



The theme of our Synod Assembly, “Care for the Body of Christ” originates from a conversation between Bishop Bos, Pastor Abel Arroyo, and leadership from the Lutheran Church of El Salvador had at the Encounter of Sister Churches in El Salvador. During this conversation, we discussed how to care for the church, and how nuanced and intentional this conversation must be for the health of the church. Caring for the body of Christ doesn’t start with bylaws, theological, social, or political statements, or with having a clear institutional hierarchy, but rather caring for the people of the church, the body of Christ.

As confessional Lutherans, we believe this to be a part of our tradition, history, and legacy. To care for the people of God first and foremost.

This year's Synod Assembly aims to renew and reinforce this message in our hearts, minds, and vocations. By caring for our siblings, we serve, thank, worship God, and confess our faith. So, what does this look like? One way to start is by reconsidering how we provide access to worship spaces, Christian education, and Christian community life. We should not only welcome individuals but create safe, accessible spaces that enhance people's lives. This is how we can fulfill our universal vocation as servants of all, bearers of witness to a kingdom accessible to all, and proclaimers of a God who accepts us as we are and calls us beloved.



**The goals of the Southwest California Synod of the ELCA:**

- a. Communicating the gospel powerfully and clearly;
- a. Shaping the faith of the baptized through education and support in all phases of life;
- a. Fostering congregations in becoming healthy communities;
- a. Creating opportunities for rostered and lay leaders to thrive;
- a. Investing time and money to develop area ministry strategies;
- a. Establishing clusters of congregations around similar ministries; and,
- a. Surrounding vulnerable communities with financial and spiritual support



## **Southwest California Synod 2023 Assembly Rules of Procedure**

### ***Legislative Authority***

This synod shall have a Synod Assembly, which shall be its highest legislative authority. (Constitution S7.01).

### ***Seat, E-Seat, Vote, and Voice***

The membership of the Synod Assembly, of which at least 60% of the voting membership shall be composed of laypersons, shall be constituted as follows: (Constitution S7.21)

1. All ministers of Word and Sacrament under call on the roster of this synod in attendance at the Synod Assembly shall be voting members. 2. All ministers of Word and Service, under call, on the rosters of this synod shall be voting members in the Synod Assembly.
3. A minimum of one lay member elected by each congregation with fewer than 175 baptized members and a minimum of two lay members elected by each congregation with 175 or more baptized members related to the synod, typically one of whom shall be a man and one of whom shall be a woman, shall be voting members. The Synod Council shall establish a formula to provide additional lay representation from congregations on the basis of number of baptized members in the congregation. The Synod Council shall seek to ensure that, at least 45 percent of the lay members of the assembly shall be women and at least 45 percent shall be men. Each congregation with fewer than 175 baptized members may elect one additional voting member who is a youth (under 18) or young adult (18-30). A congregation with more than 175 baptized members may elect two additional voting members who are youth or young adults, one of whom shall be a woman and one shall be a man. (Constitution S7.21.A.12)

Voting membership shall include the officers of the synod and lay persons serving on the Synod Council who are not serving as voting members from their congregation. (Constitution S7.21.d and S.7.28)

The Bishop of this Synod shall present to the Synod Secretary and Synod Council a listing of all those Ministers of Word and Sacrament and Ministers of Word and Service who are on the roster of this Synod but who are currently: on leave from call; disabled; retired; or persons who are serving in synod-approved or synod appointed pastoral capacities (i.e., TEEM candidates) in congregations or in other ministries of this synod. Those listed above may be voting members at this Synod Assembly (Constitution S7.26 & S7.27), with the exception that, as the synod constitution mandates that at least 60% of assembly voting membership be composed of laypeople, registration of on leave from call; disabled; or retired rostered leaders may be limited at the discretion of the council secretary. If any on leave from call; disabled; or retired rostered leader is unable to register as a voting member due to S7.26 & S7.27, they may register as an assembly member having voice but not vote. Congregations under development or authorized worshiping communities must be in good standing with this Synod prior to the Call to Order of each Synod Assembly. Providing that such persons are in good standing with this Synod at the time of the assembly, such persons shall automatically be granted both voice and vote at the assembly. (Continuing Resolution - S7.22.A21)

