fund Committee shall consist of the Bishop, the Treasurer and nine members appointed by the Bishop at each Annual Meeting of the Convention. This Committee shall investigate all applications for loans. Loans approved by this Committee shall be confirmed by the Trustees. This Committee shall set the rate of interest to be charged on all loans. This Committee shall submit a financial report quarterly to the Trustees and shall submit an Annual Report to the Convention at the Annual Meeting of the Convention.

Canon XIV. Commission on Ministry

Sec. 1. At each Diocesan Convention, the Bishop shall appoint a Commission on Ministry to consist of no fewer than six nor more than twelve persons, one half of whom shall be of the lay order and one half of whom shall be of the clerical order, who shall hold office until their successors are nominated. The term shall be three years and members may be reappointed for subsequent terms, however no person shall serve more than two successive terms. Vacancies occurring between conventions shall be filled by the Bishop. The Bishop shall appoint the chair of the commission.

Sec. 2. It shall be the duty of the Commission on Ministry to assist the Bishop in all matters pertaining to lay and ordained Ministry in accordance with the Constitution and Canons of The Episcopal Church.

Canon XV. Property Committee

Sec. 1. At each annual meeting of the Convention, the Bishop shall appoint a Property Committee.

Sec. 2. The Property Committee shall handle various responsibilities related to the management, maintenance, and development of physical properties owned by the Diocese. Key duties include:

- (a) Working with parishes and missions in overseeing the upkeep and maintenance of buildings, facilities, and grounds of church properties, ensuring they are safe, functional, and well-maintained.
- (b) Helping parishes and missions with planning and coordinating renovation projects, repairs, and upgrades to existing properties as needed, to improve functionality, accessibility, and aesthetics.
- (c) Ensuring that all properties owned by the diocese comply with relevant safety codes, zoning regulations, and legal requirements, to minimize liability and risk.
- (d) Developing long-term plans and strategies for the effective utilization and development of diocesan properties, in alignment with the mission and goals of the diocese.

Sec. 3. The Committee shall be the consultant to the Diocesan Development Fund with respect to the architectural, engineering and decorative components of plans and specifications submitted with loan applications to the fund.

Canon XVI. Chancellor of the Diocese

The Bishop may nominate for the approval of the Diocesan Convention a person or persons skilled in ecclesiastical and civil law to be the Chancellor, Co-Chancellors, or Vice-Chancellor of the Diocese, who shall act as legal advisers and counselors to the Ecclesiastical Authority.

Canon XVII. Budget of the Diocese and the Diocesan Assessment

Sec. 1. The Diocesan Council shall prepare, under the direction of the Bishop, an annual budget for consideration by the Diocese, which shall be distributed to the Members of Convention no fewer than sixty days before the start of the annual convention.

Sec. 2. The Diocesan Convention may make changes to the proposed budget by a two-thirds vote of its members present and voting. On approval by the Convention, the budget so approved shall become the budget for the Diocese for the ensuing calendar year, provided, however, that the Diocesan Council shall have authority from time to time to make such adjustments thereto, as to items of either income or expenditures or both, as it deems necessary and appropriate to accommodate changes that occur after the approval by the Convention.

Sec. 3. After approval of the budget by Diocesan Convention, to aid in the support of the Episcopate and to meet duly authorized diocesan expenses as set forth in the budget, the Diocesan Convention shall lay an assessment upon the parishes and congregations. Such assessment shall be based on the operating income of such parishes and congregations of the Diocese for the year next preceding the meeting of the Diocesan Convention and shall be payable monthly to the Treasurer of the Diocese. Operating income shall be defined by Diocesan Council and generally includes those items as set forth in the Parochial Report of the Episcopal Church as follows: receipts from plate offerings, pledge payments, contributions from parish organizations, net undesignated investment and endowment income, net investment income designated for any parish operating expense, or for the diocesan and general church program, and all other income which can be used for operating expenses or for the Diocesan and general church program, excluding support received from the Diocese. If a parish is unable to pay their assessment in full, the Vestry shall notify the Bishop or the Bishop's designee. Whenever hereafter any parish shall neglect to pay their assessment in full, and fail to notify the Bishop or the Bishop's designee as required by Canon, The Secretary shall so report to the Diocesan Council, and such parish shall be denied vote in the Convention of that year; except that, because of unusual circumstances

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explained to the Diocesan Council, such parish may be admitted to representation by a majority vote of the Diocesan Council.

Sec. 4. The Diocesan Council shall have authority and responsibility to make expenditures of monies in accordance with the budget as approved by the Diocesan Convention and subsequently adjusted by the Diocesan Council. The Diocesan Council may also authorize the expenditure of monies for any other expenditure financed by funds within their control, subject to any restrictions imposed by the Annual Convention.

Canon XVIII. The Fiscal Year and Reports to the Convention

Sec. 1. The fiscal year of the Diocese shall begin on the first day of January in each year, and the Treasurer of the Diocese and all trustees in charge of any funds belonging to the Diocese shall make their reports annually to the Secretary at least three months before the meeting of the Convention.

Sec. 2. All special committees appointed by one Convention to report to the next Convention shall send their reports to the Secretary at least three months before the meeting of the Convention in each year.

Canon XIX. Episcopal Offerings

At the Episcopal Visitations, each parish is expected to make a financial contribution to the Bishop's Discretionary Fund.

Canon XX. Deaneries of the Diocese

Sec. 1. The Diocese shall be divided into Deaneries, the number and boundaries of which may be changed from time to time by the Bishop, after consultation with the Deaneries involved, and with the advice and consent of the Standing Committee.

