



## AGENDA

### Wednesday, July 8, 2015

*Set-up, Delegate Travel, Registration*

- 2:00                    NCC Meets  
                              Youth Assembly Meets

### Thursday, July 9, 2015

*Delegate Travel, Registration*

- 11:00–12:00    General Orientation
- 12:00–1:00    Lunch, *Hall D*
- 1:30–5:00      **Business Session #1**
- 1:30–3:00      Opening Worship and Opening of Convention  
                           -*Offering for Canadian Lutheran World Relief*
- 3:00              Coffee Break, *Hall D Foyer*
- 3:30              Report of Committee on Registration and Credentials  
                           Establishment of Quorum  
                           Adoption of Agenda  
                           Adoption of Standing Rules of Order  
                           Introduction of Convention Committees  
                           Introduction of Special Guests  
                           Request to Grant Privilege of Voice
- 4:00              Report of the National Bishop
- 4:30              Report of National Church Council  
                           -Notice of Items Requiring Action

- Notice of Proposed Amendments to the ELCIC Constitution and Administrative Bylaws
- 4:55            Announcements  
                  Closing Prayer
- 5:00–6:30      Dinner, *Hall D*
- 7:00–9:30      **Business Session #2**
- 7:00            Opening Prayer
- Report of Committee on Registration and Credentials
- Report of Committee on Conduct of Elections  
-First Ballot for National Bishop
- 7:15            Report of Nominating Committee  
-National Church Council/ELCIC Group Services Inc./  
  Court of Adjudication/2017 Nominating Committee  
-Reception of Nominations from the Floor
- 7:30            Report of National Church Council  
-Presentation on Second Reading of Constitution and Administrative Bylaws  
-Table Groups
- 8:45            Report of Committee on Conduct of Elections  
-Results of First Ballot for National Bishop
- 8:55            Announcements
- 9:00            Night Prayer

### Friday, July 10, 2015

- 8:30–12:00    **Business Session #3**
- 8:30            Morning Holy Communion
- 9:00            Report of Committee on Registration and Credentials
- Report of Committee on Conduct of Elections  
-Second Ballot for National Bishop  
-Balloting will continue as required for National Bishop, with balloting taking

place no earlier than 30 minutes following the reported results of the previous ballot. After the election of the National Bishop, elections will proceed for Secretary, Treasurer, National Church Council, ELCIC Group Services, Inc., Court of Adjudication, and 2017 Nominating Committee

- 9:15 Report of National Church Council  
-ELCIC Reformation Challenge
- 9:45 Greetings—The Most Rev. Fred Hiltz,  
Primate, Anglican Church of Canada
- 10:00 Coffee Break, *Hall D Foyer*
- 10:30 Standing Order—Commissioner Marie Wilson,  
Truth and Reconciliation Commission
- 11:45 Report of Committee on Conduct of Elections  
-Balloting
- 11:55 Announcements  
Closing Prayer
- 12:00–1:00 Lunch, *Hall D—Table Talk: Full Communion Relationships*
- 1:30–5:00 **Business Session #4**
- 1:30 Opening Prayer
- Report of Committee on Registration and Credentials
- Report of Committee on Conduct of Elections  
-Balloting
- 1:45 Bible Study — Rev. Dr. Gordon Jensen, Lutheran Theological Seminary Saskatoon and  
Rev. Dr. Allen Jorgenson, Waterloo Lutheran Seminary
- 2:15 Report of Committee of Reference and Counsel
- 2:30 Presentation — Doctrine of Discovery  
-Jennifer Henry, Executive Director, KAIROS
- 3:00 Coffee Break, *Hall D Foyer*
- 3:30 Standing Order—Report of Canadian Lutheran World Relief  
Robert Granke, Executive Director

