

**The 21st Annual Convention of the Diocese of East Tennessee  
Gathered as a Eucharistic Assembly  
RULES OF ORDER**

**1. ORDER OF BUSINESS**

1.01 The Order of Business shall be as follows:

**Opening Session, Friday, February 4, 2005**

- 11 a.m. Registration
- 12:30 – 1:30 p.m. Budget Hearing – Ukulele Room  
Constitution and Canons Hearing – Violin Room  
General Resolutions Hearing – Harp Room
- 1:45 – 2:45 p.m. “Meet the Nominees,” a chance to meet with those nominated to fill positions for 2005 – Dobro Room
- 3:00 p.m. (1) Organization

A. Call to Order

*Amazing Grace-Bagpipe*

B. Opening Sentences

*Bishop* Blessed be God: Father, Son and Holy Spirit.  
*People* And blessed be his kingdom, now and forever. Amen.

Hymn *671 Amazing Grace*  
Accompanied by keyboard, autoharp and dulcimer

Collect

*Bishop* The Lord be with you.

*People* And also with you.

*Bishop* Let us pray.

Almighty and everlasting Father, who has given the Holy Spirit to abide with us forever: Bless, we beseech you, with that same Spirit, the clergy and laity here assembled in your Name, that your Church, being preserved in true faith and godly discipline, may fulfill all the mind of him who loved it and gave himself for it, your Son Jesus Christ our Savior; who lives and reigns with you, in the unity of the same Spirit, one God, now and for ever. *Amen.*

C. Report of the Committee on Credentials

Number registered: Clergy \_\_\_\_\_ Lay Delegates \_\_\_\_\_ Total \_\_\_\_\_

Alternates \_\_\_\_\_ Others \_\_\_\_\_ Grand Total \_\_\_\_\_

D. Elections

1. Secretary
2. Assistant Secretaries
3. Treasurer
4. Assistant Treasurers
5. Chancellor
6. Vice Chancellors
7. Registrar

E. Appointment of Parliamentarian  
Appointment of Assistant Parliamentarian

F. Resolution regarding Rules of Order and the Order of Business

G. Resolution of Invitation

H. Introduction of New Clergy and Seminarians

I. Introduction of Convention Committee Chairs and Co-Chairs

J. Presentation of Special Guests

(2) Appointments by the Bishop

- A. Convention Committees (see Sect. 2.01)
- B. Other Committees (see Sect. 2.02)

(3) Elections to Boards and Commissions

- A. Commission on Ministry
  - B. Grace Point Board of Managers
  - C. Bridge Refugee Board
- Any other elective officers, trustees and committees

(4) Report of the Constitution and Canons Committee

(5) Report of the Committee on General Resolutions

3:45 p.m. (6) Last Call for Resolutions

4:00 p.m. (7) Last Call for Nominations (except for Bishop and Council clergy nominees)

4:15 p.m. (8) Report of the Officers, Commissions, Committees  
A. Ministry Development – Mr. Rick Govan  
B. Companion Diocese Committee – The Rev. Claire Keene

4:30 p.m. (9) Treasurer's Report – Mr. Don Sproles

4:45 p.m. Seeing Needs, Sowing Seeds Presentations  
*Community Meeting on Health Issues* – Tupper Morehead, St. Francis, Norris  
*ECW Lenten Project* – Kathryn Mitchell, Episcopal Church Women

5:00 p.m.

(10) Elections

- A. Bishop and Council
  - 1. Lay members
  - 2. Clergy members
- B. Ecclesiastical Trial Court
- C. General Convention Deputies and Alternates
- D. Standing Committee
- E. Trustee, University of the South (Clergy member)

5:30 pm.

Seeing Needs, Sowing Seeds Presentations

*Camp for Appalachian Kids* – Brad Weeks, Good Shepherd, Lookout Mountain

*Episcopal Appalachian Ministries* – Sandy Elledge, EAM

*Christmas Gifts for Four-Year-Olds* – The Rev. Pat Grace, St. James, Knoxville

First Lesson – Isaiah 35:1-10

Psalm 122 (*read in unison*)

I was glad when they said to me,  
“Let us go to the house of the Lord.”

Now our feet are standing  
within your gates, O Jerusalem.