Sec. 2. It shall be the responsibility of each Deanery, in concert with the Diocesan Council, to undertake and coordinate regional ministries that fall predominantly within the Deanery. The Dean shall report thereon as required by the Diocesan Council.

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Sec. 3. The Bishop shall appoint a Priest of the Deanery to be its Dean. The Dean shall take office immediately upon appointment and shall serve at the pleasure of the Bishop. The Dean shall have such responsibilities as may be required by the Bishop.

Sec. 4. Each Deanery, meeting in Convocation, may make by-laws not inconsistent with these canons for the conduct of its own affairs.

Canon XXI. Parishes, Missions, College Chapels, and Summer Chapels

Sec. 1. Parishes.

- (a) One or more groups of Episcopalians, whether or not incorporated, (joined in appropriate instances with other Christians) shall be a parish when so certified and admitted into union by a majority vote of the members of the Convention present and voting. The application for such certification and admission shall be filed with the Deanery Dean where the applicant is located. The application, with a report of the action taken thereon by the Dean, shall be forwarded to the Bishop within ninety days after the filing thereof. Thereafter, within one hundred twenty days of receipt, it shall be forwarded with advice of the action of the Bishop thereon to the next Convention of the Diocese for final action by such Convention.
- (b) Parishes in Union with Convention shall continue to be in union unless it is determined by Convention that the parish has failed to conduct regular worship services, or has failed to maintain an organized vestry which meets regularly, or has failed for three consecutive years to pay its Diocesan Assessment, or is failing to make a good faith attempt to compensate its clergy at or above the guidelines adopted by Convention. A recommendation may be submitted to Convention by the Bishop, together with the Standing Committee, that a determination be made that a parish is no longer in union with Convention; furthermore, the Convention vote to terminate requires a two-thirds majority.
- (c) The Bishop may suggest a parish self-study at any time for the purpose of developing programs to assist the parish.
 - (i) Churches (excluding summer chapels) with an average Sunday attendance below thirteen shall, at the direction of the Bishop in consultation with the Standing Committee, enter a two-year vitality assessment.
 - a. The Bishop shall appoint a Vitality Team consisting of the Bishop and/or a member of the Bishop's staff, one member of the Standing

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Committee, one member of the Diocesan Council, and a member of the Trustees.

- b. This process will actively engage and involve all members of the congregation. The vitality assessment shall include a review of: finances (budget and long-term accounts), attendance trends, sustainability predictors, parish history and recent history, involvement in the community (opportunities and missed opportunities), the desire and willingness of the congregation to continue, the impact if the church no longer existed, the congregations strategic value to the diocesan mission, and any other area determined by the Bishop.
 - c. At the conclusion of this process, the Bishop shall issue a directive for the church to continue as is, suspend ministry for later redevelopment, create a plan for a new shape of the ministry, convert into summer chapel, or close.
- (d) No certificate of consent to the incorporation of a parish shall be given by the Bishop or by the majority of the Standing Committee unless the applicant for such consent shall then be a certified parish admitted into union with the Convention as provided in Section 1 or 2 of this canon.
- (e) Whenever hereafter any parish shall neglect to make the annual parochial report, and to forward the same to the Secretary as required by Canon, the Secretary shall so report to the Diocesan Council, and such parish shall be denied voting privileges at Convention; except that, because of unusual circumstances explained to the Diocesan Council, such parish may be admitted to representation by a majority vote of the the Diocesan Council.
- (f) Whenever hereafter any parish shall neglect to make the required clergy pension payments, the Secretary shall so report to the Diocesan Council, and such parish shall be denied voting privileges in the Convention; except that, because of unusual circumstances explained to the Diocesan Council, such parish may be admitted to representation by a majority vote of the Diocesan Council.
- (g) No parish shall establish a new place of worship without the consent of the Bishop and the Standing Committee after consultation with the Dean.
- (h) No parish shall encumber or alienate any real property, or any interest therein, other than by lease for not more than five years, without the consent of the Bishop, the

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Standing Committee, and the Trustees of the Diocese, and leave of Court as required by the New York State Religious Corporations Law.

- (i) The qualified voters at any election or special meeting of a parish shall be those persons of full age belonging to the parish, who have been baptized and are regular attendants at worship and financial contributors to its support for at least twelve months prior to such election or special meeting, or since the establishment of the parish. In any parish which has so determined in the manner provided in the Religious Corporations Law, persons of less than full age, but of the age of eighteen years or more and having the other qualifications of this section, shall also be qualified voters and eligible to be elected members of the vestry and, if confirmed communicants or received in the Episcopal Church, wardens.
- (j) Parish Meetings.
 - (i) Annual Election and Meeting. The annual election and meeting of each parish shall be held on the day, either a Sunday or a secular day, as designated in its Certificate of Incorporation, or if not so designated, as fixed by the vestry.
 - (ii) Special Meetings. Special meetings may be held on any Sunday or secular day fixed by the vestry.
 - (iii) Notice. Notice of each annual election and meeting and of any special meeting shall be read by the priest-in-charge, or if there be none or he or she be absent, by the officiating minister or by a warden, on each of the two Sundays next preceding such annual election and meeting or special meeting, in the time of divine service, or, if for any reason, the usual place of worship shall not be open for divine service, the notice shall be posted conspicuously on the outer door of the place of worship for two weeks next preceding the annual election and meeting or special meeting. Such notice shall specify the place, day, and hour of holding the annual election and meeting or special meeting. The notice should also specify the manner of conducting the annual meeting, whether in-person or via electronic means. The notice of each annual election and meeting shall also specify the number and terms of office of each warden and the vestry persons whose terms of office shall then expire, or whose office shall then be vacant for any cause, and the office for which each such officer is to be then elected. The notice of any special meeting shall specify the matter or question to be brought before such meeting and no matter or question not specified in such notice shall be acted on at such meeting.