This synod may establish processes through the Synod Council that permit representatives of congregations under development and authorized worshiping communities of the synod, which have been authorized under Evangelical Lutheran Church in America bylaw 10.02.03., to serve as voting members of the Synod Assembly, consistent with S7.21. (Constitution S7.26)

The Bishop of this Synod shall present to the Synod Secretary and the Synod Council a listing of all congregations under development and authorized worshiping communities of the synod, which have been authorized under Evangelical Lutheran Church in America bylaw 10.01.04., prior to the Call of Order of each Synod Assembly. Providing that such congregations under development and authorized worshiping communities are in good standing with the Synod at the time of the assembly, such congregations under development and authorized worshiping communities shall automatically be granted both

voice and vote at the assembly consistent with S7.21 (Continuing Resolution - S7.26.A21)

This synod may establish processes through the Synod Council to grant a Minister of Word and Sacrament from a church body with which a relationship of full communion has been declared and established by the Churchwide Assembly of the Evangelical Lutheran Church in America the privilege of both voice and vote in the Synod Assembly during the period of that minister's service in a congregation of this church. (Constitution S7.27)

Other persons on the rosters of this synod as defined by ELCA bylaw 10.41.01b., shall be voting members.

The Secretary of the Synod shall be responsible for the certification of all clergy and lay voting members and shall maintain a record of their attendance at this assembly.

The ELCA representative and any other such official representative(s) of the Church shall have seat and voice in the assembly. Like privilege shall be accorded to non-voting members of the Synod Staff; to the chairpersons of the synod Mission Teams, Ethnic Coalitions, and Conferences; the president of the Synodical Women's Organization; the coordinator of Lutheran Men in Mission; and the chief executive officer (or their appointee) of the officially recognized institutions and agencies of the Synod. (Constitution S7.23)

### ***In-person and E-floor Seating***

This shall be a hybrid assembly; seating of voting members on the assembly floor shall be both in-person and virtual by window display using the Synod Council's approved e-platform. All vote counting, whether oral, by hand or designated e symbol(s), ballot or electronic device(s), will be directed by the assembly with the appropriate instructions. The assembly may be viewed by those who are not voting members via livestream.

### ***Bulletin of Reports***

All reports published in the Bulletin of Reports shall be received by the assembly without vote.

## ***Speeches***

Each person granted voice by the rules of this assembly, when recognized by the chair, shall state their name and congregation or institution represented before beginning to speak. No person shall speak more than two minutes nor more than twice on the same subject, unless the voting members, by a majority vote, waive the provisions of this rule; provided, however, that this rule shall not apply to messages and reports by agencies and officers of the synod, or to guest speakers to whom special time has been allotted.

## ***Appropriation of Funds***

Any proposal to appropriate funds, whether by amendment to the budget or otherwise, which is presented to a meeting of the Synod Assembly without the prior approval of the Synod Council shall be referred to the Executive Committee for a report and recommendation prior to action by the Synod Assembly and shall require a two-thirds majority vote by the assembly for adoption. (Constitution S10.04)

## ***Motions and Resolutions***

Any voting member may make a motion from the floor, which is germane to any pending question. Motions and resolutions of a general character that are not germane to a pending question must be processed through the Committee on Reference and Counsel in the following manner:

1. Resolutions or motions prescribing action, from any institution, agency, synod mission team, coalition, congregation, or individual, must bear the signatures of at least five people who are members of the Southwest California Synod. The resolutions shall be given in writing to the Committee on Reference and Counsel by 60 days prior to the start of the Assembly.
2. All other resolutions or motions that are not received by the Committee on Reference and Counsel 60 days prior to the start of the Assembly shall be placed on the assembly agenda as new business only and require a two thirds vote of the voting members requesting the resolution be placed before the assembly before it may be considered.
3. Resolutions not considered by the Synod Assembly will be referred to the Synod Council for consideration.

### ***Nominations***

Those who wish to be considered for open council and committee positions who are not included in the Report of the Nominating Committee must be nominated from the floor of the assembly. Nominees must be endorsed by the signatures or e-signatures of at least ten voting members of the assembly, and biographical information must be available for distribution to the voting members and submitted via email to the nominating committee no later than noon on Friday, June 2, 2023. No nominations shall be made from the floor for any Conference Representative to the Synod Council (**S10.07.04**).