- 3:45 Standing Order—Report of ELCIC Group Services Inc.  
Jackie Dojack, Chair of the Board and  
Lisa Thiessen, Executive Director
- 4:00 Standing Order—Report of the Treasurer, Ken Day  
-Approval of 2014 Audited Financial Statements  
-Approval of 2016 and 2017 Budgets
- 4:55 Announcements  
Closing Prayer
- 5:00 Deadline for submissions to the Committee of Reference and Counsel**
- 5:00–6:30 Dinner, *Hall D*
- 7:00– 9:30 **Business Session #5**
- Opening Prayer  
Report of Committee on Registration and Credentials
- Report of Committee on Conduct of Elections  
-Balloting
- Report of Committee on Minutes
- 7:30 Greetings—Bishop Elizabeth Eaton, Presiding Bishop,  
Evangelical Lutheran Church in America
- 7:45 Report of National Church Council  
-ELCIC Resolution on the Doctrine of Discovery  
-Table groups  
-ELCIC Resolution on the Criminal Justice and Correctional Systems in Canada
- 8:35 Report of Committee of Reference and Counsel
- 8:55 Announcements
- 9:00 Night Prayer

**Saturday, July 11, 2015**

- 8:30–12:00 **Business Session #6**
- 8:30 Morning Holy Communion
- Report of Committee on Registration and Credentials

- Report of Committee on Conduct of Elections  
-Balloting
- Report of National Church Council  
-ELCIC Policy Regarding Authorized Lay Ministries
- 10:00 Coffee Break, *Hall D Foyer*
- 10:30 Report of National Church Council  
-Second Reading of Constitution  
-Approval of Administrative Bylaws
- 11:45 Report of Committee on Conduct of Elections  
-Balloting
- 11:55 Announcements  
Closing Prayer
- 12:00–1:00 Lunch, *Hall D Table Talk: ELCIC Reformation Challenge*
- 1:00 School Corporation Meetings  
-Lutheran Collegiate Bible Institute  
-Luther College
- 1:30–5:00 **Business Session #7**
- 1:30 Opening Prayer
- Report of the Committee on Registration and Credentials
- Report of the Committee on Conduct of Elections  
-Balloting
- 1:40 Standing Order—Report of Lutheran Collegiate Bible Institute
- 1:50 Standing Order—Report of Luther College
- 2:00 Bible Study—Rev. Dr. Gordon Jensen, Lutheran Theological Seminary Saskatoon and  
Rev. Dr. Allen Jorgenson, Waterloo Lutheran Seminary
- 2:30 Report of National Church Council  
-ELCIC Resolution on Welcoming the Stranger  
-ELCIC Resolution on Climate Justice
- 3:00 Coffee Break, *Hall D Foyer*

- 3:30 Report of Committee on Minutes
- 3:45 Report of Committee of Reference and Counsel
- 4:55 Announcements  
Closing Prayer
- 6:00 Reception at *Promenade Foyer, Chateau Lacombe Hotel (Cash Bar)*
- 7:00–9:30 Banquet at the *Alberta Ballroom, Chateau Lacombe Hotel*

**Sunday, July 12, 2015**

- 8:00 Buses to Trinity Lutheran Church
- 9:00 Closing Worship Service at Trinity Lutheran Church  
*-Offering for ELCIC Reformation Challenge*
- 10:30 Buses to Edmonton Airport
- 11:30 NCC Meeting

**AGENDA FOR CORPORATION MEETING  
Luther College**

1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes of Previous Corporation Meeting
4. Presentation of Report by Luther College Representatives
5. Adoption of the Report
6. Business Arising From the Report
7. Nominations to the Board
8. Election of Board Members
9. Other Items of Business
10. Resolution of Ratification

“That any and all actions of the Fifteenth Biennial Convention of the Evangelical Lutheran Church in Canada which pertain to the Corporation of Luther College are hereby ratified.”

