

## **Rules for the Convention Convening Electronically**

**The Convention will comply with the Constitution and Canons of The Episcopal Church and the Diocese of California, the Rules of Order of Convention, and the latest revision (12th edition) of *Robert Rules of Order Newly Revised*, with the following adaptations for an electronic meeting:**

### **S1 - Orientations**

- S1.1** The Committee on the Dispatch of Business will provide orientations before and during Convention for all voting members to become acquainted with the electronic methods of discharging their parliamentary duties during the business of Convention, including but not limited to:
- a) Voting on motions and resolutions.
  - b) Queuing for debate in accordance with Rule 4 of the Rules of Order.
  - c) Seeking recognition to raise objections, points of order, personal privilege, or inquiry.
  - d) Voting in elections.
  - e) Submitting amendments for resolutions to the Secretary.

### **S2 - Registration**

- S2.1** All members of Convention are required to register electronically as present by means approved by the Committee on Dispatch of Business and the Committee on Credentials prior to being considered seated for Convention.

### **S3 - Credentials**

- S3.1** The Committee on Credentials shall furnish to the Secretary by electronic means the information necessary to confirm that a quorum is registered and present for the convening of Convention as required by Canon IV.
- S3.2** Alternate delegates may be appointed delegates through email or other electronic communication made to the Committee on Credentials by the alternate's Vicar, Rector, or Priest-in-Charge. Such appointments shall name the delegate being replaced.

### **S4 - Votes**

- S4.1** No voice votes shall be taken at this Convention. All votes shall be conducted by electronic means.
- S4.2** When a motion is on the floor, no member moves to debate the motion, and the President believes the motion to be non-controversial, the President may call for unanimous consent. If no member of Convention objects, the President may then deem the motion passed unanimously.

- S4.3** When, in accordance with the rules, debate on any motion concludes and the motion is ready for a vote, the President shall direct members to immediately vote electronically “yes” or “no”. The President, with assistance from the Secretary and Tellers as needed, shall monitor the voting returns and declare when voting on the motion is complete.
- S4.4** The outcome of votes will be posted electronically for all members to see immediately following a vote and before the President declares the outcome.
- S4.5** In the event of insufficient response to declare the conclusion or outcome of any vote or due to technical problems during a vote, the President may declare a revote, the postponement of the vote, or a recess until a time certain to resolve technical problems.

### **S5 - Amendments**

- S5.1** Amendments to floor motions may be submitted verbally to the Convention for consideration, but the President may ask the Secretary to post the amendment in writing electronically before proceeding with debate and a decision.
- S5.2** Amendments to calendared resolutions must be submitted by electronic means directly to the Secretary prior to debate to be posted electronically for Convention’s consideration. The Secretary shall announce the means of submitting amendments to resolutions as part of the Orientations outlined in Special Order Rule S1.1.

### **S6 - Elections**

- S6.1** Each ballot for elections will be conducted by separate votes by order in accordance with Canon 7.06.
- S6.2** Each ballot during this Convention will be furnished electronically to all duly seated members of Convention at the time of voting. The Committee on Elections may include an example ballot in the Convention and orientation materials provided to all members prior to Convention.
- S6.3** At the direction of the President, the Secretary will declare that the voting for the election is open, and members of Convention will have 5 minutes to complete the ballot by electronic means. The Secretary will declare when voting is closed.
- S6.4** The Tellers will monitor and certify the tabulation and results of each ballot and report any irregularities to the Secretary and President.
- S6.5** If the Tellers and Secretary agree that irregularities have raised significant concerns about a completed election ballot’s legitimacy, the President may rule the ballot invalid and call for a revote.
- S6.6** Following the report of the Tellers certifying a completed vote and tabulation, the results of each ballot will be posted electronically to every member of Convention. The Secretary shall then announce the outcome of the vote to the Convention and any election.
- S6.7** Second ballots shall be prepared and tabulated under the supervision of the Secretary and Tellers in accordance with Canon VII. Before declaring the vote open, the Secretary shall explain the second ballot to Convention while it is suitably displayed before all voting members.

**S6.8** A full report on the tabulation of each ballot, all eligible voters participating in the ballot, and a separate tabulation of votes by orders, shall be sent electronically to both the Secretary and the Tellers of the Convention for final certification of the election. The Secretary will ensure that signed, printed copies of these reports are marked, sealed, and retained at the Diocesan Office for 30 days following Convention in accordance with Rules 7.9 and 7.10.