

- 7:00–9:30 **Business Session #2**
- Opening Prayer War Memorial Gym
- Report of Committee on Conduct of Elections
First Ballot for Vice-President
- 7:15 Bible Study
The Most Rev. Fred Hiltz, Primate, Anglican Church of Canada
- 8:00 Report of National Church Council
Notice of Items Requiring Action
Notice of Proposed Amendments to the ELCIC Constitution
- Report of Nominating Committee
National Church Council/ELCIC Group Services Inc./Court of Adjudication
Reception of Nominations from the Floor
- 8:45 Report of Committee on Conduct of Elections
Results of First Ballot for Vice-President
Second Ballot for Vice-President
- Announcements
- 9:00 Night Prayer
- 9:30 Adjournment

Friday, June 26, 2009

- 7:00–8:30 Breakfast SUB Cafeteria
- 8:00–5:00 Registration/ Hospitality Desk War Memorial Lobby
- 8:30–12:00 **Business Session #3**
- Morning Eucharist War Memorial Gym
- 9:00 Report of Committee on Registration and Credentials
- Report of Committee on Conduct of Elections
Results of Second Ballot for Vice-President
Submission of Biographies by Candidates for Vice-President
- 9:15 Report of Committee of Reference and Counsel
- 9:55 Greetings
The Rev. Teresita Valeriano, Regional Officer, Lutheran World Federation, North America

- 10:00 Refreshment Break
- 10:30 **Business Session #3 (continued)**
 Bible Study
 The Rt. Rev. Dr. Munib A. Younan, Bishop, Evangelical Lutheran Church in Jordan and the Holy Land
- 11:15 Report of ELCIC Group Services Inc.
 John Wolff, Chair of the Board and Hildy Thiessen, Executive Director
- 11:45 Report of Committee on Conduct of Elections
 Distribution of Biographies for Candidates for Vice-President
- 11:55 Announcements
 Closing Prayer
- 12:00 Lunch SUB Cafeteria
- 1:30 Forums SUB and Gage Towers
- 3:00 Refreshment Break War Memorial Gym
- 3:30 **Business Session #4**
 Opening Prayer War Memorial Gym
 Report of Committee on Registration and Credentials
 Report of Committee on Conduct of Elections
 Third Ballot for Vice-President
 Balloting will continue as required for Vice-President and then continue to National Church Council, ELCIC Group Services Inc., and Court of Adjudication
- 3:45 Report of Canadian Lutheran World Relief
 Robert Granke, Executive Director
- 4:00 Report of Evangelical Lutheran Women, Inc.
 Pam Radunsky, President and Ruth Vince, Executive Director
- 4:15 Report of the Treasurer, Ken Hartviksen
 Approval of 2008 Audited Financial Statements
 Appointment of auditors for 2009
 Authorization to NCC to approve auditors for 2010
 Approval of 2010 and 2011 budgets
- 4:45 Report of Committee on Conduct of Elections
 Balloting
- 4:55 Announcements
 Closing Prayer

5:00	Deadline for Submissions to Committee on Reference and Counsel	
5:00	Dinner	SUB Cafeteria
7:00	Business Session #5	
	Opening Prayer	War Memorial Gym
	Report of Committee on Registration and Credentials	
	Report of Committee on Conduct of Elections Balloting	
	Report of Committee on Minutes	
7:20	Report of National Church Council cont'd	
7:50	Report of Committee of Reference and Counsel cont'd	
8:30	Committee of the Whole (see page E-2)	
	Announcements	
9:00	Night Prayer	
9:30	Adjournment	

Saturday, June 27, 2009

7:00–8:30	Breakfast	SUB Cafeteria
8:00–5:00	Registration/Hospitality Desk	War Memorial Lobby
8:30	Business Session #6	
	Morning Eucharist	War Memorial Gym
9:00	Report of Committee on Registration and Credentials	
	Report of Committee on Conduct of Elections Balloting	
9:15	Report of Committee of Reference and Counsel	
9:55	Greetings The Rev. Robert Bugbee, President, Lutheran Church–Canada	
10:00	Refreshment Break	

AGENDA FOR CORPORATION MEETINGS**Luther College**

1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes of Previous Corporation Meeting
4. Presentation of Report and Address by the Board
Chairperson and President 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
10. Resolution of Ratification

“That any and all actions of the Twelfth Biennial
Convention of the Evangelical Lutheran Church in Canada
which pertain to the Corporation of (name of corporation)
are hereby ratified.”

11. Adjournment

AGENDA FOR CORPORATION MEETINGS**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 Board
Chairperson and President 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
10. Resolution of Ratification

“That any and all actions of the Twelfth Biennial
Convention of the Evangelical Lutheran Church in Canada
which pertain to the Corporation of (name of corporation)
are hereby ratified.”

11. Adjournment

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
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 on 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
 - Elections normally employ a secret ballot
 - Business voting will normally be by show of hands using coloured cards
 - Both for and against may vote at the same time
 - A division may be called for when the vote is close
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. Other
 - Cell phones and pagers are to be turned off or set on mute

STANDING RULES OF ORDER

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

1. Motions

- a) 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.
- b) 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.
- b) 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.

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) An 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 two amendments are 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) Motion to adjourn debate or adjourn the meeting must be seconded and voted immediately. It is not debatable.
- b) Proceeding to next business must be seconded and voted immediately. It is not debatable.
- 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) Deferment. Motions to postpone to a specified time or indefinitely or to table must be seconded and are debatable.
- e) Reference or Committal. 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.