### ***Displays and Exhibits***

Displays and exhibits, and for placing posters, announcements, etc., at Assemblies of the Southwest California Synod shall be limited to those agencies or groups who are organically within the structure of the Synod or the ELCA, or are direct beneficiaries of the synodical or Churchwide budget. Such displays and exhibits shall be presented as part of the virtual platform and in keeping with available time within the assembly. The selling of goods or services is allowed only by approval of the Synod Council and must occur through e-channels.

### ***Distribution of Materials***

All materials for distribution to voting members at the Synod Assembly shall be delivered to the Synod Office electronically by May 26, 2023 and is subject to approval. The synod secretary is responsible for distribution of all materials. After the assembly is in session, permission to distribute materials *must* be secured from the Committee on Reference and Counsel.

### ***Robert's Rules of Order***

Robert's Rules of Order, latest edition, shall govern parliamentary procedures of the Synod Assembly, except where it conflicts with these or other special rules of procedure, in which case the adopted rules or procedure shall prevail. (Constitution S7.32)

# Voting Member Guide

## **What is a Synod Assembly?**

Just as a congregation has an annual meeting, so each year the synod has an annual meeting when representatives from all the congregations of the synod come together to form the Voting Membership of a Synod Assembly. The purpose of the assembly is to hear reports of work done over the past year on our collective behalf, to elect people to serve in synod and churchwide leadership capacities, to deliberate issues, and to consider and approve a synod budget.

## **Who attends a Synod Assembly?**

The voting membership of the assembly includes laypersons from each congregation, clergy (pastors and deacons), under call in this synod, a 10% representation of the retired clergy on the synod roster, and the Synod Council. As constituted, at least 60% of the voting members of the assembly are laypersons.

Other assembly participants include representatives from the ELCA churchwide offices, synod staff, representatives from the synod program units and related agencies and institutions, special guests and visitors.

## **Assembly Vocabulary**

The words "assembly" and "voting members," rather than convention and delegates, were chosen deliberately to reflect the understanding of the church that members gather in worship, carry out service and assemble occasionally for governance decisions and elections. Assembly participants do not come from a given caucus as politicized delegates to a party convention; rather they assemble as duly selected members of this church with voting responsibilities.

## **Assembly Program**

Interspersed with the business, an assembly program committee plans opportunities for assembly participants to be inspired, grow in understanding and experience a deepening of faith. These opportunities come in the forms of worship, speakers, discussion, workshops, forums, and fellowship.

## **Assembly Participation**



Become a full participant in the Synod Assembly. Attend business sessions, hearings and workshops, join in worship and share in discussions. Meet new people and renew old acquaintances. You will be blessed and others will be blessed by your presence.

May the assembly experience strengthen your faith and broaden your understanding; and may it further equip and encourage you as a witness to the gospel and servant of the Lord.

## **Orientation**

### **Participation**

The Synod Assembly is the highest legislative body of the synod. As a voting member of the assembly, you play an important role in making decisions that shape and affect our ministry together. Participation in all of the assembly—hearings, plenary sessions, and workshops—can help you to consider difficult issues.

### **Study Materials**

- This Assembly Notebook is prepared for registered assembly participants. It contains the official assembly documents. Voting Members are asked to read and review these materials before the assembly begins.
- Bylaw and constitution changes, resolutions and legislative matters are important items of business.
- Robert's Rules of Order govern parliamentary procedures at the assembly.

### **Attend Plenary Sessions**

Plenary (business) sessions are sometimes prolonged. Important decisions, however, often come near the end of a session. Therefore, it is important for all Voting Members to attend every business session and stay until a session is recessed or adjourned.

### **Participate in Other Opportunities**

Along with the business of the synod, the assembly also provides participants with other unique experiences:

Worship—In addition to gathering for two worship services, the assembly also begins each business session with Bible study to worship and glorify God.

Knowledge and Growth—Reports, presentations, workshops, and displays offer opportunities to:

- Gain new or broader understanding of the mission and ministry for the whole church.
- Grow in faith, be renewed in spirit and refreshed for service.

Community-Building—Organized fellowship opportunities, meal times and interaction with assembly participants from other parts of the church help to build community and strengthen the Body—the Church.

