



# **RULES OF ORDER**

FOR THE

## **SPECIAL CONVENTION**

OF THE

## **MISSIONARY DIOCESE**

OF THE

## **EPISCOPAL CHURCH IN NAVAJOLAND**

FOR THE ELECTION OF ITS FIRST

## **BISHOP DIOCESAN**

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SPECIAL CONVENTION OF THE MISSIONARY DIOCESE OF THE EPISCOPAL  
CHURCH IN NA V AJOLAND  
FOR THE ELECTION OF ITS FIRST BISHOP DIOCESAN**

The Special Convention ("Convention") of the Missionary Diocese of The Episcopal Church in Navajoland ("Diocese") adopts the following Rules of Order for the nomination and election of the first Bishop Diocesan of the Diocese on August 16, 2025 and for any adjourned meeting of that Convention:

A. Registration of Delegates, Appointment of Election Officials and Other Organizational Matters

1. Prior to the Convention, the Provisional Bishop shall appoint the following Convention officials: the Secretary, one or more Assistant Secretaries, the Parliamentarian, Credentials Committee, and the Dispatch of Business Committee.  
Each of these persons shall register at the Convention site and the presence of such person shall be checked against a roll furnished by the Provisional Bishop.
2. The Provisional Bishop likewise shall appoint Ushers, Tellers and such other persons the Provisional Bishop deems necessary to assist the Convention in conducting its business. Ushers shall keep good order in the observance of these Rules of Order. Under the supervision of the Assistant Secretary(ies), Tellers shall count ballots and otherwise assist the Convention with the voting process. Any person appointed by the Provisional Bishop as an Usher or Teller or to otherwise assist the Convention in conducting its business shall register at the Convention site and the presence of such person shall be checked against a roll furnished by the Provisional Bishop or Secretary.
3. Each member of the clergy who is entitled to seat, voice and vote in the Convention under Canon 2, including the Provisional Bishop, shall register at the Convention site and his or her presence shall be checked against a roll furnished by the Provisional Bishop.
4. Each lay delegate representing a parish or mission and entitled to seat and vote in the Convention under Canon 3 shall register at the Convention site, and his or her presence shall be checked against a roll prepared under the direction of the Provisional Bishop based on certificates received from the congregations, following election of delegates at their 2025 Annual Meeting.
5. No proxy voting or virtual voting shall be permitted; all clergy and all lay delegates must be present to vote.

6. Upon registration, a badge will be given to each registrant identifying the registrant as one or more of the following as applicable: (1) a clergy member, including the Provisional Bishop, with seat and vote; (2) a lay delegate representing a congregation with seat and vote; (3) the Provisional Bishop, Secretary, Assistant Secretary, Chancellor and Vice-Chancellor or Dispatch of Business Committee member, as applicable; (4) a Shepherd for a nominee (see Section 11 below); or (5) a Teller, Usher or someone appointed by the Provisional Bishop to otherwise assist the Convention in conducting its business. Only those persons to whom badges have been issued shall have a seat on the floor of Convention and no person shall be admitted to the floor of Convention without his or her badge. Any voting delegate or clergy member departing from the Convention prior to adjournment must report his or her departure to the Secretary of the Convention. Such a departure may only take place between ballots, and may not take place after an election has occurred until the required testimonials are signed. In the case where a lay delegate needs to leave the Convention prior to an election, a duly elected and registered alternate delegate from the same congregation as the delegate may be seated as a delegate from that congregation and provided a badge with the approval of the Credentials Committee.
7. Appropriate seating provisions not on the floor shall be made for visitors and guests, who shall all be registered as guests and issued name badges indicating that designation.
8. When the Credentials Committee reports the presence of a quorum of both orders, the Provisional Bishop shall declare the existence of a quorum, shall announce the number of delegates in each order who are present in the Convention, and shall declare the Convention organized and ready for business. An election will have been achieved upon the concurrence of a majority vote in each order for one of the nominees on the same ballot.
9. When any member of Convention is about to speak or deliver any matter to the Convention, he or she shall rise and, with due respect, address the Provisional Bishop as presiding officer. If two or more members shall rise at the same time to speak, the Provisional Bishop shall decide who shall speak first.
10. Printed materials may be distributed on the floor of Convention only with the Provisional Bishop's permission.
11. The Bishop's Search Committee appointed Shepherd shall be a liaison between a nominee and the Convention. At any time before a balloting begins a nominee may withdraw his or her name from consideration in the election by so notifying the nominee's Shepherd. Although not required for a withdrawal, a Shepherd shall make every effort to have the nominee provide the Shepherd with written confirmation of the nominee's decision,

which may be done in any manner, including an electronic message, and upon receipt the Shepherd shall promptly share a copy of the same with the Provisional Bishop through the Parliamentarian, the Dispatch of Business Committee Chair, or an Assistant Secretary, and also with the Secretary to be placed in the record of the Convention. No name shall be removed from the balloting unless it is directed to be removed by the Provisional Bishop.

