

Standing Rules of Order

(9/08/08)

At the opening of each annual meeting of the Convention (herein referred to as Convention), Standing Rules of Order are presented for adoption by the Convention.

The following Rules of Order, revised in September 2008, are presented for adoption at this Convention.

1. The Chair may require that only accredited Delegates are seated within the Delegate area.
2. Delegates desiring to address the Convention must do so from one of the microphones provided on the Convention floor.

The Chair shall rule out of order anyone who attempts to address the Convention from other than a microphone provided for that purpose.

When recognized by the Chair, the Delegate will identify himself or herself by name, parish and city.

Unless determined otherwise by the convention, speeches or presentations from the floor are limited to two minutes each.

3. When a question is under consideration, no motion shall be received unless the purpose of the motion is to: (a) lay it upon the table, (b) postpone it to a certain time, (c) it indefinitely, (d) commit it, (e) amend it, or (f) divide it. Motions for any of these purposes shall have precedence in the order named.

The motion to lay upon the table, and to adjourn, shall always be in order and shall be put without debate.

4. No motion shall be debated, or shall be considered as being before the Convention, unless seconded and, if required, presented in writing.

When anything other than a routine motion is made by a Delegate, in the interest of clarity, a typed copy of the motion is to be handed to the Secretary of Convention for the record.

5. Any of the following who are not already elected Delegates to the annual meeting of the Convention shall be admitted to the sittings of the Convention:
 - (a) all Clergy of the Protestant Episcopal Church, and of the Church in full communion with the same,
 - (b) Candidates for Holy Orders in this Diocese,
 - (c) Officers of the Diocese,
 - (d) Lay Deans of the Regions,
 - (e) members of the Diocesan Council and lay members of the Standing Committee,
 - (f) the President and Vice President of the Episcopal Churchwomen of the Diocese of Minnesota,
 - (g) President and Vice President (or Senior Warden and Junior Warden, as the case may be) of the Vestry of the Church in which the Convention is held,
 - (h) Chancellors and Vice-Chancellors.

Upon admission of these persons to the sittings of the Convention, their names shall be entered on the register of those attending.

6. Voting by orders shall be done in accordance with Chapter 7-B of the Constitution as amended and adopted by the 1998 Convention.
7. The matters to come before the Convention shall include only those items indicated on the Agenda, as adopted at the opening of the Convention.
8. When procedure is not otherwise covered by the Constitution, Canons, or Standing Rules of Order, then Roberts' Rules of Order Revised shall prevail.
9. The Committee on Nominations shall present to the Convention at least two nominees for each office to be filled. Nomination to elective office may be made by any of three methods:
 - a. Nominations may be made from within the Diocese at large. Such nominations are to be submitted in writing by three Communicants of the Church attesting to the nomination, accompanied by a brief biographical sketch of the nominee, not less than 60 days prior to the Convention.
 - b. The Committee on Nominations may of its own volition nominate candidates it deems suitably qualified should such person(s) not be nominated from the Diocese at large. All such Committee on Nominations candidates shall be so identified as nominees of the Committee's selection.
 - c. Nominations may be made from the Convention floor for "write in" candidates, provided that such nomination is signed by six members of the Convention.

All nominations for elective office shall be attested to by the nominee, stating a willingness to serve if elected.

A brief biographical sketch and pertinent statements from those nominated shall be provided to Convention delegates not less than 30 days prior to Convention.

Any member of the Diocese may be nominated to more than one elective office.

10. In all elections for which balloting is the determined method of selection, all nominees shall be listed on the first ballot. Any and all subsequent ballots shall contain no more than twice as many names for consideration as there are vacancies remaining to be filled, with nominees who received the least number of votes on the preceding ballot being removed from consideration until only the proper number of nominees remain. The only exception to this rule shall be that when the last nominee eligible to remain on the ballot was tied on the preceding ballot with one or more other nominees, all those tied for the last position on the ballot shall be listed on the ballot. None of this procedure shall apply to the election of a Diocesan Bishop, Bishop Coadjutor or Bishop Suffragan.

Computer-assisted balloting may occur at the discretion of the Secretary of Convention.

11. When General Convention Deputies and Alternates are elected at the same annual meeting of the Convention, voting will first be on the election of four Deputies in each order. All persons nominated for Deputy will be listed on the first ballot. Following Rule of Order 10, the number of nominees will be reduced after each ballot, leaving only two names for each remaining vacancy to be filled. When four Deputies have been elected, the Convention will proceed to elect four Alternates in each order, beginning with all original Deputy nominees except those four just elected deputies, proceeding as prescribed in Rule 10.
12. All resolutions that concern finances; international, national or social problems; changes in Constitution or Canons; or major changes in or commitments as to policy shall be prepared in writing, signed by the sponsor(s) and submitted to the Secretary of Convention by June 30 preceding each Convention. If the resolution is appropriate for consideration by the upcoming Convention, the Secretary of Convention will forward the resolution to the Committee on Legislation and Resolutions for consideration or to appropriate other canonical authority within the structure of the Diocese. The Committee on Legislation and Resolutions shall meet and consider resolutions and shall prepare written reports thereon, incorporating resolutions and any changes therein recommended by the Committee. Said

reports shall be reprinted and distributed to all Clerical members and Lay Delegates to the Convention at least 30 days prior to the date for the convening of the Convention.

Resolutions that have not been submitted by June 30 may not be introduced at Convention. However, the President of the Convention (usually the Bishop) may, at his discretion, make an exception and entertain any resolution of the nature described above and, on the first day of the Convention, recommend its introduction. If such recommendation is approved by a majority vote of the Convention, the resolution shall be received (provided it is submitted in multiple copies sufficient to permit immediate distribution thereof to all Clerical and Lay Delegates), and said resolution shall be immediately referred to the Committee on Legislation and Resolutions, which shall report thereon.

13. Any motion to adopt a proposed Diocesan Budget that is not a balanced budget, and any motion to amend the Diocesan Budget proposed by the Diocesan Council in any manner that results in budgeted expenses in excess of anticipated income in the ensuing fiscal year from the pledges of Parishes and Missions and from other sources of diocesan income, shall be out of order and shall not be considered or voted upon by the Convention.