### **Procedures for Conducting Business**

Voting Members, and only Voting Members, are to be seated at tables designated "Voting Member." You must sit at a "Voting Member" table in order to vote or to be counted in a quorum.

Floor microphones are placed on the assembly floor at strategic locations. Voting Members and Voice-Only Members are allowed to speak on the assembly floor.

To do so you must:

- 1) Approach the microphone nearest your table.
- 2) Wait to be recognized by the Chair (usually the Bishop).
- 3) State your name and congregation, organization, or capacity, which entitles you to speak.

If you wish to make a motion or amendment to a motion (other than one of a procedural nature), you must first give a written copy to the Secretary. Forms for making a motion or amendment to a motion are available at the Secretary's Table.

### **What Can Be Done with a Motion?**

You may debate an issue which has been properly placed before the assembly. The maker of a motion is entitled to speak first.

# Form of Making Motions by Voting Members

## MAIN MOTION

I move

I move the adoption of this report

I wish to present the following resolution \_\_\_\_\_ I move its adoption

I move the adoption of the proposition in the letter read

## POSTPONE INDEFINITELY

I move to postpone this matter indefinitely

## AMEND

I move to amend the motion by inserting \_\_\_\_\_ between \_\_\_\_\_ and

\_\_\_\_\_

I move to amend the motion by adding \_\_\_\_\_ after \_\_\_\_\_

I move to amend the motion by striking out \_\_\_\_\_

I move to amend the motion by striking out \_\_\_\_\_ and inserting

\_\_\_\_\_

I move to amend by striking out the motion and substituting this motion (read or state substitute motion)

## COMMIT or RE-COMMIT

I move that this matter be referred to a committee of \_\_\_\_\_ to be named by \_\_\_\_\_ with instruction \_\_\_\_\_

## POSTPONE TO A SET TIME

I move that this matter be postponed to \_\_\_\_\_

I move that this matter be postponed to meeting at (name time) and be made A Special Order of Business (2/3 vote required)

## PREVIOUS QUESTION

I call for (or move) the previous question (2/3 vote)

## TABLE

I move that this matter be laid on the table (no debate)

## TAKE FROM THE TABLE

I move that the motion be taken from the table (no debate—motion made when no business is pending)

#### APPEAL

I appeal from the decision of the Chair (in order only after the chair has made a decision or ruling)

#### OBJECTION TO CONSIDERATION OF A QUESTION

I object to the consideration of this question (2/3 vote)

#### SUSPEND THE RULES

I move that we suspend the rules for the purpose of \_\_\_\_\_

#### WITHDRAW A MOTION

I ask leave to withdraw my motion (no second required—only maker of motion may ask leave)

#### QUESTION OF PRIVILEGE (Personal or General Privilege)

I rise to a question of privilege (state your question)

I rise to a parliamentary inquiry (state your inquiry)

I rise to a point of order (state your point)

#### ORDERS OF THE DAY

I move we return to the orders of the day

#### READING PAPERS

I move that the paper be read or re-read

#### TO FIX THE TIME TO WHICH TO ADJOURN

I move that when we adjourn, we adjourn to meet \_\_\_\_\_

#### ADJOURN

I move that we adjourn (no debate)

#### RESCIND

I move to rescind the action taken, which was \_\_\_\_\_ (2/3 vote)

I give notice that I shall move to rescind \_\_\_\_\_ (no second required at the next meeting—at the next meeting, offer the Motion to Rescind)

### Language for Introducing Motions

For clarity and consistency, voting members should use the standard language of parliamentary procedure when introducing motions on the floor of the assembly. The chart below offers standard phrases used when introducing motions for various purposes.

<i>If you wish to...</i>	<i>You say...</i>
Close the meeting.	I move to adjourn.
Take a break.	I move to recess for [ <i>specify time duration</i> ] OR until [ <i>time certain</i> ].
Register a complaint.	I rise to a question of privilege.
Require the assembly to return to its agenda.	I call for the orders of the day.
Lay a matter aside temporarily.	I move to lay the question on the table.
Close debate.	I move the previous question.
Limit or extend debate.	I move that the debate be limited to...
Postpone to a certain time.	I move to postpone the motion to [ <i>time certain</i> ].
Refer the motion to a committee.	I move to refer the motion to [ <i>committee name</i> ].
Modify wording of the motion.	I move to amend the motion by...
Kill the main motion.	I move that the motion be postponed indefinitely.
Bring business before the assembly.	I move that... OR I move to...