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- (iv) Presiding Officer. The presiding officer of each annual election and meeting or special meeting shall be the rector or the priest-in-charge of the parish, if there be one, or if there be none or he or she be absent, one of the wardens elected by a majority of the qualified voters present, or if no warden be present, a vestry person elected in like manner. Such presiding officer shall be the judge of the qualifications of voters, shall receive the votes cast, and shall declare the result of the votes cast.
 - (v) Action. The action of an annual election and meeting or special meeting on any matter or question shall be decided by a majority of the qualified voters present and voting thereon. The polls of an election shall continue open for one hour and longer, at the discretion of the presiding officer, or if required by a majority of the qualified voters present and voting. The wardens and vestry persons shall be elected by ballot from qualified voters at the meeting, and no person shall be eligible for election as a warden unless he or she is also a confirmed communicant in the Episcopal Church, or be eligible for election as a vestry person unless he or she shall have been baptized.
- (k) Vestry.
- (i) The vestry shall consist of three, six, nine, or twelve vestry persons as shall be determined by the parish at any annual or special meeting and of two wardens. At each annual election after the initial election of the vestry, one warden shall be elected to hold office for two years, and one-third of the total number of vestry persons of the parish shall be elected to hold office for three years. Each warden and vestry person shall hold office after the expiration of their term until their successor shall be chosen.
 - (ii) The vestry of an unincorporated parish shall have the powers, discretion, and responsibilities corresponding to the extent applicable, to those of the vestry of an incorporated parish, and shall likewise be subject to corresponding limitations.
 - (iii) The spouse, parents, siblings, or children of the Rector or Priest-in-Charge shall be ineligible to serve as Warden or member of the Vestry.
- (l) Any parish desiring to create new bylaws or modify existing bylaws, or amend their certificates of incorporation with the State shall submit those changes for review and consent by the Bishop prior to being presented to an annual meeting of the parish.

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Sec. 2. Missions:

- (a) A group of Episcopalians who desire to organize a congregation, but who are unable to meet all of the requirements of a parish as described in Section 1 of this Canon, may be constituted a Mission by the Bishop or Ecclesiastical Authority, with the advice and consent of the Standing Committee. Application for such status shall be accompanied by a certificate of endorsement of the Deanery in which such group proposes to worship, it being the responsibility of the group to obtain such certificate. A list of all missions shall be published annually in the Journal of the Convention of the Diocese. Upon the request of any parish, or the failure of any parish to meet all the requirements of Section 1 of this Canon, or upon the request by a parish for direct aid from the Diocesan Budget, the Bishop or Ecclesiastical Authority, with the advice and consent of the Standing Committee, may change the status of such parish to that of a mission. Any action taken under this section shall be reported in the Journal of the next succeeding Convention as one of the official acts of the official taking the action.
- (b) The Priest in charge of a Mission shall be called the Priest-in-Charge.
- (c) Each Mission shall be under the supervision of the Bishop or the Ecclesiastical Authority and, subject to the approval of the Bishop or Ecclesiastical Authority, may adopt such procedures for the conduct of its affairs as it deems appropriate. Each Mission shall have a Bishop's Council instead of a vestry. The Bishop's Council shall carry out the duties and responsibilities of a vestry as set forth by Canon.
- (d) Each Mission shall be entitled to lay and clerical representation in the Diocesan Convention as is afforded to parishes.
- (e) Each Mission shall submit an Annual Parochial Report, or at the direction of the Bishop or Ecclesiastical Authority, prepare a report of such form and content as the Bishop may prescribe.
- (f) Each Mission shall qualify under the Canons of The Episcopal Church as a congregation for the purposes of sponsoring members of the congregation for Holy Orders.
- (g) A Mission seeking status as a parish must signify its desire to attain that status at a duly called Diocesan Convention by applying for parish status pursuant to Section 1(a), above. The application must contain the proposed name for the parish, a certification that the requirements of Section 1(a) of this Canon are met, the name and address of the Priest-in-Charge, the address or addresses of the place or places of worship, and a copy of the current budget. The application shall be accompanied by

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certificates of endorsement from the Deanery in which the Mission provides a place of worship and from the Diocesan Council. It is the responsibility of the Mission to obtain such certificates.

Sec. 3. Summer Chapels

- a) This Canon shall apply to Summer Chapels now or hereafter established in this diocese. The relationship between such Summer Chapels and the Diocese shall be on such terms and conditions as the Bishop shall, from time to time, prescribe.
- b) Baptism, Marriages, Confirmations, and Burials performed in such Chapel by a Bishop, Priest, or Deacon of this Church shall be recorded in the Register of the Chapel.

Canon XXII. Registers, Parochial Reports, and the Removal of Communicants from One Parish to Another

Sec. 1. The Register, in which clerics are required by the Canons of The Episcopal Church to record all baptisms, confirmations, marriages, burials and the names of Communicants, shall be provided at the expense of the congregation and shall be in the custody of the Rector or Priest-in-Charge, or wardens if there is no Rector or Priest-in-Charge, for the purpose of such record. Every Register, when it has been filled, shall be carefully preserved by the governing body as a part of the records of the congregation.

