

**EPISCOPAL DIOCESE OF FLORIDA
SPECIAL CONVENTION FOR THE ELECTION OF THE BISHOP COADJUTOR
ST. JOHN'S CATHEDRAL
MAY 14, 2022**

2nd AMENDED SPECIAL RULES OF ORDER

I. THE HOLY SCRIPTURES

Holy Scriptures – As an indication of the humble dependence upon the Word and Spirit of God, and following the example of primitive Councils and the tradition of this Diocese, a copy of the Holy Scriptures shall always be reverently placed in view at the meeting of this Special Convention. This rule is to be carried into effect under the supervision of the Bishop and the Secretary of this Special Convention. This Special Convention shall be opened with prayer and prayer shall precede each ballot.

II. COMMITTEE ON CREDENTIALS

The President having taken the Chair, the Credentialing Committee shall present its report certifying a quorum is present in person and digitally by Zoom, for the election of a Bishop Coadjutor and shall determine and report that a quorum is present before each ballot.

A. **Quorum** – A quorum is required for the election of a Bishop Coadjutor and shall be defined as two-thirds of all clergy entitled to vote and two-thirds of all lay delegates entitled to be voting members of the Diocesan Convention.

III. AGENDA

The Agenda for the Special Convention shall be presented by the Committee on Dispatch of Business adopted by a 2/3 vote of the delegates present.

IV. ELECTION

Election of the Bishop Coadjutor will occur when a concurrent majority vote for a single candidate occurs on both lay and clergy orders on the same ballot. The President of the Standing Committee will inform the Bishop of the election and the Bishop will inform the Special Convention that a Bishop Coadjutor has been elected, subject to the acceptance of the candidate.

V. BALLOTING

A. Balloting will be conducted by orders, and by pen and paper on secret paper ballots for all present Special Convention delegates and digitally by Zoom for clergy delegates unable to be present.

- B. Clergy delegates attending by Zoom shall have full seat, voice, and vote. Seat will be established by their visual presence on the Zoom call. Voice will be first established by the Zoom chat function, and secondarily if needed by calling the mobile phone of the President of the Standing Committee which will be available upon request to the call host. Vote will be executed by the Zoom poll function, and the secrecy of the ballot will be ensured by the Independent Election Auditor.
- C. Ballots will list the candidates in alphabetical order by surname.
- D. Each delegate present will be issued a name badge. Clergy delegates will be issued one color name badge and lay delegates will be issued another color name badge to facilitate the issuance of ballots to the delegates. Ballots issued to delegates will not be replaced if lost.
- E. Upon the completion of each ballot, the Secretary of the Special Convention will advise each candidate of the results of the ballot.
- F. Withdrawal of Nomination. After each ballot, a candidate may choose to withdraw his/her name from consideration. No candidate's name shall be removed from the election process except as provided herein.
- G. Any candidate choosing to remove his/her name for consideration must submit to the President of the Standing Committee, in writing or electronically, his/her election to remove their name from the election process.
- H. Results of each ballot will be announced to the delegates by Bishop Howard. If any candidate has chosen to withdraw his/her name from consideration, Bishop Howard shall so advise the delegates and that candidate's name shall be removed from the balloting process.
- I. When an election is achieved, the Bishop will call the Bishop Coadjutor-Elect to inform him/her, and receive his/her acceptance and announce his/her acceptance to the Special Convention.
- J. Before leaving the Cathedral, all voting delegates must sign the canonical testimonial regarding the election of the Bishop-Coadjutor.

VI. ORDER OF BUSINESS

- A. The Bishop will call the Special Convention to order.
- B. The Secretary of the Special Convention, in coordination with the Credentials Chair, will state whether a quorum is present in person and digitally by Zoom.
- C. The Special Rules for the Special Convention will be motioned for approval.
- D. Once the Special Rules of Order for the Special Convention have been approved and adopted, the slate of Nominees will be presented to the Special Convention by the President of the Standing Committee. Because a Petition Process was offered, no nominations from the floor will be accepted.
- E. Prior to each ballot, the Credentials Committee will inform the Secretary of the Special Convention whether a quorum is present, and the Secretary of the Special Convention will inform the Special Convention that a quorum is present and the balloting will commence.
- F. If an election has not been achieved by 6:00 P.M., the President shall determine, by 2/3 vote of the Special Convention, whether to continue the vote, reconvene

the Special Convention at a date and time to be determined, or to cancel the election and begin the nomination process again.

VII. APPLICATION OF SPECIAL RULES

- A. These Special Rules of Order shall govern and apply to the Special Electing Convention (Special Convention) for the Election of the Bishop Coadjutor of the Diocese of Florida, May 2022. Where these Special Rules of Order are silent as to a particular procedure, Robert's Rules of Order shall govern.
- B. These Special Rules of Order shall govern and be applicable throughout the Special Convention, unless an amendment is submitted by a Special Convention delegate and approved by two-thirds of the present voting delegates in both the clergy and lay orders concurrently.
- C. Should any unforeseen circumstances arise that need special attention, the Standing Committee and Bishop will have the authority to address the issues.

VIII. ON THE CONVENTION FLOOR

- A. Only registered delegates to the Special Convention may be present on the Special Convention floor during the business of Special Convention. Those individuals responsible for a specific task, pre-appointed by the Bishop and/or Standing Committee may also be present on the floor and will be identified by their name badges and a description of their respective duty. All Delegates will be identified by their name badges, which should be always easily visible.
- B. No election materials other than the official brochure is permitted on the Special Convention Floor; this includes, but is not limited to, any materials or decorations encouraging the election of a specific candidate.
- C. Mobile Phones should either be in the "Off" position or in the "Airplane Mode" position while any official Convention business is being conducted.
- D. Guests. A special place will be provided for guests to watch the election livestream.

IX. DELEGATE COMPOSITION

Delegate composition and eligibility to the Special Convention shall be defined in accordance with the Canons of the Diocese of Florida, Canon 1, Section 3 and shall have seat, voice and vote.

- A. **Clergy eligibility** – All canonically resident clergy of the Diocese of Florida in good standing shall have seat, voice and are eligible to vote in the Special Convention. [Canons of the Diocese of Florida, Canon 1.3.a]
- B. **Lay eligibility** – Congregational lay delegates selected by member parishes to serve at the 180th Diocesan Convention (2023) shall have seat, voice and are eligible to vote in the Special Convention. [Canons of the Diocese of Florida, Canon 1.3.b, Canon 2.4 and Canon 2.5]

X. ADJOURNMENT

The Chancellor shall adjourn the Special Convention.