



RULES OF ORDER FOR MEETINGS OF THE PROVINCIAL COUNCIL OF THE ANGLICAN CHURCH IN NORTH AMERICA

These Rules of Order were adopted by the Provincial Council at its meeting in Toronto, Canada on December 11, 2009, and amended at the meeting of Provincial Council via videoconference on June 23, 2020. They again were amended **at the meeting of Provincial Council in Tulsa, Oklahoma on June 17, 2026**, and shall remain in effect until amended or superseded.

- 1. *Concerning the Agenda.*** The agenda for meetings of the Provincial Council shall be determined by the Executive Committee (Title I, Canon 1, Section 4). Any ten (10) Members of the Council may have an item or items included on the agenda before the meeting is called to order by submitting the text of the item or items to the Chair of the Executive Committee.
- 2. *Concerning the Chair.*** The Archbishop (or any person exercising the duties of the Archbishop, or, if none, a person chosen by the Executive Committee to act as presiding officer) shall call to order and preside over the meeting as the Chair. The Archbishop may designate another presiding officer *pro tem* to act as Chair.
- 3. *Concerning Officers and Committees of the Meeting.*** The Chair shall appoint a Secretary to minute the proceedings and a Parliamentarian to advise the Chair on procedure, and such other officers and committees of the meeting as the Chair deems necessary.
- 4. *Concerning the Quorum.*** At the commencement of the meeting, the Credentials Committee appointed by the Executive Committee, shall report the number of Members of the Provincial Council who have registered for the meeting. A quorum for the transaction of business shall consist of a majority of those Members who have registered for the meeting.
- 5. *Concerning Prayer.*** The business of every meeting shall be introduced with prayer, and a call to prayer shall always be in order, when made by a Member entitled to the floor. The Chair shall designate the person(s) to lead in prayer.
- 6. *Concerning Order and Decorum.*** Order and decorum shall be observed at all times. When the presiding officer takes the Chair, the Members shall seat themselves and not afterward stand up, except to address the Chair. The Members shall continue in their seats and shall not hold any private discourse while the meeting is in session. When the house is about to rise, the members shall keep their seats until the presiding officer leaves

the Chair. This is the general rule, but the Chair may alter or supplement this rule as appropriate to promote good order and determine other rules of order and decorum.

7. Concerning Taking the Floor. Members shall rise to be recognized by the Chair. A Member arising to speak shall with due respect address the Chair and shall not address the Council or another Member except with permission from the Chair. In debate Members shall confine themselves strictly to the point in debate. No member shall speak more than twice in the same debate in the same session without specific leave by a vote of the Council.

8. Concerning Motions. No motion shall be put or debated until it is seconded, and, when seconded, it shall be stated by the Chair before it is voted on. At the discretion of the Chair, or at the request of any ten (10) Members, a motion shall be reduced to writing.

9. Concerning Divisible Propositions. If a question in debate contains two or more distinct propositions, the Chair may divide them or any Member may have them divided.

10. Concerning Voting. All matters shall be decided by a majority vote of the Members present unless otherwise set forth in these rules.

1. **Online Meetings:** All voting shall be conducted by a show of hands or, at the Chair's discretion, by online ballot.

2. **In Person Meetings:** All votes on motions shall first be by voice vote. The Chair shall rule on whether a motion is carried or not. If the Chair is in doubt, or if requested by ten Members, the Chair shall call for a show of hands. The Chair may request a roll call vote or a written ballot for a final determination of any matter. The Chair may appoint tellers to assist the Secretary in any count. Elections of officers shall be by voice vote unless the Chair determines to call for a written ballot.

11. Concerning Follow-on Motions. When a question is under consideration, no motion shall be received unless to:

- a. lay upon the table,
- b. postpone indefinitely,
- c. postpone to a certain time,
- d. commit to a committee, or
- e. amend;

Motions for any of these purposes shall have precedence in the order listed above.

When a question involving an amendment to the Constitution & Canons is under consideration, no motion shall be received unless to lay upon the table, postpone indefinitely, postpone to a certain time or commit to a committee.

Motions to amend the Constitution & Canons shall be subject to an up or down vote.

12. **Concerning Motions to Lay on the Table.** A motion to lay on the table shall be decided without debate. If a motion to lay an amendment on the table is carried, the meeting shall proceed as if no such amendment had been offered.

13. **Concerning Reconsideration.** A question once decided may be reconsidered during the same meeting only upon the affirmative vote of two-thirds of the Members. No question shall be reconsidered more than once at the same meeting.

14. **Concerning Procedural Questions.** All points of order and questions of privilege shall be decided by the Chair, subject to being overruled by a vote of the Members at the call of any Member.

15. **Concerning Matters Beyond These Rules.** Whenever these Rules fail to provide direction for a particular matter before the Council, the Chair, with advice from the Parliamentarian, shall determine the procedure to be applied.

16. **Concerning Recesses.** The Chair may at any point call a recess for a time certain of up to three (3) hours. A longer recess may be declared by motion and majority vote of the Members.

17. **Concerning Motions to Adjourn.** A motion to adjourn shall always be in order and shall be decided without debate.

18. **Concerning Adjournment Sine Die.** Meetings of the Council shall adjourn *sine die* with authority given to the Archbishop (or in his absence, the person exercising his duties, or, if none, the Executive Committee) to set the date, time and place of the next regular meeting