11. Adjournment

## MINUTES FOR CORPORATION MEETING Luther College (July 6, 2013)

1. Call to Order  
**M/S** To call the Corporation Meeting of Luther College to order. **CARRIED.**
2. Adoption of Agenda  
**M/S** That the agenda for the Corporation Meeting of Luther College be adopted. **CARRIED.**
3. Adoption of Minutes of Previous Corporation Meeting  
**M/S** That the minutes of the 2011 Corporation Meeting of Luther College be adopted. **CARRIED.**
4. Presentation of Report by Luther College representatives  
Presented by Rev. Cheryl Toth, chaplain and Dr. Mary Vetter, faculty member
5. Adoption of the Report
6. Business Arising From the Report
7. Nominations to the Board  
  
New appointments to the Board of Regents:  
Meredith Cherland (2011–2015)  
Jeff Christiansen (2012–2017)  
Bruce McDowell (2012–2016)  
Soren Oberg (2011–2015)  
Antoinette le Roux (2013–2017)  
  
Re-elect to the Board of Regents:  
Tamara Emsley (2012–2016)  
Michael Fritzler (2013–2017)  
Rev. Lindsay Hognestad (2012–2016)
8. Election of Board Members  
**M/S** That the following be elected to the Luther College Board of Regents: Meredith Cherland, Jeff Christiansen, Bruce McDowell, Soren Oberg, and Antoinette le Roux. **CARRIED.**  
  
**M/S** That the following be re-elected to the Luther College Board of Regents: Tamara Emsley, Michael Fritzler, and Rev. Lindsay Hognestad. **CARRIED.**
9. Other Items of Business  
**M/S** To increase the number of members of the Board of Regents from 16 to 18. **CARRIED.**
10. Resolution of Ratification  
**M/S** “That any and all actions of the Fourteenth Biennial Convention of the Evangelical Lutheran Church in Canada which pertain to the Corporation of Luther College are hereby ratified.” **CARRIED.**
11. Adjournment  
**M/S** To adjourn the Corporation Meeting of Luther College. **CARRIED.**



## AGENDA FOR CORPORATION MEETING Lutheran Collegiate Bible Institute

1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes of Previous Corporation Meeting
4. Presentation of Report and Address by the President and Board Member of the Institution
5. Adoption of the Report
6. Business Arising From the Report
7. Nominations to the Board
8. Election of Board Members
9. Other Items of Business:
  - a. Second reading of constitutional amendments (attachment)
10. Resolution of Ratification

“That any and all actions of the Fifteenth Biennial Convention of the Evangelical Lutheran Church in Canada which pertain to the Corporation of Lutheran Collegiate Bible Institute are hereby ratified.”

11. Adjournment

**MINUTES FOR CORPORATION MEETING**  
**Lutheran Collegiate Bible Institute (July 6, 2013)**

1. Call to Order  
**M/S** To call the Corporation Meeting of Lutheran Collegiate Bible Institute (LCBI) to order. **CARRIED.**
  2. Adoption of Agenda  
**M/S** That the revised agenda for the Corporation Meeting of LCBI be adopted. **CARRIED.**
  3. Adoption of Minutes of Previous Corporation Meeting  
**M/S** That the minutes of the 2011 Corporation Meeting for LCBI be adopted. **CARRIED.**
  4. Presentation of Report and Address by the Board Chairperson and Board Member of the Institution.  
 The report was presented by Board Chairperson Joe Stolee, Board Member Rev. George Hind, and Chaplain Chris Bishopp.
  5. Adoption of the Report
  6. Business Arising From the Report
  7. Nominations to the Board  
 Rev. George Hind
  8. Election of Board Members  
**M/S** That Rev. George Hind be elected to the LCBI Board of Regents: **CARRIED.**
  9. Other Items of Business
    - a. Acceptance of two non-ELCIC congregations as Associate Members: Bethlehem Evangelical Lutheran Church, Outlook, Sk., and St. John Lutheran Church, Preeceville, Sk.  
**M/S** That Bethlehem Evangelical Lutheran Church, Outlook, Sk. and St. Paul Lutheran Church, Preeceville, Sk. be accepted as Associate Members. **CARRIED.**
    - b. First reading on constitutional amendments (see attachment).  
**M/S** That Article V Section 2 be amended as follows:  
 Section 2: Each congregation that is an associate member of the Corporation shall be entitled to send one delegate who shall have voice but not vote to each business meeting of the Corporation. ~~Members of associate congregations are eligible candidates for election to the Board of Regents.~~ Not more than two members of the Board of Regents shall be from Associate Members. **Move to Section VIII.**
- M/S** That Article VIII Section 1 be amended as follows:  
 The business of the Corporation shall be governed between convention of the Evangelical Lutheran Church in Canada by a Board of Regents consisting ~~of not less than nine members and not more than 15 members of not less than five members and not more than 11 members.~~ **The majority of the members of the Board of Regents shall be members of ELCIC congregations.** At least one third of the members of the board shall be lay people, and at least one third ordained **and consecrated people.** **Members of associate congregations are eligible candidates for election to the Board of Regents.** **CARRIED.**

