

RULES OF ORDER OF THE CONVENTION OF THE DIOCESE OF LOUISIANA *(Adopted 1971) (Amended 1991, 1992, 2015)*

1. The members shall remain in order whenever The Convention is in session.
2. Members shall not address The Convention nor make any Motion until after recognition by the Chair of The Convention (the Chair).
3. Speakers shall confine their remarks to the point under discussion.
4. No member 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 of one or more of its members.
5. Except by leave of The Convention, no member shall speak more than twice on the same question.
6. No motion shall be considered unless seconded. All resolutions or motions not of general parliamentary procedure, but containing special proposals, issues or composition, must be submitted to the Chair in writing and delivered to the Secretary before debate is in order. All motions to amend or substitute for said written resolutions or motions shall similarly be submitted in writing before debate thereof.
7. Except by a vote of two-thirds of the members present, no member of the convention may introduce a Resolution to the Convention, unless that Resolution has been submitted in writing to the Committee on the Dispatch of Business thirty days in advance of the Convention. This rule shall not be construed in any way to prevent a Committee of Convention, the Standing Committee, or the Executive Board from introducing resolutions by motion of one of its members who is a member of the Convention.
8. If the question under consideration contains several distinct propositions, at the request of any member the same shall be divided and a separate vote shall be taken, but the motion to "strike out and to insert" shall be indivisible.
9. When a question is under consideration, no motion shall be received, except to recess, to adjourn, to lay it upon the table, to postpone to a certain time, to postpone indefinitely, to commit, to amend, to substitute, or to divide; and motions for any of these purposes shall have precedence in the order herein named.
10. The motion to recess or to adjourn shall always be in order when no member has the floor; but if not adopted, such motion shall not be renewed until some new business has intervened.
11. Amendments shall be considered in the order in which they are moved. When a proposed amendment is under consideration, a motion to amend the same may be made. No after-amendment to such second amendment shall be in order, but a substitute for the whole matter may be received. No proposition on a subject differing from the one under consideration shall be received under color of a substitute.
12. The following motions shall not be debatable: To recess, to adjourn, to refer any motion or resolution to a standing committee, to recommit without instructions any pending committee report, to lay on the table, to permit a member to change his vote, to permit withdrawal of a motion or resolution.

13. A question once determined shall stand as the judgment of The Convention, and shall not again be drawn into debate during the same session of The Convention except with the consent of two-thirds of The Convention. A motion to reconsider can be made only on the day the vote was taken or on the next succeeding legislative day, and must be made and seconded by members who voted with the majority.
14. When so ordered by vote of a majority of the members present, The Convention may resolve itself into Committee of the Whole, in executive session or otherwise, for the consideration of any matter. The Chair shall designate a member of The Convention to act as Chairman of the Committee of the Whole.
15. Reports of all Boards, Committees and Commissions of The Diocese shall be in writing, and unless recommitted by vote of The Convention, shall be received as a matter of course, and without the necessity of motion for acceptance. These shall be accepted by title only. Verbal reports may be made at the discretion of The Bishop and the Chair of The Dispatch of Business. All reports recommending or requiring action or expression of opinion by The Convention shall be accompanied by written resolutions for the action of The Convention.
16. No material of any sort may be distributed on the floor of The Convention without the approval of the Chair of The Dispatch of Business.
17. There shall be no campaigning or electioneering for Resolutions on the floor of The Convention, other than normal hearing and floor debate procedures.
18. Elections shall be conducted in the following manner:
 - (1) All members of The Convention entitled to vote, both clerical and lay, shall cast their ballots at one voting for each election.
 - (2) If the first ballot does not result in election by a majority of the votes cast, the ballot for the second election or subsequent election shall carry only the names of the nominees receiving the highest number of votes in such a number as to retain two candidates for each position to be filled.
 - (3) Nominations from the floor must be submitted in writing to The Secretary.
 - (4) There shall be no nominating or seconding speeches for any candidate at The Convention.
 - (5) There shall be no campaigning or electioneering for elected offices on the floor of The Convention.
19. No rule shall be suspended without the assent of two thirds of the members present.
20. The Chair shall have the right to name any member of The Convention to perform the duties of the Chair; but such substitution shall not extend beyond an adjournment unless directed by The Convention.
21. All questions of order shall be decided by the Chair without debate; but any member may appeal to The Convention from such ruling, and on such appeal any member may speak, but not more than once without express leave of The Convention. On such appeal the vote shall be upon the question, "Shall the decision of the Chair be sustained?"
22. In matters not herein provided for, Roberts Rules of Order, as amended, shall prevail, except that such Rules of Order shall not be construed in any case to modify any Rule of Order herein positively stated.
23. All proposed amendments, repeals, additions, or acts of dissolution shall be in writing and presented to the Committee on Constitution and Canons no later than 30 days prior to the Convention.