

How the Convention Organizes for Business

of Title IV. Canon 3. Section 1a. and b. (“that the proposed change be sent to the Committee on Canons no fewer than three months prior to the Convention with the Committee on Canons sending its recommendation to the Bishop and Vestries no fewer than thirty days prior to the Convention”) provided that the Convention shall approve such consideration by a two-thirds majority vote. Such a change in the Canons requires a two-thirds majority vote.

Convention Agenda

The Convention begins with prayer.

The Convention’s first official act of business is to adopt the Rules of Order by which the delegates will abide. The first Rule of Order lists the specific agenda of the Convention.

The Order of Business and Other Rules

207th Annual Convention of The Episcopal Church in the Diocese of Ohio

The Rt. Rev. Anne B. Jolly
Bishop of Ohio
Presiding Officer

Rule 1:

The following shall be the order of business:

Saturday, November 11, 2023

1. Convention is called to Order
2. Opening Prayers
3. Appointment of Parliamentarian
4. Organization of the Convention for Business. Report by the Secretary whether or not a quorum is present in the clerical and lay orders.

Adoption of the Rules of Order:

Resolution extending the privileges of the floor to :

- a) the Canon for Finance,
- b) the Canon for Communications,
- c) non-canonically-resident clergy serving in a parish as Interim, Priest-In-Charge, or Curate,
- d) Lutheran pastors serving in Episcopal Parishes,
- e) President of the Diocesan Episcopal Church Women,

- f) lay members of the Standing Committee,
- g) lay members of the Diocesan Council,
- h) lay members of the Trustees,
- i) lay Deputies and Alternate Deputies to the General Convention,
- j) recipients of the Bishop’s Medal, and
- k) Special Youth Representatives

5. Report on Parish Compliance with General and Diocesan Canons:

- a) Submission of its Parochial Report. (Constitution of the Diocese of Ohio, Article IX, Section 1(1))
- b) Payment of diocesan assessments for the periods prior to the current year and current year through June 30th in accordance with Title I. Canon 14. (Constitution & Canons of the Diocese of Ohio)
- c) Payment of all premiums due to the Church Pension Fund (for clergy and lay employees) (Constitution of the Diocese of Ohio, Article IX, Section 1(3))
- d) Completion of its audit report as prescribed by canon (Constitution & Canons of the Episcopal Church, Title I.7.1(f); Constitution of the Diocese of Ohio, Article IX, Section 1(4))

6. Appointment of Assistant Secretaries and Tellers, and Voting Judges

7. Electronic voting demonstration and trial run
 8. Report of the Nominating Committee
 - e) Nominations shall be confined to those who, by capacity and experience, are suited for the office to which elections are to be made. The Nominating Committee will present its recommendations. Thereafter, the Secretary of Convention will place in nomination the names of those who have been nominated to office on or before November 10, 2023. Nominations may also be made from the floor.
 - f) The name of the parish and the city of which a nominee is a member shall be placed on the ballot.
 - g) No one who has allowed his or her name to appear as a candidate for any office may withdraw it during balloting.
 - h) Offices to be filled:
 - 1) Trustee of the Diocese (one person for a five-year term)
 - 2) Standing Committee (one clergy and one lay for four-year terms)
 - 3) Diocesan Council (two clergy and two lay for three-year terms)
 - 4) Episcopal Community Services Development Council (one clergy and three lay for three-year terms)
 - 5) Regional Disciplinary Board (one clergy and one lay for three-year terms)
 - 6) Provincial Synod Representative (one clergy and two lay for three-year terms)
 - 7) Alternate Deputies to General Convention (four clergy and four lay for three-year terms)
 9. Casting of the First ballot and announcement of results for offices, subject to the rule that all elections shall be decided by a majority vote
 10. Casting of the Second Ballot and announcement of results, if necessary
 11. Report from the Treasurer of the Diocese of Ohio
 12. Election of Treasurer, to assume duties upon the close of Convention
 13. Election of the Secretary, to assume duties upon the close of Convention
 14. Episcopal Address
 15. Break
 16. Report on the Listening Sessions
 17. Table Discussions
 18. Noonday Prayer
 19. Lunch Break
 20. Presentation and Vote on the Proposed 2024 Diocesan Program and Budget
 21. Report on Bellwether Farm
 22. Report on the College for Congregational Development
 23. Report from the Committee on Constitution and Canons
 24. Report from the Committee on Resolutions
 25. Break
 26. Casting of the Third Ballot and Announcement of results, if necessary
 27. Report from the Trustees of the Diocese of Ohio
 28. Report on FunDay Sunday
 29. Introduction of clergy new to the Diocese, and retiring clergy who are present; Recognition of off-going Commission and Committee leadership
 30. Appointment of members to the Commission on Ministry
 31. Reports (by title unless reading is called for by a majority of Convention)
 32. Disposal of any Unfinished Business
 33. Closing Prayers
 34. Motion for Adjournment
- Rule 2:**
Delegates will prepare for and give their attention to the business of the Convention. Delegates will attend all sessions of the Convention unless excused by the Presiding Officer.