## 10. Resolution of Ratification

M/S That any and all actions of the Fourteenth Biennial Convention of the Evangelical Lutheran Church in Canada which pertain to the Corporation of Lutheran Collegiate Bible Institute are hereby ratified. **CARRIED.**

## 11. Adjournment

12. M/S To adjourn the Corporation Meeting of LCBI. **CARRIED.**

***Attachment:*****First Reading of Constitutional Amendments: Lutheran Collegiate Bible Institute Corporation****Current Article V Representation:**

Section 2: Each congregation that is an associate member of the Corporation shall be entitled to send one delegate who shall have voice but not vote to each business meeting of the Corporation. ~~Members of associate congregations are eligible candidates for election to the Board of Regents. Not more than two members of the Board of Regents shall be from Associate Members.~~ Move to Section VIII.

*Rationale: The deleted sentence more properly belongs in Article VIII, Section 1: Board Make-up, where an amendment below is proposed to place it. Another amendment below is proposed to replace the second deleted sentence with a revised sentence in Article VIII, Section 1.*

**Article VIII The Board of Regents**

## Section 1: Board Make-up

The business of the Corporation shall be governed between convention of the Evangelical Lutheran Church in Canada by a Board of Regents consisting ~~of not less than nine members and not more than 15 members of not less than five members and not more than 11 members.~~ The majority of the members of the Board of Regents shall be members of ELCIC congregations. At least one third of the members of the board shall be lay people, and at least one third ordained and consecrated people. Members of associate congregations are eligible candidates for election to the Board of Regents.

*Rationale: To comply with the Act to Incorporate the Lutheran Collegiate Bible Institute, Chapter 90 of the Statutes of Saskatchewan, 1960 (II).*

*Rationale: LCBI is a school of the ELCIC and is committed to remaining so. However, historically it has a broad constituency of supporters including many from other Lutheran bodies. This amendment will provide greater opportunity to benefit from the abilities of supporters from across the school's constituency who can contribute effectively to the governance of the school within the parameters set by LCBI's enabling legislation, constitutions and bylaws.*

*Rationale: To allow diaconal ministers to serve on the Board with recognition of their consecration.*

*Attachment:***Second Reading of Proposed Constitutional Amendments: Lutheran Collegiate Bible Institute Corporation****Current Article V Representation:**

Section 2: Each congregation that is an associate member of the Corporation shall be entitled to send one delegate who shall have voice but not vote to each business meeting of the Corporation. ~~Members of associate congregations are eligible candidates for election to the Board of Regents. Not more than two members of the Board of Regents shall be from Associate Members. Move to Section VIII.~~

*Rationale: The deleted sentence more properly belongs in Article VIII, Section 1: Board Make-up, where an amendment below is proposed to place it. Another amendment below is proposed to replace the second deleted sentence with a revised sentence in Article VIII, Section 1.*

**Article VIII The Board of Regents**

## Section 1: Board Make-up

The business of the Corporation shall be governed between convention of the Evangelical Lutheran Church in Canada by a Board of Regents consisting of ~~not less than nine members and not more than 15 members of not less than five members and not more than 11 members. The majority of the members of the Board of Regents shall be members of ELCIC congregations.~~ At least one third of the members of the board shall be lay people, and at least one third ordained and consecrated people. Members of associate congregations are eligible candidates for election to the Board of Regents.

