

Synod-authorized Ministry Guidelines Proposed Changes to Bylaw and Roster Manual, March 2022

I. Synod-authorized Ministries

7.31.10. Synod-authorized Ministry. When need exists to render Word and Sacrament ministry for a congregation or ministry of this church where it is not ~~possible~~ feasible to provide ~~appropriate pastoral leadership~~ rostered ministers of Word and Sacrament, the synod bishop—acting with the consent of the congregation or ministry, in consultation with the Synod Council, and in accord with standards and qualifications developed by the appropriate churchwide unit, reviewed by the Conference of Bishops, and approved by the Church Council—may authorize a person who is a member of a congregation of the Evangelical Lutheran Church in America to offer this ministry. Such an individual shall be supervised by a minister of Word and Sacrament appointed by the synod bishop; such service shall be rendered during its duration under the sacramental authority of the bishop as the synod’s pastor. Such an individual will be trained to fulfill this ministry for a specified period of time and in a given location only. Authorization, remuneration, direct supervision, and accountability are to be determined by the appropriate synod leadership according to churchwide standards and qualifications for this type of ministry. Authorization for such service shall be reviewed annually and renewed only when a demonstrated need remains for its continuation.

Purpose

~~This synod-authorized ministry policy is intended to honor the God-given office of Word and Sacrament (Article V, The Augsburg Confession). Synod-authorized ministry is intended to assist this church to respond pastorally and effectively to emerging opportunities in Christ’s mission where it is not possible to provide a minister of Word and Sacrament. Principle 40 and related sections in “The Use of the Means of Grace: A Statement on the Practice of Word and Sacrament,” which was adopted “for guidance and practice” by the 1997 Churchwide Assembly, also address this subject.~~ assist this church to respond pastorally and effectively to emerging opportunities in Christ’s mission, to equip the baptized to live out their vocations for the sake of the world. Synod-authorized ministry honors and respects the office of ministry of Word and Sacrament within this church as well as the ministry of the baptized to serve in their local settings to proclaim the gospel and equip the believers.

~~Synod-authorized ministry of Word and Sacrament is normally limited to a specific congregation or other identified ministry where a pastor is not available for an extended period of time. Individuals authorized for such ministry within a synod are not rostered by the ELCA (unless already serving on a roster of this church) but are authorized to provide a ministry only within a particular setting for a designated period of time.~~

~~Synod-authorized ministry recognizes and honors the office of Word and Sacrament (Article V, The Augsburg Confession). While this church calls and ordains qualified persons to carry out the ministry of Word and Sacrament on behalf of the whole church, there may be times and contexts when qualified persons are called to carry out specific ministry only in their local settings for a designated period of time.~~

~~Synod-authorized ministry recognizes the need to be flexible and adapt to the ministry challenges and needs of smaller congregations and other ministry settings. And synod-authorized ministry recognizes that individuals may have the gifts and ability to serve this church through the proclamation of the gospel in a local context, but not the resources, ability or call to serve the whole church as ordained ministers of Word and Sacrament. The purpose of synod-authorized ministry is to pair the gifts of individuals with the ministry needs of local communities in order to assist them to carry out their calling to be the church in the world.~~

A. Identification of need for ministry

The synod identifies a congregation or other ministry setting where ~~pastoral leadership is not available for an extended period of time and where synod-authorized ministry may be appropriate.~~ synod-authorized ministry may be appropriate, such as smaller congregations that do not have the resources to call an ordained pastor, congregations that are geographically isolated making collaboration difficult, congregations that are part of multi-point parishes and in need of additional pastoral leadership, or ethnic-specific communities where a pastoral leader is already recognized.

___ Because of the relationship of such authorized lay ministry to those serving in the ministry of Word and Sacrament, ELCA pastors and pastors of our full communion partners serving congregations within the area where this ministry need is located normally will be consulted concerning this determination.

When determining the need for a pastor in a congregation or other identified ministry where a minister of Word and Sacrament of this church is not available, synods will first consider the utilization of an ordained minister from a full communion partner church, under the guidelines related to the orderly exchange of ordained ministers.

~~Synod authorized ministry is not to be used to authorize an individual to provide for short term, intermittent absences of a congregation's called pastor. However, there is sometimes a need to provide for the celebration of the sacrament in circumstances when neither an ELCA nor a full communion ordained minister is available. Such situations highlight a tension between a bishop's authority to provide for "appropriate pastoral leadership" (7.31.10.) and the limitation that such authorization is only to be used when the need for such leadership is "for an extended period of time" (Use of the Means of Grace, Principle 40). On rare occasions, this tension may require flexibility in interpreting "for an extended period of time" so that an individual is authorized by the synod bishop to provide Word and Sacrament ministry in congregations in a location or area where ordained leadership is chronically unavailable.~~

~~B. Invitation to service~~

~~— Congregations and other ministries within each synod are expected to assist in making this ministry available and beneficial by commending to the bishop individuals who should be considered for possible service in synod authorized ministry. Individuals who demonstrate potential for service as synod authorized ministers are invited by the synod to enter a program of preparation.~~

~~— Any individual who has resigned or been removed from rostered ministry in the ELCA in connection with alleged misconduct, or who has been denied continuance in candidacy by reason of misconduct allegations, is precluded from serving as a synod authorized minister.~~

~~EB. Qualifications~~

A person invited to prepare for a synod-authorized ministry must be an active member of an ELCA congregation, preferably for at least one year. (The synod bishop may approve an exception to this rule if the individual is a member of a full communion partner congregation or ordained in another tradition.) In addition, prior to preparing to serve in synod-authorized ministry, an individual must have:

1. been recommended by the individual's pastor and Congregation Council;
2. met with and been interviewed by synod staff and/or the synod committee responsible for the synod's program of preparation;
3. demonstrated the ability and willingness to participate in a program of preparation leading to possible service in a synod-authorized ministry or provided satisfactory evidence of prior preparation toward the goals and standards of the program outlined in this policy;
4. submitted written responses to the questions similar to those on the candidacy Entrance Form; and
5. ~~identified references within and outside the church for contact by the synod and authorized the synod to~~ obtained an in-depth background check, as outlined in the Candidacy Manual.

Any individual who has resigned or been removed from rostered ministry in the ELCA in connection with alleged misconduct, or who has been denied continuance in candidacy by reason of misconduct allegations, is precluded from serving as a synod-authorized minister.

~~DC. Synod committee for authorized ministry~~

A committee may be appointed by the Synod Council to provide the synod bishop with recommendations concerning the authorization of and accountability for authorized ministries within the synod. ~~This committee should either be a subcommittee of the synod's Candidacy Committee or be structured to work closely with the Candidacy Committee, even though the work of the two is distinct.~~

The Synod Council or, if appointed, the synod committee determines the educational program within the synod for individuals preparing for service in an authorized ministry; determines eligibility of individuals to enter this program of preparation; and advises the bishop on the suitability of an individual for authorization and service in a synod-authorized ministry.

ED. Program of preparation

The synod defines the program of preparation for synod-authorized ministry consistent with this policy ~~and with any guidelines developed by the appropriate churchwide unit, in consultation with an ELCA seminary.~~ The program of preparation can be accomplished in a variety of ways including: Select Learning (an ELCA resource with online courses facilitated by ELCA seminary and college faculty), synod educational programs that utilize current rostered ministers and/or ELCA seminary and college faculty, within the synod, ELCA seminaries and continuing education centers, ~~and other appropriate resources.~~ Such programs shall prepare individuals to have knowledge and abilities in the following areas:

1. Bible;
2. Lutheran theology, the Lutheran Confessions, and the Confession of Faith and polity of the ELCA;
3. worship;
4. spiritual discernment and faith development;
5. leadership expectations and identity;
6. contextual understanding; and
7. pastoral skills including preaching, catechetics, worship leadership, visitation, pastoral care, ~~and~~ outreach, and administration.

EE. Authorization for service

When the synod has determined that a specific need exists, and with the consent of the congregation to be served, an individual may be authorized for service within the synod by the synod bishop, in consultation with the Synod Council. The bishop will authorize for this ministry only those individuals who have been well prepared or are in the process of being prepared and who will serve under supervision. Completion of a program of preparation does not mean that authorization for service will follow. There is no guarantee of service within the synod. When authorized, such service shall fulfill assigned responsibilities, and authorization shall be for a specific period of time not to exceed one year, ~~unless terminated earlier.~~ Authorization must be reviewed annually and may be renewed on an annual basis.

Individuals who serve in synod-authorized ministry are to meet the following criteria:

1. evidence of mature Christian faith and commitment to Christ;
2. satisfactory participation in ~~the a~~ synod program of preparation, ~~including~~ and/or demonstration of appropriate ministry skills;
3. knowledge and acceptance of the Confession of Faith of this church; and
4. willingness to meet this church's expectations concerning the personal conduct and behavior of individuals serving in public ministry as described in "Definitions and Guidelines for Discipline of Rostered Ministers."

EF. Letter of authorization

The bishop's authorization shall be evidenced by an appropriate letter describing the terms and conditions of the authorization. The description may limit the activities the person is authorized to perform.

HG. Supervision and accountability

Accountability for synod-authorized ministry in a congregational setting is the direct responsibility of the Congregation Council. Accountability for a synod-authorized ministry in a non-congregational setting within a synod is the direct responsibility of the governing body of the entity that conducts that ministry, or if there is no such entity, the Synod Council. In all cases, a synod-authorized minister is to be under the direct supervision of a minister of Word and Sacrament appointed by the synod bishop. The supervising minister of Word and Sacrament shall report to the governing body and seek the advice and counsel of the bishop or designated synod staff in relation to the synod-authorized minister.

HH. Candidacy for rostered ministry

When, in the judgment of the authorizing bishop, ~~a person whose service as a synod-authorized minister likely will be long term in one ministry or in a succession of assigned ministries, that person normally shall enter the ELCA candidacy process for ordination and shall remain active in candidacy and theological preparation while serving in synod-authorized ministry.~~ synod-authorized ministers are well-suited and qualified for ordained ministry, they shall be encouraged to discern if they are being called into ordained ministry and consider entering the candidacy process. Individuals may remain active in candidacy and theological preparation while serving in a synod-authorized ministry.

Individuals may discern that they are called and have the abilities to serve only in their local settings for specific periods of time. These individuals may be set apart for a different kind of ministry that still serves the needs of the faith community in a more limited and specific way that does not put them on the roster of Ministers of Word and Sacrament. A decision not to pursue candidacy does not preclude the need for ongoing faith formation and leadership development.

~~It is preferable that a mission development is led by a pastor rather than a synod-authorized minister. When a synod-authorized minister is serving in that capacity, he or she normally shall have received a positive entrance decision for candidacy for ministry of Word and Sacrament before beginning that ministry and shall remain active in candidacy and theological preparation while serving in that mission development.~~

J. Renewal and revocation

Renewal of authorization after one year may be given when a demonstrated need exists for its continuation. This need is determined by the synod bishop at the request and with the consent of the congregation or other ministry being served, consultation with the supervising minister of Word and Sacrament, and a review of both the ministry setting and the service of the authorized minister.

Authorization to provide ministry within the synod may be revoked at any time by the synod bishop, who need not specify the reason.

K. Marriage services

Where permitted by law, synod-authorized ministers may officiate at marriage services for members of the congregation in which they are authorized to serve, with the concurrence of the congregation and the approval of the synod bishop.

L. Other matters

Individuals may serve in a synod-authorized ministry only within the synod that has authorized that ministry. A synod may consider for authorization an individual trained and authorized by another synod, based on the individual's qualifications and ability to meet the new synod's criteria for authorized ministry.

Individuals authorized for such ministries are not to wear clerical stoles and should not wear clerical collars unless authorized by the synod bishop. The title "Pastor" is reserved for ministers of Word and Sacrament and is not to be used by synod-authorized ministers.

~~Synod-authorized ministers are not to offer therapy or counseling as a part of their ministries but may provide appropriate pastoral care.~~

ELCA AUDIT COMMITTEE CHARTER

Organization and Purposes

The organization and purposes of the Audit Committee is described in ELCA continuing resolution 14.41.E15:

Audit Committee

Composed of five to seven members appointed by the Budget and Finance Committee and approved by the Church Council for two-year, renewable terms – shall assist the Budget and Finance Committee and the Church Council in fulfilling oversight of the churchwide organization’s accounting and financial reporting, internal control systems, and audit functions, consistent with its responsibilities as specified in the charter recommended by the Audit Committee, reviewed by the Budget and Finance Committee, and approved by the Church Council. A minimum of two members of the Audit Committee shall be members of the Budget and Finance Committee. The chair of the Audit Committee shall be a member of the Budget and Finance Committee and shall be appointed by the chair of the Budget and Finance Committee. In consultation with the executive for administration, the Audit Committee approves the appointment and dismissal of the director for internal auditing.

In fulfilling its purposes, the committee also shall facilitate the implementation of the following:

- Goal: Share the story of Jesus and the ELCA by engaging with 1 million new people as we grow the church together.
- Purpose: Activate each of us so more people know the way of Jesus and discover community, justice and love.
- Vision: A world experiencing the difference God’s grace and love in Christ make for all people and creation.

Responsibilities

The responsibilities of the Audit Committee include:

1. *Financial Statements*

a. Inquire of the independent auditors and churchwide organization management as to the acceptability and appropriateness of financial accounting practices and disclosures used or proposed.

b. Annually, review the church’s audited financial statements and related footnote disclosures and consider whether they are complete and consistent based on information known to committee members.

c. Discuss with the independent auditors the effect of regulatory and accounting initiatives on the ELCA’s financial statements.

d. Review with the independent auditors any matters related to the conduct of the audit which are required to be communicated to the committee under generally accepted auditing standards, including, but not limited to, any significant changes required in the original audit plan or any serious difficulties or disputes with management during the course of the audit.

2. External Audit

- a. Recommend to the Budget and Finance Committee the engagement, retention or discharge of the independent auditors and consider the appropriateness of rotating independent auditors on a regular basis.
- b. Evaluate the performance of the independent auditors.
- c. Review and approve the independent auditors' audit fees and the proposed audit plan.
- d. Review and confirm the independence of the external auditors by monitoring fees paid to the auditor for consulting or other non-audit services and reviewing any relationships that may impact the objectivity or independence of the auditor.

3. Internal Audit

- a. Review and approve the appointment or dismissal of the internal audit service provider in consultation with the Executive for Administration.
- b. Review with the internal audit service provider the charter for the internal audit function.
- c. Review the effectiveness of the internal audit function by obtaining assurance that internal audit is not prohibited from carrying out its responsibilities.
- d. Review and approve the annual internal audit plan and schedule based on a mutually acceptable risk assessment. As part of this responsibility, review the fraud risk assessment with management and internal audit, providing guidance and input as appropriate.
- e. Review and approve the internal auditor's audit fees.
- f. Evaluate and investigate, as appropriate, all whistleblower complaints communicated to the committee by the internal audit service provider.

4. Internal Control

- a. Review any internal control comments and recommendations in the independent auditor's management letter that are classified as material weaknesses or reportable conditions as well as management's response to these comments and recommendations.
- b. Review internal audit's report to the committee, including significant comments and recommendations to management and management's responses to these comments and recommendations.
- c. On an annual basis, review the Board and Committee Operational Ethics Policy, the Employee Operational Ethics Policy and a summary of any reported conflicts of interest.

5. Communication and Reporting

- a. Meet, in separate executive sessions, as necessary, with the independent auditor, the internal audit service provider or churchwide staff to discuss any matters that the Audit Committee believes should be discussed privately.
- b. Provide for an open avenue of communications between the independent auditor or internal audit service provider and the committee chair.
- c. Review and assess the adequacy of this Charter annually and submit proposed changes to the Budget and Finance Committee for their review and submission to the Church Council for approval.

d. Report the committee's performance of the duties and responsibilities defined in this charter, including any recommendations the committee deems appropriate, to the Budget and Finance Committee of the Church Council.

e. Develop a calendar of anticipated work for the triennium at the committee's first meeting following each churchwide assembly.

6. Other Tasks

The Audit Committee shall accomplish other tasks that may be assigned by the Church Council.

Authority

Subject to the approval of the ELCA Budget and Finance Committee, the Audit Committee shall have the authority to retain special legal, accounting or other consultants to advise the committee. The Audit Committee shall have the authority to request any officer or employee of the churchwide organization, its outside counsel or independent auditor to attend a meeting of the committee, or to meet with members of the committee.

Membership

The Audit Committee shall consist of five to seven members. A minimum of 2 members should be Church Council Budget and Finance Committee members. Members of the committee shall be appointed by the Budget and Finance Committee and forwarded to the Church Council for approval. Budget and Finance Committee members should be appointed for a 2-year term with the possibility of reappointment up to their Church Council term. Non-Church Council members should be appointed for a 2-year term, renewable for 2 additional terms. Terms need to be staggered in recognition of the need for continuity of committee membership from year to year.