Sec. 2. The record in the Register shall specify the names and dates of birth of children baptized, with the names of parents and sponsors; the names of adults baptized and their chosen witnesses; the names of persons confirmed or received; the names of parties married and of two or more witnesses of the marriage, and the place where the marriage was solemnized; the names of persons buried; and also the date when each Rite was performed. The Register shall also contain a list of the families and adult persons of the congregation as far as practicable.

Sec. 3. The governing body of a congregation shall be jointly responsible with the Rector or Priest-in-Charge for an accurate record of communicants and baptized persons resident in the congregation and that the record be available at the annual election of the congregation and be submitted to the Bishop at the time of the Bishop's Visitation, together with such changes as have occurred since the previous report.

Sec. 4. No name shall be removed from the lists of communicants in the congregation except by: (1) death, (2) removal by issuance of a certificate of membership or letter of transfer, or (3) disciplinary action by competent Authority. There shall be indicated on the list of

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communicants those (a) whose domicile is unknown and (b) who live in the community but are inactive.

Sec. 5. In order that the annual Parochial Report of the clergy of congregations in this diocese may contain the information which is required by the Canons of The Episcopal Church, such annual reports shall be submitted in accordance with the form authorized by the General Convention, on or before the date set by The Episcopal Church.

Sec. 6. In every case where a congregation is without clergy, the Register required by this Canon shall be kept by the governing body thereof, or by some person appointed by the governing body whose duty it shall also be to prepare and submit the annual Parochial Report.

Sec. 7. No Rector or Priest-in-Charge of any congregation in the Diocese shall receive as a regular communicant, or enter upon the list of communicants the name of any person who has been a communicant in any other parish without a certificate of membership or letter of transfer from the parish to which the communicant last belonged, provided the communicant was in good standing in their last parish and except, however, if it shall appear that a communicant not under censure or Ecclesiastical discipline has not received a certificate to the list of communicants in the new parish, and written notice of this action shall be sent to the former parish.

Canon XXIII. Parishes and Diocesan Properties

In conformity and consistent with the provisions of the Canons of The Episcopal Church, it is hereby explicitly reaffirmed that all real and personal property held by or for the benefit of any mission, chapel, or congregation located in the Episcopal Diocese of Albany is held in trust for the Episcopal Church and The Episcopal Diocese of Albany. The existence of this trust, however, shall in no way limit the power and authority of the parish, chapel, or congregation, or the power and authority of the Trustees of the Diocese holding title thereto, otherwise existing over such property so long as the particular mission, chapel, or congregation remains a part of, and subject to, The Episcopal Church and the Episcopal Diocese of Albany and the Constitution and Canons of each of them.

Canon XXIV. Calling of a Rector

Sec. 1. When a parish is without a Rector, the church wardens shall immediately notify the Bishop that a vacancy has occurred and the vestry shall forthwith make temporary provision

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for the maintenance of Divine Services in such parish. If the vestry shall fail to make such provision within ten days from the date on which the vacancy occurs, the Bishop shall take whatever measures are required to ensure that Divine Services are maintained.

Sec. 2. The name of candidates considered for election as Rector shall be submitted to the Bishop for review and comment. No election of a Rector shall be held until the Bishop has been notified of the name of the priest whom it is proposed to elect. The Bishop may within thirty days after receiving such notification, communicate with the vestry on all matters relevant thereto.

Sec. 3. Following compliance with Section 2, an election by the vestry to fill the vacancy may be held. Written notice, signed by the Church wardens, of the name of the priest elected shall be served on the Bishop within five days after such election. If the Bishop is satisfied that the person elected is a duly qualified priest of this Church and has accepted election, the Bishop shall cause the notice of the election to be sent to the Secretary. The notice of election shall be sufficient evidence of the relation between the priest and the parish.

Sec. 4. Whenever a parish is without a Rector, the Bishop's office shall provide a list of potential supply clergy who are licensed to officiate in this diocese along with the current compensation guidelines for supply clergy.

Canon XXV. Ecclesiastical Discipline

Sec. 1. Adoption of Title IV of the Canons of The Episcopal Church.

Those provisions of Title IV of the Canons of The Episcopal Church that are applicable to the Diocese are hereby incorporated as part of this Canon. To the extent, if any, that any provisions of this Canon are inconsistent with the provisions of Title IV, the provisions of Title IV shall govern.

Sec. 2.

- (a) The Board shall consist of nine persons, five of whom are members of the clergy and four of whom are Laity.
- (b) The Clerical members of the Board must be canonically and geographically resident within the Diocese.
- (c) The lay members of the Board shall be Confirmed Adult Communicants in Good Standing, as defined by the Canons of The Episcopal Church, and geographically resident in the Diocese.