*Rationale: To comply with the Act to Incorporate the Lutheran Collegiate Bible Institute, Chapter 90 of the Statutes of Saskatchewan, 1960 (II).*

*Rationale: LCBI is a school of the ELCIC and is committed to remaining so. However, historically it has a broad constituency of supporters including many from other Lutheran bodies. This amendment will provide greater opportunity to benefit from the abilities of supporters from across the school's constituency who can contribute effectively to the governance of the school within the parameters set by LCBI's enabling legislation, constitutions and bylaws.*

*Rationale: To allow diaconal ministers to serve on the Board with recognition of their consecration.*

**DELEGATE ORIENTATION TO CONVENTION PROCEDURES**

1. Rules of Order: based on Bourinot, adapted to our setting.
2. Features of the rules:
  - To maintain order to ensure fair participation
  - No debate without a motion
  - Mover may speak first and last, others speak once
  - Address all remarks to the chair
  - Time limits may be set
  - When there are many wishing to speak, the chair will call on microphones in numerical sequence, alternating speakers “in favour” and those “opposed.” At this convention, microphones will be labeled as “In Favour” or “Opposed”— please go to the appropriate microphone.
3. Courtesies:
  - State your name and your congregation
  - Address remarks to the chair
  - Speak for yourself, do not speculate about opinion of others
  - Stay on topic
  - No partisan symbols
  - No applause for speeches
4. Getting a motion before the convention:
  - If it is germane to the discussion, a motion may be made directly from the floor, however it must be submitted in writing to the secretary and the chair.
  - Motions that are non-germane may be submitted to the Committee of Reference and Counsel who will report periodically and recommend appropriate action.
5. Privilege of the floor:
  - Seat and voice is a normal courtesy extended to official visitors and guests.
  - The opportunity for someone to address the convention may be granted by a special vote.
6. Voting:
  - Voting for convention will be done by means of electronic voting.
  - Voting “clickers” will be signed out to you at the beginning of convention.
  - Elections will be done by means of electronic voting except for the first and second ballots for National Bishop and Secretary which will be done by paper ballot.
  - Results of voting, including percentages, will be displayed on the screen.

7. Seating and communication:
  - A floor chart will indicate to which table you are assigned.
  - Only delegates and official visitors may sit at tables.
  - You must be seated at your table to receive a ballot or vote.
  - Stewards will receive and deliver written notes on the floor, but this should be kept to a minimum.
  - The Head Steward will receive notes for the podium.
  - Extra copies of documents are placed on the stewards' table.
  
8. *Bulletin of Reports*:
  - Contains the materials you will need for this convention.
  - Sections and pages will be announced: please assist each other in finding the correct documentation.
  - Some materials for the *Bulletin of Reports* will be handed out at convention—please file them for easy reference.
  
9. Agenda:
  - The agenda for convention is adopted at the beginning of the convention.
  - We try to stick to the timeline outlined in the agenda as much as possible, but some items of business will take more time and some less time than we have anticipated.
  - The chair will adjust the agenda as we proceed. Major adjustments will be done in consultation with the Committee of Reference and Counsel.
  - The exceptions to this are agenda items designated as a “Standing Order.” Standing orders are to take place at the prescribed time. Items are designated as Standing Orders either as a courtesy to guests who are presenting at convention, or to ensure that we fulfill our constitutional responsibilities.
  
