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**RULES OF ORDER**  
**FOR CONDUCTING THE BUSINESS OF THE ANNUAL CONVENTION**  
**OF THE DIOCESE OF THE CENTRAL GULF COAST**

**RULE I.**

After Divine Service, the President shall take the chair, and call the Diocesan Convention to order, when the order of proceedings shall be as follows:

Section 1. The Secretary, or Assistant Secretary, of the last Diocesan Convention, if present (or the Secretary of the Standing Committee) shall determine, by roll call, or registration, which of the Clergy entitled to seats are present.

Section 2. The Secretary shall, in like manner, determine which of the Lay Delegates, for whom the Certificates of Election are in order, and who are, therefore, entitled to seats, are present.

**RULE II.**

A quorum being found present, the President shall declare the Diocesan Convention organized for business.

**RULE III.**

The Diocesan Convention shall then proceed to the election of a Secretary, who shall have the power to appoint assistants, with the concurrence of the Convention.

**RULE IV.**

The President ~~may~~ shall appoint the following ~~standing~~ committees of the Diocesan Convention:

1. ~~Unfinished Business (Dispatch of Business)~~ - to consider and recommend to the Convention an Agenda (order of business) for the Convention.

2. Credentials and Privileges - to consider and recommend to the Convention granting courtesy seat and voice to designated persons and to consider and recommend to the Convention on questioned credentials.

3. ~~Charter and Canons~~ and Rules of Order - to consider and recommend to the Convention actions concerning Canons and Rules of Order.

4. Status of Parishes and Missions and Admission of New Parishes - to consider and recommend to the Convention on change of status of congregations as well as admission of new congregations.

—~~5. The State of the Church~~

—~~6~~5. Finance - to consider and recommend to the Convention on the budget of the Diocese, on use of offerings during Convention liturgies, and on other matters of financial concern of the Diocese.

—76. Elections - to act as tellers of votes for election of Standing Committee members, of Clerical and Lay Deputies to General Convention, and of other offices as needed except for the election of a Bishop for which special rules of order shall be adopted.

8. Such other committees as the President shall determine.

#### RULE V.

All reports of Officers and Committees, Agencies, Commissions, and Coordinators ~~to the Convention shall be in writing, and~~ shall be submitted in writing to the Bishop no later than thirty (30) days prior to the opening of the Convention. and distributed to each congregation no later than ten (10) days prior to the opening of the Convention.

#### RULE VI.

—(a) Section 1. All Resolutions to be presented by Delegates to the Convention shall be submitted, in written form, to the Secretary no later than forty-five (45) days prior to the opening of the Convention. These pre-filed Resolutions shall be distributed to each congregation within the Diocese no later than thirty (30) days prior to the first day of each Convention.

Section 2. Resolutions to alter or amend the Canons of the Diocese shall be submitted, in written form, in accordance with Canon 28, to the Secretary ~~not less~~ no later than ninety (90) days prior to the opening of the Convention and shall be distributed to the congregations of the Diocese ~~not less~~ no later than sixty (60) days prior to the opening of Convention.

—(b) Section 3. At the first business meeting of the Convention, the substance of each Resolution presented under the provisions of ~~paragraph (a)~~ Sections 1 and 2 shall be made known to the Convention together with assignment of ~~such~~ each Resolution to a committee of the President's choice. ~~and~~ Each Resolutions shall be read at length at that time if requested. Copies of all Resolutions shall be made available at Convention to all Delegates.

—(c) Section 4. ~~Any~~ Resolution not presented in accordance with ~~paragraph (a)~~ Sections 1 or 2 may be introduced by a Delegate to the Convention and accepted for consideration only by a two-thirds (2/3) vote of Convention taken at the first business meeting.

—(d) Section 5. Nothing in this Rule shall prevent the Bishop from introducing new matters to the Convention for consideration or action through ~~his~~ the Bishop's Address ~~address~~ to Convention; and nothing in this Rule shall prevent a committee of Convention from introducing new matters to Convention through its majority report. However, neither the Bishop nor a committee of Convention may introduce proposed amendments to Canons other than in conformity with Canon 28.

—(e) ~~The Bishop may refer any Resolution to a committee for such action as it deems proper.~~

1 **RULE VII.**

2 Nominations for Standing Committee and for Clerical and Lay Deputies to General  
3 Convention (in the years for such election) may be submitted by Delegates not later  
4 than thirty (30) days prior to the opening of Convention and distributed to each  
5 congregation no later than ten (10) days prior to the opening of Convention. This  
6 provision shall not preclude Delegates from making nominations for these offices from  
7 the floor during Convention.