Jerusalem is built as a city  
that is at unity with itself;

To which the tribes go up, the tribes of the Lord,  
the assembly of Israel, to praise the Name of the Lord.

For there are the thrones of judgment,  
the thrones of the house of David.

Pray for the peace of Jerusalem:  
“May they prosper who love you.”

Peace be within your walls  
And quietness within your towers.

For my brethren and companions’ sake,  
I pray for your prosperity.

Because of the house of the Lord our God,  
I will seek to do you good.

*Musical offering*

Second Lesson – Ephesians 4:1-6

- 6:00 p.m. Recess
- 7:00 p.m. Depart for Black Bear Jamboree (please arrive by 7:30 p.m.)

**Morning Session, Saturday, February 5, 2005**

- 7:00 a.m. Clergy Spouse Breakfast (Violin Room)  
Resolution Hearing (Harp Room)
- 7:00–7:30 a.m. Budget Hearing (Ukulele Room)
- 7:30 – 8:00 a.m. Constitution and Canons Committee Hearings (Ukulele Room)
- 8:00 a.m. Registration opens
- 8:30 a.m. (11) Convention reconvenes

A. Report of the Committee on Credentials

Number registered: Clergy \_\_\_\_\_ Lay Delegates \_\_\_\_\_ Total \_\_\_\_\_  
Alternates \_\_\_\_\_ Others \_\_\_\_\_ Grand Total \_\_\_\_\_

Hymn	488 <i>Be Thou My Vision, vss. 1 and 2</i>
<i>Deacon People</i>	The Holy Gospel of our Lord Jesus Christ according to John. Glory to you, Lord Christ.
<i>Deacon People</i>	The Gospel of the Lord. Praise to you, Lord Christ
Hymn	488 <i>Be Thou My Vision, vs. 3</i>

- 8:40 a.m. Special Order of Business – Address of the Bishop

**The Baptismal Covenant**

<i>Bishop</i>	Do you believe in God the Father?
<i>People</i>	I believe in God, the Father almighty, creator of heaven and earth.
<i>Bishop</i>	Do you believe in Jesus Christ, the Son of God?
<i>People</i>	I believe in Jesus Christ, his only Son, our Lord. He was conceived by the power of the Holy Spirit and born of the Virgin Mary. He suffered under Pontius Pilate, was crucified, died, and was buried. He descended to the dead. On the third day he rose again. He ascended into heaven, and is seated at the right hand of the Father. He will come again to judge the living and the dead.

<i>Bishop</i>	Do you believe in God the Holy Spirit?
<i>People</i>	I believe in the Holy Spirit, the holy catholic Church the communion of saints, the forgiveness of sins, the resurrection of the body, and the life everlasting.
<i>Bishop</i>	Will you continue in the apostles' teaching and fellowship, in the breaking of the bread, and in the prayers?
<i>People</i>	I will, with God's help.
<i>Bishop</i>	Will you persevere in resisting evil, and, whenever you fall into sin, repent and return to the Lord?
<i>People</i>	I will, with God's help.
<i>Bishop</i>	Will you proclaim by word and example the Good News of God in Christ?
<i>People</i>	I will, with God's help.
<i>Bishop</i>	Will you seek and serve Christ in all persons, loving your neighbor as yourself?
<i>People</i>	I will, with God's help.
<i>Bishop</i>	Will you strive for justice and peace among all people, and respect the dignity of every human being?
<i>People</i>	I will, with God's help.

9:00 a.m. (12) Report of the Elections Committee and additional ballots, if needed

1.02 During balloting, the Convention may take up other business, which may be interrupted for the reports of tellers and additional ballots.

(13) Presentation and Adoption of the 2005 Budget

(14) Report of the Officers, Boards, Commissions, Committees

- C. Commission on Ministry – The Rev. Suzanne Smitherman
- D. Standing Committee – The Rev. Stephen Askew
- E. Dialogue Task Force – The Rev. Gene Smitherman
- F. Committee on Hate Crimes – The Rev. Harry Bahlow
- G. Grace Point – The Rev. Bo Lewis and the Rev. Hugh Jones
- H. Stewardship Commission – The Rev. Joe Ballard
- I. Constitution and Canons Committee – The Hon. Marie Williams

Other reports to be conveyed to the delegates through inclusion in the Journal of the Proceedings of this Convention.

