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**RULES OF ORDER  
FOR CONDUCTING THE BUSINESS OF THE 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 appoint the following standing committees of the Diocesan Convention:

1. Unfinished Business (Dispatch of Business)
2. Credentials and Privileges
3. Charter and Canons
4. Status of Parishes and Missions and Admission of New Parishes
5. The State of the Church
6. Finance
7. Elections
8. Such other committees as the President shall determine

**RULE V.**

All reports of officers and Committees to the Convention shall be in writing, and shall be submitted thirty (30) days prior to the opening of the Convention.

**RULE VI.**

(a) All Resolutions to be presented to the Convention shall be submitted, in written form, to the Secretary 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. Resolutions to alter or amend the Canons of the Diocese shall be submitted, in written form, to the Secretary not less than ninety (90) days prior to the opening of the Convention and shall be distributed to the congregations of the Diocese not less than sixty (60) days prior to the opening of Convention.

(b) At the first business meeting of the convention, the substance of each Resolution presented under the provisions of paragraph (a) shall be made known to the Convention together with assignment of such Resolution to committees, and 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) Any Resolution not presented in accordance with paragraph (a) may be introduced to the Convention for consideration only by a two-thirds (2/3) vote of Convention taken at the first business meeting.

(d) Nothing in this Rule shall prevent the Bishop from introducing new matters to the Convention for consideration or action through his address to Convention; and nothing in this Rule shall prevent a committee of Convention from introducing new matters to Convention through its majority report.

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

#### **RULE VII.**

The Order of Business shall be:

- The Bishop's Address
- The Report of the Standing Committee
- The Reports of the General Officers
- The Reports of standing committees of the Convention
- The Adoption of the Operating Budget for the Diocese
- The Elections of the Officers and Committees of the Diocese

#### **RULE VIII.**

No member shall absent himself from the sessions of the Convention unless he has leave or is unable to attend.

#### **RULE IX.**

When a member is about to speak in debate, or deliver any matter to the Convention, he shall rise from his seat, and, with due respect, address himself in an audible voice to the President, confining himself to the point in debate. No member shall speak twice in the same debate without leave of the Convention.

#### **RULE X.**

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

#### **RULE XI.**

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

#### **RULE XII.**

A motion to adjourn shall always be in order, and, if unqualified, shall be decided

without debate.

**RULE XIII.**

No motion shall be considered as before the Convention, unless seconded and reduced to writing.

**RULE XIV.**

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

**RULE XV.**

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

**RULE XVI.**

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

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 XVII.**

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.**

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

**RULE XX.**

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.**

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