10. Other:
  - Cellphones and pagers are to be turned off.

## STANDING RULES OF ORDER

In an attempt to assist delegates, the following standing rules of order are listed:

### 1. Motions

- a) All motions coming to the floor, including those that come from National Church Council (NCC) must be moved and seconded by convention delegates. Motions from convention committees come to the floor moved and seconded by the committee since they are made up of convention delegates.
- b) When making a motion on the floor of convention, the mover cannot precede it with any remarks. After it is moved and seconded the mover may speak.
- c) When properly before the meeting, a motion may be withdrawn by its mover and seconder only with the assent of the meeting as a whole.
- d) A question once decided cannot be brought up again at the same sitting. If it should be necessary to rescind a motion that has been passed, notice of intention can be given at one sitting and dealt with at the next sitting.
- e) If a motion is defeated, it may not be reintroduced except in the form of a new proposal sufficiently varied in its terms to constitute a different question, and the assembly itself may determine whether or not it does in fact constitute a new question.

### 2. Amendments

- a) An amending motion must be strictly relevant to the main motion. It must not alter in a material way the principle embodied in the main motion but should merely vary its terms in one or more particulars.
- b) A sub-amendment may be moved to the amendment. It must not materially alter the underlying intent of either the original amendment or the main motion.
- c) If a member wishes to move an amendment, but it is not in order at the time in view of the fact that a sub-amendment is already before the meeting, notice of the amendment may be given as this proposal might affect the vote on the amendments that are awaiting decision.

### 3. Special Motions

- a) A motion to adjourn debate or adjourn the meeting must be seconded and voted immediately. It is not debatable. It is a tool to have a decision or a question deferred. If carried, the matter under consideration must be put aside. If the motion fails, the meeting proceeds as though no interruption had occurred.

- b) A motion to proceed to the next business must be seconded and voted immediately. It is not debatable. If carried, the motion sets aside the question being considered and the meeting proceeds to the next item on the agenda. If it fails, discussion resumes.
- c) A motion to call for the question must be seconded and may be debated. If the motion to call for the question fails, debate on the matter before the convention will proceed until the convention is prepared to vote on the motion.
- d) A motion to postpone to a specified time or indefinitely must be seconded and is debatable. A motion which is postponed may not be reintroduced until the time specified in the motion to postpone or until it is later revived on motion.
- e) A motion to table a question must be seconded and is debatable. Consideration may be resumed at any time on motion that the matter be taken from the table. The latter motion must be decided immediately without amendment or debate.
- f) A motion to refer to a standing or special committee must be seconded, may be amended and debated but only with respect to the reference or committal, not the main subject at issue.
- g) A substitute motion cannot be made. If a delegate wishes, “notice of motion” may be given. This means that if the current question being debated is defeated, a different motion may then be introduced.

#### 4. Point of Order

A point of order should be raised when the alleged irregularity occurs. It is not acceptable if other proceedings have intervened. If you believe that an irregularity in procedure has taken place, you are to go to the front of the line at a microphone and to be recognized by the chair.

#### 5. Debate

- a) If you wish to speak to a question before the house, proceed to a microphone and wait to be recognized by the chair. At this convention, microphones will be labelled as “In Favour” or “Opposed”— please go to the appropriate microphone.
- b) Upon recognition please state your name and the congregation you represent before addressing the question.
- c) At this 15th Biennial National Convention the time limit for speeches shall be three minutes.
- d) All remarks should be addressed to the chair. Remarks and arguments must be relevant to the question being considered. To quote from Bourinot “remarks made in the course of discussion should be in good taste, be incapable of being misinterpreted, and should give offense to no one.”



## 6. Governing Parliamentary Law

The governing parliamentary law of this church is *Bourinot's Rules of Order*, latest edition: 4, 1995 (*ELCIC Administrative Bylaws* Part VI, Section 24). The general principles of Bourinot are as follows:

- a) Proper opportunity is afforded to all concerned for an expression of opinion.
- b) Rights of a minority are respected.
- c) Clear decisions are reached.
- d) Proceedings are governed by an assessment of the issues rather than by personality factors.

For any procedure not outlined in the Standing Rules of Order, appeal is to be made to Bourinot's.