<i>If you wish to...</i>	<i>You say...</i>
Enforce the rules.	Point of order.
Submit a matter to the assembly after a ruling from the chair.	I appeal the decision of the chair.
Suspend the rules.	I move to suspend the rules.
Avoid a main motion all together.	I object to the consideration of...
Divide a motion.	I move to divide the question.
Demand a rising vote.	I move for a rising vote.
Ask a parliamentary law question.	Parliamentary inquiry.
Request for information.	Point of information.
Take a matter from the table.	I move to take from the table...
Reconsider a motion.	I move to reconsider...
Cancel a previous action.	I move to rescind...

## **GLOSSARY OF ELCA ACRONYMS AND TERMS**

### **GENERAL ELCA TERMS**

**ELCA** – Evangelical Lutheran Church in America (Denominational name).

**Region 2** – One of 9 regions of the ELCA composed of 5 synods (Southwest California, Pacifica, Sierra Pacific, Rocky Mountain and Grand Canyon).

**Churchwide** – A term referring to the entire ELCA.

**Churchwide Offices** – ELCA denominational headquarters in Chicago.

**Luther Center** – The name for the facility in Chicago that houses the ELCA Churchwide offices.

**Presiding Bishop** – The elected clergy responsible for the entire ELCA Churchwide; currently serving is Presiding Bishop Elizabeth Eaton.

### **SYNOD**

**Synod** – A geographical group of congregations that are a part of the ELCA. There are 65 synods in the ELCA.

**SoCalSynod** – Southwest California Synod ([www.socalsynod.org](http://www.socalsynod.org))

**Conference** – A geographical group of congregations of the synod:

1. **Central Coast** – 8 congregations located between Solvang and Templeton;
2. **Channel Islands** – 13 congregations between Goleta and Agoura Hills;
3. **Foothill** – 13 congregations in the foothills area between Glendale and Monrovia;
4. **Greater Long Beach** – 12 congregations in Long Beach and surrounding communities;
5. **LA Metro** – 20 congregations including the city of Los Angeles and Santa Monica area;
6. **San Gabriel Valley** – 11 congregations in the San Gabriel Valley;
7. **South Bay** – 16 congregations within a fifteen-mile distance from the coast;
8. **Tehachapi** – 4 congregations in the Lancaster, Palmdale, Frazier Park and Bakersfield areas;
9. **Twin Valleys** – 15 congregations in the San Fernando and Santa Clarita Valleys.

**Equipping Leaders for Mission (ELM)** – School of Lay Ministry designed to educate and equip lay people for enhanced participation in congregational and synodical life through personal spiritual development, biblical enhancement and life-long learning. ELM is a two-year program.

### **SYNOD LEADERSHIP**

**Synod Council** – 25-member elected board of directors of the synod.

**Bishop** – The clergy elected by the Synod Assembly to lead a synod of the ELCA

**Vice-President** – An elected lay volunteer.

**Executive Committee** – 4 officers and 4 at-large members of the Synod Council, elected by the Council.

**Mission Teams** – Five (5) Committees of the Synod:

- 1. Mission Team for Evangelical Outreach** helps the synod and its congregations implement the Synod's Mission Goals of "intentional outreach to the diverse populations of our synod," "the development of new congregations, the transformation of congregations," and "the re-rooting of congregations in their neighborhoods." This team assists in implementation of the ELCA's Evangelism Strategy as well as assists in implementation of ethnic strategies adopted by the Synod.
- 2. Mission Team for Rostered Leadership** provides opportunities to identify and support clergy and lay rostered ministers. This team promotes participation in Conference Collegiums and Continuing Education and relates to the Candidacy Committee assisting those preparing for ministry including those enrolled in the TEEM program and First Call Theological Education.
- 3. Mission Team for Lay Leadership** provides opportunities to identify and support lay leaders as they witness and serve in their congregation and in daily life. This team helps the synod and its congregations to implement the Mission Goals of the synod of "intentional outreach to children, youth and young adults" and provides oversight and support for Equipping Leaders for Mission (ELM). This Team relates to the Lutheran Youth Organization, the Young Adult Task Force, the Synodical Women's Organization, Men's Ministry, Lutheran Retreats, Camps and Conferences (LRCC) and Campus Ministries.
- 4. Mission Team for Justice** helps the synod and its congregations, institutions and agencies address issues of justice in public life from Christian perspectives while being guided in their public witness by the Social Statements of the ELCA. This team works closely with the Lutheran Office of Public Policy and the California Council of Churches in matters of advocacy.
- 5. Mission Team for Global Partnerships** helps the synod and its congregations establish connections with the global Christian community by supporting growth in Companion Synod relationships, creating partnerships with congregations in other parts of the world, learning about issues of globalization, and by lifting up opportunities to accompany global churches in their mission. We have 3 Companion Synods in Hong Kong, Ethiopia and El Salvador.

