



## THE EPISCOPAL DIOCESE OF EASTERN OREGON

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### NOTICE OF TIME FOR FILING RESOLUTIONS

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TO: CONGREGATIONS, PROGRAMMATIC BODIES, OR INDIVIDUAL MEMBERS OF  
DIOCESAN CONGREGATIONS

FROM: DOUGLAS HARDER, SECRETARY OF CONVENTION

RE: PROPOSED RESOLUTIONS FOR 2016 DIOCESAN CONVENTION

DATE: June 3, 2016

According to Diocesan Canons, **RESOLUTIONS TO BE CONSIDERED BY THE 2016 DIOCESAN CONVENTION**, which will meet October 7-9, 2016 in La Grande, Oregon, are to be submitted to the Resolutions Committee, c/o the Diocesan Office, P.O. Box 236, Cove, OR 97824, not less than 60 days prior to the first day of the Convention. They may also be submitted electronically as an attachment to an email sent to [lboquist@episdioeo.org](mailto:lboquist@episdioeo.org). This year **August 9, 2016**, will be the final day for receipt of resolutions by the Resolutions Committee. Faxes to Diocesan Office at (541) 568-5000 are acceptable if received before midnight of the final day.

The Resolutions Committee may report to the floor of the Convention any resolution submitted, with the Committee's recommendation for action. The Resolutions Committee may also decline to report any resolution to the floor of the Convention upon condition that the resolution be returned to its maker and that the Committee report to the Convention the action taken and the reason.

If not filed by **August 9, 2016** resolutions or substitute resolutions may be considered at the Convention, but only provided that 2/3 of the voting members present and voting agree to such consideration.

## What is a Resolution?

A resolution is a written motion that when passed by Convention is the basis of policy or action in the Diocese of Eastern Oregon. Because of the motion's complexity or need for explanation or background, it is written in a particular format.

## Who can write a resolution to come before Convention?

Any member or body of the Diocese may author a resolution concerning the mission, ministry, or policies of the Diocese. To become part of Convention business, the resolution must be endorsed or sponsored by a delegate to Convention, a Convocation, a Parish vestry, or a commission or committee of the diocese, **and must be submitted as outlined in the *Notice of Time for Filing Resolutions*.**

Resolutions submitted by **August 9, 2016** will be published in the Pre-Convention Journal. Late resolutions may be brought to Diocesan Convention with enough copies for distribution to delegates (approximately 120 copies), and submitted to the Secretary of Convention.

## How do I write a Resolution?

Start with the motion, then an explanation, which might include background information, or rationale for the motion. Include the implications or any financial impact. Implications/Financial Impact would appropriately address impact to the diocesan budget by specifying sources of revenue for increased spending and specific line items to be added, increased, or decreased depending on the implications of the resolution.

According to the Rules of Order adopted at the 42<sup>nd</sup> annual Convention in 2012:

- A. Any proposed amendment that calls for new or increased spending must include an estimate of the additional costs and must specify budget line item reductions or other revenue sources that would maintain a balanced budget.
- B. Any proposed amendment that calls for reduction in spending must specify the budget line items to be affected.

Each portion of the resolution is written as a separate paragraph. The motion begins with the word **Resolved**. Headings of **Explanation/Rationale** and **Implications/Financial Impact** appropriately precede those paragraphs.

If you have questions about writing resolutions, contact Lisa Boquist, Assistant Secretary of Convention at the Diocesan Office by calling 541-568-4514 or emailing [lboquist@episdioeo.org](mailto:lboquist@episdioeo.org).