

Are You Ready for the
Quadrennial?

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Opening the Convention

- There are three actions that open a convention and they must be handled in the following order:
 - Report of the Credentials Committee
 - Adoption of Convention Standing Rules
 - Adoption of Convention Program

Credentials Committee

- Makes a report on the number of delegates that have registered for the conference.
- Gives totals for each Episcopal area
- Each delegate and alternate should report upon arrival, receive their name badge and voting card
- At the beginning of each session, this committee makes a report

Credential Committee

- The report has a time frame: As of 9 AM this morning, this is the count of registered delegates.
- The number of votes cast cannot exceed this number
- Do not confuse the number of registered delegates with the issue of the quorum.
- Must have a motion to adopt this report.

Convention Standing Rules

- The Standing Rules Committee drafts the convention standing rules.
- These rules are in effect for one convention only.
- They cannot conflict with the bylaws or the Discipline

Convention Standing Rules

- Examples:
 - All delegates must wear the convention badge to sit in the delegate section
 - Delegates must be seated in the Episcopal area they're representing
 - Only registered delegates are entitled to make motions, debate and vote.
 - All motions shall be in writing and signed by the maker.
 - Each delegate is limited to 2 minutes when debating a motion.

Convention Standing Rules

- The Standing Rules must be read, even if they're printed in the workbook.
- After reading the standing rules, the Chair of this committee moves their adoption:
 - “By direction of the committee, I move the adoption of the convention standing rules.”
 - The rules can be amended, deleted, additional rules added or substituted

Convention Standing Rules

- Amending the SR normally requires only a majority vote to adopt.
- If the new rule is one that requires $2/3$ vote to adopt, then the amendment requires $2/3$ vote to adopt.
- If the rules are voted upon as a group, and they include one or more rules that require $2/3$ vote, then a $2/3$ vote is required to adopt the entire set of rules.

Convention Standing Rules

- After the rules have been adopted, they can be amended or rescinded by a 2/3 vote.
- Any convention standing rule can be suspended for a specific purpose by a majority vote, even if that particular rule required 2/3 vote for its adoption.
- No standing rule can be suspended for the remainder of the convention; it can however, be rescinded.

Convention Program

- In a convention lasting several days, the program normally includes an agenda and events that occur outside of the business meeting.
- Once adopted, this becomes the order of business for the convention.
- The convention program is adopted by majority vote. “By direction of the committee, I move that the printed program be adopted.”

Convention Program

- To change the program after its adoption requires a $2/3$ vote of the delegates.
- After these three motions have been adopted, then the General President can declare the convention open.

Other Information

- ✦ Even though the meetings take place over several days, they are still considered one meeting.
- ✦ The only way to hold over business from one Quadrennial to another is to refer a matter to a committee. Anything left undone, falls to the ground when the convention is adjourned.

Other Information

- ✦ The presence of a quorum must be established at each session.
- ✦ The minutes of the previous session should be read and adopted at the next regular session.
- ✦ A committee should be appointed to approve the minutes of the last session.

Other Key Information

- Never adopt financial reports.
 - When the treasurer makes her report, the Chair will ask for questions.
 - After all questions have been answered, the chair automatically states: “The report will be filed for audit.”
 - What you adopt is the Auditor’s Report which should be made immediately after the Treasurer’s Report.

Other Key Information

- When a committee makes a motion, no second is necessary.
- An officer cannot move the adoption of her report.
- Many matters can be handled using common consent, provided the Chair asks if there is no objection.

Other Key Information

- Any member, without a second, has the right to require that a voice vote or a vote taken by a show of hands, must be retaken as a rising vote, as long as this is not dilatory.
- A division is NOT a counted vote.
- Any vote that requires more than a majority to adopt, must be a rising vote.

Other Key Information

- If an individual delegate wants the vote counted, they must make a motion to this effect. It requires a majority vote to adopt.
- The motion, the previous question, is often misunderstood.
 - It is a motion made to stop debate
 - It must be seconded
 - It is not debatable or amendable and requires 2/3 vote to adopt

Other Key Information

- **Withdrawing a motion**
 - Once a motion is stated by the chair, it belongs to the assembly and cannot be withdrawn by the maker of the motion
- **Fill in the Blank**
 - This is a motion that can be used to vote on a number of related items at one time.