**Mission and Ministry (Endowment) Committee** – administers the Mission and Ministry Fund and is responsible for the investment of the First Lutheran Los Angeles Fund (FLLAF).

**First Lutheran Los Angeles Fund (FLLAF)** – created from the sale of the former First, Los Angeles property. Disbursement from two-thirds of the income is designated for four purposes: planting and support of new congregations, support of congregations in transition and/or transformation, support of candidates for rostered ministry from this Synod preparing for

ministry at one of the ELCA's seminaries or colleges and support of existing or new agencies and institutions that are deemed important for the ongoing life and mission of Christ as lived out through the Southwest California Synod.

### **CLERGY/ROSTERED TITLES**

**The Rev.** – The Reverend (ordained minister of Word and Sacrament)

**Pr.** – Pastor (ordained minister of Word and Sacrament)

**The Rev. Dr.** – The Reverend Doctor (ordained minister of Word and Sacrament who has a doctoral degree)

**MISS** – Minister in Specialized Setting (rostered Minister person who serves in a ministry other than a congregation, such as a hospital or military chaplain.)

**Assistant to the Bishop** – Synod Staff who assist the bishop in carrying out responsibilities (there are 2 Assistants to the Bishop in the Southwest California Synod)

**DEM** – Director for Evangelical Mission who is called by churchwide to serve in the Southwest California Synod.

**DEAC** – Deacon (Consecrated Minister of Word and Service)

**OLFC** – On Leave from Call (a rostered Minister who is currently without a call to a ministry.)

**INTERIM** – A rostered person, usually called to serve a congregation by the Synod Council, who is serving a ministry in between two called persons.

**INTERN** – A seminary student who is on staff of a ministry, in training as part of his/her theological education.

### **RELATED AGENCIES**

**Lutheran Office of Public Policy (LOPP) - California** – Public issues advocacy ministry in California.

**Mission Investment Fund Investment (MIF)** – Investment fund of the ELCA to financially assist congregations.

**ELCA Foundation** – sustains and grows ministries of the Evangelical Lutheran Church in America. Through its nationwide network of professional gift planning staff, it assists members in their call to live as faithful and generous stewards. It also supports and strengthens the ministry of congregations, agencies, and institutions through financial education, resources, support and investment management services.

### **RELATED EDUCATIONAL INSTITUTIONS**

**Seminary** – The theological educational institutions that train clergy, Diaconal Ministers, Deaconesses and AIMs. There are 9 Lutheran Seminaries in the US.

**PLTS** – Pacific Lutheran Theological Seminary (Berkeley, CA)

**CLU** – California Lutheran University (Thousand Oaks, CA). The one ELCA university in our region. There are 27 ELCA colleges and universities nationwide.

### **OTHER SYNOD MINISTRIES**

**Men In Mission** – Men's ministry of the ELCA.

**WELCA** – Women of the Evangelical Lutheran Church in America (women's ministry of the ELCA).



**SWO** – Synodical Women’s Organization (women’s ministry of the synod).

**SYNOD ASSEMBLY**

**Voting Member** – active participant elected by a congregation to exercise prayerfully her/his judgment concerning matters to come before the assembly for a vote. Such matters include budget, elections, resolutions and memorials.

**Memorial** – a motion made by the synod in assembly requesting action by the Churchwide Assembly on a broad policy issue. Following passage of a memorial by the synod in assembly, the memorial is sent to the Memorials Committee of the ELCA where it is reviewed and recommendations made to the next Churchwide Assembly.