Seeing Needs, Sowing Seeds Presentations

*Summer Creative Arts* – Ms. Patty Chase, St. James, Knoxville

*Backpacks* – Ms. Patty Chase, St. James, Knoxville

11:30–12 p.m. Break

12:00–1:30 p.m. Lunch and Guest Speaker – The Rev. Charles Maynard (Quartet Ballroom)

1:30 – 1:45 p.m. Break

1:45 – 3 p.m. Workshops

**Afternoon Session, Saturday, February 5, 2005**

3:00 p.m.

(15) Convention Reconvenes

Report of the Committee on Credentials

Number registered: Clergy \_\_\_\_\_ Lay Delegates \_\_\_\_\_ Total \_\_\_\_\_

Alternates \_\_\_\_\_ Others \_\_\_\_\_ Grand Total \_\_\_\_\_

Prayers of the People

(16) Elections Report and additional ballots, if needed

Seeing Needs, Sowing Seeds Presentation

*Easter Project* – Ms. Tammy Muth, St. Paul's, Athens

(17) Report of the Committee on General Resolutions

Seeing Needs, Sowing Seeds Presentation

*Mountain to Mountain* – Anne Bright, Good Shepherd Lookout Mountain

(18) Report of the Committee on Memorials, Greetings and Resolutions of Appreciation

The Peace

Offertory – Instrumental

The Great Thanksgiving

*Bishop* The Lord be with you.

*People* And also with you.

*Bishop* Lift up your hearts.

*People* We lift them to the Lord.

*Bishop* Let us give thanks to the Lord our God.

*People* It is right to give him thanks and praise.

*The Bishop continues*

It is right, and a good and joyful thing, always and everywhere to give thanks to you, Father Almighty, Creator of heaven and earth. Through the great shepherd of your flock, Jesus Christ our Lord; who after his resurrection sent forth his apostles to preach the Gospel and to teach all nations; and promised to be with them always, even to the end of the ages.

Therefore we praise you, joining our voices with Angels and Archangels and with all the company of heaven, who for ever sing this hymn to proclaim the glory of your Name:

LEVII 255

*Sanctus*

*Then the Bishop continues*

Holy and gracious Father: In your infinite love you made us for yourself; and, when we had fallen into sin and become subject to evil and death, you, in your mercy, sent Jesus Christ, your only and eternal Son, to share our human nature, to live and die as one of us, to reconcile us to you, the God and Father of all.

He stretched out his arms upon the cross, and offered himself, in obedience to your will, a perfect sacrifice for the whole world.

On the night before he was handed over to suffering and death, our Lord Jesus Christ took bread; and when he had given thanks to you, he broke it, and gave it to his disciples, and said, "Take, eat: This is my Body, which is given for you. Do this for the remembrance of me."

After supper he took the cup of wine; and when he had given thanks, he gave it to them, and said, "Drink this, all of you: This is my Blood of the new Covenant, which is shed for you and for many for the forgiveness of sins. Whenever you drink it, do this for the remembrance of me."

Therefore we proclaim the mystery of faith:

*Bishop and People*

Christ has died.

Christ is risen.

Christ will come again.

*The Bishop continues*

We celebrate the memorial of our redemption, O Father, in this sacrifice of praise and thanksgiving. Recalling his death, resurrection and ascension, we offer you these gifts.

Sanctify them by your Holy Spirit to be for your people the Body and Blood of your Son, the holy food and drink of new and unending life in him. Sanctify us also that we may faithfully receive this holy Sacrament, and serve you in unity, constancy, and peace; and at the last day bring us with all your saints into the joy of your eternal kingdom.

All this we ask through your Son Jesus Christ. By him, and with him, and in him, in the unity of the Holy Spirit, all honor and glory is yours, Almighty Father, now and for ever. AMEN.

And now, as our Savior Christ has taught us, we are bold to say,

*Bishop and People*

Our Father who art in heaven,  
hallowed be thy Name,  
thy kingdom come,  
thy will be done,  
on earth as it is in heaven.  
Give us this day our daily bread.  
And forgive us our trespasses,  
as we forgive those  
who trespass against us.  
And lead us not into temptation,  
but deliver us from evil.  
For thine is the kingdom,  
and the power, and the glory,  
for ever and ever. Amen.