The chair of the committee shall be a member of the Budget and Finance Committee and shall be appointed by the chair of the Budget and Finance Committee. Members of the committee will have no relationship to the church that may interfere with the exercise of the member's independence and must be financially literate. At least one member shall have accounting or related financial management experience.

In order to provide for an effective committee, attendance at the Audit Committee meeting is required of all members. Upon two successive absences that have not been approved by the committee, the member's position shall be declared vacant by the chair.

Meetings

The Audit Committee will meet at least two times per year or more frequently as circumstances require. Meeting agendas will be cleared by the committee chair in advance of the meeting. Minutes will be prepared by one of the churchwide staff, approved by the committee and maintained in the permanent records of the church.

The effective date of this Charter is November 8, 2002.

Last Revised: November 9, 2016

Last Reviewed: November 7, 2018

Last Revised: November 6, 2019

Last Reviewed: November 10, 2020

Last Reviewed: November 10, 2021

Last Revised: June 14, 2022

Evangelical Lutheran Church in America Church Council Resource Development Committee Charter

Organization and Purpose

The organization and purpose of the Resource Development Committee are described in ELCA continuing resolution 14.41.G20:

A Resource Development Committee—composed of eight to ten members, at least one of whom shall be a member of the Budget and Finance Committee, and appointed by the Executive Committee—shall assist the Budget and Finance Committee and the Church Council in developing strategies related to funding initiatives and churchwide appeals. This committee shall oversee how to grow resources to support the ministries and priorities of the churchwide organization. The treasurer and executive for development shall serve as ex officio members of the committee.

In fulfilling its purposes, the committee also shall facilitate the implementation of the following:

- Goal: As God works through us to grow the church together, share the story of Jesus and the ELCA by engaging with 1 million new people.
- Purpose: Activate each of us so more people know the way of Jesus and discover community, justice and love.
- Vision: A world experiencing the difference God's grace and love in Christ make for all people and creation.

Responsibilities

- A. The responsibilities of the Resource Development Committee include:
1. Providing strategic support to the Office of the Presiding Bishop – Development Team regarding unrestricted resource development.
 2. Reviewing strategies for increasing Mission Support shared with the churchwide organization.
 3. Reviewing the current, approved fundraising priorities.
 4. Providing strategic support on the opportunity and execution of a comprehensive campaign.
 5. Conducting annual reviews of the fundraising model.
 6. Identifying synergies/opportunities with the ELCA Foundation.
 7. Other tasks that may be assigned by the Church Council.
- B. In fulfilling its responsibilities, the Resource Development Committee will be supported by the following churchwide staff:
- Treasurer, Office of the Treasurer
 - Director for Budget Planning, Office of the Treasurer
 - Executive for Administration, Office of the Presiding Bishop
 - Senior Director for Mission Support, Office of the Presiding Bishop
 - Executive for Development, Office of the Presiding Bishop

- C. Members of the Resource Development Committee are expected to prepare for meetings by reviewing the agenda, minutes, and meeting materials in advance of meetings, to participate actively in meetings, and to complete timely responsibilities assigned by the committee.
- D. Specific tasks of the Resource Development Committee are outlined in the Quarterly Matrix of Work and are an addendum to this charter.

Membership

The Resource Development Committee shall consist of eight to ten members. At least one must be a member of the Church Council Budget and Finance Committee. Members of the committee should be appointed by the Executive Committee. Church Council members shall be appointed for three-year terms, renewable for so long as they are on Church Council. Non-Church Council members, who shall be members of an ELCA congregation, shall be appointed for three-year terms with the possibility of two consecutive re-appointments. No member shall serve more than nine consecutive years. To the extent possible, committee member terms shall be staggered to provide for continuity and transition. Two bishops, to be appointed by the Executive Committee, will serve in an advisory capacity. At the completion of their term as a synod bishop, the Executive Committee will appoint a replacement bishop. The treasurer and executive for development shall serve as ex officio members of the committee. This committee shall have staff services provided by the Office of the Presiding Bishop and the Office of the Treasurer. Church Council members appointed to the Resource Development Committee shall be eligible for service on other committees of the Church Council.

Chair

The Executive Committee shall appoint a chair for the first three-year term. Going forward, the chair shall be appointed by the chair of the Budget and Finance Committee of the Church Council.

Meetings

The Resource Development Committee shall meet at least three times per year, two of the meetings in conjunction with regular meetings of the Church Council. Other meetings may be held, ordinarily by conference call, at the request of the chair or a majority of committee members. The Resource Development Committee will provide a report at each regularly scheduled Budget and Finance Committee meeting.

Amendment of Charter

The Resource Development Committee will review this charter at the first meeting of the committee and annually thereafter. Amendments to this charter may be recommended at any time, subject to approval by the Church Council.

Other committee or board

Lutheran School of Theology at Chicago

The Rev. Kelly Chatman

Synod: Minneapolis Area Synod, ELCA, (3G)
Congregation: Westwood Lutheran Church (ID: 11914) - St Louis Park, Minnesota
Birthdate: 06/17/1951 **Gender:** Man
Primary Language: English **Ethnicity:** African American/Black Non-Hispanic
Willing to serve: Yes

Preferred Mailing Address: (Home)

1216 Summit Court
Minneapolis, MN 55109 United States

Telephone:

Preferred: 6513070315 (Cell)
Alternate: 6513070315 (Cell)

Email:

K.chatman@clne-mn.org (Work)

Educational Institutions:

Concordia Senior College (Date not specified.): Bachelor Of Arts In Ed.
Gettysburg Theological Seminary (Date not specified.): Master Of Counseling

Employment:

Executive Director (03/01/2020 - Present)
Center for Leadership and Neighborhood Engagment
Minneapolis, MN

Previous Employment:

Redeemer Lutheran Church, Minneapolis Area Synod (2000-2020)
ELCA Churchwide Office (1995-2000)

Congregational, Synod, or Churchwide Service Activities:

Bishop Advisor, Minneapolis Area Synod (2010-2022)
Keynote and workshop leader South Texas Synod Assembly (2020-2022)
Diversity Equity and Inccusion Training (1994-2022)

What are the gifts, skills, experiences and areas of expertise that you would bring to this work?

My sense of call is grounded in the love and acceptance I have received from the church and my W blessed to share God's love and grace with others. Quite simply my commitment is to invest in the church just as the church has invested in me. I elected to serve on the board my reason will be to equip, invite and support others to serve God and the church.

Alternate Committee Nominations:

1. Church Council
2. Nominating Committee
3. Nominating Committee

Reference: Pastor Jason Van Nunnik **Phone:**7637722786 **E-mail:**j.vanhunnik@westwoodlutheran.org

Relationship: Pastor



South Dakota Synod
Evangelical Lutheran Church in America
God's work. Our hands.

EVANGELICAL LUTHERAN CHURCH IN AMERICA
CHURCH COUNCIL

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Incorporation Letter
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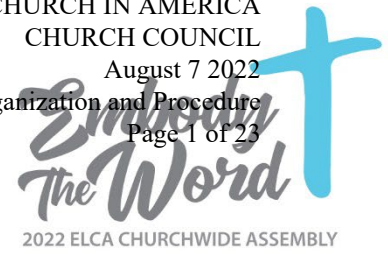
Deacon Sue E. Rothmeyer, Secretary
Evangelical Lutheran Church in America
8765 W Higgins Road
Chicago, IL 60631

Dear Secretary Sue Rothmeyer,

We intend to domesticate in South Dakota, and no longer be a Minnesota corporation doing business in South Dakota. We have no need to be incorporated in that jurisdiction. Being a foreign corporation doing business in South Dakota leads to confusion from time to time at the Synod Office and in congregations because we are governed under different rules. It's easier and makes much more sense for us to be incorporated here in this State. If you have concerns about our action, please share them. We would hope to be included on the consent agenda of the next Church Council meeting.

In Christ's service,

The Rev. C. Hagmaier
Bishop of the South Dakota Synod, ELCA



Rules of Organization and Procedure

Introduction

These “Rules of Organization and Procedure” serve many purposes. First, they bring together in one place all the provisions of the constitution, bylaws and continuing resolutions, as well as “standing” rules that describe the composition, functions and responsibilities of the Churchwide Assembly. Constitutional provisions and bylaws are highlighted in purple for convenience.

Bylaw 12.31.09. in the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America* specifies that parliamentary procedures shall be in accordance with *Robert’s Rules of Order*, latest edition, “unless otherwise ordered by the assembly.” Experience from past churchwide assemblies has demonstrated that plenary discussion and the conduct of the assembly’s business are best served by modifying certain parliamentary rules of *Robert’s Rules of Order*. These modifications, as well as numerous other procedural matters not covered by *Robert’s Rules of Order*, are a second purpose of these rules.

A third purpose is to adopt as part of the Rules of Organization and Procedure provisions from continuing resolutions related to the assembly. When adopted, a two-thirds vote will be required for their amendment or suspension as pertaining to business at this assembly.

At this Churchwide Assembly, most voting members will access the *Pre-Assembly Report*, including these rules, electronically by means of a tablet equipped with a custom application (the ELCA Churchwide Assembly Guide). This application will allow submission of resolutions, motions, nominations, and certain notices electronically; in addition, these documents may be submitted on paper forms. For clarity, these rules will specify “electronically or on a paper form” where either method of submission is available. The procedure for electronic submission is described in Part Seven of these rules.

Adoption of these rules will follow the procedure required by *Robert’s Rules of Order*. The Church Council’s recommendation to adopt will be the main motion before the assembly.

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**Recommended for
Assembly Action**

Two-Thirds Vote Required

To adopt the “Rules of Organization and Procedure” for the 2022 Churchwide Assembly (exclusive of quoted and highlighted constitutional provisions and bylaws that are already in force).

PART ONE: AUTHORITY AND DUTIES

Authority of the Churchwide Assembly

The legislative function of the churchwide organization shall be fulfilled by the Churchwide Assembly as described in Chapter 12 of this Constitution. (ELCA churchwide constitutional provision 11.31.).

The Churchwide Assembly shall be the highest legislative authority of the churchwide organization and shall deal with all matters which are necessary in pursuit of the purposes and functions of this church. The powers of the Churchwide Assembly are limited only by the provisions of the Articles of Incorporation, this constitution and bylaws, and the assembly’s own resolutions (ELCA 12.11.).

Any matter for which adoption by a vote of two-thirds of those voting in a prior Churchwide Assembly was required by the constitution or bylaws of the Evangelical Lutheran Church in America shall require a two-thirds vote to be amended or repealed by a subsequent Churchwide Assembly (ELCA 12.12.).

Duties of the Churchwide Assembly

The Churchwide Assembly shall:

- a. Review the work of the churchwide officers, and for this purpose require and receive reports from them and act on business proposed by them.
- b. Review the work of the churchwide units, and for this purpose require and receive reports from them and act on business proposed by them.
- c. Receive and consider proposals from synod assemblies.
- d. Establish churchwide policy.
- e. Adopt a budget for the churchwide organization.
- f. Elect officers, board members, and other persons as provided in the constitution or bylaws.
- g. Establish churchwide units to carry out the functions of the churchwide organization.
- h. Have the sole authority to amend the constitution and bylaws.
- i. Fulfill other functions as required in the constitution and bylaws.
- j. Conduct such other business as necessary to further the purposes and functions of the churchwide organization (ELCA 12.21.).

Assembly Presiding Officer

The presiding bishop shall ... preside at the Churchwide Assembly (ELCA 13.21.c.).

The vice president shall be a layperson who shall serve ..., in the event the presiding bishop is unable to do so, as chair of the Churchwide Assembly (ELCA 13.31.).

Assembly Secretary

The secretary shall be responsible for the minutes and records of the Churchwide Assembly (ELCA 13.41.02.a.).

Notice of Meeting

The secretary shall give notice of the time and place of each regular assembly by publication thereof at least 60 days in advance on this church’s website and in this church’s periodical (ELCA 12.31.02.).

Notice shall be provided to all voting members or voting members-elect not more than 30 days or less than 10 days in advance of any meeting. Notice may be provided electronically for voting members or voting members-elect who have provided email addresses, unless the voting member or voting member-elect has requested that written notice be mailed (ELCA 12.31.02.).

Agenda

The presiding bishop shall provide for the preparation of the agenda for the Churchwide Assembly (ELCA 13.21.c.).

Program and Worship

The arrangements for agenda, program, and worship shall be under the supervision of the presiding bishop (ELCA 12.31.04.).

Arrangements

Physical arrangements for churchwide assemblies shall be made by the secretary or by an assembly manager working under the secretary's supervision. Such committees as may be necessary to facilitate the planning for and operation of the assembly may be established by the secretary in consultation with the presiding bishop (ELCA 12.31.05.).

PART TWO: MEMBERS OF THE ASSEMBLY

Assembly Voting Members

Each synod shall elect one voting member of the Churchwide Assembly for every 6,000 baptized members in the synod. In addition, each synod shall elect one voting member for every 50 congregations in the synod. The synod bishop, who is *ex officio* a member of the Churchwide Assembly, shall be included in the number of voting members so determined. Unless otherwise determined by the synod, the synod vice president shall serve as an *ex officio* member of the Churchwide Assembly and be included in the number of the synod's voting members. The voting members elected by each synod shall comply with the principles of organization, commitment to inclusiveness, and interdependence as specified in Chapter 5 of this Constitution. In addition, each synod shall elect one additional voting member who is a youth or young adult at the time of the election and one additional voting member who is a person of color or a person whose primary language is other than English The secretary shall notify each synod of the number of assembly members it is to elect (ELCA 12.41.11.).

The officers of the churchwide organization, the members of the Church Council, and the bishops of the synods shall serve as *ex officio* members of the Churchwide Assembly. Unless otherwise determined by a synod, the synod vice presidents shall also serve as *ex officio* members of the Churchwide Assembly. *Ex officio* members shall have voice and vote. (ELCA 12.41.16.).

The total number of voting members at the 2022 Churchwide Assembly is 902.

Eligibility to Serve as Voting Member

Each voting member of the Churchwide Assembly shall be a voting member of a congregation of this church... [and] shall cease to be a member of the assembly if no longer a voting member of a congregation of this church within the synod from which elected (ELCA 12.41.13.).

Certification of Voting Members

The secretary of each synod shall submit to the secretary of this church at least nine months before each regular Churchwide Assembly a certified list of the voting members elected by the Synod Assembly (ELCA 12.41.12.).

Seating of Alternate Voting Members

If a voting member elected by the Synod Assembly is unable to serve, the name of an eligible person chosen by the Synod Council shall be submitted by the secretary of the synod to the secretary of this church. If a vacancy occurs or exists within 30 days or less of the convening of the Churchwide Assembly or during the meeting of the Churchwide Assembly, the synod bishop may submit the name of an eligible person to the secretary of this church. The individual whose name is submitted to the secretary of this church shall be registered and seated by the Credentials Committee as a voting member from the synod (ELCA 12.41.12.).

Inclusive Representation

Except as otherwise provided in this constitution and bylaws, the appropriate office or unit of the churchwide organization, through the Church Council, shall establish processes that will ensure that at least 60 percent of the members of its assemblies... be laypersons; that at least 45 percent of the lay members of these assemblies, councils, committees, boards, or other organizational units shall be women and at least 45 percent shall be men, and that, where possible, the representation of ministers of Word and Sacrament shall include both women and men. Each synod shall establish processes that will enable it to reach a minimum goal that 10 percent of the membership of its assemblies, councils, committees, boards, or other organizational units be persons of color and/or persons whose primary language is other than English (ELCA 5.01.e, f.).

It is the goal of this church that at least 10 percent of the voting members of the Churchwide Assembly, Church Council, and churchwide boards and committees be youth and young adults. The Church Council shall establish a plan for implementing this goal. For purposes of the *Constitution, Bylaws, and Continuing Resolutions of the ELCA*, the term "youth" means a voting member of a congregation who has not reached the age of 18 at the time of election or appointment for service. The term "young adult" means a voting member of a congregation between the ages of 18 and 30 at the time of election or appointment for service (ELCA 5.01.F19.).

The term, “persons of color and/or persons whose primary language is other than English,” shall be understood to mean African American, African Descent, Black, Arab and Middle Eastern, Asian and Pacific Islander, Latino, American Indian, and Alaska Native people. This definition, however, shall not be understood as limiting this church’s commitment to inclusive participation in its life and work (ELCA 5.01.C21.).

For purposes of the representational principles set forth in 5.01.e. and f., the percentage of laypersons that is not allocated to women or men may be allocated to persons who identify as gender non-binary, gender fluid, women, men, or other genders (ELCA 5.01.H21.).

Additional Voting Members Provided

The Church Council may allocate up to 10 additional voting members among synods, but no single synod may be allocated more than two additional voting members (ELCA 12.41.11.).