## B. The Election

1. The Provisional Bishop shall call the meeting to order.
2. The Provisional Bishop will recognize the Chair of the Credentials Committee, who will report on the registration of clergy and lay delegates and advise whether there is a quorum of each order entitled to vote.
3. When the presence of a quorum has been established and declared by the Provisional Bishop, the Provisional Bishop will recognize the Chair of the Dispatch of Business Committee, who will move the adoption of the Agenda, being the agenda previously published on the Diocese's website in anticipation of the Convention, and the adoption of these Special Rules of Order. This motion must be seconded and adopted by vote of the Special Convention. The vote is a voice vote, unless a vote by Orders is properly requested.
4. The Secretary of Convention will move the adoption of Robert's Rules of Order for the Special Convention. This motion must be seconded and adopted by vote of the Special Convention. The vote is a voice vote, unless a vote by Orders is properly requested.
5. When the Provisional Bishop announces it is in order to receive nominations for the election of a Bishop Diocesan, the Provisional Bishop shall call on the Chair of the Bishop Search Committee to nominate the candidates selected. There shall be no nominating speeches. No second to the nominations shall be required.
6. There shall be no floor debate or speeches. Points of parliamentary procedure may be raised.
7. The form of the paper ballots to be used (including the order of the names of the nominees), and the method of use, shall be determined by the Provisional Bishop in consultation with the Dispatch of Business Committee. If no nominee is elected on the first ballot, the Convention shall proceed to a second and, as necessary, succeeding ballots until the Provisional Bishop shall declare that an election has occurred.
8. A valid ballot shows a single vote and has none of the characteristics of an 'Invalid Ballot.' If the Tellers do not agree on the validity of a ballot, or determine that the voter's intention is unclear, the Provisional Bishop shall decide the matter after consultation with the Chancellor.

9. The vote shall be by Orders. The Secretary shall arrange for separate balloting by the clergy and lay delegates. Each Order shall cast its ballots separately, and the Secretary shall maintain a checklist for each Order prepared by the Secretary from the rolls of clergy and lay delegates who are eligible to vote. For each ballot, the clergy delegates shall deposit their ballots into the ballot box designated for taking of the clergy ballots. The lay delegates shall deposit their ballots into the ballot box designated for the taking of the lay ballots in such order as the Provisional Bishop may direct. The Tellers shall check off the names of each delegate on the respective checklists, as each ballot is cast.
10. The Provisional Bishop may call on the Chancellor to explain the voting procedures.
11. When the Tellers have completed their counting of a ballot, the Assistant Secretary(ies) will notify the Provisional Bishop and Shepherd of each nominee of the results of the ballot. The Shepherd shall then notify each candidate before any announcement of ballot results. When the Provisional Bishop is satisfied that the nominees themselves have been notified of the result of the ballot, he shall announce the results of the ballot to the Convention by reading out and visually displaying: (a) the total number of votes cast in the clerical order and the total number of votes necessary for an election in that order; and (b) the total number of votes cast in the lay order and the total number of votes necessary for an election in that order. Then the Provisional Bishop shall announce the number of clerical votes and lay votes cast for each nominee.
12. After the result of a ballot have been announced to the Convention, the Provisional Bishop may declare a recess until a time certain or may call for voting on the next ballot.
13. An election occurs upon a concurrent majority in both Orders on the same ballot. The Provisional Bishop shall direct the balloting to continue until a Bishop has been elected. Upon a majority vote of the Convention, the Convention may adjourn to a date certain after a sufficient number of ballots has been taken so as to reasonably establish that the Convention has reached a stalemate or has reached a time of day where it appears wise to do so, or both.
14. After the Provisional Bishop has declared that an election has occurred, the Provisional Bishop shall take the following action at an appropriate time before adjournment of Convention: appoint the President of the Standing Committee of the Diocese and the Chair of the Bishop Search Committee to join the Provisional Bishop in officially notifying the Bishop-elect; direct all delegates to sign the Canonical Testimonials to the election of a Bishop Diocesan before leaving the floor of Convention; and ask that a motion be made from the floor of Convention that the Standing Committee of the Diocese, as required by the canons of The Episcopal Church, be instructed to forward to the Presiding Bishop and to the Standing Committees of the several Dioceses the Canonical Testimonials and certificates required by the canons of The Episcopal Church evidencing the election of a Bishop Diocesan, and that the Standing Committee be

authorized and requested to do all other things to ensure the ordination and consecration of the person elected Bishop Diocesan.

15. If the Standing Committee discovers new information about a nominee, during or immediately prior to the Convention, then upon the request of the President of the Standing Committee, the Provisional Bishop shall recess the Convention while the Standing Committee reviews the information. If the information appears to be material and from a credible source, the President and the Secretary of the Standing Committee, together with the Chancellor and the nominee's Shepherd will discuss the matter with the nominee who will have the option to request a further investigation or to withdraw his or her nomination. If the nominee requests a further investigation which cannot be completed within a few hours, then the Standing Committee may request that the Provisional Bishop seek a vote of Convention to recess or postpone the Convention for up to 28 days for the further investigation to be completed by the Standing Committee.

C. Application of these Rules of Order; Amendments.

1. These Rules of Order shall apply only to the Special Convention of the Missionary Diocese of The Episcopal Church in Navajoland to elect a Bishop Diocesan, or any postponement or recess thereof.
2. These Rules of Order may be amended by Convention or Special Convention of the Missionary Diocese of The Episcopal Church in Navajoland only by a concurrence of two-thirds vote by Orders of the delegates with seat, voice and vote that are present and voting.

**ADOPTED BY THE SPECIAL CONVENTION OF THE EPISCOPAL CHURCH IN NAVAJOLAND, on the 16<sup>th</sup> day of August 2025.**