***The Fraction, LEVII, 149***

*The Bishop says the following Invitation*

The Gifts of God for the People of God.

The ministers receive the Sacrament in both kinds, and then immediately deliver it to the people.

Communion Anthems – Sung by the St. Joseph the Carpenter Choir

*Down to the River to Pray*

*I Will Arise and Go to Jesus*

*Holy Ground*

Post-Communion Prayer

*Bishop and People*

Almighty and everliving God, we thank you for feeding us with the spiritual food of the most precious Body and Blood of your Son our Savior Jesus Christ; and for assuring us in these holy mysteries that we are living members of the Body of your Son, and heirs of your eternal kingdom. And now, Father, send us out to do the work you have given us to do, to love and serve you as faithful witnesses of Christ our Lord. To him, to you, and to the Holy Spirit, be honor and glory, now and for ever. Amen.

Episcopal Blessing

*Bishop* Our help is in the Name of the Lord;  
*People* The maker of heaven and earth.

*Bishop* Blessed be the Name of the Lord;  
*People* From this time forth for evermore.

*Bishop* The blessing, mercy, and grace of God  
Almighty, the Father, the Son, and the Holy Spirit, be  
upon you, and remain with you for ever. Amen.

(19) Invitation to 2006 Convention

Dismissal

*Deacon* Let us go forth into the world to love and serve the Lord.

*People* Thanks be to God.

## II. CONVENTION COMMITTEES

2.01 The Bishop shall appoint the following Convention Committees:

### On Credentials

The Rev. Harry Bahlow, Chair  
The Rev. Janice Robbins  
Mr. Robert Leopold

### On Elections

The Rev. Pat Grace  
Mr. Phillip Harris

Ms. Monty Ross, Chair  
The Rev. George Choyce  
Dr. Bob Strimer

The Rev. Maggie Zeller

### On General Resolutions

The Rev. Betty Latham

Mr. Bill Farnham, Chair  
The Rev. Lee Schaefer

Ms. Jan Deadrick

### On Memorials, Greetings and Resolutions of Appreciation

The Rev. Kathryn Mathewson, Chair  
Mr. Tupper Moorehead

2.02 The Bishop shall appoint the following committees as prescribed by the Canons or as otherwise required:

### On Constitution and Canons

The Hon. Marie Williams, Chair

<u>Term expiring 2006</u>	<u>Term expiring 2007</u>	<u>Term expiring 2008</u>
The Hon. Neil Thomas	The Rev. Gene Smitherman	The Hon. Marie Williams
The Rev. Dr. Craig Kallio	Mr. Edward Boehm, Esq.	The Rev. Gary Callahan
The Rev. Dr. Richard Brown		

### The Church Pension Fund Committee

Mr. Tom Hale      Mr. Don Sproles      Ms. Mary Berl      The Rev. SuZanne Seavey

2.03 Such Committees as are instructed by the Bishop shall convene in advance of the opening of Convention to consider matters referred to them.

2.04 Reports of all Committees shall be in writing. All reports recommending action by the Convention shall be accompanied by Resolutions for such action.

## III. RESOLUTIONS

3.01 Resolutions are submitted as the Canons may prescribe.

3.02 All Resolutions and amendments proposed thereto shall be in writing and shall contain the name, parish, and city of the proponent. Failing to meet the deadline as set forth in Title I, Canon 3, Sec. 10 the delegate or organization presenting a Resolution may introduce such Resolutions at the Convention no later than 3:45 p.m. on Friday. Except for Resolutions contained in the reports of Committees, no Resolution offered after this time shall be considered except upon the affirmative vote of three-fourths (3/4) of the delegates present and voting. The delegate or organization presenting a late Resolution is responsible for having 300 copies of the Resolution reproduced on blue paper for distribution to the Convention.