The Order of Business and Other Rules

Rule 3:

Whenever any member is about to speak in debate, or deliver any matter to the Convention, the member shall give name and parish, and with due respect, address the Presiding Officer in an audible voice, confining comments to the point in debate.

Rule 4:

Debate may continue upon any resolution for a period not to exceed ten (10) minutes; unless such time be extended by a suspension of the Rules of Order by a two-thirds vote.

Rule 5:

Debate will end following:

- a) a successful vote to end debate;
- b) the end of the time allowed for debate by a Rule or Special Order; or
- c) by ruling of the Presiding Officer if
 - i. at least three Delegates have spoken in favor of the matter and no one rises to speak against it; or
 - ii. at least three Delegates have spoken against the matter and no one rises to speak in favor of it; or
 - iii. no one rises to speak on the matter.

Rule 6:

During a Debate on any motion or other matter, a member may:

- a) speak up to two (2) minutes, or up to four (4) minutes if translation or interpretation is required, after being recognized by the Presiding Officer; and
- b) speak twice, if recognized by the Presiding Officer.

Rule 7:

The Presiding Officer may interrupt the debate to give the delegates an opportunity to consult with one another on the issue currently under consideration for a period not to exceed five minutes. The time required for this exercise is not to be charged against the ten minutes allowed in Rule 5 above.

Rule 8:

While the Presiding Officer is putting any question, the members shall continue in their seats, and not hold any private discourse. Voting shall be by electronic device. A precise count may be requested by any delegate.

Rule 9:

Every member must vote when a matter is put to a vote. The Presiding Officer may excuse a member from voting on a matter, if:

- a) the member has a conflict of interest;
- or
- b) for other good cause.

The Secretary of Convention shall instruct the delegates as to proper voting procedure. Ballots must be cast according to the instruction of the Secretary of Convention in order to be counted as valid. The amount necessary to pass a matter will be determined by those present and voting. The interpretation of the voting judges as to the validity of any ballot shall be final.

Rule 10:

A vote by orders will be taken upon petition by any five clergy or lay delegates. Any question being voted on by orders requires concurrence in the affirmative by both orders. Concurrence in the affirmative by an order requires the affirmative vote in that order by a majority of the members present in that order unless a greater vote is required by the Constitution or by the Canons.

Rule 11:

All committees and commissions shall be appointed by the Presiding Officer, unless otherwise ordered.

Rule 12:

The reports of all committees shall be in writing, and shall be entered upon the minutes, unless otherwise ordered. If recommending or requiring action or expression of opinion by the Convention, they shall be accompanied by a resolution or resolutions for its consideration.

The Order of Business and Other Rules

Rule 13:

Motions shall be handled in accordance with the following:

How made:

1. Motions may be made by any member or other person authorized to make a motion by the Rules of Convention.
2. A Member wishing to make a motion must be recognized by the Presiding Officer.

