

## **Pre-Convention Meeting Guidelines**

TO: Convention Chairs  
FROM: Bishop Michel and the Standing Committee  
DATE: July 20, 2010  
RE: Uniform Guidelines for the 2010 Pre-Convention Meetings

1. The dean chairs the pre-convention meeting in her/his deanery and provide a safe environment for all participants.
2. All members of the Diocese are invited to attend any pre-convention meeting.
3. Members of the Program Budget Committee will be present at all meetings to review the proposed 2011 Program Budget. The chair of the Program Budget Committee is the Rev. Kirk Berlenbach (215-483-1529 or [fatherkirk@comcast.net](mailto:fatherkirk@comcast.net) ).
4. Members of the Resolutions Committee will be present at all meetings to hear comments on all resolutions received. The chair of the Resolutions Committee is Karen Lash (215-535-0804 or [klash.klash@verizon.net](mailto:klash.klash@verizon.net)).
5. The chair will offer an opportunity for questions of clarification.
6. Speakers are requested to state their names and parishes.
7. Speakers should speak only if adding something new to the discussion and should not repeat what has already been stated.
8. Speakers should address the issues before the Convention and not discuss people.
9. The chair should limit speakers to no more than 2 minutes.
10. If the time available for discussion is limited, the chair will give priority to Diocesan Convention delegates. Others may be allowed to speak or may be asked by the chair to have their concerns expressed through their delegates.