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- (d) The members of the Board shall be elected by the Convention. Each member shall be elected for a three year term; except, if a member is elected to fill a vacancy, the term of such member shall be the unexpired term of the member being replaced. The term of the member shall commence at the close of Convention. No member of the Disciplinary Board shall serve more than two consecutive full terms. The terms of office of the Board shall be staggered and arranged into three classes.
- (e) Vacancies on the Board shall be filled as follows:
 - (i) Upon the determination that a vacancy exists, the President of the Board shall notify the Bishop of the vacancy and request appointment of a replacement member of the same order as the member to be replaced.
 - (ii) The Bishop shall appoint a replacement Board member with the advice and consent of the Standing Committee.
 - (iii) Persons appointed to fill vacancies on the Board shall meet the same eligibility requirements as apply to elected Board members.
 - (iv) With respect to a vacancy created for any reason other than pursuant to a challenge as provided below, the term of any person selected as a replacement Board member shall be until the next annual Convention. With respect to a vacancy resulting from a challenge, the replacement Board member shall serve only for the proceedings for which the elected Board member is not serving as a result of the challenge.
- (f) If any member of a Conference Panel or Hearing Panel of the Board shall become aware of a personal conflict of interest or undue bias, in any proceeding before such panel, that member shall immediately notify the President of the Board and request a replacement member of the Panel. Respondent's Counsel and the Church Attorney shall have the right to challenge any member of a Panel for conflict of interest or undue bias by motion to the Panel for disqualification of the challenged member. The members of the Panel not the subjects of the challenge shall promptly consider the motion and determine whether the challenged Panel member shall be disqualified from participating in that proceeding.
- (g) Within sixty days following the annual Convention, the Bishop, or, if none, the Ecclesiastical Authority, shall appoint a President from among its members to serve until the next Annual Convention. Education and training in the requirements of Title IV shall be conducted within the same period under the Direction of the Bishop Diocesan.
- (h) The Intake Officer shall be appointed from time to time by the Bishop after consultation with the Board. The Bishop may appoint one or more Intake Officers according to the needs of the Diocese. The Bishop shall publish the name(s) and contact information of the Intake Officer(s) throughout the Diocese.

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- (i) The Bishop shall appoint an Investigator in consultation with the President of the Board. The Investigator may, but need not, be a Member of the Church.
- (j) Within sixty days following each annual Convention, the Bishop in consultation with the Standing Committee shall appoint an attorney to serve as Church Attorney to serve for the following calendar year. The person so selected must be a Member of the Church and a duly licensed attorney, but need not reside within the diocese.
- (k) The Bishop may appoint a Pastoral Response Coordinator, to serve at the will of the Bishop in coordinating the delivery of appropriate pastoral responses provided for in the Canons of The Episcopal Church and this Canon. The Pastoral Response Coordinator shall not be a person serving in any other appointed or elected capacity under Title IV.
- (l) In each proceeding under Title IV, the Bishop shall appoint an Advisor for the Complainant and an Advisor for the Respondent. Persons serving as Advisors shall hold no other appointed or elected position provided for under this Title, and shall not include chancellors or vice chancellors of this Diocese or any person likely to be called as a witness in the proceeding.
- (a) The Board shall appoint a Board Clerk to assist the Board with records management and administrative support. The Clerk may be a member of the Board.

Sec. 3.

- (a) The reasonable costs and expenses of the Board, the Intake Officer, the Investigator, the Church Attorney, the Board Clerk and the Pastoral Response Coordinator shall be the obligation of the Diocese subject to budgetary constraints as may be established by the Diocesan Convention or the Diocesan Council between meetings of the Convention.
- (b) In the event of a final Order dismissing the complaint, or by provisions of a Covenant approved by the Bishop, the reasonable defense fees and costs incurred by the Respondent may be paid or reimbursed by the Diocese, subject to budgetary constraints as may be established by the Diocesan Convention or the Diocesan Council between meetings of the Convention.

Sec. 4.

- (a) Records of active proceedings before the Board, including the period of any pending appeal, shall be preserved and maintained in the custody of the Clerk, if there be one, otherwise by the Diocesan offices.
- (b) The Bishop shall make provision for the permanent storage of records of all proceedings under Title IV at the Diocese and the Archives of the Episcopal Church, as prescribed in Title IV of the Canons of The Episcopal Church.

Sec. 5. Any meeting required under these disciplinary canons, other than a hearing at which evidence may be taken or examined, may be conducted in person or through telephonic or

other electronic communications equipment by means of which all persons participating in the meeting can communicate with each other at the same time.

Canon XXVI. Amendment of these Canons

Sec. 1. Any proposal to alter or amend these Canons, or to introduce a new Canon, must be submitted in the form of a Canon sponsored and seconded by members of the Convention, to the Secretary, no later than the ninetieth day preceding the day fixed as the first day of the next ensuing Convention. The Secretary shall forthwith transmit copies of the proposal to the Bishop and to the members of the Committee on Constitution and Canons.

Sec. 2. The Committee on Constitution and Canons shall notify the Secretary of the recommendation of the Committee regarding such proposal no later than the forty-fifth day preceding the day fixed as the first day of the next ensuing Convention. The Secretary shall forthwith transmit copies of such recommendations to the Bishop and to the sponsor and seconder of the proposal.

Sec. 3. Any proposal to alter or amend these Canons, or to introduce a new Canon, which is not submitted in accordance with Section 1 hereof, shall not be considered by the Convention unless a majority of the votes at the Convention, or, in the case of a vote by orders, a majority of the votes in each order, shall be cast in favor of considering such proposal.

Sec. 4. Any alteration or amendment to the Canons, or the adoption of a new Canon, shall require a majority of the votes of the Convention.

Sec. 5. No amendment of the Canons shall be made during the sessions of the Convention in which the same shall be proposed, unless by a two-thirds majority of the members present and voting in which event the amendment shall take effect immediately unless otherwise expressly provided; but any amendment, if approved by a majority less than two-thirds, shall lie over for the consideration and final action of the next Annual Convention and, if again approved by a majority vote, shall take effect immediately unless otherwise expressly provided. The adoption of any alteration or amendment of the Canons which inserts or repeals a Canon, or a Section or Clause of a Canon, shall effect the necessary change in numbers or letters of Canons or Sections or Clauses of a Canon that follow, and in references made in the Canons to any other part, without the necessity of specific provision therefore in the alteration or amendment.

