

AGENDA

For the Thirteenth Biennial National Convention of the Evangelical Lutheran Church in Canada
July 14–17, 2011—TCU Place, Saskatoon, SK

DATE/TIME	CONVENTION ACTIVITY	LOCATION
WEDNESDAY, JULY 13		
5:00 p.m.– 9:00 p.m.	Registration	Main Level Lobby
THURSDAY, JULY 14		
9:00 a.m. – 5:00 p.m.	Registration	Main Level Lobby
12:00 p.m.	Lunch	Centennial Hall Lower Level
1:30 p.m. – 3:00 p.m.	Business Session #1 Opening Worship and Opening of Convention	Salons ABCD Upper Level
3:00 p.m.	Coffee Break	Upper Level Lobby
3:30 p.m. – 5:00 p.m.	Business Session #1 Continued Report of Committee on Registration and Credentials Establishment of Quorum Adoption of Agenda	Salons ABCD Upper Level
3:45 p.m.	Orientation: Convention Procedures Election Procedures Convention Committee Appointments	
4:00 p.m.	Adoption of Standing Rules of Order Introduction of Special Guests Requests to Grant Privilege of Voice	

DATE/TIME	CONVENTION ACTIVITY	LOCATION
THURSDAY, JULY 14—CONTINUED		
4:10 p.m.	Report of the National Bishop	Salons ABCD Upper Level
4:40 p.m.	Report of National Church Council Notice of Items Requiring Action Notice of Proposed Amendments to the ELCIC Constitution and Administrative Bylaws	
4:55 p.m.	Announcements Closing Prayer	
5:00 p.m.	Dinner	Centennial Hall Lower Level
7:00 p.m.— 9:30 p.m.	Business Session #2 Opening Prayer	Salons ABCD Upper Level
	Report of Committee on Registration and Credentials	
	Report of Committee on Conduct of Elections First Ballot for National Bishop	
7: 15 p.m.	Report of Nominating Committee National Church Council/ELCIC Group Services Inc./ Court of Adjudication/2013 Nominating Committee Reception of Nominations from the Floor	
7:30 p.m.	<u>Standing Order</u> Presentation by Human Sexuality Task Force Committee of the Whole (open discussion on social statement)	
8:45 p.m.	Report of Committee on Conduct of Elections Results of First Ballot for National Bishop	
8:55 p.m.	Announcements	
9:00 p.m.	Evening Prayer	
9:30 p.m.	Adjournment	

DATE/TIME	CONVENTION ACTIVITY	LOCATION
FRIDAY, JULY 15		
8:00 a.m. – 5:00 p.m.	Registration/Hospitality Desk	Upper Level Lobby
8:30 a.m. – 12:00 p.m. 9:00 a.m. 9:15 a.m. 9:55 a.m.	<p>Business Session #3</p> <p>Morning Holy Communion</p> <p>Report of Committee on Registration and Credentials</p> <p>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 Treasurer, Secretary, National Church Council, ELCIC Group Services Inc., Court of Adjudication, and 2013 Nominating Committee</p> <p>Report of Committee of Reference and Counsel</p> <p><u>Standing Order</u> Greetings The Most Rev. Fred Hiltz, Primate, Anglican Church of Canada</p>	Salons ABCD Upper Level
10:00 a.m.	Coffee Break	Upper Level Lobby
10:30 a.m. 11:45 a.m. 11: 55 a.m.	<p>Business Session #3 Continued</p> <p><u>Standing Order</u> Report of National Church Council Social Statement on Human Sexuality</p> <p>Report of Committee on Conduct of Elections Balloting</p> <p>Announcements</p> <p>Closing Prayer</p>	Salons ABCD Upper Level

DATE/TIME	CONVENTION ACTIVITY	LOCATION
FRIDAY, JULY 15—CONTINUED		
12:00 p.m.	Lunch	Centennial Hall Lower Level
1:30 p.m. – 3:00 p.m.	Business Session #3 Continued Report of Committee on Conduct of Elections Balloting Forum—KAIROS—The Blanket Exercise Ed Bianchi	Salons ABCD Upper Level
3:00 p.m.	Coffee Break	Upper Level Lobby
3:30 p.m. – 5:00 p.m.	Business Session #4 Opening Prayer Report of Committee on Registration and Credentials Report of Committee on Conduct of Elections Balloting	Salons ABCD Upper Level
3:45 p.m.	<u>Standing Order</u> Report of Canadian Lutheran World Relief Robert Granke, Executive Director	
4:00 p.m.	<u>Standing Order</u> Report of ELCIC Group Services Inc. Jackie Dojack, Chair of the Board and Hildy Thiessen, Executive Director	
4:15 p.m.	<u>Standing Order</u> Report of the Treasurer, Ken Hartviksen Approval of 2010 Audited Financial Statements Approval of 2012 and 2013 Budgets	
4:50 p.m.	Report of Committee on Conduct of Elections Balloting	
4:55 p.m.	Announcements Closing Prayer	
5:00 p.m.	Deadline for Submissions to Committee on Reference and Counsel	