Additional voting members have been allocated by the Church Council as follows:

<u>Synod</u>	<u>Additional Members</u>
Alaska (1A)	2
Arkansas-Oklahoma (4C)	2
Slovak Zion (7G)	2
West Virginia-Western Maryland (8H)	1
Caribbean (9F)	2

Assembly Properly Constituted

Each assembly... of the churchwide organization ... shall be conclusively presumed to have been properly constituted, and neither the method of selection nor the composition of any such assembly... may be challenged in a court of law by any person or be used as the basis of a challenge in a court of law to the validity or effect of any action taken or authorized by any such assembly (ELCA 5.01.j.).

Advisory Members

Executive directors of units of the churchwide organization, the executive for administration, and other persons from the churchwide organization designated by the presiding bishop shall serve as advisory members of the Churchwide Assembly. The Church Council also may designate other persons as advisory members of the Churchwide Assembly. Advisory members shall have voice but not vote (ELCA 12.41.17.).

Other Non-Voting Members

Other categories of non-voting members may be established by the Churchwide Assembly (ELCA 12.41.18.).

Presidents of the colleges, universities, and seminaries of this church, unless elected as voting members of the assembly, shall have voice but not vote (ELCA 12.41.A89.).

A representative of the faculty of each seminary of the Evangelical Lutheran Church in America shall be appointed by the president of each seminary to serve as a seminary faculty resource person In addition, a teaching theologian ... may be appointed by the steering committee of the Association of Teaching Theologians in the Evangelical Lutheran Church in America to serve as a faculty resource person. Faculty resource persons shall have voice, if so granted in the assembly’s rules, but not vote in plenary sessions of the assembly (ELCA 12.41.B07.).

An individual whose term of office as a bishop of a synod commences within one month of the assembly, unless elected as a voting member of the assembly, shall have the privilege of seat and voice, but not vote, during the assembly.

An individual whose term of office as a bishop of a synod either commences or expires during the course of the assembly shall have the privilege of seat and voice, but not vote, during that portion of the assembly before commencement or after termination of such term.

Resource Members

Resource members shall be persons recommended by the presiding bishop of this church or by the Church Council who, because of their position or expertise, can contribute to the work of the Churchwide Assembly. Resource members shall have voice only with respect to matters within their expertise, but not vote.

Congregation Observers

Each congregation of the Evangelical Lutheran Church in America may register with the secretary of this church one congregation observer for the Churchwide Assembly prior to May 31 in the year of a Churchwide Assembly.... Such observers shall have neither voice nor vote in plenary sessions of the assembly (ELCA 12.41.C21.).

Official Visitors

Official visitors shall be persons invited by the presiding bishop of this church or the Church Council to address the Churchwide Assembly. They shall not have vote.

Access to Seating

A person will be admitted to restricted seating areas only upon display of proper credentials.

Assembly Costs

The churchwide organization shall be responsible for the costs of the Churchwide Assembly, including reasonable costs for travel, housing, and board for voting and advisory members (ELCA 12.31.06.).

PART THREE: QUORUM AND PROCEDURE

Quorum

At least one-half of all persons elected as voting members must be present at a meeting to constitute a quorum for the legal conduct of business. If such a quorum is not present, those voting members present may adjourn the meeting to another time and place, provided that only those persons eligible to vote at the original meeting may vote at the adjourned meeting (ELCA 12.31.07.).

Absence of Members

Members shall not absent themselves from any session of the assembly without valid excuse, under penalty of forfeiture of the meal allowance for the day of absence and proportionate reimbursement of travel expenses.

Parliamentary Procedure

The Churchwide Assembly shall use parliamentary procedures in accordance with *Robert's Rules of Order*, latest edition, unless otherwise ordered by the assembly (ELCA 12.31.09.).

Note: The 12th edition of *Robert's Rules of Order Newly Revised*, is, therefore, the governing parliamentary law of this church, except as otherwise provided.

No motion shall be out of order because of conflict with federal, state, or local constitutions or laws.

Proxy and Absentee Voting Precluded

Proxy and absentee voting shall not be permitted at a Churchwide Assembly (ELCA 12.31.08.).

Obtaining the Floor

In plenary sessions of the Churchwide Assembly, the voting members, including the *ex officio* members, have prior right to obtain the floor, unless the chair determines that it is in the best interests of the assembly to call upon an advisory member, a resource member, or another individual with voice.

Questions of Personal Privilege

Questions of personal privilege that are not urgent and do not relate to the assembly as a whole are out of order. (Questions of privilege that relate to the assembly as a whole include such concerns as problems with acoustics, voting devices, lighting, and emergencies.) Other requests for time in plenary for questions of personal privilege (e.g., personal announcements, comments on matters not on the agenda, reflections on the meaning of votes after they are taken) must be submitted electronically or on a paper form to the secretary's assistant. The chair may allow such matters to be addressed at a later time.

Speeches

Unless otherwise determined by a majority vote of the assembly, all speeches during discussion shall be limited to two minutes. A signal shall be given one minute before the speaker's time ends. A second signal shall be given one minute later, and the speaker shall then sit down.

After four people have spoken in a row on the same side of the motion before the assembly and no one is in line to speak on the other side, the previous question will be automatically called.

Alternating Speeches

Insofar as is possible during discussion, a speaker on one side of the question shall be followed by a speaker on the other side.

To facilitate alternating speeches, assembly members awaiting recognition at the floor microphones shall approach the appropriate microphone (marked green for those in favor of the pending matter on the floor; marked red for those opposed to the pending matter on the floor).

Purpose and Use of “White Paper”

A white paper, provided in the registration packet of voting members, is to be used to identify a member who wishes to offer an amendment to the pending matter or some other motion that would be in order. Except when authorized to interrupt a speaker by *Robert’s Rules of Order*, voting members seeking to bring a motion shall line up at any microphone and await recognition by the chair.

Motion to Rescind or Amend Something Previously Adopted at This Assembly

A two-thirds vote of the voting members present and voting shall be required to rescind or to amend something previously adopted during this Churchwide Assembly. This rule does not apply to constitutional or bylaw amendments previously adopted by this assembly. (See PART FIFTEEN: Amendments to Governing Documents *below*.)

Suspending or Revising the Rules

After the adoption of the Rules of Organization and Procedure and any amendments thereto offered prior to the adoption of the Rules, any further amendment to, revision in, or suspension of the Rules shall always require for adoption a two-thirds vote of the members present and voting.

Moving the Previous Question

A member who has spoken on the pending question(s) may not move the previous question(s).

A motion to end debate by moving the previous question shall apply only to the immediately preceding motion. A motion to end debate on all matters on the floor or more than the immediately pending question is not in order.

Applause

In the give-and-take of debate on issues before the Churchwide Assembly, members of the assembly and visitors shall refrain from applause.

Departing from Agenda

With the consent of a majority of the voting members, the chair shall have the authority to call items of business before the assembly in whatever order the chair considers most expedient for the conduct of the assembly’s business.

A motion to alter the agenda shall require for adoption a two-thirds vote of the voting members present and voting.

Unfinished Business

Upon adjournment of the Churchwide Assembly, all remaining unfinished items of business shall be referred to the Church Council of the Evangelical Lutheran Church in America for disposition.

Audit of Credentials Report

At the request of the chair of the Credentials Committee or of the assembly, the chair may order an audit of the report of the Credentials Committee. When so ordered, the Credentials Committee will provide the bishop of each synod with a list of the registered voting members from such synod. Each bishop (or other voting member duly appointed by the bishop) shall then make appropriate corrections on such list and certify the accuracy of the list with such corrections as may be indicated. Each bishop (or other voting member duly appointed by the bishop) shall promptly return the certified list to the chair of the Credentials Committee.

PART FOUR: COMMITTEES OF THE ASSEMBLY

Mandated Committees

The Churchwide Assembly shall have a Reference and Counsel Committee, a Memorials Committee, and a Nominating Committee (ELCA 12.51.).

Reference and Counsel Committee

A Reference and Counsel Committee, appointed by the Church Council, shall review all proposed changes or additions to the constitution and bylaws and other items submitted that are not germane to items contained in the stated agenda of the assembly (ELCA 12.51.01.).

Memorials Committee

A Memorials Committee, appointed by the Church Council, shall review memorials from synod assemblies and make appropriate recommendations for assembly action (ELCA 12.51.02.).

Nominating Committee

A Nominating Committee, elected by the Churchwide Assembly, shall nominate at least one person for each position for which an election will be held by the Churchwide Assembly in accordance with Chapter 19 of this constitution (ELCA 12.51.03.).

The Church Council shall place in nomination the names of two persons for each position [on the Nominating Committee] (ELCA 19.11.01.).

Elections Committee

The Elections Committee shall oversee the conduct of elections in accordance with election procedures approved by the Churchwide Assembly. (*See PART THIRTEEN: Election Procedures below.*)

In the election for presiding bishop, vice president, or secretary, the Elections Committee shall report the results of any balloting by announcing the number of votes received by each nominee and the names of those nominees qualified to remain on the next ballot or the name of the nominee who is elected.

The Elections Committee shall report the results of balloting in other elections by announcing the name of the person elected or by announcing the names of nominees qualified to remain on the ballot. Vote totals shall be reported to the secretary of this church and recorded in the minutes of the assembly. Based on the report of the Elections Committee, the chair shall declare elected those who received the required number of votes.

A report showing the results of a ballot shall be distributed to the voting members concurrently with, or as soon as possible after, the announced report of the Elections Committee.

Credentials Committee

The Credentials Committee shall oversee the registration of voting members and shall report periodically to the Churchwide Assembly the number of voting members registered.

Churchwide Assembly Planning Committee

The Churchwide Assembly Planning Committee shall assist officers of this church in planning the agenda, program, worship, and arrangements at the Churchwide Assembly.

Other Committees

The Churchwide Assembly may authorize such other committees as it deems necessary (ELCA 12.51.).

Such committees as may be necessary to facilitate the planning for and operation of the assembly may be established by the secretary in consultation with the presiding bishop (ELCA 12.31.05.).

Ad Hoc Committees

Such committees as may be necessary to facilitate the organization and consideration of business before the assembly may be established by the presiding bishop in consultation with the secretary.

Additional Appointments

Additional officials or committees (e.g., sergeants-at-arms, parliamentarians, tellers, pages, etc.) of the Churchwide Assembly shall be appointed by the presiding bishop.

PART FIVE: VOTING PROCEDURES

Voting by Electronic Device

Voting generally shall occur through use of a wireless electronic device at each voting member's seat.

A voting device will be placed in front of every voting member. The device should remain there throughout the assembly when not being used for voting. The device must not be removed from the table. A voting device must not be used by anyone except the voting member to whom it has been assigned.

Synod bishops (or their designees) will check at the end of every plenary session to ensure that all voting devices are in place.

Voting members must be seated at the table that contains their assigned voting device in order to cast a vote.

Voting by electronic device shall be in accordance with instructions from the chair or the Elections Committee. The chair will announce when voting is to commence.

Once the voting period has begun and voting members have registered their vote, confirmation will appear on the device's screen. If this message is not received, the synod bishop or a member of the Elections Committee should be notified immediately.

At any time prior to the announcement that the voting period has ended, voting members may change their minds and register a different vote. A second vote will cancel the first vote. Confirmation of the second vote will be sent.

Periodically during the assembly, a test vote will be taken to ensure that all devices are in working order.

If a voting device is inoperable or lost, or if a voting member for any reason cannot use the voting device, please see the secretary's assistant (seated next to the podium) or a member of the Elections Committee (stationed around the plenary hall).

Various Other Methods of Voting

As directed by the chair, voting also may take place by voice, by show of hands, by standing, or by written ballot.

Any member who because of physical limitation cannot raise a hand or stand to vote should contact the Elections Committee for assistance.

Each voting member's registration packet contains a paper ballot to be used if the chair so directs. If a paper ballot is called for by the chair, it should not be folded. The ballot will be collected at the voting member's table in accordance with instructions from the Elections Committee or from the chair.

Division of the House

When a division of the house is ordered, the vote shall be by electronic device, by standing vote, or by written ballot as directed by the chair. No division of the house is in order when a vote has been taken by electronic device, by a counted standing vote, or by written ballot.

PART SIX: RELATION OF ASSEMBLY TO CHURCH COUNCIL AND CHURCHWIDE UNITS

Relationship to Church Council

The Church Council shall exercise interim legislative authority and shall serve as the board of directors of the churchwide organization (ELCA 14.11.).

"Interim legislative authority" is defined to mean that between meetings of the churchwide assemblies, the Church Council may exercise the authority of the Churchwide Assembly, including dealing with all matters which are necessary in pursuit of the purposes and functions of this church, so long as:

- a. the actions of the Church Council do not conflict with the actions of and policies established by the Churchwide Assembly; provided, however, that nothing in this constitution and bylaws precludes the Church Council from establishing policies concerning areas where the Churchwide Assembly has not acted; and
- b. the Church Council is not precluded by the Articles of Incorporation or this constitution and bylaws from taking action on the matter (ELCA 14.13.).

Responsibilities of Church Council

The Church Council shall act on the policies proposed by churchwide units, when requested by the presiding bishop or the churchwide unit. The Church Council shall ensure that the actions of the Churchwide Assembly are implemented by the applicable unit or office (ELCA 14.21.01.).

The Church Council shall review all recommendations from churchwide units for possible consideration by the Churchwide Assembly (ELCA 14.21.03.).

The Church Council, upon recommendation of the presiding bishop, shall submit budget proposals for approval by the Churchwide Assembly and authorize expenditures within the parameters of approved budgets (ELCA 14.21.05.).

The Church Council shall arrange the process for all elections as specified in this constitution and bylaws for churchwide units to assure conformity with established criteria (ELCA 14.21.22.).

The Church Council shall report its actions to the Churchwide Assembly (ELCA 14.21.07.).

Status of Church Council Recommendations

The recommendation of the Church Council with respect to any proposal by a churchwide unit or any other matter shall be treated as a motion made and seconded, unless the Church Council shall otherwise determine.

Relationship to Churchwide Units

Each unit shall report to the Churchwide Assembly and will report to the Church Council in the interim. The policies, procedures, and operation of each unit shall be reviewed by the Church Council in order to assure conformity with the constitution, bylaws, and continuing resolutions and with Churchwide Assembly actions (ELCA 16.12.; see also 17.20.05., 17.20.A21.e., 17.30.03., 17.40.02. and 17.50.03.).

Relationship to the Board of Pensions (also known as Portico Benefit Services)

The Churchwide Assembly shall:

- a. approve the documents governing the Pension and Other Benefits Program that have been referred by the Church Council; and
- b. refer any amendments to the Pension and Other Benefits Program initiated by the Churchwide Assembly to the Board of Pensions for recommendation before final action by the Church Council, assuring that no amendment shall abridge the rights of sponsored members in the ELCA Retirement Plan (ELCA 17.20.01.).

The Church Council shall refer, as it deems appropriate, proposed amendments to the Pension and Other Benefits Program to the Churchwide Assembly for final action (ELCA 17.20.02.d.).

The Board of Pensions of the Evangelical Lutheran Church in America—also known as Portico Benefit Services—shall ... manage and operate the Pension and Other Benefits Program for this church and plans for other non-profit organizations having a formal affiliation with a church or a religious organization, and invest the assets according to fiduciary standards set forth in the plans and trusts (ELCA 17.20.A21.a.).

The Board of Pensions shall ... report to the Churchwide Assembly through the Church Council, with the Church Council making comments on all board actions needing approval of the Churchwide Assembly (ELCA 17.20.A21.f.).

PART SEVEN: RESOLUTIONS, MOTIONS, AND NOTICES

Submission of Resolutions and Motions

Substantive resolutions or motions, or amendments to either, must be presented electronically or on a paper form to the secretary of this church or the secretary's assistant before the established deadline or, if applicable, in writing immediately after being moved. A form is provided for this purpose in the Churchwide Assembly Guide, and paper forms are available from the secretary's assistant. Other forms also are available in the Churchwide Assembly Guide and from the secretary's assistant. The method for electronically submitting resolutions and motions is described below. Questions about the process of submitting resolutions may be submitted to the parliamentarian or the secretary.

Nature of Resolutions and Motions

► **Germane Resolutions and Motions:** A germane resolution or motion is one closely related to or having bearing on the matter before the assembly. A resolution or motion that is germane to the matter before the assembly may be offered when in order by any voting member from the floor by going to a microphone and being recognized by the chair. Nothing in this provision is intended to modify established deadlines. (*See PART EIGHTEEN: Deadlines below.*)

► **Non-Germane Resolutions and Motions:** Any resolution or motion not germane to the matter before the Churchwide Assembly or on the assembly agenda must be submitted to the secretary of this church or the secretary's assistant electronically or on a paper form prior to the established deadline. (*See PART EIGHTEEN: Deadlines below.*) Each resolution or motion must be supported by one other voting member. At least 24 hours must elapse before such resolution may be considered in plenary session. The secretary shall refer such resolution to the Reference and Counsel Committee, which may:

- (a) Recommend approval;
- (b) Recommend referral to a unit or office of this church;
- (c) Recommend a substitute motion to the assembly; or
- (d) Recommend that the assembly decline the proposed resolution.