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9 **RULE VII. VIII**

10 ~~The Order of Business shall be:~~ Once the Convention is organized for business in  
11 accordance with Rule II, and a Secretary elected (and assistants appointed) in  
12 accordance with Rule III, the Convention shall follow an order of business adopted by  
13 the Convention in the form of an Agenda upon presentation by the Committee on  
14 Dispatch of Business. Once adopted, this Agenda may be modified or suspended upon  
15 a two-thirds vote of the Convention. This Agenda shall include the following:

16 The Bishop's Address

17 The Report of the Standing Committee

18 The Reports of the General Officers

19 The Reports of ~~standing~~ committees of the Convention

20 The Adoption of the Operating Budget for the Diocese and other financial concerns

21 The Elections of the Officers and Committees, Commissions, Agencies, and  
22 Coordinators of the Diocese

23  
24 **RULE VIII. IX.**

25 No ~~member~~ Delegate shall be absent ~~himself~~ from the sessions of the Convention ~~unless~~  
26 ~~he has~~ without leave of the President or the Delegate is unable to attend.

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28 **RULE IX. X.**

29 When a ~~member~~ Delegate is about to speak in debate, or deliver any matter to the  
30 Convention, he the Delegate shall rise ~~from his seat,~~ as able, and, upon being  
31 recognized by the President and with due respect, address ~~himself~~ the President in an  
32 audible voice ~~to the President, confining himself~~ speaking only to the point in debate.  
33 No ~~member~~ Delegate shall speak twice in the same debate without leave of the  
34 Convention.

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36 **RULE XI.**

37 When the President is putting any question, the ~~members~~ Delegates shall continue in  
38 their seats and not hold private discourse. Every ~~member~~ Delegate present shall vote  
39 when a question is put, unless excused by the Convention. ~~In a vote by orders, the~~  
40 ~~name of the President shall be called last.~~

1     Section 1. Action upon a question put by the President shall be determined by a  
2     majority of votes cast, except on a question for which a two-thirds vote is required by  
3     these Rules or the Canons.

4     Section 2. When the question is for the election of members of the Standing  
5     Committee, Clerical and Lay Deputies to General Convention, and to any other office in  
6     the Diocese excepting the election a Bishop for which special rules of order shall be  
7     adopted, the following will apply: If, after the second ballot, all open positions are not  
8     filled by majority vote, then on the third and next succeeding ballots, there shall be  
9     retained only twice the number of nominees as there are unfilled positions, said  
10    nominees to be taken from those receiving the highest number of votes, until, by  
11    majority vote, a nominee is elected.

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13                   **RULE XII.**

14    When a question is under consideration, no motion shall be made unless to lay upon the  
15    table, to postpone to a certain time, to commit, to amend, or to offer a substitute.  
16    Motions for any of these purposes shall have precedence in the order named. A motion  
17    to lay on the table shall be decided without debate.

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19                   **RULE XIII.**

20    A motion to adjourn shall always be in order, and, if unqualified, shall be decided  
21    without debate.

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23                   **RULE ~~XIII.~~ XIV.**

24    No motion shall be considered as before the Convention, unless seconded, ~~and~~ reduced  
25    to writing-, and submitted to the Secretary before the vote.

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27                   **RULE ~~XIV.~~ XV.**

28    A question ~~being~~ having been once determined shall stand as the judgment of the  
29    C~~on~~vention and shall not again be considered during the session; but, a question ~~being~~  
30    having been decided may be reconsidered with the consent of two-thirds (2/3) of the  
31    members present on a motion to that purpose by one (1) of the majority of the first  
32    decision.

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34                   **RULE XV.**

35    ~~All committees shall be appointed by the President unless otherwise ordered.~~

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37                   **RULE XVI.**

38    ~~The daily business of the Convention shall be called up and acted upon in the following~~  
39    ~~order unless changed by vote of the Convention:~~

40    — 1. Communications from the President

- ~~—2. Reports of the Standing Committee of the Diocese and other Diocesan Officers~~
- ~~—3. Reports of standing committees of the Convention.~~
- ~~—4. Reports of special committees~~
- ~~—5. Petitions and Memorials~~
- ~~—6. Motions, resolutions and general business~~

**RULE ~~XVI~~ XVI.**

All questions of order shall be decided by the President in the first instance; but any members may appeal from such decision, and, on such appeal, no member may speak more than once without leave of the Convention.

**RULE ~~XVIII~~.**

~~Clergymen of the Protestant Episcopal Church not entitled to seats, and candidates for Holy Orders of the Diocese shall be admitted to the sittings of the Convention, and their names entered in the Journal, or reporting themselves to the Secretary; but without the right to take part in the proceedings.~~

**RULE ~~XIX~~ XVII.**

~~The~~ These Rules of Order may be suspended by a vote of two-thirds (2/3) of the members Delegates present.

**RULE ~~XX~~ XVIII.**

Except in conflict with the Constitution or Canons, or any Rule herein contained, the latest edition of *Roberts' Rules of Order* shall govern the interpretation of these Rules and the procedures to be followed.

**RULE ~~XXI~~ XIX.**

The above shall be the Rules of Order of all future Annual Conventions of the Diocese, unless altered or rescinded.