**Resolution** – a request from the Synod Assembly for action that is concrete, specific and within the power of the assembly to implement.

**Reference and Counsel** – the committee that advises the assembly on resolutions and memorials that have been brought to the Synod Assembly. This committee receives resolutions and memorials, and reviews, catalogues and prepares them for distribution to the assembly for action. Reference and Counsel may offer comments relative to constitutional, administrative or practical considerations.

**Plenary** – session at which all are present.

## *Parliamentary Motions Guide*

Based on *Robert's Rules of Order Newly Revised (10<sup>th</sup> Edition)*

The motions below are listed in order of precedence. Any motion can be introduced if it is higher on the chart than the pending motion.

<b>YOU WANT TO:</b>	<b>YOU SAY:</b>	<b>INTERRUPT?</b>	<b>2<sup>ND</sup>?</b>	<b>DEBATE?</b>	<b>AMEND?</b>	<b>VOTE?</b>
§21 Close meeting	I move to <b>adjourn</b>	No	Yes	No	No	Majority
§20 Take break	I move to <b>recess</b> for	No	Yes	No	Yes	Majority
§19 Register complaint	I rise to a <b>question of privilege</b>	Yes	No	No	No	None
§18 Make follow agenda	I call for the <b>orders of the day</b>	Yes	No	No	No	None
§17 Lay aside temporarily	I move to <b>lay</b> the question <b>on the table</b>	No	Yes	No	No	Majority
§16 Close debate	I move the <b>previous question</b>	No	Yes	No	No	2/3
§15 <b>Limit or extend debate</b>	I move that debate be limited to ...	No	Yes	No	Yes	2/3
§14 <b>Postpone to a certain time</b>	I move to postpone the motion to ...	No	Yes	Yes	Yes	Majority
§13 <b>Refer to committee</b>	I move to refer the motion to ...	No	Yes	Yes	Yes	Majority
§12 Modify wording of motion	I move to <b>amend</b> the motion by ...	No	Yes	Yes	Yes	Majority
§11 Kill main motion	I move that the motion be <b>postponed indefinitely</b>	No	Yes	Yes	No	Majority
§10 Bring business before assembly (a <b>main motion</b> )	I move that [or "to"] ...	No	Yes	Yes	Yes	Majority

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## *Parliamentary Motions Guide*

Based on *Robert's Rules of Order Newly Revised (10<sup>th</sup> Edition)*

**Incidental Motions** - no order of precedence. Arise incidentally and decided immediately.

<b>YOU WANT TO:</b>	<b>YOU SAY:</b>	<b>INTERRUPT?</b>	<b>2<sup>ND</sup>?</b>	<b>DEBATE?</b>	<b>AMEND?</b>	<b>VOTE?</b>
§23 Enforce rules	<b>Point of order</b>	Yes	No	No	No	None
§24 Submit matter to assembly	I <b>appeal</b> from the decision of the chair	Yes	Yes	Varies	No	Majority
§25 Suspend rules	I move to <b>suspend the rules</b> which ...	No	Yes	No	No	2/3
§26 Avoid main motion altogether	I <b>object to the consideration</b> of the question	Yes	No	No	No	2/3
§27 Divide motion	I move to <b>divide the question</b>	No	Yes	No	Yes	Majority
§29 Demand rising vote	I call for a <b>division</b>	Yes	No	No	No	None
§33 Parliamentary law question	<b>Parliamentary inquiry</b>	Yes (if urgent)	No	No	No	None
§33 Request for information	<b>Point of information</b>	Yes (if urgent)	No	No	No	None

**Motions That Bring a Question Again Before the Assembly** - no order of precedence. Introduce only when nothing else pending.

§34 Take matter from table	I move to <b>take from the table</b> ...	No	Yes	No	No	Majority
§35 Cancel or change previous action	I move to <b>rescind/ amend something previously adopted</b> ...	No	Yes	Yes	Yes	2/3 or maj. w/ notice
§37 Reconsider motion	I move to <b>reconsider</b> the vote ...	No	Yes	Varies	No	Majority

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<sup>7/2010</sup>  
 Side 2

# Guide to Assembly Roles, Southwest California Synod of the ELCA

Updated March 31, 2023

The information below is intended to guide you to the role an individual may serve for the synod assembly. Please note that the constitution of each synod of the ELCA determines assembly roles.