► **Same or Similar Subjects:** The Reference and Counsel Committee may group together in a single recommendation resolutions or motions on the same or similar subjects. A resolution or motion on the same subject as a recommendation already on the agenda of the assembly, such as a memorial, will not be submitted to the assembly for separate action by the Reference and Counsel Committee. The chair of the committee will inform the voting member of the committee's decision.

► **Beyond Deadline for Submission:** Any resolution or motion not germane to the matter before the Churchwide Assembly or on the assembly agenda that a voting member submits because of circumstances that develop during the assembly and that cannot be submitted to the secretary of this church or the secretary's assistant prior to the established deadline (*see PART EIGHTEEN: Deadlines below*) must be submitted to the secretary or the secretary's assistant electronically or on a paper form and be supported by one other voting member. The secretary shall refer such resolutions or motions to the Reference and Counsel Committee, which may:

- (a) Decline to refer the resolution or motion to the assembly;
- (b) Recommend approval;
- (c) Recommend referral to a unit or office of this church;
- (d) Recommend a substitute motion to the assembly; or
- (e) Recommend that the assembly decline the proposed resolution or motion.

Consideration of a resolution or motion submitted beyond the deadline will require the assembly to suspend the rules prior to presentation of the matter to voting members by the Reference and Counsel Committee.

► **On Societal Issues:** In its recommendation, the Reference and Counsel Committee, following consultation with the Office of the Presiding Bishop, shall inform the Churchwide Assembly when a resolution or motion requires action on a societal issue for which this church does not have an established social policy. Should such resolution or motion be adopted by the Churchwide Assembly, the matter shall be referred to the Office of the Presiding Bishop, which shall bring to the next regular meeting of the Church Council a plan for appropriate implementation.

► **Budget Expectations:** Resolutions with budget expectations should follow the process referenced in Part Fourteen.

Substitute Motions

When a substitute motion is made, secondary amendments may be offered first to the original motion. After all secondary amendments to the original motion have been disposed of, secondary amendments to the substitute motion may be offered. When all amendments to the substitute motion have been disposed of, the vote shall be taken on whether the substitute motion is to be substituted as the original motion or be rejected.

Electronic Submission

Whenever authorized by these rules, resolutions, motions, amendments, nominations, or notices may be submitted electronically through the Churchwide Assembly Guide by completing the applicable form located in the “Forms” tab, identifying the supporting voting member(s), as required, and transmitting it to the secretary’s assistant by pressing the “Done” button at the end of the form. An email response will be sent acknowledging receipt. If an electronic submission is improper or if additional information is necessary, the voting member will receive follow-up notification by email.

PART EIGHT: MEMORIALS FROM SYNOD ASSEMBLIES

Definition of Memorials

Memorials are proposals for action involving broad policy issues submitted by synod assemblies to the churchwide organization. Memorials from synod assemblies are reviewed by the Memorials Committee, which makes appropriate recommendations for assembly action. The committee’s review of the memorial shall include information about the financial and personnel implications if adopted. The committee may consult with the Budget and Finance Committee of the Church Council in preparing its recommendations.

Status of Committee’s Recommendations

When the Memorials Committee has recommended the passage of a memorial considered by the committee, the committee’s recommendation and text of the memorial recommended for passage shall be the main motion before the assembly.

When the Memorials Committee has recommended the adoption of a substitute recommendation for the memorial on a subject, the committee’s recommendation shall be the main motion before the assembly.

When the Memorials Committee has recommended referral of a memorial, the committee’s recommendation shall be the main motion before the assembly.

When the Memorials Committee has recommended that the assembly decline a memorial without the committee making any other recommendation related to the same or closely related subject, the memorial, if then moved by a voting member from the synod originating the memorial and seconded, shall be the main motion, and the committee’s recommendation shall be received as information.

En Bloc Resolution in Response to Certain Memorials

The responses to the synod memorials, as recommended by the Memorials Committee in a report distributed to assembly members prior to, or at, the first business session of the assembly, may be approved by *en bloc*¹ resolutions when so proposed by the Memorials Committee.

Voting members who desire the assembly to discuss a synod memorial or the Memorials Committee’s response that is proposed for *en bloc* consideration may request that it be removed from the proposed *en bloc* resolution, provided the member’s request is supported by 10 other voting members. Such request shall be made in accordance with the following paragraph. The assembly then will consider and vote separately on the proposed response of the Memorials Committee. After removals, the *en bloc* resolution shall be voted upon without amendments or debate.

► **Separate Consideration:** To call for such separate consideration, a voting member must submit notification electronically or on a paper form to the secretary of this church or the secretary’s assistant prior to the established

¹ Adoption of several motions by a single assembly resolution; sometimes known as a consent calendar or an omnibus bill or resolution.

deadline (*see* PART EIGHTEEN: Deadlines *below*) on the memorials form. The form is available in the ELCA Churchwide Assembly Guide, and paper forms are available from the secretary's assistant.

Substitute Proposal

With respect to any recommendation made by the Memorials Committee in a report distributed to the assembly members prior to or at the first business session of the assembly, a voting member of the assembly may offer a substitute motion to the committee's recommendation only if such member has given notice electronically or on a paper form by the established deadline, provided the request is supported by 10 other voting members. For such notice, a voting member who desires to offer a substitute to the recommendation of the Memorials Committee must complete the memorials form and submit it to the secretary of this church or the secretary's assistant prior to the established deadline and provided the request is supported by 10 other voting members. (*See* PART EIGHTEEN: Deadlines *below*.) In addition, the text of the proposed substitute shall be submitted on a Motion Form electronically or on a paper form to the secretary or the secretary's assistant.

Consultation with at least one of the co-chairs of the Memorials Committee is required when a substitute will be moved and is recommended when any other amendment will be proposed to the response recommended by the Memorials Committee.

Recommendation on Same Matter

A voting member's resolution or motion dealing with the same or similar matter as a subject being reported by the Memorials Committee cannot be considered prior to the Memorials Committee's recommendation and motion with respect to that matter. This rule does not apply to a resolution or motion that proposes an amendment to a constitutional provision, bylaw, or continuing resolution.

PART NINE: RECOMMENDATIONS OF THE REFERENCE AND COUNSEL COMMITTEE

Status of Committee's Recommendations

When the Reference and Counsel Committee has recommended the approval of a resolution or motion considered by the committee, the committee's recommendation and text of the resolution or motion recommended for passage shall be the main motion before the assembly.

When the Reference and Counsel Committee has recommended the adoption of a substitute recommendation for the resolution(s) or motion(s) on a subject, the committee's recommendation shall be the main motion before the assembly.

When the Reference and Counsel Committee has recommended referral of a resolution(s) or motion(s), the committee's recommendation shall be the main motion before the assembly.

When the Reference and Counsel Committee has recommended that the assembly decline a proposed resolution or motion without the committee making any other recommendation related to the same or a closely related subject, the voting member's resolution or motion, if then moved by that voting member and seconded, shall be the main motion and the committee's recommendation shall be received as information.

PART TEN: VOTES ON AND AMENDMENTS TO SOCIAL STATEMENTS AND RELATED ACTIONS

Definition of Social Statements

Social statements are major documents addressing significant social issues. They meet the criteria of and are prepared in accordance with "Policies and Procedures of the Evangelical Lutheran Church in America for Addressing Social Concerns," adopted by the Churchwide Assembly in 1997 and amended by the Church Council most recently in 2018.

Deadline for Submission

Any amendment to a social statement, or to recommendations or resolutions concerning a social statement, must be submitted electronically or on a paper form to the secretary of this church or the secretary's assistant prior to the established deadline. (*See* PART EIGHTEEN: Deadlines *below*).

Voting members who submit amendments may be requested to meet with the staff of the unit that developed the statement.

If in the opinion of the chair of the assembly the amendments to a social statement, or to recommendations or resolutions concerning a social statement, are either too voluminous or too complex for the assembly to consider expeditiously, all amendments may be referred by the chair to either the Reference and Counsel Committee or to an *ad hoc* committee appointed by the chair for its recommendations for the consideration of the statement or recommendations or resolutions and the proposed amendments by the assembly.

If a voting member wishes to offer a substantive amendment that was not submitted prior to the deadline, the assembly, by a majority vote, may consent to the consideration of such an amendment.

Vote to Adopt Social Statements

A two-thirds vote of the voting members present and voting in the Churchwide Assembly shall be required for adoption of a social statement.

A social statement of the Evangelical Lutheran Church in America shall be developed pursuant to a policy approved by the Church Council, following consultation with the Conference of Bishops. The text of a proposed social statement shall be reviewed by the Conference of Bishops and approved and recommended to the assembly by the Church Council. A proposed social statement shall require for adoption a vote of two-thirds of those voting members present and voting in a Churchwide Assembly (ELCA 12.12.01.).

Vote to Amend or Repeal

Any matter for which adoption by a vote of two-thirds of those voting in a prior Churchwide Assembly was required by the constitution or bylaws of the Evangelical Lutheran Church in America shall require a two-thirds vote to be amended or repealed by a subsequent Churchwide Assembly (ELCA 12.12.).

Reconsideration of Social Statement

In accordance with the “Policies and Procedures of the Evangelical Lutheran Church in America for Addressing Social Concerns,” Churchwide Assemblies may reconsider previously adopted social statements. Such reconsideration may involve either a revision or removal of the statement. This may be done in two ways:

1. A Churchwide Assembly, by a two-thirds vote, may call for the reconsideration of a social statement at the next assembly. Subsequent to such a vote, the social statement shall be referred to the Office of the Presiding Bishop for re-study. The proposed change and the reasons for it shall be made available to this church with an official notice of such proposed action to be sent to the synods by the secretary of this church at least three months prior to the Churchwide Assembly at which it will be considered. A two-thirds vote of the assembly shall be required to revise or remove the social statement.
2. The Church Council, by a two-thirds vote of its voting members, may ask the Churchwide Assembly to reconsider a social statement. Such Church Council action must be taken no later than at the Church Council meeting in the autumn prior to the assembly. The proposed change and the reasons for it shall then be made available to this church with an official notice of such proposed action to be sent to the synods by the secretary of this church at least three months prior to the Churchwide Assembly. A two-thirds vote of the assembly shall be required to reconsider the statement and also to revise or remove it. Both actions may occur at the same assembly.

Vote to Adopt Certain Recommendations or Resolutions from a Social Statement Task Force Requiring Amendment of Constitutional Provisions or Bylaws

A two-thirds vote of the voting members of the Churchwide Assembly present and voting shall be required to adopt recommendations or resolutions originating from or relating to the subject of a social statement task force report or amendments or substitute motions related to such recommendations or resolutions that require amendment of a constitution or bylaw provision for implementation.

PART ELEVEN: VOTES ON PROPOSALS FOR CHURCH-TO-CHURCH AGREEMENTS

This church may establish official church-to-church relationships and agreements. Establishment of such official relationships and agreements shall require a two-thirds vote of the voting members present and voting in a Churchwide Assembly (ELCA 8.61.).

Each church body votes on a relationship of full communion using the same resolution. Amendments to a resolution establishing full communion, therefore, are not in order.

PART TWELVE: NOMINATIONS

Nominations Desk

Nominations from the floor at the Churchwide Assembly shall be made at the Nominations Desk, which shall be maintained under the supervision of the secretary of this church (ELCA 19.11.A21.a.).

A nomination from the floor shall be made by using the form provided by the secretary of this church. Nomination forms may be obtained from the Nominations Desk at times prescribed in the assembly’s Rules of Organization and Procedure (ELCA 19.11.A21.b.).

Nominations may be submitted electronically prior to the established deadline (*see* PART EIGHTEEN: Deadlines *below*) or on a paper form to the Nominations Desk at the times described below.

Information and additional forms may be obtained from the Nominations Desk on Monday, Aug. 8 from 3:00 p.m. to 6:00 p.m. and Tuesday, Aug. 9 from 8:00 a.m. to 7:00 p.m. The deadline for floor nominations is 11:45 a.m. on Tuesday, Aug. 9.

Congregational Membership

Each nominee for an elected position in the churchwide organization and each nominee for a position on the board of a separately incorporated ministry elected by the Churchwide Assembly shall be a voting member of a congregation of this church, unless otherwise specified in the constitution, bylaws, and continuing resolutions of this church (ELCA 19.04.).

Term Limit

Elections shall be for one six-year term, without consecutive reelection, with approximately one-half of the members of the Church Council and of each board or committee elected each triennium, unless otherwise specified in this church's constitution, bylaws, and continuing resolutions (ELCA 19.03.).

Nominations Form

The required form to be used in making nominations from the floor shall include the nominee's name, address, phone number, lay or rostered status, white or person of color or primary language other than English status, congregational membership, synod membership, and affirmation of willingness to serve, if elected; the name, address, and synod membership of the voting member who is making the nomination; and such other information as the secretary of this church shall require (ELCA 19.11.A21.c.).

The nomination form for the common ballot is also available in the Churchwide Assembly Guide, and paper forms are available at the Nominations Desk at the times described above.

For purposes of nomination procedures, "synod membership" means:

- 1) In the case of a layperson who is not on the roster of this church, the synod that includes the congregation in which such person holds membership; and
- 2) In the case of a rostered minister, the synod on whose roster such person's name is maintained (ELCA 19.11.A21.d.).

Making Floor Nominations

Floor nominations for the Church Council, the Nominating Committee, or other committee or board to be elected by the Churchwide Assembly require, in addition to the nominator, the documented support of at least 20 other voting members (ELCA 19.11.B21.a.).

A nomination from the floor for any position (other than presiding bishop, vice president, and secretary) shall be made by filing the completed nomination form with the Nominations Desk at times prescribed in the assembly's Rules of Organization and Procedure (ELCA 19.11.B21.b.).

Floor nominations for the board of trustees of each of the separately incorporated ministries identified in Chapter 17 of the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America* require, in addition to the nominator, the written support of at least 20 other voting members.

Nominations from the floor for any position (other than presiding bishop, vice president, secretary) shall be made by filing the completed prescribed form electronically before the established deadline (*see* PART EIGHTEEN: Deadlines *below*) or on a paper form with the Nominations Desk. The Nominations Desk is open on Monday, Aug. 8 from 3:00 p.m. to 6:00 p.m. and Tuesday, Aug. 9 from 8:00 a.m. to 7:00 p.m. The deadline for floor nominations is 11:45 a.m. on Tuesday, Aug. 9.

Nominations will be considered made in the order in which filed at the Nominations Desk (ELCA 19.11.B21.c.).

For Boards and Committees: Restrictions on Nominations

Except as otherwise provided, the Nominating Committee shall nominate two persons for each council, board, or committee position, according to the process described in continuing resolutions, for which an election will be held by the Churchwide Assembly. In the case of re-election, if authorized, or for nominees from church bodies with which this church is in a relationship of full communion, only one person need be nominated. Nominations from the floor, where permitted in the nomination process, shall be presented as an alternative to a specific category named by the Nominating Committee and shall therefore meet the same criteria as the persons against whom the nominee is nominated. In the materials provided in advance to each member of the assembly,

the Nominating Committee shall set forth the criteria applicable to each category that must be met by persons nominated from the floor (ELCA 19.11.02.).

The Church Council shall endeavor to ensure that every synod has at least one person serving on the Church Council or churchwide boards, committees, task forces, or other groups. Among those persons elected by the assembly, excluding the officers, no more than two persons from any one synod shall serve on the Church Council or any one board, committee, task force, or other group (ELCA 19.11.05.).

Nominations from the floor for positions on boards or committees shall comply with criteria and restrictions established by the Nominating Committee and set forth in materials provided to each voting member of the assembly (ELCA 19.11.C21.a.).

See Section VIII—Report of the Nominating Committee—of the *Pre-Assembly Report* for details on restrictions.

A former full-time or part-time employee shall not be eligible for a minimum of six years subsequent to such employment, for nomination or election to the board of the separately incorporated ministry or committee related to the churchwide unit in which the employee served (ELCA 19.06.A13.).

So long as the number of incumbent members from a given synod serving on a board or committee with terms not expiring plus the number of positions on the same board or committee to which individuals from the same synod already have been nominated (whether by the Nominating Committee or from the floor) total less than the maximum number of two individuals from the same synod who may serve on that board or committee, an individual from the same synod may be nominated for another position on that board or committee, provided other criteria and restrictions are met. Individuals from the same synod may be nominated for a position on a board or committee to which individuals from the same synod already have been nominated, provided other criteria and restrictions are met (ELCA 19.11.C21.b.).