- 3.03 The Bishop shall refer all Resolutions to appropriate Convention Committees for consideration, recommendation and report to the Convention provided, however, upon a vote of two-thirds (2/3) of the delegates present, a Resolution may be considered immediately.
- 3.04 Where two or more Resolutions deal basically with the same subject, they shall be referred to the same General Resolutions Committee. The Committee shall make every effort to consolidate them or otherwise assure their compatibility and should also make every effort to obtain the concurrence of the proponents concerned.
- 3.05 Each Convention Committee to which a Resolution has been referred, after providing for a public hearing thereon, shall consider the form and substance of the Resolution and in making its report shall recommend (a) for adoption, (b) for adoption with amendment, (c) for adoption of a substitute drafted by the Committee, (d) for rejection, or (e) for discharge from further consideration because the subject matter been included in another Resolution. The Committee's recommendation to the Convention shall be in the form of a motion to adopt the Committee's recommendation. The Committee Chair or other representative shall state the reasons for the Committee's recommendation. Thereafter, the proponent of the original Resolution, which is the subject of the Committee's recommendation, shall be recognized first if the proponent so desires. Amendments may be offered, including an amendment to substitute the proponent's original Resolution for that recommended by the Committee.

#### **IV. MOTIONS IN ORDER OF PRECEDENCE**

- 4.01 The following motions shall have priority in the order listed. The mover cannot interrupt a member who has the floor, must be recognized, and the motion must be seconded.

They are subject to the following further rules:

- (a) To Adjourn or to Recess
  - (1) Not debatable, if unqualified
  - (2) Not amendable
  - (3) Cannot be laid on Table
  - (4) Majority vote
  - (5) The motion to adjourn shall always be in order except that it shall not be offered when another member has the floor
- (b) To Adjourn to Time Certain
  - (1) Debatable, as to the time
  - (2) Amendable, as to the time
  - (3) Cannot be laid on table
- (c) To Lay on Table or To Table
  - (1) Not debatable
  - (2) Not amendable
  - (3) Cannot be laid on Table
  - (4) Majority vote
- (d) To Vote Immediately or at Time Certain or to Extend Debate
  - (1) Not debatable
  - (2) Amendable, as to time, if a time specified
  - (3) Cannot be laid on table
  - (4) Two-thirds majority vote
- (e) To Postpone to Time Certain
  - (1) Debatable
  - (2) Amendable as to time
  - (3) May be laid on Table
  - (4) Majority vote
- (f) To Commit or recommit to any Committee
  - (1) Debatable, except as to a Convention Committee

- (2) Amendable as to the Committee to which to be sent
- (3) May be laid on Table
- (4) Majority vote
- (g) To Amend or To Substitute
  - (1) Amendments and Substitutes are debatable only when Main Question is debatable
  - (2) One Amendment may be made to each independent or separable portion of a Resolution; and the right to amend extends only to one Amendment of that Amendment and to a Substitute and one Amendment thereto
  - (3) A Substitute and its Amendment may be laid on table, but cannot be otherwise voted on until original matter is perfected
  - (4) Majority vote
  - (5) Neither the Substitute nor its Amendment shall be voted on (except to lay on the table) until the original matter is perfected.

#### **V. MOTIONS WITHOUT ORDER OF PRECEDENCE**

5.01 The following motions have no order or priority but are subject to the following rules:

- (a) Appeal from Decision of Chair
  - (1) Debatable
  - (2) Not amendable
  - (3) May be laid on table
  - (4) Majority vote. A tie vote sustains Chair
  - (5) Must be made immediately after decision
- (b) To Take from Table
  - (1) Not debatable
  - (2) Not amendable
  - (3) Cannot be laid on table
  - (4) Majority vote
- (c) To Recall from Committee
  - (1) Debatable
  - (2) Amendable
  - (3) May be laid on table
  - (4) Two-thirds majority vote
- (d) To Create Special Order of Day for a Particular Time
  - (1) Debatable
  - (2) Amendable as to time
  - (3) Cannot be laid on the table
  - (4) Two-thirds majority vote
- (e) Call for the order of the Day
  - (1) Mover may interrupt a member who has the floor and is not required to be recognized or to have a second
  - (2) Not debatable
  - (3) Not amendable
  - (4) Cannot be laid on table
  - (5) No vote required, but two-thirds majority vote is necessary to suspend general or special order
- (f) To Suspend the Rules or Take Up Business Out of Order
  - (1) Debatable
  - (2) Not amendable
  - (3) Cannot be laid on the table
  - (4) Two-thirds majority vote
- (g) To Divide the Question

- (1) Not debatable
- (2) Can be amended
- (3) Cannot be laid on the table
- (4) Majority vote, if vote required
- (5) May be made without being recognized and even though another member has the floor
- (6) If the Question under debate contains several distinct propositions, which are independent of each other, at the request of any members the same shall be divided and a separate vote shall be taken but the motion to strike out and to insert shall be indivisible.
- (7) The propositions relate to the same subject, and yet each part can stand alone, they may be divided only a regular motion and vote.