The Rules of Order of the Diocese of Albany for the Diocesan Convention.

(Draft - March 2026 version)

RULE 1A: ELECTION OF A BISHOP DIOCESAN OR A BISHOP COADJUTOR

Composition of Profile and Search Committee

SECTION 1. When a bishop diocesan, or a bishop coadjutor, is to be elected, there shall be a Profile and Search Committee consisting of sixteen Deanery Members and Six Members-At-Large, elected in the following manner:

- (a) One member of the clergy and one lay member shall be elected in each Deanery of the Diocese in accordance with the provisions of Section 2 of this Rule of Order.
- (b) Six additional Members-At-Large, either clergy or lay, shall be elected by the Standing Committee of the Diocese.
- (c) The Profile and Search Committee shall elect a Chairperson from its membership by a majority vote of its members.
- (d) Vacancies among the Profile and Search Committee membership shall be filled by appointment of the Dean of the appropriate Deanery. Vacancies among the Members-At-Large shall be filled by the Standing Committee.
- (e) The Ecclesiastical Authority shall appoint a priest as a nonvoting chaplain to the Profile and Search Committee. The chaplain shall be responsible for celebrating the Holy Eucharist for the Committee, providing theological insight to the committee, and acting as a spiritual advisor.
- (f) The Profile and Search Committee shall engage a confidential secretary whose responsibility will be to undertake the clerical work of the committee for which said secretary shall be compensated.

Election of Profile and Search Committee Members by Deanery

SECTION 2. Deanery Members of the Profile and Search Committee shall be elected in the following manner:

- (a) When the Bishop, or, in the absence of a Bishop, the Standing Committee announces the call for the election of a bishop diocesan, each Deanery shall meet in Convocation within thirty days. Notice of said Convocations shall be sent in writing to each member of the deanery clergy and each congregation of the deanery at least two weeks before the date of the Convocation. Those entitled to vote at the meeting shall be two duly certified delegates from each congregation in the Deanery and all members of the clergy, canonically resident in the Diocese, who exercise their ministry within the Deanery or who reside in the Deanery. No member of the clergy shall be allowed to vote in more than one Deanery. The election shall be by ballot and a majority of the votes cast shall be necessary for election. It shall be the duty of each Dean to certify, promptly to the President of the Standing Committee the names, addresses and the telephone numbers of the persons elected.
- (b) Upon receipt of the names of the Deanery elected members of the Profile and Search Committee, the Standing Committee shall elect six members of the Committee

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Self-Study and Profiles

SECTION 3. The Profile and Search Committee shall cause a Diocesan Self-Study to be completed no later than one year after the call for election. Using information developed by the Diocesan Self-Study, the Committee shall develop a Diocesan Profile. The Committee may engage such assistance as it deems reasonable to complete its task.

Obtaining Candidates

SECTION 4. The Profile and Search Committee shall take the steps necessary to encourage the recommendation of qualified candidates and shall circulate the Diocesan Profile and other pertinent information to all clergy and congregations of the Diocese and other appropriate agencies and institutions throughout the Church, notifying them that recommendations are being received and stating the process for nomination and election.

Preparing a List of Candidates

SECTION 5. The Profile and Search Committee shall screen all candidates recommended and shall establish procedures for determining which candidates are best suited for nomination. It shall submit to the Secretary a list of candidates to be placed in nomination at the electing Convention. Subject to the direction of the Ecclesiastical Authority and in accordance with the Constitution of the Diocese of Albany and subject to the consents of the Canons of General Convention, the Secretary shall announce the date, time and place of the electing Convention and include the Committee's report with said announcement. The date of the electing Convention shall not be fewer than three months nor more than seven months after the date the Report is issued. The Ecclesiastical Authority may change the date of the electing Convention and reschedule the same.

Independent Nominations

SECTION 6. When the Profile and Search Committee has announced its list of nominees, there shall be a period of thirty days after the date when its report is issued during which independent nominations to the electing Convention may be made. No independent nominations shall be received after that date. The Secretary shall provide, upon request, a Nomination Form on which the deadline for submitting independent nominations and the method of submitting them is clearly stated. All nominations shall require the signatures of at least two persons who are adult communicants of a congregation in good standing and certified delegates to the Convention and/or canonically resident clergy. No person shall sign the nomination form for more than one candidate for Bishop.

Composition of the Election Procedures Committee

SECTION 7. There shall also be an Election Procedures Committee of not more than six persons chosen by the Ecclesiastical Authority to assist the Secretary in the establishment and oversight of the election procedures and agenda. Procedures established by the Secretary and Election Procedures Committee can be overruled by a three-quarters vote of the

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members of the Standing Committee.

Final Report of the Profile and Search Committee

SECTION 8. After the period for receiving independent nominations has expired, the Secretary shall transmit to the Profile and Search Committee the names of all of the candidates, together with photographs and biographical sketches of all candidates and such other material about the candidates as shall be in the Secretary's possession. The Profile and Search Committee shall publish an Election Booklet containing this information. The Election Booklet shall include a detailed statement of the election process including the Agenda for the electing Convention. The Election Booklet shall be distributed to each member of the electing Convention not fewer than forty-five days before the electing Convention and also made available to the people of the Diocese.