For Church Council: Restrictions on Nominations

The members of the Church Council, except the chair of the Conference of Bishops and the treasurer of this church, shall be elected by the Churchwide Assembly. In preparation for the Churchwide Assembly, the Church Council shall determine how this church’s commitment to inclusive representation will affect the next election to the Church Council. For 32 of the council members, the Nominating Committee shall invite each eligible synod to submit suggested nominees and shall then nominate persons who fulfill the categories assigned by the Church Council. With respect to the other nominees, the Church Council shall review its size and composition and take into consideration the experience and expertise of existing members and synod nominees as well as the needs of the council in seeking to fulfill its duties and responsibilities. Based upon this analysis, the Church Council shall instruct the Nominating Committee to provide nominations in specific categories for the remaining positions up to 13. Excluding the churchwide officers and the chair of the Conference of Bishops, there shall not be more than two members of the Church Council from a synod. The Church Council shall have at least two members from each region. The terms of office of persons elected to regular terms on the Church Council by the Churchwide Assembly shall begin at the conclusion of the Churchwide Assembly at which such persons were elected (ELCA 19.02.).

Except as otherwise provided, the Nominating Committee shall nominate two persons for each council, board, or committee position, according to the process described in continuing resolutions, for which an election will be held by the Churchwide Assembly. In the case of re-election, if authorized, or for nominees from church bodies with which this church is in a relationship of full communion, only one person need be nominated. Nominations from the floor, where permitted in the nomination process, shall be presented as an alternative to a specific category named by the Nominating Committee and shall therefore meet the same criteria as the persons against whom the nominee is nominated. In the materials provided in advance to each member of the assembly, the Nominating Committee shall set forth the criteria applicable to each category that must be met by persons nominated from the floor (ELCA 19.11.02.).

Nominations for positions on the Church Council shall comply with criteria and restrictions established by the Church Council and Nominating Committee and set forth in materials provided to each voting member of the assembly (ELCA 19.11.D21.).

On behalf of the Nominating Committee, the secretary of the Evangelical Lutheran Church in America—in the year preceding each regular meeting of the Churchwide Assembly—shall solicit from eligible synods on a rotating basis the names of two persons in specified categories, in keeping with the representation principles of this church, for possible election to the Church Council. Upon their selection as nominees by the assemblies of the respective synods, the names of the two persons shall be presented to the Nominating Committee for submission to the Churchwide Assembly. In the event that any nominee withdraws or is disqualified from possible service, the Nominating Committee shall request that the nominee’s synod provide a replacement name. In the

event that the vacancy occurs subsequent to the preparation of the report of the Nominating Committee to the Churchwide Assembly, a floor nomination shall be provided from the same synod as the original nominee. Except as provided herein, no floor nominations for positions on the Church Council shall be permitted at the Churchwide Assembly (ELCA 19.02.A21.).

See Section VIII—Report of the Nominating Committee—of the *Pre-Assembly Report* for details on restrictions.

For Nominating Committee: Restrictions on Nominations

The Church Council shall place in nomination the names of two persons for each position. The committee shall consist of at least one member but no more than three members from any region. Nominations from the floor shall also be permitted, but each floor nomination shall be presented as an alternative to a specific category named by the Church Council and shall therefore meet the same criteria as the persons against whom the nominee is nominated. In the materials provided in advance to each member of the assembly, the Church Council shall set forth the criteria applicable to each category that must be met by persons nominated from the floor (ELCA 19.11.01.).

Nominations from the floor for positions on the Nominating Committee shall comply with criteria and restrictions established by the Church Council and set forth in materials provided to each voting member of the assembly (ELCA 19.11.E21.a.).

So long as the number of incumbent members from a given region serving on the Nominating Committee with terms not expiring plus the number of Nominating Committee positions to which individuals from the same region have already been nominated (whether by the Church Council or from the floor) total less than the maximum number of three individuals from the same region who may serve on the Nominating Committee, an individual from the same region may be nominated for another Nominating Committee position, provided other criteria and restrictions are met. Provided other criteria and restrictions are met, individuals may be nominated for a Nominating Committee position for which someone from the same region has already been nominated (ELCA 19.11.E21.b.).

PART THIRTEEN: ELECTION PROCEDURES

Election Procedures Utilizing the Common Ballot

The common ballot is used in those elections when the ecclesiastical or nominating ballot is not used (ELCA 19.11.F21.a.).

In each case in which there are floor nominations, there shall be a preliminary ballot that shall include the names of the nominees presented by the Nominating Committee or the Church Council, and the person or persons nominated from the floor, where permitted. The names of the two persons receiving the highest number of votes cast shall be placed on the final ballot (ELCA 19.11.04.).

Unless an electronic or computerized voting system is being utilized, the exact number of ballot forms equal to the number of voting members from each synod will be given to the bishop of each synod. When instructed by the chair, the bishops, or their designees, will be responsible for distributing the ballot forms to each of the voting members from their synods. The vice president of this church will be responsible for distributing the ballot forms to each member of the Church Council serving as an *ex officio* voting member of the assembly. The Elections Committee will be responsible for distributing the ballot forms to each officer of this church (ELCA 19.11.F21.b.).

Upon recommendation of the chair and with the consent of the assembly, the second common ballot may be conducted by electronic device. If the second common ballot is not conducted by electronic means, the distribution of ballot forms for the second common ballot will be in the same manner as the first common ballot (ELCA 19.11.F21.c.).

Any discrepancy between the number of ballots given to a synod bishop and the number of voting members (including the synod bishop) from such synod must be reported by the synod bishop to the Elections Committee (ELCA 19.11.F21.d.).

Each ticket for which an election is held will be considered a separate ballot (ELCA 19.11.F21.e.).

A voting member may vote for only one nominee on each ticket (ELCA 19.11.F21.f.).

Failure to vote for a nominee for every ticket does not invalidate a ballot for the tickets for which a nominee is marked (ELCA 19.11.F21.g.).

Ballots must be marked in accordance with the instructions presented in plenary session (ELCA 19.11.F21.h.).

If a paper common ballot is utilized, ballot forms should not be folded (ELCA 19.11.F21.i.).

Completed paper ballots must be deposited at the designated Ballot Stations at certain exits of the hall in which plenary sessions are held (ELCA 19.11.F21.j.).

If a paper ballot is damaged so that it cannot be scanned, a replacement ballot may be obtained at the Ballot Station upon surrender of the damaged ballot (ELCA 19.11.F21.k.).

Unless otherwise ordered by the assembly, polls for the first common ballot close at the time designated in the assembly's Rules of Organization and Procedure (ELCA 19.11.F21.l.).

(See PART EIGHTEEN: Deadlines *below*.)

On each ticket for which balloting is conducted by electronic device, the polls will remain open for a reasonable time, as determined by the chair, to permit members to record their votes (ELCA 19.11.F21.m.).

Unless the second ballot is conducted electronically, polls for the second common ballot close at the time designated in the assembly's Rules of Organization and Procedure or as otherwise ordered by the assembly (ELCA 19.11.F21.n.).

(See PART EIGHTEEN: Deadlines *below*.)

On the second ballot, whether by paper ballot or electronically, the first position on each ticket shall be given to the nominee who received the greatest number of votes on the first ballot. If two nominees are tied for the highest vote, the first position on the ticket shall be determined by draw by the chair of the Elections Committee (ELCA 19.11.F21.o.).

Majority Required for Election

In all elections by the Churchwide Assembly, other than for the presiding bishop, vice president, and secretary, a majority of the votes cast on the first ballot shall be necessary for election. If an election does not occur on the first ballot, the names of the two persons receiving the highest number of votes cast shall be placed on the second ballot. On the second ballot, a majority of the legal votes cast shall be necessary for election (ELCA 19.05.02.).

Breaking Ties

On the first common ballot, the blank ballots of the treasurer and vice president shall be held by the chair of the Elections Committee to be presented to the treasurer for vote only in those elections where a tie would otherwise exist, and to be presented to the vice president for vote only in those elections to break a tie remaining after the ballot of the treasurer has been counted (ELCA 19.11.G21.b.).

On the second common ballot, the marked ballot of the treasurer shall be held by the chair of the Elections Committee and shall be counted only where necessary to break a tie that would otherwise exist (ELCA 19.11.G21.c.).

PART FOURTEEN: BUDGET PROPOSALS

Budget Procedures

The presiding bishop shall ... provide for the preparation of the budget for the churchwide organization (ELCA 13.21.f.).

At the direction of the presiding bishop, the executive for administration shall ... develop the budget for the churchwide organization and report to the Church Council and the Churchwide Assembly through the Budget and Finance Committee of the Church Council with regard to the preparation of the budget (ELCA 15.12.A20.d.).

A Budget and Finance Committee shall be composed of members of the Church Council elected by the council. The treasurer of this church shall serve as an *ex officio* member of the committee. This committee shall have staff services provided by the Office of the Presiding Bishop and the Office of the Treasurer. The committee shall prepare and present a comprehensive budget to the Church Council for its consideration and presentation to the Churchwide Assembly. The committee shall relate to the work of the Office of the Treasurer (ELCA 14.41.A15.).

The Church Council, upon recommendation of the presiding bishop, shall submit budget proposals for approval by the Churchwide Assembly and authorize expenditures within the parameters of approved budgets (ELCA 14.21.05.).

The Churchwide Assembly shall ... adopt a budget for the churchwide organization (ELCA 12.21.e.).

Each synod shall remit to the churchwide organization a percentage or amount of all donor-unrestricted receipts contributed to it by the congregations of the synod. The actual percentage or amount shall be determined through individual consultations with each synod. Consultations may recognize and include receipts other than unrestricted receipts in establishing and reporting the synod's remittance to the churchwide organization (ELCA 10.71.).

Proposed amendments to the budget must be submitted to the secretary of this church or the secretary's assistant electronically or on a paper form prior to the established deadline. (See PART EIGHTEEN: Deadlines *below*.) Each amendment must be supported by one other voting member. The secretary shall refer such proposed amendments to the Budget and Finance Committee. During the consideration of the budget by the assembly, the Budget and Finance Committee shall report on the implication of each proposed amendment.

Any amendment to the budget that increases a current program proposal of, or adds a current program proposal to, a churchwide unit must include a corresponding decrease in some other current program proposal of the same or another churchwide unit(s) and/or increase in revenues. Any amendment to the budget that proposes an increase in revenues shall require an affirmative vote by at least two-thirds of those present and voting.

The assembly may refer to the Church Council for final action any amendment to the budget that has been presented in accordance with these Rules of Organization and Procedure. Such referral shall not preclude the assembly from acting on other budget amendments or from adopting the budget.

Appropriations

When a motion calling for an appropriation comes before the Churchwide Assembly from any source other than the Church Council or a memorial from a synod, it shall be referred at once to the Reference and Counsel Committee. The Reference and Counsel Committee shall refer the proposed appropriation to the Budget and Finance Committee of the Church Council. The Budget and Finance Committee may consult with the churchwide unit(s) affected by the proposed appropriation. The Budget and Finance Committee may conclude that it cannot evaluate adequately the proposed appropriation prior to assembly adjournment and may request that the Church Council be designated to receive the evaluation later and to determine whether or not the proposed appropriation shall be authorized. The findings of the Budget and Finance Committee shall be forwarded to the Reference and Counsel Committee, which shall then make its recommendation to the Churchwide Assembly. If the report of the Reference and Counsel Committee is negative, a two-thirds vote of the voting members present and voting shall be required for adoption.

A proposed appropriation that originates with a synod through a memorial will be handled in the same way as in this preceding rule, except that reference shall be to the Memorials Committee rather than to the Reference and Counsel Committee.

New Studies or Research Proposals

Each proposal by a voting member for a study or research project shall be made as a main motion and shall be referred to the Reference and Counsel Committee. The Reference and Counsel Committee shall refer the proposal to the Office of the Secretary, which, in consultation with the churchwide unit to which the proposal is directed, will seek to determine the purpose, relationship to existing studies and research projects or current programs, potential value, overall costs including staff requirements, and availability of budget and staff. The Office of the Secretary may conclude that it cannot evaluate adequately the proposal prior to assembly adjournment and request that the Church Council be designated to receive the evaluation at a later time and determine whether or not the study or research project should be initiated. The findings of the Office of the Secretary shall be submitted to the Reference and Counsel Committee, which may make its recommendation to the assembly. If the recommendation calls for a new appropriation, the matter also shall be referred at once to the Budget and Finance Committee for consideration and report to the Reference and Counsel Committee. If the report of the Reference and Counsel Committee is negative, a two-thirds vote of the voting members present and voting shall be required for adoption.

A proposal that originates with a synod through a memorial shall be handled the same way, except that reference shall be to the Memorials Committee, rather than to the Reference and Counsel Committee.

Process for Initiation or Reconsideration of Social Statements

The process for initiating the preparation of a social statement or commencing a revision or removal of a social statement adopted at a prior Churchwide Assembly shall be governed by the document, "Policies and Procedures for Addressing Social Concerns," which was adopted by the 1997 Churchwide Assembly (CA97.05.21) and revised by the Church Council in 2006 (CC06.11.51), 2011 (CC11.04.28), and 2018 (CC18.11.25o).

PART FIFTEEN: AMENDMENTS TO GOVERNING DOCUMENTS

Constitutional Amendments

This constitution may be amended only through either of the following procedures:

- a. The Church Council may propose an amendment, with an official notice to be sent to the synods at least six months prior to the next regular meeting of the Churchwide Assembly. The adoption of such an amendment shall require a two-thirds vote of the members of the next regular meeting of the Churchwide Assembly present and voting.
- b. An amendment may be proposed by 25 or more members of the Churchwide Assembly. The proposed amendment shall be referred to the Committee of Reference and Counsel for its recommendation, following which it shall come before the assembly. If such an amendment is approved by a two-thirds vote of members present and voting, such an amendment shall become effective only if adopted by a two-thirds vote of the members present and voting at the next regular Churchwide Assembly (ELCA 22.11.).

A constitutional amendment may be proposed only by a main motion.

A proposed constitutional amendment must be submitted electronically or on a paper form to the secretary of this church or the secretary's assistant prior to the established deadline. (See PART EIGHTEEN: Deadlines *below*.)

Bylaw Amendments

Bylaws not in conflict with this constitution may be adopted or amended at any regular meeting of the Churchwide Assembly when presented in writing by the Church Council or by at least 15 members of the

assembly. An amendment proposed by members of the assembly shall immediately be submitted to the Committee of Reference and Counsel for its recommendation. In no event shall an amendment be placed before the assembly for action sooner than the day following its presentation to the assembly. A two-thirds vote of the members present and voting shall be necessary for adoption (ELCA 22.21.).

A bylaw amendment may be proposed only by a main motion.

A proposed bylaw amendment must be submitted electronically or on a paper form to the secretary of this church or the secretary's assistant prior to the established deadline. (See PART EIGHTEEN: Deadlines *below*.) The secretary first shall report to the assembly any bylaw amendments so submitted and the amendments then shall be referred to the Reference and Counsel Committee.

Any floor amendment that is to be offered to a bylaw amendment proposed by the Church Council must be submitted in accordance with the requirement for bylaw amendments that are proposed by voting members.

Continuing Resolutions

Continuing resolutions not in conflict with the constitution or bylaws of the Evangelical Lutheran Church in America may be adopted or amended by a majority vote of the Churchwide Assembly or by a two-thirds vote of the Church Council. Such continuing resolutions become effective immediately upon adoption. Matters related to the administrative functions of the churchwide organization shall be set forth in the continuing resolutions (ELCA 22.31.).

Should the conference, committee, or board in question disagree with the action of the Church Council in amending a continuing resolution, it may appeal the decision to the Churchwide Assembly. (See ELCA 10.81.03., 17.20.07., 17.40.04. and 17.50.07.)

A continuing resolution amendment may be proposed only by a main motion.

A proposed continuing resolution amendment must be submitted electronically or on a paper form to the secretary of this church or the secretary's assistant prior to the established deadline. (See PART EIGHTEEN: Deadlines *below*.)

Amendments to the Constitution for Synods

The *Constitution for Synods* contains mandatory provisions that incorporate and record therein provisions of the constitution and bylaws of this church. Amendments shall be made in accordance with the required provisions in Chapter 18 of the *Constitution for Synods*. Non-mandatory provisions shall not be inconsistent with the constitution and bylaws of this church (ELCA 10.13.).

An amendment to the *Constitution for Synods* may be proposed only by a main motion.

A proposed amendment to the *Constitution for Synods* must be submitted electronically or on a paper form to the secretary of this church or the secretary's assistant prior to the established deadline. (See PART EIGHTEEN: Deadlines *below*.)

Amendments to the Model Constitution for Congregations

A *Model Constitution for Congregations* shall be provided by this church. Amendments to the *Model Constitution for Congregations* shall be made in the same manner as prescribed in Chapter 22 for amendments of the bylaws of this church (ELCA 9.53.02.).