Types of Motions:

1. Motions that affect the general business of the Convention.

a) Adjourn or Recess:

- i. Is used to end (adjourn) a session or take a short recess.
- ii. Has the following characteristics:
 1. No debate is allowed.
 2. No amendments may be made.
 3. A majority vote is required.

b) Adjourn and reconvene at a specific time:

- i. Is used to end a session and set a time to reconvene.
- ii. Has the following characteristics:
 1. Debate is only allowed on the time.
 2. Amendments are only allowed on the time.

c) Appeal the ruling of the Presiding Officer:

- i. Is used to appeal any decision of the Presiding Officer on any question of procedure.
- ii. Has the following characteristics:
 1. Debate is allowed.
 2. Amendments are not allowed.
 3. A majority vote is required.
 4. Must be made immediately after the Presiding Officer's ruling.

d) To Create a Special Order of Business or Change the Order of Business:

- i. Is used to create a Special Order of Business that is not included in the Convention schedule or change an existing Order of Business. It may also

include special rules to govern how the order is to be carried out.

- ii. Has the following characteristics:
 1. Amendments are allowed.
 2. Debate is allowed.
 3. A two-thirds vote is required.

e) End Debate and Vote

Immediately

i. Is used to end the debate on a motion, resolution, report or other action item and force a vote. It is also sometimes known as "moving the previous question."

- ii. Has the following characteristics:
 1. Affects only the matter being debated.
 2. No debate is allowed.
 3. A two-thirds majority vote is required.

f) Postpone Debating a Motion or Resolution until a Specific Time:

i. Is used to postpone debating and considering a motion or resolution until a certain time, after a certain time has elapsed, or after an event has occurred. It cannot be used to postpone action until after the Convention has adjourned.

- ii. Has the following characteristics:
 1. Debate is allowed.
 2. Amendments are allowed.
 3. A majority vote is required.

2. Motions that affect what is done with a matter.

a) To refer back to the originating committee, a different committee or commission, or other body.

i. Is used to refer a matter to a committee, commission, or group to study the matter and report back suggested amendments or actions.

- ii. Has the following characteristics:
 1. May be debated.
 2. May be amended as to the body referred.
 3. A majority vote is required.

The Order of Business and Other Rules

- b) Take No Further Action:
 - i. Is used to stop considering a particular resolution and remove it from further consideration at the Convention.
 - ii. Has the following characteristics:
 - 1. Debate is allowed.
 - 2. No amendments are allowed.
 - 3. A majority vote is required.
- c) To Amend or Substitute:
 - 1. Is used to modify a change a resolution or motion. This would include a technical change or a substantive change that would alter the meaning or the intent of a resolution or motion. Amendments must be related to the item in the resolution or motion that they are trying to change.
 - 2. Secondary Amendments are:
 - i. Proposed changes to an amendment. Secondary Amendments must relate to the specific subject of an amendment and may not be used to alter other parts of a resolution or parts not affected by an amendment.
 - ii. Has the following characteristics:
 - 1. Debate is allowed.
 - 2. Only Secondary Amendments are allowed.
 - 3. A majority vote is required.
- d) Divide the Matter:
 - 1. Is used to divide a matter or resolution into separate parts and vote separately. If the matter is easily divisible into separate subjects, it may be divided by the Presiding Officer at a request of a member.
 - 2. Process to use this motion:
 - i. First make the request to divide the question and explain where the question should be divided.
 - ii. The Presiding Officer then rules on whether the question is divisible or not.
 - iii. If the question is divisible, the Convention proceeds to debate and acts on the divided parts of the question.
 - iv. If the Presiding Officer rules the question is not divisible, any member may appeal the ruling.
- e) To Reconsider Something Previously Acted Upon:
 - 1. Is used to reconsider a matter which was previously voted upon by the Convention.
 - 2. Has the following characteristics:
 - i. Any member may move to reconsider a matter.
 - ii. No amendments are allowed.
 - iii. Debate is allowed if the matter being reconsidered is debatable.
 - iv. A majority vote is required.
 - v. A matter may only be reconsidered once.
 - vi. If the motion for reconsideration is adopted, the resolution is restored to where it was immediately before the previous action being reconsidered was taken by the Convention.

Rule 14:

These Rules of Order may be suspended by a vote of two-thirds of all members present. A motion to Suspend the Rules:

- a) Is used to suspend or modify the rules of the Convention that interfere with a particular goal of the Convention.
- b) Has the following characteristics:
 - i. Amendments are allowed.
 - ii. Debate is allowed.
 - iii. A two-thirds vote is required.