**Rules of Order**

**Council of Region XI**

**Diocese of Virginia**

1. Meetings of the Regional Council
2. Meetings of the Council will be held **four times per year** as agreed upon by the Region XI Council.
3. **Other meetings may be called** by the Executive Committee of Regional Council, which shall consist of the Dean, the President, the Vice President, The Treasurer, the Secretary and the Executive Board Representative of the Region.
4. Each meeting will be held in a **church of the Region**, at the invitation of the church’s delegation. **Vestries of the host churches are invited to attend**.
5. **Meetings are open to all members of churches in Region XI**.
6. The agenda for each meeting shall be prepared by the President of the Region, in consultation with the members of the Executive Committee of Regional Council.
7. The President of the Region shall preside at all meetings of the Regional Council. In absence of the President, the Vice President shall preside.
8. Rules of Order
9. The Regional Council shall conduct business according to Roberts’ Rules of Order.
10. These rules of order may be amended by a majority vote of the members of Regional Council.
11. Representatives to Regional Council
12. Lay Delegates shall be elected in accordance with \***Canon 8, Section 4 (a)**.
13. All clergy who serve churches in the Region shall be members of Regional Council. Non-parochial clergy and retired clergy who serve or reside in the Region shall also be delegates with seat, voice and vote in the Regional Council.
14. Lay alternates shall be elected in the same manner as lay delegates and shall serve in the absence of the lay delegate. All lay alternates shall have seat and are encouraged to attend meetings of the Regional Council.
15. The sitting Region XI ECW President shall have seat, voice, and vote on the Region XI Council.
16. Upon completing their terms of service, the Executive Board representative and the President of the Region shall be ex-officio members of the Regional Council, with seat, voice and vote, for one year.
17. Quorum
18. A quorum shall consist of all Region XI Council members present at a duly called Region XI council meeting, but not fewer than 7.
19. Officers
20. Officers shall be a **President, Vice President, Secretary and Treasurer. The President, Vice President, and Secretary must be members of the Regional Council. The Treasurer need not be a delegate or alternate, but may be elected from the membership of the churches of the Region.**
21. **Officers shall be elected for two-year terms. They shall be nominated at the next-to-last scheduled meeting in odd years and elected at the following meeting**. **They shall take office at the meeting following the next Annual Council of the Diocese.**
22. An **Executive Board member shall be elected for a three-year term**. The Executive Board member shall be nominated at the next-to-last scheduled meeting of the year in which the current Executive Board member’s term will end; and the new Executive Board member shall be elected at the following meeting and shall take office following the next Annual Council of the Diocese. Terms shall alternate between lay and clerical members of the Council.
23. **No officer may serve two consecutive terms in the same office.**
24. In the event of a vacancy in any office, the Regional Council shall elect a qualified member to fill the unexpired term.
25. Voting
26. All lay delegates, including the President of the Region, and all clerical members shall have a vote in all questions and all elections
27. All voting shall be by voice or by a show of hands.
28. All elections shall be by a majority of votes cast at the meeting (no proxy votes).
29. Committees

Regional Council shall establish such committees and task forces as it deems necessary to carry out business of the Region and to be supportive of the churches.

1. Expenditures

Any non-emergency proposal to expend Region XI Council monies must be either:

1. Initially presented at a Region XI Council meeting and then voted on at the next Region XI Council meeting; *or*
2. Distributed via email to all Region XI Council members at least 14 days prior to the meeting at which the proposal will be considered.

**From The Episcopal Diocese of Virginia’s Constitution and Canons 2012:**

**CANON 8.**

**Regions and Regional Councils.**

Section 1. The Diocese of Virginia shall be divided into Regions in such a way that every point of the Diocese is in a Region, and every Church shall be a member unit of some Region. Assignment to a Region shall be by majority vote of all members of the Standing Committee, which may create as many Regions as it wishes, but not less than nine nor more than twenty, each containing at least two or more geographically contiguous Churches.

Section 2. The Vestry or Vestry Committee of any Church which desires to change to another Region shall petition the Standing Committee for such change, stating reasons, and including with the petition the views of both Regional Councils

affected by the change. The Standing Committee shall decide the change by majority vote of all its members.

Section 3. The Standing Committee shall notify the Bishop, the Bishop Coadjutor, if there be one, and the Suffragan Bishops, if there be such, the Executive Board, and the Secretary of the Diocese promptly of any change in the number or compositions

of Regions, and shall provide annually to the Council a list of the Regions and their member Churches, which shall be published in the Journal of the Council.

**Section 4. In each Region there shall be a Regional Council, subject to the following provisions:**

**\*(a) Each church of the Region shall be represented by its active Clergy and as many Lay persons, elected by its Vestry or Vestry Committee, as it has Lay Delegates to the Council of the Diocese. Qualifications for election to Regional Councils shall be the same as for election to a Vestry.**

(b) The Dean shall call the first meeting of a Regional Council, which shall then organize itself, electing Lay Members as President and Vice-President, respectively. **Each Council shall elect such other officers as it desires and shall establish a schedule of regular meetings. Special meetings may be called by any Bishop, by the Dean, by the President, or at the request of the representatives of any two constituent Churches**.

(c) All terms of office shall be determined by each Regional Council, and **shall expire at the conclusion of the regular meeting of the Council of the Diocese in the appropriate year.** Notice, and the results, of any election shall be forwarded to the Secretary of the Diocese at the conclusion of Council.

(d) Each Regional Council shall elect one member and one alternate member of the Executive Board. That member and alternate member must be a Lay person eligible for election to the Vestry of a Church in the Region or members of its active Clergy, and may not be the Dean of the Region or a member of the Standing Committee. Such member and alternate member shall be elected for a term of three years and shall both be of the same order. The positions shall alternate between Lay and Clerical incumbents. The rotation of members shall be established by the Standing Committee from time to time so that as nearly as possible one-third thereof shall be elected each year. Vacancies shall be filled by the appropriate Regional Council for the unexpired term, with due regard as to order, except that, when the unexpired term is for three months or less, the replacement member may be of either order. Regional Council representatives on the Executive Board shall become ex-officio members of their own Regional Council.

(e) A Regional Council shall be governed by the Rules of Order of the next preceding regular meeting of the Council of the Diocese, unless the Regional Council shall decide otherwise