An amendment to the *Model Constitution for Congregations* may be proposed only by a main motion.

A proposed amendment to the *Model Constitution for Congregations* must be submitted electronically or on a paper form to the secretary of this church or the secretary's assistant prior to the established deadline. (See PART EIGHTEEN: Deadlines *below*.)

En Bloc Resolution for Amendments to Governing Documents

Amendments to the constitutions, bylaws and continuing resolutions as recommended by the Church Council in a report distributed to assembly members prior to, or at, the first business session of the assembly, may be approved by *en bloc* resolutions when so proposed by the Church Council.

Voting members who desire the assembly to discuss a particular amendment that is included in the *en bloc* resolutions may request that the particular amendment be removed from the proposed *en bloc* resolutions, provided the member's request is supported by 10 other voting members. Such request shall be made in accordance with the following paragraph. The assembly then will consider and vote separately on the particular proposed amendment. After removals, the *en bloc* resolutions shall be voted upon without amendments or debate.

To call for such separate consideration, a voting member, with the support of 10 other voting members, must submit notification electronically or on a paper form to the secretary of this church or the secretary's assistant prior to the established deadline (see PART EIGHTEEN: Deadlines *below*) on the form titled Amendments to Governing Documents.

Notice shall be given by the secretary of this church to the assembly of which constitutional provisions or bylaw proposals have been removed from the *en bloc* resolutions by specific voting members.

Vote to Adopt Certain Recommendations from Reports

A two-thirds vote of the voting members of the Churchwide Assembly present and voting shall be required to adopt recommendations from any report that requires amendment of a constitutional provision or bylaw of this church for implementation.

Reconsideration or Rescission Prohibited

After the adoption by the assembly of a constitutional or bylaw amendment, a motion for reconsideration or a motion to rescind or amend such action is not in order.

PART SIXTEEN: ELECTIONS OF OFFICERS

Election Procedures

Set forth hereafter are the procedures for the elections of the presiding bishop, the vice president, and the secretary, whether or not there will be an election at this assembly for any of these positions. Elections are required because of completion of the specified term for a position or when a vacancy otherwise occurs.

Background Checks and Screening

Background checks and screening shall be required and completed for persons nominated as churchwide officers prior to their election, if possible, or as soon as practical after their election. The specific procedures and timing of background checks and screening shall be determined by the Church Council (ELCA 19.01.B09.).

The Protocol for Churchwide Officer Background Checks and Screening and the forms which the nominees need to complete, including a Biographical Information Form, a Disclosure Form, and a Background Check Disclosure and Release Information Form, are available.

Restrictions on Nominations for Officers

The officers shall be the presiding bishop, vice president, secretary, and treasurer. Each officer shall be a voting member of a congregation of this church (ELCA 13.11.).

The presiding bishop shall be a minister of Word and Sacrament of this church (ELCA 13.21.).

The presiding bishop shall be elected by the Churchwide Assembly to a six-year term and serve until a successor takes office (ELCA 13.22.).

The presiding bishop shall be a full-time, salaried position (ELCA 13.22.02.).

The vice president shall be a layperson (ELCA 13.31.).

The vice president shall be elected by the Churchwide Assembly to a six-year term and serve until a successor takes office (ELCA 13.32.).

The vice president may perform such other tasks for the benefit of this church as the Church Council directs, and may be compensated as the Church Council determines (ELCA 13.32.02.).

The secretary shall be elected by the Churchwide Assembly to a six-year term and serve until a successor takes office (ELCA 13.42.).

The secretary shall be a full-time, salaried position (ELCA 13.42.02.).

The secretary may be either a rostered minister or a lay person.

Ecclesiastical Ballot Defined

An “ecclesiastical ballot” for the election of officers (other than treasurer) of the churchwide organization of the Evangelical Lutheran Church in America is an election process:

- a. in which on the first ballot the name of any eligible individual may be submitted for nomination by a voting member of the assembly;
- b. through which the possibility of election to office exists on any ballot by achievement of the required number of votes cast by voting members of the assembly applicable to a particular ballot;
- c. that precludes spoken floor nominations but allows nomination of persons not in attendance at the meeting;
- d. in which those casting ballots have primary responsibility to nominate persons willing to serve if elected;
- e. in which the first ballot is the nominating ballot if no election occurs on the first ballot;
- f. in which the first ballot defines the total slate of nominees for possible election on a subsequent ballot, with no additional nominations;
- g. in which each synod bishop will seek to inform nominees from that synod that they have been nominated and that they may withdraw if they do not seek election;
- h. that allows, after the reporting of the first ballot, the persons nominated to withdraw their names prior to the casting of the second ballot;

- i. in which any name appearing on the second ballot may not be subsequently withdrawn;
- j. that does not preclude an assembly's adoption of rules that permit, at a defined point in the election process and for a defined period of time, speeches to the assembly by nominees or their representatives and/or a question-and-answer forum in which the nominees or their representatives participate; and
- k. in which the number of names that appear on any ballot subsequent to the second ballot shall be determined in accordance with provisions of the governing documents. (ELCA 19.01.C19.).

Election Procedures Utilizing the Ecclesiastical Ballot

For each election by ecclesiastical or nominating ballot, the exact number of appropriate ballot sets equal to the number of voting members from each synod will be given to the bishop of each synod. Unless an electronic or computerized voting system is being utilized, the bishops, or their designees, will be responsible for distributing the ballot sets to each of the voting members from their synods. The Elections Committee will be responsible for distributing the ballot sets to each officer and member of the Church Council serving as an *ex officio* voting member of the assembly (ELCA 19.01.D21.a.).

The chair will announce what type of voting system is to be used for the election. If ordered by the chair to use paper ballots, one of the numbered ballots from the appropriate ballot set is to be used on each ballot. The chair will announce the number of the ballot from the appropriate ballot set that is to be used for each ballot. Failure to use the correct numbered ballot will result in an illegal ballot (ELCA 19.01.D21.b.).

On the first two ballots for each office being selected by ecclesiastical or nominating ballot, both the first and last names of a nominee should be used. Members should endeavor to use correct spelling and should provide, on the first ballot, any additional accurate information identifying the nominee, such as title, position, synod, congregation, or residence (ELCA 19.01.D21.c.).

On the third and subsequent ballots conducted by written ballot, only the last name of the nominee need be used, provided there is no other nominee with the same or similar name (ELCA 19.01.D21.d.).

A member may vote for only one nominee on each ballot (ELCA 19.01.D21.e.).

Ballots should not be marked prior to the time the chair advises the voting members to do so (ELCA 19.01.D21.f.).

Written ballots shall not be folded (ELCA 19.01.D21.g.).

Written ballots will be collected from the voting members in accordance with instructions from the Elections Committee or from the chair (ELCA 19.01.D21.h.).

When the results of the first ballot are presented, the chair will announce when and how persons nominated may withdraw their names prior to the casting of the second ballot (ELCA 19.01.D21.i.).

When voting by electronic device, the first position on each ballot shall be given to the nominee who received the greatest number of votes on the immediately preceding ballot, with the remaining positions assigned to the other nominees in descending order of the number of votes received on the immediately preceding ballot. If two or more nominees were tied with the same vote on the immediately preceding ballot, their respective positions shall be determined by draw by the chair of the Elections Committee (ELCA 19.01.D21.j.).

On each ticket for which balloting is conducted by electronic device, the polls will remain open for a reasonable time, as determined by the chair, to permit voting members to record their votes. (ELCA 19.01.D21.k.).

Election of the Presiding Bishop

The presiding bishop shall be elected by the Churchwide Assembly by ecclesiastical ballot. Three-fourths of the votes cast shall be necessary for election on the first ballot. If no one is elected, the first ballot shall be considered the nominating ballot. Three-fourths of the votes cast on the second ballot shall be necessary for election. The third ballot shall be limited to the seven persons (plus ties) who received the greatest number of votes on the second ballot, and two-thirds of the votes cast shall be necessary for election. The fourth ballot shall be limited to the three persons (plus ties) who receive the greatest number of votes on the third ballot, and 60 percent of the votes cast shall be necessary for election. On subsequent ballots, a majority of the votes cast shall be necessary for election. These ballots shall be limited to the two persons (plus ties) who receive the greatest number of votes on the previous ballot (ELCA 19.01.02.).

Those wishing to withdraw and not let their names go to the second ballot may do so in paper form to the Nominations/Elections desk in the registration area, electronically via email (nominations@elca.org), or by phone in the hearing of two members of the elections committee.

If there is no election on the second ballot, the seven persons (plus ties) who received the greatest number of votes on the second ballot shall complete the Biographical Information Form, Disclosure Form, and Background Check

Disclosure and Release Information Form approved by the Executive Committee of the Church Council. Nominees shall receive instructions on how to complete these forms.

Prior to the third ballot for presiding bishop, biographical data will be distributed for the seven nominees (plus ties).

All nominees will be present for the following forums or be permitted to address the assembly by remote communication.

Prior to the third ballot for presiding bishop, the seven nominees (plus ties) will be invited to address the assembly, with each speech limited to four minutes. If any such person is not present at the assembly and is unable to address the assembly by remote communication, the bishop of the synod of such person's roster shall, in consultation with such person, if possible, designate an alternate to speak on behalf of such person.

Prior to the fourth ballot for presiding bishop, the three nominees (plus ties) are invited to respond to questions submitted. Voting members may submit questions electronically or on a paper form to the secretary of this church or to the secretary's assistant. From the questions submitted, the Executive Committee of the Church Council, excluding the presiding bishop and nominees, shall select a sample of questions and determine the process to be followed. The question-and-answer period shall be moderated by an individual appointed by the Executive Committee of the Church Council. Each of the nominees shall be asked questions in rotating order, and each response shall be no longer than two minutes.

Election of the Vice President

In a year when the vice president or secretary shall be elected, those who will serve as voting members of the upcoming Churchwide Assembly shall be invited to identify the names of up to three persons who might be considered for election as vice president or secretary. Names shall be submitted to the Office of the Secretary at least four months prior to the assembly. The Office of the Secretary shall contact those persons identified and request biographical information. At least 60 days prior to the Churchwide Assembly, the biographical information received from those persons open to consideration shall be distributed to the voting members (ELCA 19.01.A21).

The vice president shall be elected by the Churchwide Assembly by ecclesiastical ballot. The election shall proceed without oral nominations. If the first ballot for vice president does not result in an election, it shall be considered a nominating ballot. On the first ballot, three-fourths of the votes cast shall be required for election. Thereafter only such votes as are cast for persons who received votes on the first or nominating ballot shall be valid. On the second ballot, three-fourths of the votes cast shall be required for election. On the third ballot, the voting shall be limited to the seven persons (plus ties) receiving the greatest number of votes on the second ballot and two-thirds of the votes cast shall be necessary for election. On the fourth ballot, voting shall be limited to the three persons (plus ties) receiving the greatest number of votes on the previous ballot and 60 percent of the votes cast shall elect. On subsequent ballots, voting shall be limited to the two persons (plus ties) receiving the greatest number of votes on the previous ballot and a majority of votes cast shall elect (ELCA 19.01.03.).

Names identified and posted on the assembly website or through the Churchwide Assembly Guide prior to the assembly shall be removed from the site and the application following the adoption of these rules. The biographical information shall be provided for the top seven nominees plus ties after the second ballot.

Those wishing to withdraw and not let their names go to the second ballot may do so in paper form to the Nominations/Elections desk in the registration area, electronically via email (nominations@elca.org), or by phone in the hearing of two members of the elections committee. The deadline for withdrawing is Tuesday, Aug. 9 at 7:00 p.m.

If there is no election on the second ballot, the seven persons (plus ties) who received the greatest number of votes on the second ballot shall complete the Biographical Information Form, Disclosure Form, and Background Check Disclosure and Release Information Form approved by the Executive Committee of the Church Council. Nominees shall receive instructions on how to complete these forms.

Prior to the third ballot for vice president, biographical data will be distributed for the seven nominees (plus ties).

All nominees will be present for the following forums or be permitted to address the assembly by remote communication.

Prior to the third ballot for vice president, the seven nominees (plus ties) will be invited to address the assembly, with each speech limited to four minutes. If any such person is not present at the assembly and is unable to address the assembly by remote communication, the bishop of the synod of such person's congregation membership shall, in consultation with such person, if possible, designate an alternate to speak on behalf of such person.

Prior to the fourth ballot for vice president, each of the three nominees (plus ties) will be asked in rotating order to respond to three questions determined by the Executive Committee of the Church Council, excluding the vice president and nominees. Each nominee's response to each question shall be limited to two minutes.

Election of the Secretary

In a year when the vice president or secretary shall be elected, those who will serve as voting members of the upcoming Churchwide Assembly shall be invited to identify the names of up to three persons who might be considered for election as vice president or secretary. Names shall be submitted to the Office of the Secretary at least four months prior to the assembly. The Office of the Secretary shall contact those persons identified and request biographical information. At least 60 days prior to the Churchwide Assembly, the biographical information received from those persons open to consideration shall be distributed to the voting members. (ELCA 19.01.A21.).

The secretary shall be elected by the Churchwide Assembly by ecclesiastical ballot. The election shall proceed without oral nominations. If the first ballot for secretary does not result in an election, it shall be considered a nominating ballot. On the first ballot, three-fourths of the votes cast shall be required for election. Thereafter only such votes as are cast for persons who received votes on the first or nominating ballot shall be valid. On the second ballot, three-fourths of the votes cast shall be required for election. On the third ballot, the voting shall be limited to the seven persons (plus ties) receiving the greatest number of votes on the second ballot and two-thirds of the votes cast shall be necessary for election. On the fourth ballot, voting shall be limited to the three persons (plus ties) receiving the greatest number of votes on the previous ballot and 60 percent of the votes cast shall elect. On subsequent ballots, voting shall be limited to the two persons (plus ties) receiving the greatest number of votes on the previous ballot and a majority of the votes cast shall elect (ELCA 19.01.04.).

Names identified and posted on the assembly website or through the Churchwide Assembly Guide prior to the assembly, shall be removed from the site and the application following the adoption of these rules. The biographical information shall be provided for the top seven nominees plus ties after the second ballot.

Those wishing to withdraw and not let their names go to the second ballot may do so in paper form to the Nominations/Elections desk in the registration area, electronically via email (nominations@elca.org), or by phone in the hearing of two members of the elections committee. If there is no election on the second ballot, the seven persons (plus ties) who received the greatest number of votes on the second ballot shall complete the Biographical Information Form, Disclosure Form, and Background Check Disclosure and Release Information Form approved by the Executive Committee of the Church Council. Nominees shall receive instructions on how to complete these forms.

Prior to the third ballot for secretary, biographical data will be distributed for the seven nominees (plus ties).

All nominees will be present for the following forums or be permitted to address the assembly by remote communication.

Prior to the third ballot for secretary, the seven nominees (plus ties) will be invited to address the assembly, with each speech limited to four minutes. If any such person is not present at the assembly and is unable to address the assembly by remote communication, the bishop of the synod of such person's congregation membership shall, in consultation with such person, if possible, designate an alternate to speak on behalf of such person.

Prior to the fourth ballot for secretary, each of the three nominees (plus ties) will be asked in rotating order to respond to three questions determined by the Executive Committee of the Church Council, excluding the secretary and nominees. Each nominee's response to each question shall be limited to two minutes.

Majority Required for Election

On the final ballot for the election of presiding bishop, vice president, and secretary of this church, when only two names appear on the ballot, a majority of the legal votes cast is necessary for election.

Breaking Ties

On the ballot for the election of the presiding bishop, vice president, and secretary, when only two names appear, the marked ballot of the treasurer shall be held by the chair of the Elections Committee and shall be counted only where necessary to break a tie that would otherwise exist (ELCA 19.11.G21.a.).

PART SEVENTEEN: STATUS OF REPORTS

Assembly Reports

At least 20 days prior to an assembly the secretary shall prepare and distribute to each congregation and to the voting members-elect a pre-assembly report. Distribution to congregations may be accomplished by posting the report on the website of this church (ELCA 12.31.03.).

Reports of the Presiding Bishop and Secretary of This Church

Following presentation, the presiding bishop's report and the secretary's report shall be referred to the Reference and Counsel Committee.

Status of Reports

All reports published in the *Pre-Assembly Report* shall be treated as having been received by the assembly without formal vote.

Distribution of Materials

Materials may be distributed on the floor of the assembly only with the written consent of the secretary of this church. In cases where the secretary does not consent, appeal may be made to the Reference and Counsel Committee. That committee's decision shall be final.