## 7. Role of the Parliamentarian

The role of the parliamentarian is to be a resource to the chair, to assist the chair in the conduct of the meeting. The parliamentarian unobtrusively gives the chair help, guidance and support during the meeting. The chair can and should consult with the parliamentarian when not certain on how to rule on a question or proceed in the circumstances.

## 8. Election Procedures

- a) The first election shall be for National Bishop.
- b) The report of the Committee on Elections on the results of a ballot for National Bishop shall be given to the convention as soon as available and the next ballot will proceed at the time indicated if there is no election.
- c) Once an election for National Bishop has occurred, we will proceed with the other elections as outlined in the agenda.

## 9. Privilege of the Floor

The privilege of the floor shall be granted at all times to all members of the National Church Council and of the Court of Adjudication, and to the synod bishops (*ELCIC Administrative Bylaws* Part VI, Section 19). Any delegate may request the convention to grant any person the privilege of addressing the convention upon any matter then under consideration. Such request shall be granted only upon the affirmative vote of at least two-thirds of the delegates then present and voting. However, such person shall not thereby have seat or voice in the convention (*ELCIC Administrative Bylaws* Part VI, Section 21). At the organization of the convention consideration will be given to any recommendation from the National Church Council to grant additional privileges of the floor during the convention.

## 10. Recommendations of the Committee of Reference and Counsel

**Administrative Bylaw, Part VI, Section 8** “Petitions from synods and congregations shall be submitted to the secretary of this church no later than three months prior to the convention for referral to the Committee of Reference and Counsel and for the inclusion in the *Bulletin of Reports*.”

**Section 16:** “a resolution of a general character which is not germane to the pending question or report shall be given to the Committee of Reference and Counsel by the delegate proposing such resolution. The Committee of Reference and Counsel shall report all such resolutions to the convention with its recommendations. Other duties of the committee shall be to recommend special orders for the hearing of representatives, to grant or deny permission to distribute printed matter not issued from the office of the secretary and to give such assistance to the National Bishop as may be desired in the course of the convention.”

The Committee of Reference and Counsel is appointed to be the impartial, discerning mind of the convention to facilitate the proper presentation of petitions/resolutions and make efficient use of the assembly’s time.

The Committee of Reference and Counsel shall assist petitioners in preparing their resolutions to be heard by the assembly. The committee may suggest to the petitioners possible clarifications or editing, of grammar, spelling or language, to form a properly worded motion conveying their intent and taking into account appropriate jurisdiction and constitutional or bylaw requirements.

The Committee of Reference and Counsel has five alternatives to select from in dealing with each petition/resolution. The committee shall include the text of the original petition/resolution, as well as the Committee of Reference and Counsel’s rationale for their recommendation, in their report to the convention.

**Alternative #1: Recommend the adoption and move and second the adoption of the original petition/resolution.** Consequently the original petition/resolution is before the convention.

**Alternative #2: Recommend a substitute motion to replace the petition/resolution and move and second the substitute motion.** Consequently the substitute motion presented by Reference and Counsel is before the convention. If the substitute motion is defeated, the original petition/resolution is before the convention.

**Alternative #3: Recommend the petition/resolution be referred and move and second the referral.** Consequently the motion to refer is before the convention. If that motion is defeated the original petition/resolution is before the convention.

**Alternative #4: Recommend that the petition/resolution be defeated.** Consequently the original petition/resolution is before the convention, and will require a mover and seconder from the floor of the convention.

**Alternative #5: Recommend that the chair declare that the petition/resolution is out of order.** The chair then rules whether or not the petition/resolution is out of order. The ruling of the chair may be challenged by the convention.

**GUIDELINES FOR THOSE SPEAKING AT MICROPHONES**

**Note: All remarks must be directed to the chairperson.**

My name is \_\_\_\_\_.

I am a lay delegate/pastor of the \_\_\_\_\_ congregation of the \_\_\_\_\_ Synod.

