



DIOCESE OF CENTRAL FLORIDA Rules of Order

Proposed for the: Fifty-Second Annual Diocesan Convention

Date: February 6, 2021

RESOLVED, that this 52nd Annual Convention of the Diocese of Central Florida adopts the following:

1. Each delegate is responsible for his or her own audio and internet connections. No action shall be invalidated on the grounds that the loss of, or poor quality of, a delegate's individual connection prevented participation in the meeting.
2. The Chair may cause or direct the disconnection or muting of a delegate's internet or audio connection if it is causing undue interference with the meeting.
3. Technical assistance will be available to delegates throughout the duration of the meeting by calling this number: 407-553-2549.

Registration/Voting/Quorum

4. Delegates participating in this Convention by Zoom or by telephone as a substitute for Zoom shall be deemed:
 - to be present in person for this Convention; and
 - to be assembled for this Convention.

Delegates shall register for attendance at the Convention through the ElectionBuddy system by answering, "Yes, I am present." Voting by the delegates shall be through the ElectionBuddy system. The presence of a quorum shall be determined by the number of clerical delegates and lay delegates at the beginning of the meeting based on those delegates who have registered for attendance at this Convention. The Chair may call for a determination of a quorum at any time during the meeting by requesting the delegates to respond to a quorum call using the ElectionBuddy system as instructed by the Chair.

Elections

5. The following rules will apply for elections:
 - a. When there are staggered terms for any office, the person(s) receiving the highest number of votes shall be elected to the longest term in the earliest ballot in which any election takes place. The person(s) receiving the next highest number of votes in that ballot or subsequent ballots in which there is an election shall receive the next longest term. This process shall continue until all terms are filled.
 - b. When there is only one nominee remaining on the ballot for an office, the Chair will declare that nominee elected to the appropriate term.
 - c. On ballots subsequent to the second, the name of the nominee receiving the least votes for each office on the previous ballot shall be removed.

Addressing the Chair/ Amendments/Resolutions

6. Any delegate wishing to address the Chair shall send a request via the Zoom chat feature to the Host of Convention. Delegates must type their first and last name along with the name of the church for which they are a delegate, and to which order they belong (i.e. lay or clergy). The Host of Convention will notify the Secretary of Convention that a delegate wishes to address the Chair. The Secretary of Convention will notify the Chair that delegate xx from xx Church wishes to address the Chair.
7. When addressing the Chair, a delegate shall state her/his name, in what capacity she/he is serving (i.e. lay delegate or clergy delegate) and the congregation or institution she/he represents.
8. No resolution shall come before the Convention other than pursuant to rule number 9.
9. Any amendment proposing an increase to the budget must include an equal decrease in one or more budget line items or indicate an appropriate increase in income. To make a motion for an amendment to the budget, delegates shall send a request via the Zoom chat feature to the host of the convention. Delegates must type their first and last name along with the name of the church for which they are a delegate, and to which order they belong (i.e. lay or clergy). The Host of Convention will notify the Secretary of Convention that a delegate wishes to address the Chair. The Secretary of Convention will notify the Chair that delegate xx from xx Church wishes to address the Chair.
10. Under the rules, a delegate who intends to make a motion or request to interrupt a speaker shall use the Zoom chat feature for so indicating and shall thereafter wait for the Chair's instructions.

Parliamentary Authority

11. *Robert's Rules of Order, Newly Revised 12th Edition* shall be the Parliamentary Authority for all procedures not specifically covered by the Constitution and Canons of the Diocese of Central Florida or by specific Rules of Order adopted by this assembly.