PART EIGHTEEN: DEADLINES

Tuesday, Aug. 9, 2022

- 11:45 a.m.** Separate consideration (removal from *en bloc*) of responses to synod memorials
Substitute responses to synod memorials
Separate consideration (removal from *en bloc*) 2022 archival of certain social policy resolutions
Nominations from the floor
Separate consideration (removal from *en bloc*) of the constitutions, bylaws, and continuing resolutions
Proposed changes to the amendments to the constitutions, bylaws, and continuing resolutions
Proposed amendments from the floor to the constitutions, bylaws, and continuing resolutions
- 7:00 p.m.** Withdrawal from ballot for vice president

Wednesday, Aug. 10, 2022

- 10:15 a.m. Non-germane resolutions
Proposed amendments to 2023–2025 budget proposal
- 1:45 p.m.** First Common Ballot

PART NINETEEN: ELECTRONIC DEVICES

Use of computers and other electronic devices, such as cellphones (in texting mode only), smart phones, tablets, and other wireless electronic communication devices is allowed in the plenary hall during assembly sessions, provided that such devices are in a silent mode and do not disturb voting members. Speaking on any device is prohibited in the plenary hall during assembly sessions. Members and others are expected to be courteous and respectful and are encouraged to leave the hall if they intend to engage in communication activities that may disturb others or are not related to the work of the assembly. Use of computers and other electronic devices is precluded during worship.

Members and others using ELCA-issued electronic equipment shall ensure that such equipment is used for assembly purposes only and in a manner that is consistent with good stewardship and the mission and ministry of this church. Use of such equipment and related technology is contingent upon agreement to the terms and conditions of the use agreement.

PART TWENTY: OTHER MATTERS

College Corporation Meetings

The voting members of the Churchwide Assembly also constitute the voting members of certain college corporations that hold meetings as part of the agenda of the assembly. The assembly will recess to conduct the corporation meeting(s) and reconvene at the conclusion of the corporation meeting(s) or at the beginning of the next scheduled session of the assembly. Quorum requirements for college corporation meetings are specified in the governing documents of each college. The quorum requirement for the Churchwide Assembly does not apply to college corporation meetings.

Summary of the 2022 Survey of Retiring Church Council Members

July 2022

Survey of Retiring Church Council Members

Executive Summary

**Findings from a July 2022
survey of 11 retiring
members of the ELCA
Church Council**

Research Questions

1. How well did Church Council members believe the Council had fulfilled its constitutionally-defined responsibilities?
2. How well did Church Council members feel they knew each other?
3. How well did the Church Council work together?
4. How well did Church Council members communicate with one another?
5. How did Church Council members feel about communication with churchwide staff?
6. How did Church Council members believe they impacted the growth and mission of the ELCA?

Key Findings

1. Members believed that the Church Council had fulfilled most of its constitutionally-defined responsibilities well.
2. Members indicated that they did not know others on the Church Council particularly well. The lack of ability to gather in person as a result of the COVID-19 pandemic was given as a major explanation.
3. The Church Council worked well and worked well together, recognizing unique gifts and contributions.
4. Constructive and respectful communication was common among members of the Church Council.
5. Church Council members found communication with churchwide staff to be responsive and professional.
6. Fewer than half of Church Council members thought the Council made a significant impact on the growth and mission of the ELCA.

Survey of Retiring Church Council Members

Research Question #1: How well did Church Council members believe the Council had fulfilled its constitutionally-defined responsibilities?

We asked retiring Church Council members to indicate how well they believed each of their 15 constitutionally-defined responsibilities had been fulfilled during their tenure on Council, on a 5-point scale from 1 – Not well at all to 5 – Very well.

Of these 15 responsibilities, 10 received ratings of 80% or above (i.e., 80% or more of the respondents provided a 4 or 5). These responsibilities could be considered well-fulfilled.

The remaining 5 responsibilities received ratings between 50% and 80%. These responsibilities could be considered moderately fulfilled.

All behaviors and their ratings (% 4 or 5) are shown on the following page.

Top 3 rated behaviors:

- Act on policies proposed by the churchwide units (100%)
- Adopt policies in accord with this church's constitutions, bylaws and continuing resolutions (100%)
- Report actions of the Church Council to the Churchwide Assembly (100%)

Bottom 2 rated behaviors:

- Review the procedures and programs of the churchwide units to assure that churchwide purposes, policies, and objectives are being fulfilled (60%)
- Act on resolutions from synod councils (64%)

Survey of Retiring Church Council Members

Research Question #1: How well did Church Council members believe the Council had fulfilled its constitutionally-defined responsibilities?



	Rating (% 4 or 5)
Act on the policies proposed by the churchwide units.	100
Adopt policies in accord with this church's constitutions, bylaws and continuing resolutions.	100
Report actions of the Church Council to the Churchwide Assembly.	100
Submit budget proposals for approval by the Churchwide Assembly.	91
Authorize expenditures within the parameters of approved budgets.	91
Provide for the installation of the churchwide officers.	91
Determine the appropriate churchwide unit for the fulfillment of particular program or policy responsibilities identified in the bylaws.	82
Review recommendations from churchwide units for consideration by the Churchwide Assembly.	82
Adopt personnel policies for the churchwide organization.	82
Consult with and refer matters to the Conference of Bishops.	82
Direct the churchwide organization to exercise responsibility for the corporate social responsibility of this church.	73
Establish ranges for the salaries for the presiding bishop, secretary, and treasurer.	73
Establish the criteria and policies for the relationship between the churchwide organization and independent, cooperative, and related Lutheran organizations.	73
Act on resolutions from synod councils.	64
Review the procedures and programs of the churchwide units to assure that churchwide purposes, policies, and objectives are being fulfilled.	60

Survey of Retiring Church Council Members

Research Question #2: How well did Church Council members feel they knew each other?

Through a set of 4 questions, we asked retiring Church Council members to indicate how well they knew each other and the methods by which they learned about one another, on a 5-point scale from 1 – Strongly Disagree to 5 – Strongly Agree.

Although retiring members indicated that they recognized the uniqueness of other members and their contributions, they did not feel as if they knew each other well, nor that they got to know each other through formal or informal means. Clearly, some of these responses were influenced by the COVID-19 pandemic and the inability to gather in person.



Rating (% 4 or 5)

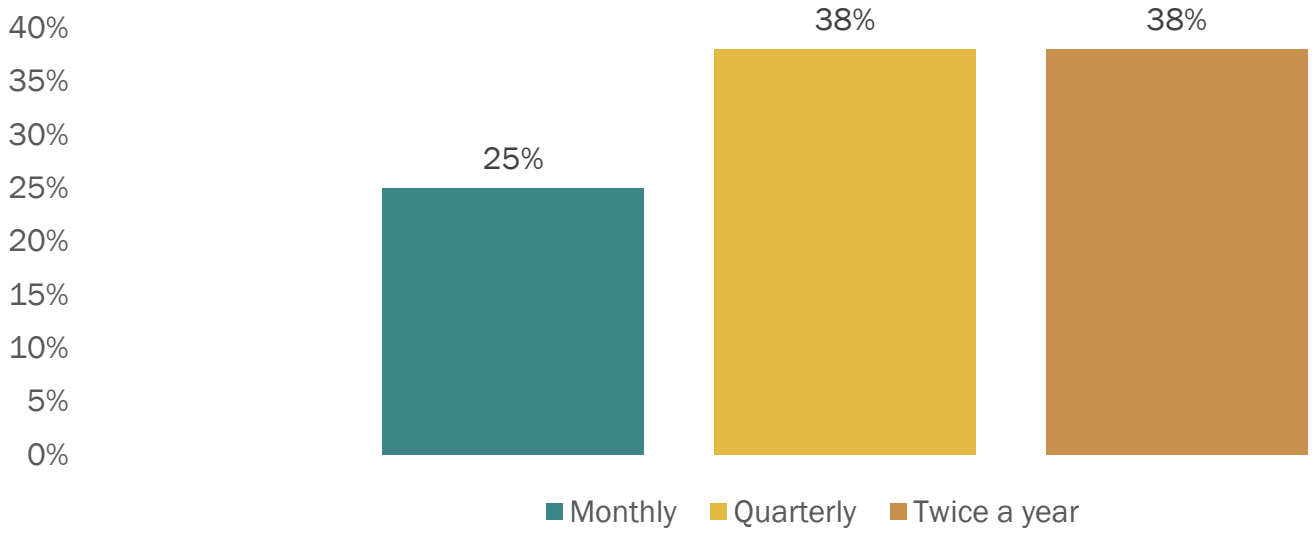
I understood the unique background and perspectives other members brought to the table with them.	91
Scheduled social events were effective at helping me learn about other members of the Church Council.	73
I got to know other members of the Church Council through informal channels.	73
I felt as if I knew the other members of the Church Council well.	64

Survey of Retiring Church Council Members

Research Question #2: How well did Church Council members feel they knew each other?

We shared with retiring Church Council members that options were being developed to help Council members get to know one another better, with one option being flexible, voluntary conversations held through an online meeting platform (e.g., Zoom, Teams).

Retiring members indicated that, were their terms not ending, they would be open to this sort of gathering. Some indicated they would have participated in this sort of meeting twice a year, while others said they would have attended as frequently as monthly.



Survey of Retiring Church Council Members

Research Question #2: How well did Church Council members feel they knew each other?

We asked retiring Council members: Are there ways in which existing social events could be enhanced, or do you have suggestions for how Council members might be able to get to know each other better?

Included below are their verbatim comments:

Alyssa Cobb	Social activities or meetings regionally more often to get to know members living in surrounding areas
Cheryl T. Chatman	I think the opportunities to have meals off-site, extra social activities at retreats, meal times between sessions and hotel gatherings provided lots of time for CC members to get to know others better.
Dan Gerrietts	My time on Council was short, and partly during COVID. But given more time with other members - over meals and social hours - I think I would have been able to get to know others even better.
Gary Pederson	Informal social events in the evening that facilitate conversation would help.
Jim Jennings	Jeopardy game at last council meeting seemed to spark some interactions between myself and other council members that I was not frequently socializing with based on some of the things that were revealed by the game questions.
Lisa Burk	The pandemic made this very difficult. Being in person is obviously the best avenue. Fun activities made it easier.
Sonja Wolfe	I believe it should remain a priority to allot for scheduled time for socializing with CC members. There is a lot of work to do but the better you know your colleagues it's easier to have conversations to make decisions. Even if there is not scheduled allotted times for socializing there should be downtime from the business to allow members to have those getting to know you times. A lot of understanding and enlightenment occurs when pressure is off.
William D Rice	I am sure the existing setups for interaction work, serving through two years of COVID has denied me the opportunity to engage.

Survey of Retiring Church Council Members

Research Question #3: How well did the Church Council work together?

We asked retiring Church Council members a set of questions related to how well they worked together and the quality of their work, on a 5-point scale from 1 – Strongly Disagree to 5 – Strongly Agree.

Overwhelmingly, Council members indicated that they worked well together and completed quality work. Five of the six items received ratings above 80%. The only item that did not reach this threshold addressed being well-informed about ELCA strategy.



Rating (% 4 or 5)

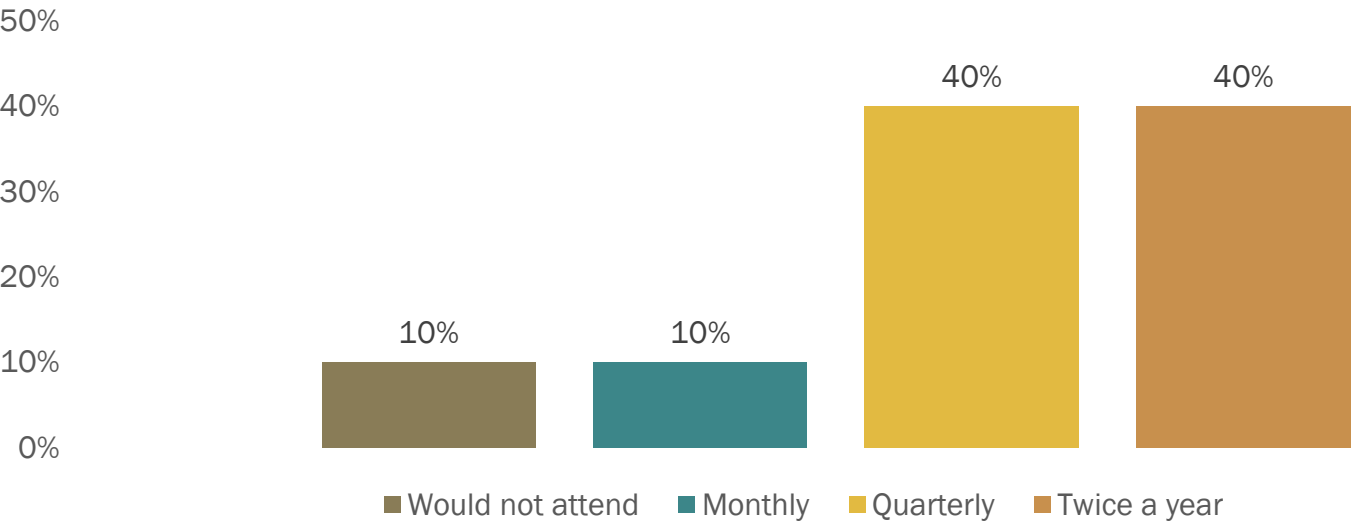
The members of the Church Council cared about the quality of the work they were doing.	100
The members of the Church Council were familiar with the material included in the Governance Policy Manual.	100
There was a good balance of skills among the members.	91
The members of the Church Council were committed to the strategy of the ELCA.	91
The members of the Church Council were excited about the strategy of the ELCA.	82
The members of the Church Council were well-informed about the strategy of the ELCA.	73

Survey of Retiring Church Council Members

Research Question #3: How well did the Church Council work together?

We shared with retiring Church Council members that options were being developed to have generative conversations about church issues, though not acting on legislative business. One option under consideration would be conversations held through an online meeting platform (e.g., Zoom, Teams).

Most retiring members (90%) indicated that, were their terms not ending, they would be open to gathering for this purpose. Most commonly, members indicated they would have attended this sort of meeting quarterly or twice a year.



Survey of Retiring Church Council Members

Research Question #4: How well did Church Council members communicate with one another?

We asked retiring Church Council members a set of questions related to how well they communicated and encouraged one another, on a 5-point scale from 1 – Strongly Disagree to 5 – Strongly Agree.

Retiring Council members indicated that the Council communicated very effectively, with respect and encouragement, both soliciting and offering constructive feedback. They were less likely to say that Council members provided updates about their work related to Council.



Rating (% 4 or 5)

The members of the Church Council communicated respectfully with one another.	100
The members of the Church Council encouraged one another with their words.	100
The members of the Church Council showed an interest in the ideas and contributions of other Council members.	91
The members of the Church Council provided constructive feedback.	82
The members of the Church Council asked for feedback from each other about their own ideas.	82
The members of the Church Council provided regular updates about their work related to the Council.	64

Survey of Retiring Church Council Members

Research Question #5: How did Church Council members feel about communication with churchwide staff?

We asked retiring Church Council members a set of questions related to how well they communicated and encouraged one another, on a 5-point scale from 1 – Strongly Disagree to 5 – Strongly Agree.

Communication with staff of the churchwide organization (both in the Office of the Secretary and elsewhere in the organization) was seen very positively.



Rating (% 4 or 5)

My primary contacts in the Office of the Secretary were responsive and professional.	91
Communication with churchwide staff in other home areas was responsive and professional.	91

Survey of Retiring Church Council Members

Research Question #5: How did Church Council members feel about communication with churchwide staff?

We asked retiring Council members: Are there ways that communication between Church Council members and staff of the churchwide organization could be improved?

Included below are their verbatim comments:

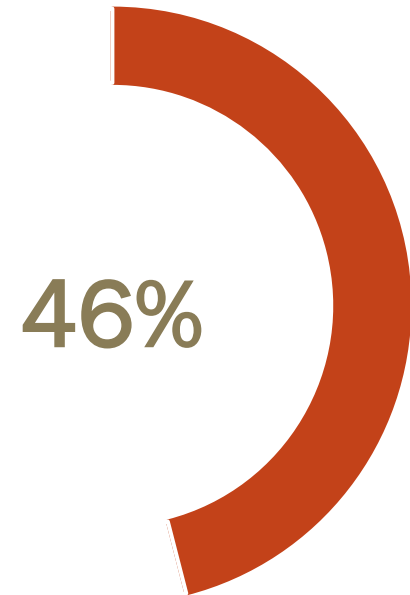
Cheryl T. Chatman	In general, there is good communication regarding many aspects of the churchwide organization's roles, operations and responsibilities, however as we've discussed in recent meetings, there has been less communication and transparency on the restructuring, bishop issues, etc. These areas can be improved with more advanced information and preparation than what occurred over the past couple of years.
Gary Pederson	We really only communicated with officers or heads, rarely at all with any other staff.
Jim Jennings	We would all benefit if the churchwide organization would apprise the council on a variety of actions that are taken. I don't think that has always happened. Ex: cancellation of youth convo and disclosure of the financial ramifications associated with this, current/ go forward strategies around remote work by churchwide staff and what that may mean as it pertains to the churchwide building, past plans concerning churchwide staff reductions/realignments, potential changes to health care coverage for Churchwide staff. In some case council was eventually apprised of these issues, in other cases not. There appears to be a real opportunity for improvement here.
Lisa Burk	Again, in person is the best way but the pandemic really prevented this.
Sonja Wolfe	I believe communication is good just need to continue being open and informative. Can only grow Trust
William D Rice	Face to face would definitely be the best means for communications, absent during time of COVID.