Other Key Information

- The motion to table
 - Often misused
 - Is in order when a more urgent matter interrupts your business
 - You want to amend the agenda but lack 2/3 vote to do so
- The thing speaks for itself
- Reports that require no action are not voted upon, except reports of a historical nature.

Recommendations

- Officer reports that require no action, do not need to be orally presented.
- At no time should an officer read a report that is printed in the convention workbook.
- Resolutions Committee
 - Need a more active role
 - Combine similar resolutions
 - Make the motion to move the business along

Recommendations

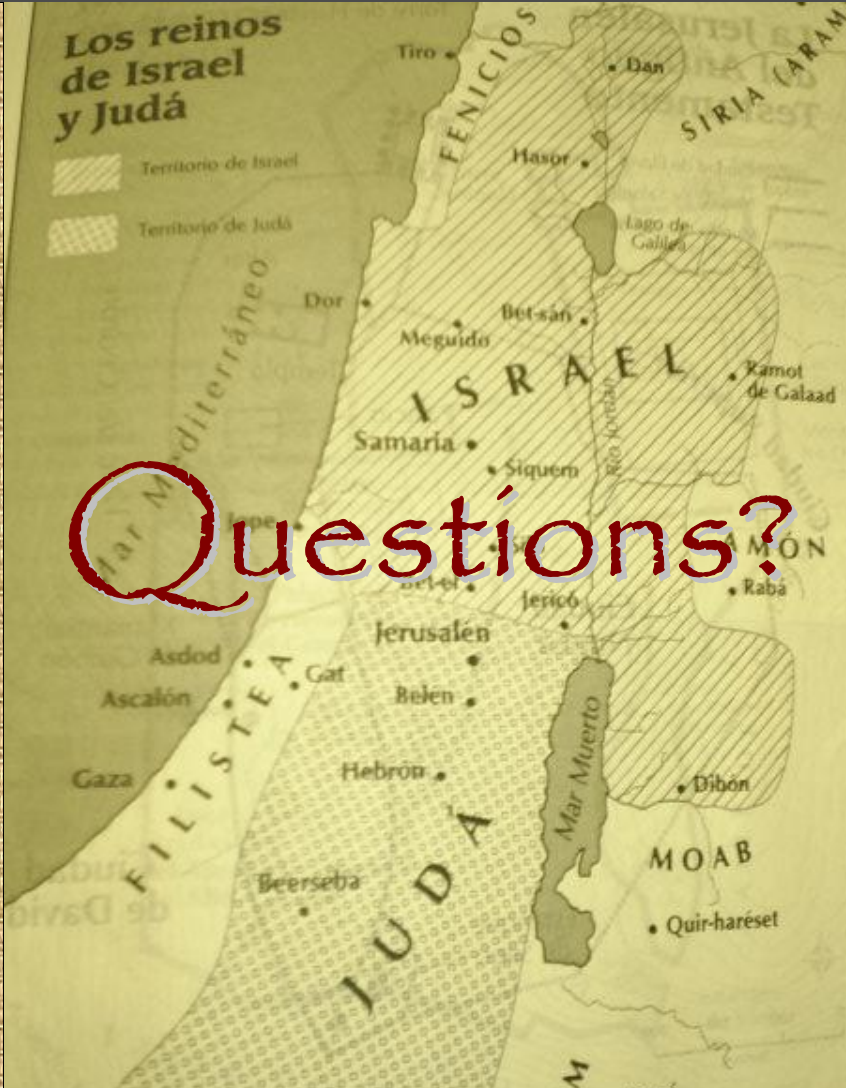
- The committee could move that:
 - A resolution be adopted
 - Can move that it be amended
 - A resolution be deleted
 - Can have no recommendation. In this case, a delegate would have to make the motion that the resolution be adopted.
 - The issue of concur/ not concur is confusing and does not give you the final, adopted language.

Recommendations

- The AME Zion Church is the only organization I personally work with that allows individual delegates to submit as many resolutions as they please to submit.
 - Normally require some other level of support for a resolution to be considered at a national level (District or Conference)
 - If you're meeting every 4 years, Resolutions are serious business.

Los reinos de Israel y Judá

- Territorio de Israel
- Territorio de Judá



Questions?

