

**THE DIOCESE OF NORTHERN MICHIGAN  
RULES OF ORDER OF THE CONVENTION**

1. The Rules of Order of the Convention shall follow Robert's Rules of Order Revised; except where other procedures are provided by the Constitution or Canons of the Diocese or by these Rules of Order, or upon ruling of the chair together with two-thirds majority vote for the suspension of the rules.
2. The Order of Business of the Convention shall be as follows provided that the Committee on Dispatch of Business or the Bishop may make changes in this Order from day to day.
  - a. Opening Prayer or Service.
  - b. The Bishop's Address or at such other time as the Bishop desires.
  - c. Certification, by Report of the Committee on Credentials, of the presence of a quorum. This shall be determined either by a roll-call or some method of taking attendance to be determined by the Committee. It shall be the duty of members arriving after the Report of the Committee to ascertain that their presence is duly recorded.
  - d. Appointment of the Secretary of Convention.
  - e. Introduction by the Bishop of Guests.
  - f. Report of the Secretary including communications.
  - g. Report of the Committee on Rules of Order and Dispatch of Business.
  - h. Presentation by Title of printed reports of Committees.
  - i. Announcement of Committees & Commission on Ministry membership.
  - j. Report of the Committee to receive nominations.
  - k. Elections.
  - l. Petitions, Memorials, and Resolutions received for referral.
  - m. Financial Reports and Budget.
  - n. Report of the President of the Episcopal Church Women.
  - o. Unfinished and New Business.
  - p. Report of the Committee on Resolutions and Memorials.
  - q. Invitations for the next Annual Convention.
  - r. Adjournment sine die.
3. No member of the Convention shall address the chair while any other member has the floor, except to present a parliamentary inquiry, a point of order, or a question of privilege touching the character of the Convention or one or more of its members.
4. Except by consent of two-thirds of the Convention, no member shall speak more than twice in the same debate, nor longer than five minutes at one time.

5. All petitions, memorials, and resolutions, except resolutions of courtesy, must be reduced to writing and presented to the Committee on Resolutions or to the Secretary of Convention at least thirty days prior to the convening of the Convention, so that they may be reproduced and distributed to the Delegates prior to the opening of Convention. In cases where it is impossible to meet the thirty day requirement, resolutions may be offered on the floor of Convention by a two-thirds majority vote provided copies of the resolution are available for all delegates.
6. A secret ballot shall be taken on any question at the request of any two members of Convention.
7. When a question is under consideration, no motion shall be in order except (1) to adjourn to another time and/or place, (2) to lay it upon the table, (3) to take a vote thereon immediately or at a time certain, (4) to extend the limits of debate, (5) to postpone to a time certain, (6) to commit or recommit the question, (7) to amend it, (8) to postpone it indefinitely. Motions for any of these purposes shall have precedence in the order herein named.
8. When any question has been decided, it shall not be reconsidered in the same or any other form at the same session of the Convention except upon motion to reconsider duly made by a delegate voting in the majority on said issue, seconded, and passed by a two-thirds majority.
9. If any member of the Convention is absent for any reason when a vote is taken, s/he shall not be allowed to cast a vote unless s/he shall have returned and cast the vote before the final result is announced by the chair.
10. A motion to adjourn to another time and/or place shall always be in order; provided that the same shall not be offered when another member has the floor.
11. All questions of order shall be decided by the chair, without debate, but any member may appeal such decision, and on such appeal any member may speak, but not for more than two minutes, nor more than once without express consent of the Convention by two-thirds vote. On such appeal the vote shall be upon this question, "Shall the decision of the chair be sustained?"
12. All reports shall be in the diocesan office by September 1st so that they may be reproduced for distribution to the members of Convention at or before the convening thereof, except that, for urgent reasons, the Bishop may permit the late arrival of any particular report. Reports are to cover the period from September 1st to August 31st.
13. Amendments or additions to these Rules of Order shall require a two-thirds majority vote of the Convention in the affirmative, and shall be in force once the vote is completed.
14. These Rules of Order, plus future amendments, deletions, corrections, or additions shall be printed annually in the Journal of the Convention.