Survey of Retiring Church Council Members

Research Question #6: How did Church Council members believe they impacted the growth and mission of the ELCA?

On a 5-point scale from 1 – Did not have any impact to 5 – Very great impact, we asked retiring Church Council members to respond to the question: “To what extent do you believe the input of the Church Council impacted the growth and mission of the ELCA during your tenure?”

Less than half (46%) of retiring Church Council members said, “Quite a bit” or “Very great impact.” This suggests that many members of the Council believed there was room for growth in the impact they are able to make on the ELCA.



Survey of Retiring Church Council Members

Research Question #6: How did Church Council members believe they impacted the growth and mission of the ELCA?

We asked retiring Council members: What suggestions do you have for increasing the impact of the Church Council on the growth and mission of the ELCA?

Included below are their verbatim comments:

Alyssa Cobb	Have goal-setting and help members connect with ELCA areas and missions that they are passionate about.
Cheryl T. Chatman	Some of my response was mentioned in a previous question regarding improvements on communication. I think CC members' individual and collective involvement in standing and extra committees, and plenary sessions helps utilize their expertise, skills and experiences, which contributes to the important responses and decisions made regarding the three expressions of the church.
Dan Gerrietts	Round table discussions provide more opportunities for Council members to share insights from their local context - an important piece in strategic thinking for a broad and diverse organization like the ELCA.
Gary Pederson	We need to spend time on issues of concern to most congregations, rather than spending all of our time on issues that impact a small minority of our membership and congregations. For example, the majority of our congregations are small and their concerns are 1) to get and keep a good pastor and 2) to keep the lights on. I tried to get us to review concerns with the assignment and call processes. I discussed this in EC, but it was never a topic during a single CC meeting. COB did review and make changes to the assignment process. Great! But CC never discussed these issues once in 6 years. The call process was never reviewed for improvements; even though there are well known problems with the current process. What is the impact of CC if we never even discuss the one issue (calling a pastor) of interest to ALL of our congregations?
Jim Jennings	Identify ways that council actions can be applied and understood at the congregational level. I believe a lot of great work is being done, but it is only recognized fairly narrowly at the churchwide/bishop/synod level. I think there is a big disconnect between the activities of the council and churchwide organization and individual congregations and the parishioner sitting in the pew. For example, It is not clear to me that the majority of people in the pew have any recognition or understanding of our new church structure.
Sonja Wolfe	Include CC members as Much As possible
William D Rice	In-person contact is the best method, has been severely hampered during my two years of service.

Survey of Retiring Church Council Members

Additional comments

We asked retiring Council members: What additional suggestions do you have (if any) to improve the work or functioning of the Church Council?

Included below are their verbatim comments:

Cheryl T. Chatman	I just want to commend all of the CW staff for the welcoming, inviting and supportive opportunities and interactions I received during my tenure as a CC member. There was clear efficiency, convenient accommodations and professionalism demonstrated by staff and administrators at all times, which I truly appreciated! Not everything was perfect among any of us but we all learned and grew from our opportunities and experiences. It was an incredible experience for me and a wonderful and fulfilling way to serve God and the church.
Dan Gerrietts	It takes a while to get up to speed on the function and focus of the group's work. Longer terms seem helpful for engagement and impact.
Gary Pederson	Be more directive in assigning appropriate matters to the COB and Innovation Unit for action. For my previous response, the CC could direct the Innovation Unit in conjunction with COB to solicit ideas for improvement in the call process from pastors, call committee chairs, assistants to bishop, etc. There are a lot of people outside of CC, COB, and Churchwide who have ideas for call process improvements and they have nowhere to suggest those ideas. And what have we done on this item of major concern to every congregation? Unfortunately, nothing. I hope the next CC takes action to at least facilitate a thorough review of the call process and make improvements where identified.
Jim Jennings	Despite not being a fan of TEAMS/Zoom meetings, I do believe they could serve a purpose going forward. To gain the time for generative discussion in person, I think a hybrid meeting format could be a win. An example could be that a remote meeting focusing on reporting and basic business could be conducted so that a separate in person meeting time could then focus on topics or issues that require more discussion. This may also free up opportunities for members to get to know each other more deeply. This might allow us to save on the expense of some in person meetings while allowing us to use the in-person meeting time more effectively for discussion that does not seem to work as well on remote meetings.
Sonja Wolfe	Include members with decisions CC will be backing

Frequencies

Survey of Retiring Church Council Members

During your tenure on the Church Council, how well have these constitutional responsibilities been fulfilled?

	1 - Not well at all	2	3	4	5 - Very well	Mean	Rating (% 4 or 5)
Act on the policies proposed by the churchwide units.	0	0	0	4	7	4.6	100
Review the procedures and programs of the churchwide units to assure that churchwide purposes, policies, and objectives are being fulfilled.	0	0	4	3	3	3.9	60
Review recommendations from churchwide units for consideration by the Churchwide Assembly.	0	0	2	3	6	4.4	82
Adopt policies in accord with this church's constitutions, bylaws and continuing resolutions.	0	0	0	4	7	4.6	100
Submit budget proposals for approval by the Churchwide Assembly.	0	1	0	5	5	4.3	91
Authorize expenditures within the parameters of approved budgets.	0	0	1	3	7	4.5	91
Adopt personnel policies for the churchwide organization.	0	0	2	6	3	4.1	82
Report actions of the Church Council to the Churchwide Assembly.	0	0	0	5	6	4.5	100

Survey of Retiring Church Council Members

During your tenure on the Church Council, how well have these constitutional responsibilities been fulfilled?

	1 - Not well at all	2	3	4	5 - Very well	Mean	Rating (% 4 or 5)
Consult with and refer matters to the Conference of Bishops.	0	0	2	6	3	4.1	82
Act on resolutions from synod councils.	0	0	4	3	4	4.0	64
Provide for the installation of the churchwide officers.	0	0	1	1	9	4.7	91
Establish ranges for the salaries for the presiding bishop, secretary, and treasurer.	0	0	3	1	7	4.4	73
Direct the churchwide organization to exercise responsibility for the corporate social responsibility of this church.	0	0	3	4	4	4.1	73
Determine the appropriate churchwide unit for the fulfillment of particular program or policy responsibilities identified in the bylaws.	0	0	2	4	5	4.3	82
Establish the criteria and policies for the relationship between the churchwide organization and independent, cooperative, and related Lutheran organizations.	0	0	3	6	2	3.9	73

Survey of Retiring Church Council Members

Learning about each other

During my tenure on Church Council:

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree	Mean	Rating (% 4 or 5)
I felt as if I knew the other members of the Church Council well.	0	2	2	7	0	3.5	64
I understood the unique background and perspectives other members brought to the table with them.	0	1	0	9	1	3.9	91
Scheduled social events were effective at helping me learn about other members of the Church Council.	0	1	2	6	2	3.8	73
I got to know other members of the Church Council through informal channels.	1	1	1	7	1	3.5	73

Survey of Retiring Church Council Members

Working together

During my tenure on Church Council:

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree	Mean	Rating (% 4 or 5)
The members of the Church Council were well-informed about the strategy of the ELCA.	0	0	3	8	0	3.7	73
The members of the Church Council were excited about the strategy of the ELCA.	0	0	2	9	0	3.8	82
The members of the Church Council were committed to the strategy of the ELCA.	0	0	1	8	2	4.1	91
The members of the Church Council were familiar with the material included in the Governance Policy Manual.	0	0	0	8	3	4.3	100
There was a good balance of skills among the members.	0	0	1	6	4	4.3	91
The members of the Church Council cared about the quality of the work they were doing.	0	0	0	2	9	4.8	100

Survey of Retiring Church Council Members

Communicating with one another

During my tenure on Church Council:

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree	Mean	Rating (% 4 or 5)
The members of the Church Council provided regular updates about their work related to the Council.	0	1	3	6	1	3.6	64
The members of the Church Council asked for feedback from each other about their own ideas.	0	0	2	6	3	4.1	82
The members of the Church Council provided constructive feedback.	0	0	2	5	4	4.2	82
The members of the Church Council showed an interest in the ideas and contributions of other Council members.	0	0	1	5	5	4.4	91
The members of the Church Council communicated respectfully with one another.	0	0	0	1	10	4.9	100
The members of the Church Council encouraged one another with their words.	0	0	0	5	6	4.5	100

Survey of Retiring Church Council Members

Communicating with churchwide staff

During my tenure on Church Council:

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree	Mean	Rating (% 4 or 5)
My primary contacts in the Office of the Secretary were responsive and professional.	1	0	0	2	8	4.5	91
Communication with churchwide staff in other home areas was responsive and professional.	1	0	0	4	6	4.3	91

Survey of Retiring Church Council Members

Impact of the work

	Did not have any impact	A little impact	Some impact	Quite a bit	Very great impact	Mean	Rating (% 4 or 5)
To what extent do you believe the input of the Church Council impacted the growth and mission of the ELCA during your tenure?	0	1	5	4	1	3.5	46

***En Bloc* Items**

1. Recognition of Mr. Carlos Peña's Service

After ELCA Vice President Bill Horne passed away unexpectedly on Aug. 14, 2021, the Executive Committee of the Church Council acted on Presiding Bishop Elizabeth Eaton's recommendation to appoint Mr. Carlos Peña as interim vice president of the ELCA on Aug. 24, 2021. Mr. Peña will serve in the role until Oct. 31, 2022. The election of a new vice president will occur at the 2022 Churchwide Assembly, with a six-year term beginning on Nov. 1, 2022.

This church thanks Mr. Peña for his gracious return during this transitional time.

CC ACTION [EN BLOC]

Recommended:

**To thank Mr. Carlos Peña for his faithful service as the interim ELCA vice president; and
To extend the council's appreciation for his wisdom and insights that have assisted the Church Council in its work during the transition.**

2. Revision to Roster Manual

The 2022 Churchwide Assembly will be considering a bylaw amendment to the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America* related to synod-authorized ministry. If this amendment is updated, then the *Manual of Policies and Procedures for the Management of the Rosters of the Evangelical Lutheran Church in America* would need to reflect the [change](#). The following action would allow for the change to be made effective immediately if the amendment is adopted.

CC ACTION [EN BLOC]

Recommended:

To approve the updated *Manual of Policies and Procedures for the Management of the Rosters of the Evangelical Lutheran Church in America* for use by synod bishops, synod staff members, and others who hold responsibilities for such matters in this church, subject to approval by the Churchwide Assembly of proposed amendments to the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America* regarding synod-authorized ministry;

To authorize the secretary of the Evangelical Lutheran Church in America to provide periodic updates reflecting new or revised policies subsequently adopted by the Church Council; and

To authorize the Office of the Secretary to make any necessary editorial corrections for accuracy.

3. Authorization of Executive Committee

In order for the functions of the Executive Committee to be carried out between the Churchwide Assembly in August 2022 and the first regular meeting of the newly constituted Church Council in November 2022, a recommendation on this matter needs to be brought to the Church Council at its pre-assembly meeting.

CC ACTION [EN BLOC]

Recommended:

To authorize the continuing members of the Executive Committee to serve as the Executive Committee of the Church Council between the close of the Churchwide Assembly on August 12, 2022 and the November 2022 meeting of the Church Council.

4. Report of the Executive Committee

The Executive Committee is responsible for reviewing and making recommendations regarding committee charters. The [Audit Committee](#) and the [Resource Development Committee](#) charters are forwarded to Church Council for approval.

CC ACTION [EN BLOC]

Recommended:

To approve the revised charters for the Audit Committee and the Resource Development Committee; and

To authorize the Office of the Secretary to make any necessary editorial corrections for accuracy.

5. Report of the Budget and Finance Committee

The Budget and Finance Committee met on July 26, 2022, and recommends the following action for Church Council approval.

CC ACTION [EN BLOC]

Recommended:

RESOLVED, that the prior resolution adopted by this Council, CC22.04.08, be modified by reducing the amount designated for the Campaign Readiness Fund from \$3.0 million to \$1.2 million.

6. Church Council Nominations and Elections

Bylaws 8.21.03. and 8.21.04. outline basic parameters for the election of members to the boards of ELCA seminaries. Pursuant to 14.22. of the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*, the Church Council is also to elect nominees to a vacancy on a board or committee of the churchwide organization.

Biographical information is provided in [Biographies](#).

CC ACTION [EN BLOC]

Recommended:

To elect to the board of directors of Lutheran School of Theology at Chicago to a term beginning Oct. 1, 2022, and expiring Sept. 30, 2026: the Rev. Kelly Chatman.

7. Change to Incorporation for South Dakota Synod

The Office of the Secretary received a [request](#) from the South Dakota Synod to change the location of its incorporation.

CC ACTION [EN BLOC]

Recommended:

RESOLVED, that the Church Council approve and ratify the decision of the South Dakota Synod to incorporate in South Dakota, and to no longer be incorporated in Minnesota.

8. Proposed amendments to the *Constitutions, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*

Since the Spring 2022 Church Council meeting, additional amendments to certain bylaws as highlighted below have been identified for consideration by the Churchwide Assembly. The process for adopting bylaw amendments at a Churchwide Assembly is specified in Chapter 22 of the ELCA Constitution.

A two-thirds vote of the 2022 Churchwide Assembly is required for adoption.

CC ACTION [EN BLOC]

Recommended:

To recommend the following for adoption by the 2022 ELCA Churchwide Assembly:

To adopt, en bloc, the following amendments to the Constitutions, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America.

10.01.01. Names and Boundaries. The names and boundaries of the synods shall be:

...

Synod 2.C—Pacifica. The counties of Imperial, Orange, Riverside, San Bernardino, San Diego in the state of CALIFORNIA;

the congregations St. Andrew, Salem Evangelical, Shepherd of the Hills, and Good Shepherd Evangelical, and Prince of Peace, Los Angeles County, in the state of CALIFORNIA; the state of HAWAII; the territories of the U.S. in the Pacific Ocean.

Synod 8.D—Lower Susquehanna. The counties of Adams, Cumberland, Dauphin, Franklin, Fulton, Lancaster, Lebanon, Perry, York in the state commonwealth of PENNSYLVANIA; the congregations St. Michael and Zion Klingerstown Lutheran Parish in Schuylkill County, in the state commonwealth of PENNSYLVANIA.

14.33.01. Advisory Members. Categories of advisory members may be designated by the Church Council. These categories shall be set forth in continuing resolutions. Advisory members shall have voice but not vote.

9. Churchwide Assembly Rules of Organization and Procedure

Since the Legal and Constitutional Review Committee is not meeting prior to this Church Council meeting where the recommendations to the Church Council usually are made, the action comes directly to the Church Council for consideration from the Office of the Presiding Bishop and the Office of the Secretary.

The Office of the Presiding Bishop and the Office of the Secretary made some revisions to the [Rules of Organization and Procedure](#). Most notably, the use of the white paper, electronic submission, and the Nominations Desk hours have been clarified.

CC ACTION [EN BLOC]

Recommended:

To recommend adoption of the following proposed action by the voting members of the 2022 Churchwide Assembly:

To adopt the “Rules of Organization and Procedure” for the 2022 Churchwide Assembly (exclusive of quoted and highlighted constitutional provisions and bylaws that are already in force).

10. Synod Council Resolution

In accordance with ELCA bylaw 14.41.01.b., the Executive Committee of the Church Council transmits resolutions from synods to the appropriate churchwide units or offices for response. The New England Synod Council transmitted the following resolution from the New England Synod.

RESOLVED, that the New England Synod Assembly direct the New England Synod Council to request that the Church Council of the Evangelical Lutheran Church in America (ELCA) begin the process to modify the governing documents of the ELCA so that Nondisclosure Agreements, Non-disparagement Agreements, or similar legal contracts will not be used in any of the three expressions of the ELCA (churchwide, synods, and congregations) and that Nondisclosure Agreements, Non-disparagement Agreements, or similar legal contracts entered into by any churchwide organization, synod or congregation will not be legally binding.

CC ACTION [*EN BLOC*]

Recommended:

To receive the resolution regarding Nondisclosure Agreements in the Evangelical Lutheran Church in America from the New England Synod; and

To acknowledge the action of the 2022 Churchwide Assembly of the Evangelical Lutheran Church in America as the response of the Church Council concerning this resolution.