

## EASTERN WASHINGTON-IDAHO SYNOD ASSEMBLY RULES

1. The Credentials Committee of three persons appointed by the Synod Council shall constitute the Committee on Credentials and Attendance. A quorum will be identified following the reading of the credentials report.
2. The voting body at this Assembly shall consist of the officers of the Synod, voting members to the Synod Assembly from each congregation, the rostered persons under call whose names appear on the roster of this Synod registered at the Assembly (§7.21), interim pastors serving a congregation in this Synod, and retired rostered persons on the roster of this Synod registered (§7.22.01), and Synod Council members who are not otherwise voting members of the Synod Assembly (§7.27 as amended by the 1995 Synod Assembly). All persons expecting to vote must be officially registered voting members.
3. The Presiding Bishop of the Evangelical Lutheran Church in America and other official representatives shall have voice but no vote at this Assembly.
4. All committee and task group chairs who are not voting members to the Synod Assembly from their congregation shall be granted voice but no vote when the Assembly is considering topics relating to their specific committee or task group.
5. Each person, when recognized by the Chair, shall state his/her name and congregation or institution before speaking. No speech shall exceed three (3) minutes. This rule does not apply to messages and reports by agencies and officers of the Synod or to guest speakers to whom special time has been allotted.
6. The debate on resolutions shall be limited to 24 minutes for each resolution. All other items for action shall be limited to 30 minutes. Extensions of debate for a stated period of time will be allowed by a majority vote of the voting members.
7. When rising to speak, use your colored voting cards to indicate to the Chair your position on the subject. GREEN card indicates pro, RED card indicates con, and WHITE card is personal privilege, point of order, motions, and all other matters. During debate on resolutions, the Chair will attempt to alternate recognition of speakers between those for and those against the resolution. The voting cards may be used by the chair to get a “sense of the house.”
8. The Chair shall have the authority to call non-action items of business before the Assembly without vote.
9. All reports published in the pre-Assembly mailing shall be received by the Assembly by virtue of that fact and without vote.
10. Resolutions not submitted to the Reference and Counsel Committee prior to April 1, 2019, and not included in the pre-Assembly mailing must be submitted for consideration to the Reference and Counsel Committee at the Assembly. A simple majority is needed to bring these items before the Assembly and copies must be provided by its author independent of the Assembly staff.
11. **The deadline for nominations and resolutions is: Friday, May 17, 7:30 am. Please submit these items to the Synod Secretary, Paula Kenney or staff in the Assembly office.**

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12. During Assembly business sessions, resolutions shall have priority for consideration except where the vice president and the presiding officer are in agreement that other business has greater priority for the Assembly. To the greatest extent possible this priority will be reflected in the printed and approved agenda for the Synod's business. Resolutions shall be numbered for consideration in the order that they were received by Reference & Counsel, except that all resolutions impacting the budget must be acted upon prior to adoption of the budget.
13. All motions must be presented **in writing** to the Secretary on the form provided.
14. A Minutes Committee of three persons (the Synod Secretary and two others appointed by the Executive Committee) shall review the minutes of the Assembly for accuracy and content.
15. The Assembly of the Synod shall be its highest legislative authority. All congregations, rostered leaders, officers, the executive committee, and all committees shall be bound by all actions pertaining to them taken by the Assembly in conformity with its Constitution.
16. All items to be distributed on the floor of the Assembly, other than biographies, must be approved by the Reference & Counsel Committee or the Executive Committee and distributed by the ushers.
17. Roberts Rules of Order, latest edition, shall be the governing parliamentary law of this Synod Assembly.

### **EXCERPTS FROM THE SYNOD CONSTITUTION THAT PERTAIN TO ASSEMBLY RULES**

- S7.01.A04      There shall be a Reference & Counsel Committee of three laypersons and two members of the clergy, appointed by the Executive Committee of the Synod Council. This committee shall review any resolution to be included in the pre-assembly report for grammar, consistency with established rules and governing documents, and common sense/understanding by voting members. It may also recommend to the Bishop special orders for a hearing of representatives (voting members). The committee shall also review and present its recommendation on any matter referred to it by the Assembly or the Bishop. During meetings of the Synod Assembly it shall assist voting members and committees with the formulation and/or rewording of resolutions for submission to the Assembly.
- S7.14            A majority of the registered members of the Synod Assembly shall constitute a quorum.
- †S7.31          Proxy and absentee voting shall not be permitted in the transaction of any business of this Synod.
- †S9.02          In all elections by the Synod Assembly, other than for the bishop, a majority of the votes cast shall be necessary for election.