Introduction of Nominees to the Diocese

SECTION 9. After the Election Booklet has been distributed, the Election Procedures Committee shall provide one or more opportunities for members of the electing Convention to meet and confer with all candidates. Opportunity shall also be afforded all members of the Diocese to meet the candidates. The Election Procedures Committee shall be responsible for establishing the time, place, and format of any pre-convention meeting of candidates. All such meetings shall be complete at least seven days prior to the electing Convention.

Place in Nomination

SECTION 10. At the electing Convention, all names of the candidates listed in the Election Booklet shall be placed in nomination. Nominations from the floor are not permitted.

Financing

SECTION 11. The Convention shall make an appropriation to cover the expenses of the election process as outlined herein.

RULE 1B: ELECTION OF A BISHOP SUFFRAGAN

When the election of a Bishop Suffragan, is required, the following Rules of Order and procedures are prescribed:

Time and Place Of Election

SECTION 1

- (a) The election shall be held at the Annual Meeting of the Convention, unless the Bishop Diocesan, in the exercise of discretion or at the request of the Standing Committee, shall call a special meeting of the Convention, to be held at a different date or place, for the purpose of holding such election.
- (b) Notice of such election shall be given by the Bishop Diocesan at least ninety days prior to the date fixed for the holding of such election.

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Nominations

SECTION 2

- (a) Nominations of candidates for the office to be filled at such election shall be made and seconded only by the Clergy canonically resident in the Diocese, or by Lay delegates duly elected to the Convention at which such election will be held.
- (b) Nominations shall be made and seconded in writing on a form prescribed by the Canon on Nominations.
- (c) Nominations shall be filed with the Secretary at least sixty days before the date fixed for the holding of such election.
- (d) Upon receipt of such nominations, the Secretary shall forthwith determine whether the persons making and seconding such nominations were eligible to do so. If the Secretary shall determine that such persons are ineligible, the nominations shall be returned to them with a written statement by the Secretary, setting forth the reasons for the determination. If the Secretary shall determine that such persons were eligible, the Secretary shall expeditiously deliver such nominations to the Secretary of the Standing Committee.

Review by Standing Committee

SECTION 3 Upon receipt of such nominations, the Standing Committee shall make such inquiries as it shall deem appropriate. If the Standing Committee shall initially determine that the nominee meets the eligibility requirements of age and ordination, it shall expeditiously transmit copies of such nominations and of any relevant biographical data to the qualified members of the Convention at which the election will be held. The inquiries made by the Standing Committee shall include, but not be limited to, the nominee's physical and mental health and may require nominees to answer relevant questions and furnish relevant information. The Standing Committee shall, in the interests of an informed election, disseminate all information so obtained to the members of the Convention at which the election will be held.

Nominations from the floor

SECTION 4 Nominations from the floor are not permitted.

Nominating Speeches

SECTION 5 Time limits on nominating speeches shall be fixed by the Presiding Officer before any nominations are presented to the Convention. After voting begins, no speeches in support of or against any nominee shall be made.

Vote by Orders

SECTION 6 Voting in the election shall be a Vote by Orders and concurrence of a majority of each order shall be required to elect.

The Episcopal Diocese of Albany
Disciples Making Disciples

Conflict of Interest

SECTION 7

- (a) If the Secretary is a nominee for election, the duties and responsibilities of the Secretary with respect to the election shall be discharged by a person appointed by the Bishop with the advice of the Standing Committee.
- (b) If a member of the Standing Committee is a nominee for election, such member shall not be present at, or take any part in, the proceedings and deliberations of the Standing Committee.

RULE 2: OFFICERS OF THE CONVENTION

The Bishop Diocesan or, if there not be one, the Bishop Coadjutor or the Bishop Suffragan, shall preside over the Convention; but in case of a vacancy in the Episcopate, incapacitation, or necessary absence, the President of the Standing Committee or, in the President's absence, the most senior in office among the clerical members of the Standing Committee present, shall preside over the Convention.

RULE 3: APPOINTMENTS

- (a) The Presiding Officer shall appoint all members of Committees and Commissions unless otherwise provided by the Constitution and Canons of the Diocese. The Presiding Officer may appoint a Parliamentarian for advice on questions of order and parliamentary procedure.
- (b) If the Presiding Officer shall leave the chair to speak to any matter of business before the Convention, the Presiding Officer may orally appoint a Member of the Convention to fill the chair during such interim.

RULE 4: APPEALS FROM RULINGS OF THE PRESIDING OFFICER

All questions of order and parliamentary procedure shall be decided by the Presiding Officer, subject to appeal to the Convention. No appeal therefrom shall be taken except on the joint request of at least eight members of the Convention. On appeal, no member shall speak more than once, except by leave of the Convention. A ruling of the Presiding Officer shall not be reversed on appeal except by a two-thirds vote of the Convention.

RULE 5: BALLOTS

In elections requiring ballots, such ballots shall be provided in a form prescribed by the Secretary. The names of candidates shall be listed in alphabetical order. Additional names of candidates nominated from the floor shall be written in on such ballots.

RULE 6: CHALLENGE TO VOTERS

Challenge to the right to vote of any member of the Convention shall be made prior to the collection and tally of the ballots, or, if by voice vote, before such vote. The qualifications of the challenged voter shall be determined by voice vote by the Convention. If the challenge is overruled, the vote challenged shall be counted. If the challenge is sustained, the challenged member shall be debarred from voting. No challenge shall be allowed after collection and

tally of the ballots is completed or after the result of a voice vote is declared.

