

<Name> Commandery No. <00> Virtual Conclave
<day, month, date, year>

<time> Short Form Opening of Commandery (all on mute **except** Eminent Commander)

<EC name>: Commandery, Your Attention!

Due to the National Emergency in these United States of America and by the authority in me vested, I, **<EC name>**, Commander of **<name>** Commandery No. **<00>** stationed at **<city>**, Pennsylvania declare this **<month>** **<year>** conclave will be held by a teleconference call as authorized by Sir Knight Jeffrey Norman Nelson, Most Eminent Grand Master of the Grand Encampment of Knights Templar of the United States of America.

(This statement may be changed to fit the current situation requiring a virtual conclave. Remember that a dispensation may be required, and we will need to follow any directives set forth by Grand Encampment and Grand Commandery regarding virtual conclaves)

<CG name>: Sir Knights, join the Eminent Commander in pledging allegiance to the flag of our country,

*(All on mute **except** EC, and all recite the pledge to themselves)*

<EC name>: *recite the pledge of allegiance.* Excellent Prelate lead our devotions.

<EP name>: *(all on mute **except** EP, everyone listens and says the Lord's Prayer to themselves)*

"O God, we who have pledged ourselves at Thy Holy Altar to practice and defend the religion as founded by Thy dear Son, our Savior, Jesus Christ, guide and so direct us that we may exemplify in our lives His blessed teachings that this great Order of Christian Knighthood may grow in grace and power. Raise up within our membership, men who shall be thy messengers of hope and peace; lead us to the attainment of our ideals. Deliver us from despondency and doubt and grant that we may put on the breastplate of righteousness so that we may battle successfully against those who would dethrone Thee and repudiate Thy Son our Lord. Bless the officers of the Grand Encampment and the Grand Commandery of this state. Imbue them with the strength of Thy Holy Spirit that they may lead us in the ~~up~~-building of Thy Kingdom upon Earth and in the growth of our Order.

This we ask in the name of Him Whose Cross we wear, Thy Son, Our Savior, the Lord Jesus Christ, who taught us when we pray to say:

Our Father which art in Heaven, Hallowed be Thy Name, Thy Kingdom come, Thy will be done in Earth as it is in Heaven. Give us this day our daily bread and forgive us our debts as we forgive our debtors; and lead us not into temptation but deliver us from evil, for Thine is the Kingdom, and the power and the glory forever. Amen."

<EC name>: Waiving further ceremony, I now declare *<name>* Commandery No. *<00>* opened for the dispatch of such business as my regularly come before it, requiring all knights present to govern themselves according to the sublime principles of this magnanimous order.

Opening welcome

<EC name>: *Announce that*, due to the virtual nature of the conclave, and issues with many speakers at once, all votes will be taken by opposition only, and it is assumed all others will approve. The call for votes will be announced thus:

“you have heard the motion, all those who are opposed say nay, or enter “no” into the on-line chat system.” *Explain how to use the chat.*

<EC name>: *announcement to suspend some constitutional requirements for the conclave due to the nature of a virtual conclave*

<EC name>: Sir Knight Recorder, call the role to establish a quorum.

<RC name>: roll call of officers. Reply with “present”

Eminent Commander	Sir Knight <i><name></i>
Generalissimo	Sir Knight <i><name></i>
Captain General	Sir Knight <i><name></i>
Senior Warden	Sir Knight <i><name></i>
Junior Warden	Sir Knight <i><name></i>
Treasurer	Sir Knight <i><name></i>
Recorder (or Recorder/Treasurer)	Sir Knight <i><name></i>
Excellent Prelate	Sir Knight <i><name></i>
Sword Bearer	Sir Knight <i><name></i>
Standard Bearer	Sir Knight <i><name></i>
Warder	Sir Knight <i><name></i>
Sentinel	Sir Knight <i><name></i>

<RC name>: Eminent Commander, we do have a quorum.

<EC name>: Sir Knight Recorder, read the records of our last stated conclave.
(this may be adjusted if records are normally shared by email before the conclave)

<CG name>: *(optional)* Eminent Commander, *(state name)* I make a motion to waive the reading of the records of our last stated conclave and that they be approved as submitted.

2nd <SK Name>: Eminent Commander, *(state name)* I second the motion.

<EC name>: *call for vote by opposition...*

“Sir Knights, you have heard the motion, all those who are opposed say nay, or enter “no” into the on-line chat system.” *(pause for response)*

<EC name>: the motion passes.

Call for treasurer to read his report

<TR name>: *(give the report of treasurer)*. Eminent Commander, I move for the acceptance of the report of the Treasurer and that it be included in the records.

2nd <SK Name>: Eminent Commander, *(state name)* I second the motion.

<EC name>: *call for vote by opposition...*

“Sir Knights, you have heard the motion, all those who are opposed say nay, or enter “no” into the on-line chat system.” *(pause for response)*

<EC name>: the motion passes.

<EC name>: Sir Knight Recorder, Do we have petitions?

<RC name>: Eminent commander we do. Reads the petitions.

<name>, <address>

<Blue Lodge name and number>; <Royal Arch Chapter name and number>

Recommender 1: <name>

Recommender 2: <name>

<RC name>: Eminent Commander, I make a motion that due to the extenuating circumstances we are faced with that we elect these petitioners to our commandery by acclimation.

2nd <SK Name>: Eminent Commander, *(state name)* I second the motion.

<EC name>: Sir Knights, you have heard the motion to elect by acclimation, all those who are opposed to directing the recorder to record a unanimous ballot for all petitioners say nay, or enter “no” into the on-line chat system. *(pause for response)*

<EC name>: the motion passes. These petitioners are elected to membership in <name> Commandery No. <00>. Sir Knight Recorder, have you any further business?

<EC name>: call for remarks.

<EC name>: Sir Knight Captain General, I am about to close this Commandery of Knights Templar.

<CG name>: Commandery, your attention!

<EC name>: Excellent Prelate, lead our devotions.

<EP name>: (*all on mute except the EP, everyone listens*) May the blessings of Christ's love be with us and all Knights Templar! May we practice throughout all our lives, the teachings of Jesus as they have been vividly portrayed in the rituals of our Order. May the virtues of the immaculate Jesus, who died that we might live, guide us into all truth and assist us to magnify him as King of Kings and Lord of Lords, now and evermore. Amen.

<EP name>: Waiving further ceremony I now declare <name> Commandery No. <00> duly closed.

Sir Knights, you are dismissed.

Notes:

Items that are *italicized* and in < > such as;

<EC name>:

<Name> Commandery No. <00> Virtual Conclave

<day, month, date, year>

<Blue Lodge name and number>; <Royal Arch Chapter name and number>

are items that should be edited to put in the correct information for the conclave.

Items that are *italicized* and in parentheses () such as;

(*All on mute except EC, and all recite the pledge to themselves*)

(*state name*)

(*pause for response*)

are items that give direction/guidance for individuals to follow that will enhance the experience of all on the virtual conclave

This is a general guide and does not cover every item that a Commandery may wish to cover during a conclave. Please feel free to change it to fit the needs of your Commandery conclave.