

## **Resolution 205.8**

### **On Adopting Supplemental Rules of Order for Use of Teleconferencing at a Convention**

The 205th Annual Convention adopts the following Supplemental Rules of Order:

#### **“Supplemental Rules of Order for Use of Teleconferencing at a Convention**

- T1. Purpose. The purpose of these Supplemental Rules of Order for Use of Teleconferencing at a Convention (“T-Rules”) is to facilitate calling and conducting a Convention of the Diocese of North Carolina when the Ecclesiastical Authority determines that it is impractical or impossible to hold an in-person meeting of the Convention because of governmental constraints or other compelling reasons.
- T2. How Called. 120 days prior to an Annual Convention or at the time when a Special Convention is called, the Ecclesiastical Authority may, at its discretion, determine that the Convention will take place entirely by teleconference (a “Teleconferenced Convention”) or will have some members present in person and other members participating by teleconference (a “Hybrid Convention”). The Secretary shall inform members accordingly.
- T3. Scope. These T-Rules apply to both Teleconferenced and Hybrid Conventions, except as identified herein. However, nothing in these T-Rules applies to an episcopal election, which the Constitution and Canons of the Diocese reserve for a Convention at which members are present in person.
- T4. Selection of Services. The Secretary of the Convention shall engage one or more companies to provide two-way video and audio connectivity and online systems that support parliamentary procedure, voting, and casting of ballots at a Teleconferenced or Hybrid Convention (collectively, the “Services”). To the extent practicable, the Secretary shall employ Services whose user interfaces are available in both English and Spanish.
- T5. Members to Furnish Email Addresses. No less than 60 days before a Teleconferenced or Hybrid Convention, every member of the clergy order shall notify the Ecclesiastical Authority of his or her email address. No later than such date, every church and campus worshipping community shall have submitted its Certificate of Election, updated as necessary by Certificates of Change in Lay Delegation, to the Secretary. Such certificate shall specify the email address of every lay delegate.
- T6. Choice of Attendance. In the case of a Hybrid Convention, a member shall specify whether he or she intends to attend in person or by teleconference when registering for the Convention, but no less than 30 days before the Convention. Any member failing to provide timely notice of attendance by teleconference shall be deemed to intend to attend in person. A member may subsequently change his or her participation from by teleconference to in-person by notifying the Secretary but not from in-person to by teleconference.

- T7. Issuance of Access Instructions. No less than 14 days before a Teleconferenced or Hybrid Convention, the Secretary shall provide individualized access instructions for the Services by email to each member (in the case of a Hybrid Convention, to members that will attend by teleconference). The access instructions shall include URLs, user-ids, and passwords as needed to authenticate the member for participation in the Convention and, if the member has right to vote, to vote and to cast ballots.
- T8. Security. A member shall not publicize or divulge to any person his or her individualized access instructions. A member shall use only the individualized access instructions provided him or her.
- T9. Availability. The Secretary shall make Services available for members to sign in no less than 30 minutes before the start of each session of Convention. At the discretion of the Secretary, the Services may be left active during recesses or may be taken down, to be restarted at a time to be announced by the Secretary.
- T10. Signing in and out. Members shall identify themselves by signing into the Services using their respective individualized access instructions. During a session of Convention, a member shall remain connected to the Services unless he or she must absent himself or herself from participation, in which case the member shall sign out while absent and sign in upon return. A member shall sign into the Services from only one access device (computer, tablet, smartphone, etc.) at any given time, but a member may change his or her access device by signing out and then signing in from another access device.
- T11. Presence. Members who connected to the teleconferencing services at least once during a Convention are deemed to be present with respect to the Constitution and Canons of the Diocese and shall be marked as present in the Journal.
- T12. Quorum. When determining and reporting the presence of a quorum to the President, the Committee on Credentials shall include members who have signed into the Services.
- T13. Parliamentary Processes, Voting, and Casting of Ballots. No less than 7 days prior to Convention, the Secretary shall inform members (in the case of a Hybrid Convention, members participating by teleconference) by email of the procedures for use of the Services in parliamentary processes, voting, and casting of ballots. The President may rule out of order the actions of a member that do not comply with the procedures.
- T14. Video. When actively engaging in parliamentary process, a member shall enable his or her video uplink. At other times, the member may, at his or her discretion, disable the video uplink.
- T15. Technical Requirements and Malfunctions. Each member is solely responsible for his or her access device (computer, tablet, smartphone, etc.) and Internet connectivity. No action of Convention shall be delayed, objected to, or invalidated on grounds that the loss or poor quality of a member's individual

Internet connection or the failure of his or her access device prevented participation in the Convention.

- T16. Muting. Each member shall keep the microphone of his or her access device muted unless recognized by the President to speak.
- T17. Forced Disconnections. The Secretary may cause the muting or disconnection of a member's connection to the Services if undue interference with the Convention is attributable to such member. The Secretary's decision to do so, which is subject to an undebatable appeal that can be made by any member, shall be announced to Convention and recorded in the Journal.
- T18. Hybrid Conventions. So far as is practicable in a Hybrid Convention: (a) the President shall give equitable attention to members attending in-person and members attending by teleconference; (b) members actively engaging in parliamentary process by teleconference shall be seen and heard in the Convention meeting hall; and (c) non-parliamentary proceedings of the Convention will be made available to members participating by teleconference.
- T19. Proceedings in Spanish. The Secretary shall (a) arrange for translation into Spanish of the proceedings of a Teleconferenced Convention and (b) provide the same degree of Spanish translation for members attending a Hybrid Convention by teleconference as is provided members attending in-person.
- T20. Moderators. In order to facilitate the conduct of Teleconferenced or Hybrid Convention, the President of the Convention may appoint one or more Moderators to assist the President and the Secretary.
- T21. Broadcast. At the discretion of the Ecclesiastical Authority, any Convention may be broadcast in whole or in part by one-way audio and/or video to the public at large. Mere broadcasting of a Convention does not constitute a Teleconferenced or Hybrid Convention. Nothing in these T-Rules shall apply to manner in which a Convention is broadcast.
- T22. Precedence. In case of conflict between the Rules of Convention and these T-Rules at a Teleconferenced or Hybrid Convention, these T-Rules shall prevail.”

*Submitted by the Commission on Constitution and Canons*

Comment: If we were to ever hold a teleconferenced Convention, we would need adopted rules of order before such Convention were to be held. These proposed rules would allow us to begin Convention in a way that is congruent with our proposed new bylaws.