RULE 7: METHOD OF VOTING

- (a) Except when a Vote by Orders is required by the Constitution and Canons, voting on all questions before the Convention shall be decided by voice vote unless any ten members of the Convention shall jointly require a vote by ballot.
- (b) If no candidate has been elected after the third ballot, the names of all persons receiving five percent or fewer votes (by the lay and clergy orders combined) on the third or subsequent ballots shall be withdrawn.
- (c) Each member of the Convention shall have one vote.
- (d) In elections, balloting shall continue until there is a concurrence of the two Orders. In a Vote by Orders on motions resolutions or other business, if there be no concurrence between the Orders on the first ballot, such motion, resolution or other business is lost.

RULE 8: FINALITY OF VOTE ONCE TAKEN

The result of any vote on any motion, resolution or other business shall stand as the judgment of the Convention and shall not be reconsidered in the same session, unless a motion to reconsider is made and seconded by two members of the Convention, who voted with the majority in the vote by which the question was initially decided. A motion to reconsider is lost unless the Convention, by a two-thirds vote, shall decide to reconsider.

RULE 9: PROCEDURE FOR DEBATE

Two designated microphones are to be used by delegates during debate of a resolution. Those delegates in favor of a motion will line up to speak at the microphone to the left of the presiding officer. Those delegates opposed to a motion will line up to speak at the microphone to the right of the presiding officer. Debate will alternate between microphones.

During debate, each speaker will be allowed up to two minutes to speak to an issue, speaking to an issue only once for each motion on the respective resolution, except by leave of the Convention. No procedural motions will be allowed for the first ten minutes of debate.

RULE 10: SPEECHES FROM THE FLOOR

No member of the Convention shall speak to a motion or resolution or other business before the Convention more than once except by leave of the Presiding Officer or by leave of the Convention. The Presiding Officer may impose time limits on all such speeches.

RULE 11: SUSPENSION OF RULES

No Rule of Order shall be suspended except by a ruling of the Chair with unanimous consent by voice vote, or by the affirmative vote to suspend by two-thirds of the members of the Convention.

RULE 12: AMENDMENT TO RULES OF ORDER

Any motion or resolution to amend or rescind these Rules of Order shall be made and seconded in writing and filed with the Secretary. Such motion or resolution shall be considered and decided as "New Business" in the Order of Business of the Convention.

RULE 13: ROBERT'S RULES OF ORDER

Except as hereinbefore provided, the Convention shall be governed by the provisions of the current edition of Robert's Rules of Order.

Proposed Resolutions

Proposed Resolution #1

Moved by: The Rev. Cn. Neal Longe

Seconded by: The Rev. Gil Delaura

Be it RESOLVED, The Constitution of the Diocese of Albany (2026 version), as presented in this Convention Book, be adopted; and be it further,

RESOLVED, this Constitution shall take effect at the close of this Convention.

The Committee on Constitution and Canons recommends adoption of the resolution.

Proposed Resolution #2

Moved by: The Rev. Cn. Neal Longe

Seconded by: The Rev. Gil Delaura

Be it RESOLVED, The Canons of the Diocese of Albany (2026 version), as presented in this Convention Book, be adopted; and be it further,

RESOLVED, these Canons shall take effect at the close of this Convention; and be it further,

RESOLVED, the Diocesan Council be re-constituted from the current members, chosen by lot and sorted into three classes (with the term of the first class to be one year, the second class to be two years, and third class to be three years), and certified by the Secretary and the Head Teller.

The Committee on Constitution and Canons recommends adoption of the resolution.

Proposed Resolution #3

Moved by: The Rev. Cn. Neal Longe

Seconded by: The Rev. Gil Delaura

Be it RESOLVED, The Rules of Order of the Diocese of Albany (2026 version), as presented in this Convention Book, be adopted; and be it further,

RESOLVED, these Rules of Order shall take effect at the close of this Convention.

The Committee on Constitution and Canons recommends adoption of the resolution.

Proposed Resolution #4

Moved by: The Rev. Cn. Neal Longe

Seconded by: The Rev. Gregory Hodgson

Be it RESOLVED, the 2027 Expected Clergy Compensation and Benefits, as presented in the Salary and Benefits Committee report, be adopted; and be it further,

RESOLVED, that benefits offered prior to the 2027 Expected Clergy Compensation and Benefits may not be reduced without a signed letter of agreement, with the consent of the Bishop, and be it further,

RESOLVED, that if a parish is unable to provide the expected compensation, the Vestry shall notify the Bishop or the Bishop's designee.

Proposed Resolution #5

Moved by: The Rev. Cn. Neal Longe

Seconded by: Deb Bisner, Christ Church, Schenectady

Be it RESOLVED, that the Reduced Standard Assessment Formula, as presented in the Convention Book, be used for calculating Parish Assessments for 2027, and all subsequent years, unless changed by a convention of this diocese, and be it further,

RESOLVED, that if a parish is unable to pay their assessment in full, the Vestry shall notify the Bishop or the Bishop's designee.

Proposed Resolution #6

Moved by: Deb Bisner, Christ Church, Schenectady

Seconded by: The Very Rev. Dr. Laurie Garramone

Be it RESOLVED, the Diocese of Albany Budget 2027 as presented in this Convention Book, be adopted.

Proposed Resolution #7

Moved by: Christopher Cassidy, St. Stephen's, Delmar

Seconded by: The Very Rev. Dr. Laurie Garramone

Be it RESOLVED, the Christ the King Center Budget 2027 as presented in this Convention Book, be adopted.