**I would like to:**

1. Make the following motion:
  
  
  
  
  
  
  
  
  
  
2. Propose the following amendment:
  
  
  
  
  
  
  
  
  
  
3. Speak for/against the motion/amendment:
  
  
  
  
  
  
  
  
  
  
4. Offer the following suggestion/Ask the following question:

*Motions/Amendments are to be written out for submission to the secretary and chair upon being seconded. Keep a copy for yourself.*

**Points to make:**

## ACRONYMS

<b>ABT</b>	Synod of Alberta and the Territories	<b>JALC</b>	Joint Anglican Lutheran Commission
<b>ACC</b>	Anglican Church of Canada	<b>LAMP</b>	Lutheran Association of Missionaries and Pilots
<b>ACIP</b>	Anglican Council of Indigenous Peoples (ACC)	<b>LCC</b>	Lutheran Church—Canada
<b>ACT</b>	Action by Churches Together	<b>LCBI</b>	Lutheran Collegiate Bible Institute (Outlook, SK)
<b>AF</b>	Augsburg Fortress	<b>LCIC</b>	Lutheran Council in Canada
<b>BC</b>	British Columbia Synod	<b>LIFE</b>	Lutheran Investment Fund and Endowments
<b>CCC</b>	Canadian Council of Churches	<b>LOMIC</b>	Lutheran Outdoor Ministries in Canada
<b>CECF</b>	Church Extension and Capital Fund	<b>LTS</b>	Lutheran Theological Seminary Saskatoon
<b>CEP</b>	Continuing Education Plan	<b>LUYH</b>	Lift Up Your Hearts (Worship website)
<b>CFGB</b>	Canadian Foodgrains Bank	<b>LWF</b>	The Lutheran World Federation
<b>CIDA</b>	Canadian International Development Agency	<b>LWI</b>	Lutheran World Information
<b>CLAY</b>	Canadian Lutheran Anglican Youth Gathering (replacing Canadian Lutheran Youth Gathering—starting 2010)	<b>LWS</b>	Lutheran World Service
<b>CLBI</b>	Canadian Lutheran Bible Institute (Camrose, AB)	<b>MCC</b>	Mennonite Church Canada
<b>CLWR</b>	Canadian Lutheran World Relief	<b>MNO</b>	Manitoba/Northwestern Ontario Synod
<b>COGS</b>	Council of General Synod (ACC)	<b>NARC</b>	North American Regional Committee (LWF)
<b>CWA</b>	Companion of the Worship Arts	<b>NC</b>	National Convention
<b>EAPPI</b>	Ecumenical Accompaniment Programme in Palestine and Israel	<b>NCC</b>	National Church Council
<b>EAST</b>	(ES) Eastern Synod	<b>PCLM</b>	Program Committee for Leadership for Ministry
<b>EKD</b>	Evangelische Kirche in Deutschland	<b>PCW</b>	Program Committee for Worship
<b>ELCA</b>	Evangelical Lutheran Church in America	<b>PCYM</b>	Program Committee for Youth Ministry
<b>ELCI</b>	Evangelical Lutheran Church of Iceland	<b>PP</b>	Project Ploughshares
<b>ELCIC</b>	Evangelical Lutheran Church in Canada	<b>PWRDF</b>	Primate's World Relief and Development Fund (ACC)
<b>ELCJHL</b>	Evangelical Lutheran Church in Jordan and the Holy Land	<b>SK</b>	Saskatchewan Synod
<b>GS</b>	General Synod (ACC)	<b>TEC</b>	The Episcopal Church
<b>GSI</b>	ELCIC Group Services Inc.	<b>UCC</b>	United Church of Canada
<b>IELU</b>	Iglesia Evangélica Luterana Unida (Argentina and Uruguay)	<b>VELKD</b>	Vereinigte Evangelisch-Lutherische Kirche Deutschlands
<b>ILEP</b>	Iglesia Luterana Evangélica Peruana	<b>WCC</b>	World Council of Churches
		<b>WLS</b>	Waterloo Lutheran Seminary