

Proposed RULES OF PROCEDURE

2024 MINNEAPOLIS AREA SYNOD ASSEMBLY

1. **ROBERT'S RULES OF ORDER NEWLY REVISED ELEVENTH EDITION:** Shall govern parliamentary procedure of the Synod Assembly (Synod Constitution S7.32).
2. **SEATING:** All properly accredited and registered voting members of the Assembly (lay, Ministers of Word and Service, and Ministers of Word and Sacrament) will be seated in designated areas at the Assembly (Constitution S7.21.d.).

All other registered persons (retired Ministers of Word and Service and Ministers of Word and Sacrament who were not elected to represent this group; Rostered Ministers on leave from call; and visitors) will be seated in a non-voting section.

3. **QUORUM:** One-half of the Synod Assembly's registered voting members shall constitute a quorum (Constitution S7.14).
4. **NOMINATIONS AND ELECTIONS:** In all elections by the Synod Assembly, other than for bishop, a majority of the votes cast shall be necessary for election (Constitution S9.02).

Additional nominations may be made from the floor for all elections for which nominations are made by the Nominating Committee (Constitution S9.03.). *Nominations made from the floor for Synod Council are subject to the following condition:* Supplying the name and position sought, support from seven voting members in writing, biographical information, (including congregational membership), and the nominee's written consent to serve must be submitted to the Nominations Committee chair, Mr. Pete Erickson, pete@ismteam.org, by **9:00 a.m., on Friday, May 3, 2024.**

Whenever the business before the Synod Assembly is the election of the bishop, the Churchwide representative shall preside over the election process.

5. **RESOLUTIONS AND MEMORIALS:** All resolutions and memorials must follow the 2024 Guidelines for Resolutions and Memorials, 2024 Synod Assembly, Minneapolis Area Synod.

The Reference and Counsel Committee has the authority to decide the merit of any resolution or memorial submitted by the deadline, and to determine the appropriate forum for its presentation to the Assembly.

Only the resolved sections of resolutions/memorials placed before the Assembly for action shall be read aloud.

En Bloc Resolutions: Bylaws and continuing resolutions may be adopted or amended, by *en bloc* resolutions (adoption of several motions by a single assembly action), unless a voting member objects to the inclusion of any particular provision. The request of a voting member to remove an item from *en bloc* shall be made in writing to the secretary of the synod, Pastor Erik Haaland, ehaaland@christchurchluth.org, no later than **8:00 a.m., on Friday, May 3, 2024.**

Particular provisions so objected to shall be considered separately and provisions not objected to will be considered a part of the *en bloc* resolution and acted upon with a single assembly action without debate.

At the end of the Assembly, any unfinished items of business will be referred to the Synod Council for review and consideration.

6. **SPEAKING DURING FLOOR DISCUSSION:** Unless otherwise determined by majority vote of the Assembly, each speaker during floor discussion shall be **limited to two (2) minutes**, with the exception of a presenter needing interpretation into another language; this person would receive an additional two minutes to present. In a debate or when discussing a resolution during the Assembly, members of the Assembly shall refrain from applause.
7. **DISTRIBUTION OF MATERIALS:** Materials brought to the Assembly for distribution need the approval of the Reference and Counsel Committee. If you have materials for consideration, please send them in final form to Bob Hulteen, b.hulteen@mpls-synod.org, by Wednesday, February 14, 2024. The Reference and Counsel Committee will consider this request at its subsequent meeting.
8. **VOTING MEMBERS AND ALTERNATES:** Voting members and alternates must be pre-registered; no persons shall be registered as voting members or alternates upon arrival at the Assembly. If for some reason a chosen voting member is unable to serve, an alternate voting member can, upon proper clearance by the Registrar, become a voting member at any time during the Assembly. Alternate voting members must be certified in written form by their congregation's president or pastor and approved by the Assembly Registrar. Voting members, advising members, and official visitors shall be required to carry the designated identification issued to them upon registration while attending business session, and/or other official meetings directly pertaining to the Synod Assembly. Replacement I.D.s may be obtained from the Registrar.

Proxy and absentee voting shall not be permitted in the transaction of any business of the synod (Constitution S7.31). Duly elected voting members of the Synod Council who are not otherwise voting members of the Synod Assembly shall be granted the privilege of both voice and vote as members of the Synod Assembly (Constitution S7.21.d).

9. **AMENDMENTS:** Any amendments offered by an Assembly voting member must be in writing for immediate delivery to the Synod Secretary (Pastor Erik Haaland, ehaaland@christchurchluth.org) and Chair of the Reference and Counsel committee (Pastor Joseph Crippen, pastor@mountolivechurch.org). Amendments should be submitted on the form provided prior to coming to the microphone.

Any proposed amendment that will require funding must also contain the source for the funding.