



Grand Canyon Synod

Communicating • Connecting • Creating

Stirred Up in the Spirit 2022 Grand Canyon Synod Assembly

June 10-11, 2022

Rules of Procedure

Constitutional Provisions:

- S7.14.** One-half of the 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 the Synod Assembly.
- S7.32.** *Robert's Rules of Order*, latest edition, shall govern parliamentary procedure of the Synod Assembly, unless otherwise ordered by the assembly.

Adoption of Agenda and Rules of Procedure

The first items of business upon the call to order of the assembly shall be the adoption of the Rules of Procedure and the Agenda. Once adopted, neither document may be amended except by a two-thirds majority vote of the assembly.

General Guidelines

The assembly is meant to be a meaningful experience for all. Everyone should feel free to participate. Good order at an assembly is not intended to restrict participation but to protect the rights of each voting member.

Floor Seating and Voting

Identification

Member badges are non-transferable and shall be worn while the assembly is in plenary sessions.

Seating

Seating for voting members shall be at designated places.

Youth Voting Members

Youth who are voting members shall be seated at places designated for voting members.

Non-voting members

During portions of the assembly that include voting, non-voting members shall be restricted to areas off the assembly floor; except for children visiting voting members who may not vote.

Voting in General

Voting may be conducted by voice vote, show of hands, or written ballot. If a show of hands is used for voting, those in favor of the question shall raise a green card; and those opposed a red card.

Abstentions

Abstentions do not represent votes and thus are not counted (Robert's Rules, Section 44:7-8). If a voting member wishes to have their abstention on a question recorded by name, they may privately request that the secretary do so in the published minutes of the assembly by emailing the synod secretary at davidb@christsedona.org by the time the assembly adjourns.

Obtaining the Floor

Prior to speaking in the assembly, whether to make or amend a motion, or to engage in debate, it is necessary to obtain the floor.

Members wishing to address the assembly shall proceed to one of the designated floor microphones and wait until recognized by the Chair. Please address the chair as "Bishop" or "Mr. / Ms. Vice President" (when the Vice President is presiding).

When recognized by the Chair, a speaker shall: clearly state their name and the congregation or capacity which entitles this person to speak (e.g., "I am a voting member," or "I am a member of the Synod Council."), give a clear indication why they are speaking, or in matters of debate, if they are "for" or "against" the question using the provided red "against" or green "for" cards.

Motions, Resolutions and Memorials

Synod Council Resolutions

Motions, resolutions, and memorials submitted by the Synod Council shall be presented directly to the Assembly as a motion made and seconded.

Other Resolutions

Resolutions or memorials from congregations, conferences, or voting members shall be submitted to the Committee of Reference and Counsel for presentation to the Assembly.

Resolution Deadline

The deadline for resolutions or memorials from congregations, conferences, or voting members shall be April 22, 2022.

Urgent Matters

Any resolution or memorial submitted on an urgent matter after that deadline shall require the concurrence of the Synod Assembly voting members by a majority vote for consideration before the assembly.

Review

The Committee of Reference and Counsel shall receive, review, and prepare resolutions and memorials, in consultation with the submitters, for presentation to the Synod Assembly, and may edit or consolidate such actions for clarity and procedural purposes.

A voting member of the Assembly may move to substitute the original resolution or memorial in place of the revised version submitted by the Committee of Reference and Counsel.

Presentation

A resolution or memorial submitted to the Committee of Reference and Counsel by a voting member who is not present to speak at the time of its consideration by the Assembly will be considered only after decisions on all other resolutions and memorials have been completed as time allows.

Balloting

At the discretion of the Chair, a request for a written ballot on any motion, resolution, or memorial may be taken.

Referral

Any duly submitted resolution or memorial that is not considered during the assembly due to time limitations will be referred automatically to the Synod Council for the council's consideration at its next regular meeting.

Debate

Time Limitation

Debate on any motion, resolution, or memorial shall be limited to 20 minutes. That time limit may be extended once for 10 minutes by majority vote of the assembly.

Offering an Amendment

If any voting member wishes to offer an amendment to a motion, resolution, or memorial on the floor, such a voting member must state the amendment immediately after recognition by the chair and prior to speaking on the proposed amendment.

All motions and amendments (except those of an incidental or procedural nature) shall be delivered to the Chair in writing at the time of the presentation. (Forms are available from the synod secretary.)

Identification

During debate, after being recognized by the chair, the person speaking shall:

- (a) state their name and the congregation or capacity which entitles that person to speak (e.g., “I am a voting member,” or “I am a member of the Synod Council.”) and,
- (b) give a clear indication whether they are speaking “for” or “against” the question, the best way being to bring your red (against) or green (for) card to the microphone, held so the chair can easily see it.

Sharing the Discussion

During debate, no person shall speak more than twice for no more than two minutes on the same question. The Chair will not recognize a member who wishes to speak for a second time on the same question unless all others who wish to speak have been heard first.

A person speaking to a question during debate may not—at the conclusion of the statement—move to close debate on the matter under discussion.

"Previous Question"

To move the "previous question" is a unique motion to bring the assembly to an immediate decision as to whether debate on the question should cease. A two-thirds vote is required to close debate. It is not debatable. If adopted, the assembly proceeds, without further debate, to vote at once on the pending question(s).

Orders of the Day

At the discretion of the Chair, the agenda may be adjusted, except that a change in an Order of the Day, as listed in the adopted agenda, shall require – upon recommendation of the Chair – a two-thirds majority vote of the assembly.

Mission Spending Plan

Anyone wishing to revise the proposed Mission Spending Plan for 2023–2024 (February 1, 2023-January 31, 2024) must give notice to the Synod Council prior to 2:45 pm on Friday, June 10, 2022.

The Chair will give notice to the assembly as soon as possible of the intent to revise the Mission Spending Plan.

The person(s) proposing a revision shall meet with designated members of the Synod Council and explain the proposed change.

The Synod Council will provide a recommendation regarding the proposed revision to the Assembly.

A revision to the Mission Spending Plan that increases spending without the endorsement of the Synod Council requires a two-thirds vote of the Assembly.

A revision to the Mission Spending Plan that does not have the endorsement of the Synod Council but does not increase total expenditures may be approved by a majority vote of the Assembly.

Elections (other than as specified in the bylaws for the election of officers)

A separate ticket shall be established for each position for which an election is to take place with the requirements for nomination and election designated on that ticket (e.g., lay female, lay male, rostered leader).

A majority of the votes cast in relation to each ticket shall be required for election. If no election occurs on the first ballot, the two persons receiving the greatest number of votes on that ballot shall be presented on the second ballot with a majority required for election.

Reference and Counsel Advisory Capacity

In addition to the preparation and presentation of resolutions and memorials submitted prior to the assembly, the Committee of Reference and Counsel shall serve in an advisory capacity to the assembly. Motions or assembly business may be referred to the Committee for recommendations or options, at the discretion of the chair.

Technical Notes

Online Documents

Each voting member is responsible for their own electronic access or printing of assembly documents unless arrangements are made with the appropriate synod staff person at least one week prior to the opening of the assembly.