

Diocesan Resolutions Script 2019

President will call Past President forward to read the Standing Rules of Order that pertain to resolutions.

At this point, Resolutions Chair moves to a side microphone, Legislation Chair (if separate standing committee) is seated beside her and a resolutions secretary would prepare the resolutions on the screen for members to follow any amendments.

Past-President reads portion of standing rules of order pertaining to motions and resolutions.

Resolutions Chair provides opening remarks regarding the number of resolutions, any resolutions not accepted for presentation and what plan is for those, and any remarks significant to the resolution process.

Now begins presentation of resolutions to the assembly.

Resolutions Chair:

Before we begin, I remind members only voting or accredited delegates are allowed to bring motions/amendments, that is move or second. If you have an amendment, use the motion forms found on your tables.

For each resolution follow these steps (it is recommended you replace the template below with a complete script customized for your resolution(s))

President: *Reads name of resolution
(Appears on the screen as Resolution Chair reads the entire resolution)*

Resolution Chair steps back

President: All speakers are reminded that when recognized you are to state your name, parish and status at this convention.

Who moves this motion?

Parish President: {insert name}, as {fill in council name} President, I move adoption of this resolution.

President: Is there a seconder? *(Insert name of seconder)*

Secunder: {insert name}, as {needs to be voting or accredited delegate}, I second adoption of this resolution.

President: Moved by {insert name of parish president moving}, seconded by {insert seconder name} that Resolution "**{Insert Resolution Title}**" be adopted.

President: Who will speak to the motion? (***Insert name of who will speak***)
You have three (3) minutes
{Insert the number of minutes per your standing rules of order and delete this line}

Once the member is finished speaking, President invites any other speakers. (These may be to bring forward amendments or speak for or against the resolution.)

*If there are any amendments, deal with **resolved clauses first**. Repeat steps below for each resolution.*

Amendments

The member presenting her amendment will read it and Secretary will type it into the existing resolution using red font for changes and strike through for deleted words so members can see the change on the screen.

- *President will ask for a seconder*
- *The mover speaks to the amendment*
- *Discussion chaired by President*
- *President will ask resolution chair, legislation chair and/or parliamentarian for clarification, if needed*
- *Resolution and Legislation Chair(s) will have the back-up material available to respond/clarify any issue which may arise*

Once discussion is completed and no one else is at the microphone (mover given the opportunity to speak last)

President: I call for a vote on the amendment but before we do so I will ask if the assembly wishes the amendment to be read?

If it is to be read, invite Resolution Chair to read it.

If accepted Secretary will change the font to black on the screen so the resolution is so amended. This continues for each amendment.

Once all amendments have been dealt with and no other person is at the microphone proceed.

Approval of resolution or, if amendments, the resolution as amended.

If many changes have been made, President will ask Resolution Chair to read the amended resolution from the screen.

President: Moved by {parish president}, seconded by {insert seconder name} that Resolution "**resolution title**"(add 'as amended' if required). All those in favour? Opposed? Abstentions?

President announces if the motion is carried or defeated.

President expresses thanks to the assembly and the {insert name of parish council} for the resolution.

President asks Resolution Chair for her final comments.

RESOLUTION CHAIR

The provincial resolutions committee will be notified that Resolution(s) {insert number{s}} have been accepted at this convention. We hope that {insert number(s)} will be brought to the provincial convention to gain the support of all members across the province. Your task will be to watch for direction from provincial council and follow-up with councils at the parish level. {If the resolution is a national issue amend to include acceptance and direction from the national level}

I challenge each one of you and your councils to continue to create space for change through your active role in the resolution process, preparing resolutions and implementing the action plans of those approved. {Consider using your own words here.}

Thank you