- f) Debatable and Non-Debatable Motions. Generally the distinction is made that substantive issues on which there will obviously be varying opinions are open to debate, while those of a procedural nature are not.
- g) Substitute Motion. 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.

5. Debate

If you wish to speak to a question before the house, proceed to a microphone and wait to be recognized by the chair. Upon recognition please state your name and the congregation you represent before addressing the question. A time limit of five minutes for speeches is set out in the Bylaws V, 16.

6. Governing Parliamentary Law

The governing parliamentary law of this church is *Bourinot's Rules of Order*, latest edition (4th, 1995) (Administrative Bylaws Part V, Section 18). 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 this section, appeal is to be made to *Bourinot's*.

7. Election Procedures

- 7.1 Standing Order for the Election of Officers (CC 88-103) [Election for vice-president taking place and no election for bishop or secretary.]
 - a) The report of the Committee on Elections on the results of a ballot for an officer shall be given to the convention as soon as available and the next ballot proceeds immediately if there is no election; and
 - b) Administrative Bylaws, Part VII, Section 3d—On the first ballot for an officer, three-fourths of the votes cast shall be required for election. Thereafter, only such votes as are cast for persons who have received votes on the first or nominating ballot shall be valid. On the second ballot, two-thirds of the votes cast shall be required for election. On the third ballot, the voting shall be limited to the four persons receiving the highest vote on the second ballot, and a majority of the votes cast shall elect. On the fourth ballot the voting shall be limited to the three persons receiving the highest vote on the third ballot, and a majority of the votes cast shall elect. On the fifth ballot the voting shall be limited to the two persons receiving the highest vote on the fourth ballot, and a majority of the votes cast shall elect.

7.2 Nomination and Election Procedure for Treasurer (CC 88-106) [No election taking place.]

The nomination of the treasurer by Church Council, along with biographical data, is to be included in the pre-convention report. The election of treasurer shall proceed in the same manner as the election of all other officers, except that the Church Council shall orally present a nomination for the office of treasurer at the time of the first ballot (Administrative Bylaws Part VII, Section 2).

8. 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, to the synod bishops, and to the president of the Evangelical Lutheran Women of the Evangelical Lutheran Church in Canada Inc. (Administrative Bylaws Part V, Section 13). 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 (Administrative Bylaws Part V, Section 15). At the organization of the convention consideration will be given to any recommendation from the Church Council to grant additional privileges of the floor during the convention.

ACRONYMS

ABT	Synod of Alberta and the Territories
ACC	Anglican Church of Canada
ACT	Action by Churches Together
AF	Augsburg Fortress
BC	British Columbia Synod
CCC	Canadian Council of Churches
CECF	Church Extension and Capital Fund
C-ELW	Conference ELW
CEP	Continuing Education Plan
CFGB	Canadian Foodgrains Bank
CIDA	Canadian International Development Agency
CLAY	Canadian Lutheran Anglican Youth gathering (replacing Canadian Lutheran Youth Gathering beginning with 2010 gathering)
CLBI	Canadian Lutheran Bible Institute (Camrose, AB)
CLWR	Canadian Lutheran World Relief
CLYG	Canadian Lutheran Youth Gathering
Co-ELW	Congregational ELW
CWA	Companion of the Worship Arts
EAPPI	Ecumenical Accompaniment Programme in Palestine and Israel
EAST(ES)	Eastern Synod
EKD	Evangelische Kirche in Deutschland
ELCA	Evangelical Lutheran Church in America
ELCI	Evangelical Lutheran Church of Iceland
ELCIC	Evangelical Lutheran Church in Canada
ELCJHL	Evangelical Lutheran Church in Jordan and the Holy Land
ELW	Evangelical Lutheran Women
GHDA	Global Hunger and Development Appeal
GME	Global Mission Event
GMU	Global Mission Unit (ELCA)
GSI	ELCIC Group Services Inc.
IELU	Iglesia Evangélica Luterana Unida (Argentina and Uruguay)
ILEP	Iglesia Luterana Evangélica Peruana
JALC	Joint Anglican Lutheran Commission
LAMP	Lutheran Association of Missionaries and Pilots
LCC	Lutheran Church—Canada
LCBI	Lutheran Collegiate Bible Institute (Outlook, SK)
LCIC	Lutheran Council in Canada
LIFE	Lutheran Investment Fund and Endowments
LOMIC	Lutheran Outdoor Ministries in Canada
LPG	Lutheran Planned Giving
LTS	Lutheran Theological Seminary, Saskatoon
LUYH	Lift Up Your Hearts (Worship Website)
LWF	The Lutheran World Federation
LWI	Lutheran World Information
LWS	Lutheran World Service
MNO	Manitoba/Northwestern Ontario Synod
NARC	North American Regional Committee (LWF)
NC	National Convention
NCC	National Church Council

PCLM	Program Committee for Leadership for Ministry
PCMW	Program Committee for Mission in the World
PCW	Program Committee for Worship
PCYM	Program Committee for Youth Ministry
PP	Project Ploughshares
RONA	Regional Office for North America (LWF)
S-ELW	Synodical ELW
SK	Saskatchewan Synod
TEC	The Episcopal Church
UCC	United Church of Canada
VELKD	Vereinigte Evangelisch-Lutherische Kirche Deutschlands
VIM	Volunteers in Mission
WCC	World Council of Churches
WLS	Waterloo Lutheran Seminary