Call for Resolutions

Resolutions are the legislative vehicle for the acts of Diocesan Convention. The following guidelines are provided to assist in preparing resolutions and should be read in conjunction with the Rules of Order (2019 Constitution and Canons pp. 46-51).

Submitting Resolutions

Section 1.1 of the Rules of Order of Convention requires that all resolutions other than those arising from the business of Convention, the Bishop’s address or the report of any diocesan body, be filed with the Secretary of Convention at least 60 days prior to the Convention.

To be in compliance with this rule, the due date for submission of resolutions for consideration at the November 7, 2020, convention is:

**TUESDAY, SEPTEMBER 8, 2020**

Please submit a copy by email of all resolution(s) dated by September 8, 2020, to:

Jeff Diehl, Secretary
jdiehl@albionenvironmental.com

Please also email a copy to the Chair of the Committee on Constitution and Canons:
The Rev. Chris Creed
frcreed@aol.com

Please also email a copy to the Chancellor:
Steve Kottmeier
chancellor@realepiscopal.org

and email a copy to the Chair of the Committee on Resolutions:
Abby O’Connell
abbyopottress@yahoo.com

Any resolution that does not meet the criteria above may be considered by Convention only upon the affirmative vote of 2/3 of those present and voting in Convention (Section 1.6 Rules of Order of Convention). Please note, per Section 5.6, if any amendment is proposed to increase a proposed or new budget item, the amendment must specify the source of such funds from within the budget.

Guidelines for Writing Resolutions

1. A resolution should have a brief **title**. A descriptive title is assigned to highlight the area of legislation. **Example:** Support for Seminarians.

   For resolutions that propose amendments to the Constitution or Canons, the title should consist of the article or canon reference. **Example:** Amend Canon 1.17.1(c).
2. A resolution **must require specific action**. The resolution should be phrased so that it will result in some action by the Diocesan Convention or by an identified person or body of the Diocese.

3. A resolution requiring action by the 80th General Convention of The Episcopal Church begins with the following phrase: “**Resolved, that the 40th Convention of the Diocese of El Camino Real submit the following resolution to the 80th General Convention of The Episcopal Church:**

   *Resolved, the House of ____ concurring, That the 80th General Convention...”* After the first House acts the underline is replaced with the concurring House.

4. Use the subjunctive verb tense: **Examples**: “That the 40th Convention of the Diocese of El Camino Real adopt the following statement...” (instead of adopts); “That the 40th Convention of the Diocese of El Camino Real confirm” (instead of confirms).

5. If a resolution contains more than one resolve clause, the two or more are joined together with a semicolon followed by the words “and be it further.”

6. If you reference a report, study or other document that is not generally known by members of the Convention or readily available, you must provide copies of it with your resolution for distribution to the Convention.

7. If the resolution calls for the creation of an Interim Body, it should state the composition of the proposed body, and, unless otherwise provided for in the Canons or Rules of Order, how it is to be constituted.

8. **Explanation.** Do not use preambles and “Whereas” clauses in resolutions. The purposes, intentions, and justifications for a Resolution should be included in an explanation following the Resolution. *Please limit explanations to a few paragraphs. The explanation is not part of the official text of the resolution.*

9. **Proposers.** Please include the identity of the individuals or bodies who authored the resolution. Please be sure to include contact information in case the Committee on Resolutions needs clarification.

10. Please:
   - **do not** indent paragraphs
   - **do not** use bullets, numbering, etc.; **do** display your list in a narrative format.
   - **do not** bold text.
   - **do not** include web references in your resolution. *Web sites come and go and may not be relevant in the future to the legislation passed.*
   - **do not** refer to or attach congressional legislation or bills. They often change and may have “riders” attached that do not refer to the intent of the resolution being proposed.