DATE/TIME	CONVENTION ACTIVITY	LOCATION
FRIDAY, JULY 15—CONTINUED		
5:00 p.m.	Dinner	Centennial Hall Lower Level
7:00 p.m. – 9:00 p.m.	<p>Business Session #5</p> <p>Opening Prayer</p> <p>Report of Committee on Registration and Credentials</p> <p>Report of Committee on Conduct of Elections Balloting</p> <p>Report of Committee on Minutes</p>	Salons ABCD Upper Level
7:15 p.m.	<p><u>Standing Order</u></p> <p>Greetings</p> <p>Rev. Don McCoid, Executive for Ecumenical and Inter-Religious Relations; Bishop Emeritus, Southwestern Pennsylvania Synod, Evangelical Lutheran Church in America</p>	
7:20 p.m.	<p><u>Standing Order</u></p> <p>Report of Lutheran Collegiate Bible Institute President Roger Haugen</p>	
7:30 p.m.	<p>Report of National Church Council Continued <i>(Motions arising from social statement)</i></p>	
8:55 p.m.	Announcements	
9:00 p.m.	Evening Prayer	
9:30 p.m.	Adjournment	

DATE/TIME	CONVENTION ACTIVITY	LOCATION
SATURDAY, JULY 16		
8:00 a.m. – 5:00 p.m.	Registration/Hospitality Desk	Upper Level Lobby
8:30 a.m. – 1:30 p.m. 9:00 a.m. 9:15 a.m. 9:55 a.m.	Business Session #6 Morning Holy Communion Report of Committee on Registration and Credentials Report of Committee on Conduct of Elections Balloting Report of Committee of Reference and Counsel <u>Standing Order</u> Greetings The Rev. Willard Metzger, General Secretary Mennonite Church Canada	Salons ABCD Upper Level
10:00 a.m.	Coffee Break	Upper Level Lobby
10:30 a.m. 11:45 a.m. 11:55 a.m.	Business Session #6 Continued <u>Standing Order</u> Report of National Church Council Continued Structural Renewal Presentation Committee of the Whole (open discussion on Structural Renewal Presentation) Report of Committee on Conduct of Elections Balloting Announcements Closing Prayer	Salons ABCD Upper Level
12:00 p.m.	Lunch	Centennial Hall Lower Level

DATE/TIME	CONVENTION ACTIVITY	LOCATION
SATURDAY, JULY 16—CONTINUED		
1:00 p.m.	School Corporation Meetings Luther College Lutheran Collegiate Bible Institute	Salons ABCD Upper Level
1:30 p.m. – 4:55 p.m.	Business Session #7 Opening Prayer Report of Committee on Registration and Credentials Report of Committee on Conduct of Elections Balloting	
1:45 p.m.	<u>Standing Order</u> Report of Luther College President Bryan Hillis	
1:55 p.m.	<u>Standing Order</u> Report of National Church Council Continued Constitutional and Bylaw Amendments	
3:00 p.m.	Coffee Break	Upper Level Lobby
3:30 p.m.	Business Session #7 Continued Report of Committee on Minutes Report of National Church Council Continued Motion on Relationship with Indigenous Persons Motion on Structural Renewal	Salons ABCD Upper Level
4:25 p.m.	Report of Committee of Reference and Counsel	
4:55 p.m.	Announcements Closing Prayer	

DATE/TIME	CONVENTION ACTIVITY	LOCATION
SATURDAY, JULY 16—CONTINUED		
6:00 p.m.	Cash Bar	Centennial Hall Lower Level
6:30 p.m.	25th Anniversary Banquet	
9:30 p.m.	Acknowledgement and Recognition of Service Ken Hartviksen, Treasurer Don Storch, Secretary Outgoing NCC Members Local Arrangements Committee Co-Chairs, Joan Meyer and Kathy Birg Convention Worship Committee Co-Chairs, Rev. David Hunter and Katherine Soule Blaser Musical Entertainment Celebration of the 25th Anniversary of the ELCIC Recognition of the Ministry of Evangelical Lutheran Women Inc. Closing Prayer Adjournment	
SUNDAY, JULY 17		
9:00 a.m. – 10:30 a.m.	Closing Worship Service	Salons ABCD Upper Level
10:30 a.m. – 1:00 p.m.	Delegate Buses to Saskatoon International Airport	TCU Place and Convention Hotels

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 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 Thirteenth Biennial
Convention of the Evangelical Lutheran Church in Canada
which pertain to the Corporation of Luther College
are hereby ratified.”
11. Adjournment

AGENDA FOR CORPORATION MEETING Lutheran Collegiate Bible Institute

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

1. 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, 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 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. *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 time-line 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:
- Cell phones 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 labeled 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 13th 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 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 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

8.1 Standing Order for the Election of Officers (CC 88-103)

- a) The first ballot for National Bishop will be held at the appointed time. Each subsequent ballot for National Bishop shall take place no less than thirty minutes following the reported results of the previous ballot re motion: **CC-2011-20** NCC approve the honoring in spirit of *CC-2007-15*. That each ballot for bishop take place no sooner than 30 minutes following the report of the Elections Committee. **Carried.**
- b) After the election of the National Bishop, elections will proceed for treasurer and then secretary.
- c) The report of the Committee on Elections on the results of a ballot for an officer, other than National Bishop, shall be given to the convention as soon as available and the next ballot proceeds immediately if there is no election.

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 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 (*ELCIC Administrative Bylaws Part VI, Section 15*). 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 prior to the convention for referral to the Committee of Reference and Counsel.”

Section 10: “a resolution of a general character which is not germane to the pending question or report shall be give 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.

GUIDE 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

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