#### **VI. RECONSIDERATION**

- 6.01 Neither a Question once determined, nor one of like import, shall again be brought before the Convention, except on motion to reconsider made by one who voted in the majority and seconded by another who voted in the majority.
- 6.02 Motions to reconsider are subject to the following further rules:
  - (1) Debatable when motion to be reconsidered is debatable
  - (2) Not amendable
  - (3) May be tabled
  - (4) Two-thirds majority vote
  - (5) No question can be twice considered unless it was materially amended after its first reconsideration

#### **VII. DECORUM AND DEBATE**

- 7.01 No member shall be absent from the Convention unless, leave has been given by the Chair, or because of inability to attend.
- 7.02 No member shall address the Convention or make any motion until after recognition by the Bishop except to make a parliamentary inquiry, a point of order or a motion not requiring recognition.
- 7.03 When any Delegate is about to speak, the Chair shall be addressed, the name, parish of the Delegate stated; such address shall be confined strictly to the point of debate.
- 7.04 Except by leave of the Convention, no Delegate shall speak more than twice in the same debate nor longer than five minutes at one time.

#### **VIII. VOTING**

- 8.01 Nominations for Standing Committee, members of the Bishop and Council, Trustees of the University of the South, members of the Ecclesiastical Trial Court and General Convention Deputies and Alternates, which are in writing and contain the nominee's name, parish, and city and not more than one hundred words of biographical information including past and present service of the nominee to the Church at all levels and received in the office of the Secretary thirty days prior to the opening of the Convention shall be included in the Convention brochure. Additional written nominations for these offices may be made in like manner by filing with the Secretary by 4:00 p.m. Friday provided, however, that additional nominations for clergy members of the Bishop and Council may be made from the floor at any time after the election of lay members and prior to voting on clergy members. Such nominations from the floor shall include the information required for written nominations. All written nominations shall be posted at the Convention. All such nominations shall contain the name, parish, and the city of the nominator who shall obtain the nominee's consent and

willingness to serve prior to submitting nomination. Nominations may be made only by the Bishops of this Diocese, Clerical and Lay Delegates, Vestries, and any other person authorized by Canon.

8.02 Balloting for the offices set forth in 8.01 shall commence not earlier than by 4 p.m. on Friday.

8.03 In elections of Deputies to the General Convention and of Members of the Bishop and Council, a majority of the votes cast shall be necessary to election. In all other elections, including that of Alternate Deputies to the General Convention, a plurality shall suffice. If the Convention shall take up other business while ballots are being counted such business may be interrupted for the report of tellers and additional ballots.

8.04 Unless otherwise expressly provided any rules requiring a two-thirds majority shall be construed to mean the affirmative vote to two-thirds of the Delegates present and voting.

8.05 Ballots with more or less votes than there are positions to be filled shall be declared invalid.

#### **IX. COMMITTEE OF THE WHOLE**

9.01 Whenever so ordered by a vote of a majority of the members present, the Convention may go into Committee of the Whole for the consideration of any matter.

#### **X. UNANIMOUS CONSENT**

10.01 By unanimous consent, any action may be taken that is not in contravention of any provision of the Constitution or the Canons.

#### **XI. GENERAL REGULATIONS**

11.01 Except with the express permission of the Bishop or when otherwise ordered by majority vote of the Convention, no books, pamphlets or other printed matter may be distributed on the floor of Convention, or be placed on the seats or desks of the Delegates; but this prohibition shall not apply to Resolutions, reports, and other documents prepared or distributed by the Secretary or to ballots for elections.

#### **XII. ROBERT'S RULES OF ORDER**

12.01 Except when in conflict with the Constitution or Canons, or any Rules herein contained, the latest edition of Robert's Rules of Order shall govern the interpretation of Rules and procedures to be followed.

#### **XIII. AMENDMENTS**

13.01 These Rules may be amended at any time by a two-thirds majority vote of the members present.