<b>LEGEND</b>		
<b>Role</b>	<b>Privileges</b>	
	<b>Voice?</b>	<b>Vote?</b>
<b>Voting Member</b>	<b>Y</b>	<b>Y</b>
<b>Voice without Vote</b>	<b>Y</b>	<b>N</b>
<b>Visitor</b>	<b>N</b>	<b>N</b>

<b><u>If you are a rostered leader and...</u></b> <i>(Minister of Word and Sacrament/Pastor or Minister of Word and Service/Deacon)</i>	<b>Role:</b>	<b>Notes</b>
Actively serving a congregation	Voting Member	
<b>Interim</b> under call	Voting Member	
<b>Interim</b> not under call, serving a congregation under synod contract	Voting Member	
Serving a <b>specialized</b> ministry call (including the <b>bishop</b> and <b>Assistants to the Bishop</b> )	Voting Member	
<b>Clergy</b> rostered in a denomination with a relationship of full communion with the ELCA who is serving a congregation under call or synod contract	Voting Member	S7.27.
<b>Retired, Disabled, or On Leave from Call</b> and serving as an elected member of <b>Synod Council</b>	Voting Member	S7.28.
<b>Retired, Disabled, or On Leave from Call</b> registering before S7.26 & S7.27 are invoked	Voting Member	S7.22. <i>May not be elected by congregation.*</i>
<b>Retired, Disabled, or On Leave from Call</b> registering after S7.26 & S7.27 are invoked	Voice without Vote	S7.22. <i>May not be elected by congregation.*</i>

*\*Retired rostered leaders cannot be elected to serve as a voting member by their congregation because voting members elected by congregations are required to be laypeople. (S7.26 & S7.27)*

<p style="text-align: center;"><b>If you are a <u>layperson</u> and...</b> <i>(Layperson: a person who is not a Pastor or Deacon of the ELCA)</i></p>	<p style="text-align: center;"><b>Role:</b></p>	<p style="text-align: center;"><b>Notes</b></p>
A member of your congregation or a SAWC and elected to be a voting member (including additional Youth and Young Adult members as allowed by S7.21.A12.)	Voting Member	S7.26.A21.
Not elected as a voting member for your congregation (and not meeting any criteria below)	Visitor	
An <b>elected</b> member of <b>Synod Council</b> (members-at-large, conference representatives, youth representative) including <b>officers of this synod</b> (vice-president, secretary, treasurer)	Voting Member	S7.28.
A member of the <b>Assembly Planning Team</b> and not an elected member of council or elected by your congregation to be a voting member	Visitor	
A pastoral <b>intern</b> and not an elected member of council or elected by your congregation to be a voting member	Visitor	
A <b>representative</b> from a SWCA/ELCA ministry team, agency, or partner and not an elected member of council or elected by your congregation to be a voting member	Voice without Vote	S7.23 <i>Rules of Procedure</i>
A <b>TEEM candidate</b> serving a congregation under synod contract	Voting Member	S7.22.A21
A TEEM candidate not serving a congregation under synod contract and not an elected member of council or elected by your congregation to be a voting member	Visitor	
The elected Chairperson of a synod conference and not an elected member of council or elected by your congregation to be a voting member	Voice without Vote	S12.13.B93
A non-elected member of or representative to Synod Council and not elected by your congregation to be a voting member	Visitor	
Office of the Bishop staff member not elected by your congregation to be a voting member	Voice without Vote	S7.23 <i>Rules of Procedure</i>

<p style="text-align: center;"><b>Additio nally</b> ...</p>	<p style="text-align: center;"><b>Reference</b></p>
The <b>presiding bishop</b> of the ELCA and other <b>official representatives</b> of the churchwide organization designated by the presiding bishop shall have <b>voice without vote</b> .	†S7.23

## SIGNIFICANT ANNIVERSARIES 2023

### **CONGREGATIONS:**

#### **75 Years – Established 1948**

- St Luke Lutheran Church, Woodland Hills
- Lutheran Church in the Foothills, La Canada Flintridge
- Redeemer Lutheran Church, Bakersfield
- Community Lutheran Church, Los Angeles
- Lutheran Church of Our Redeemer, Oxnard
- Ascension Lutheran Church, Thousand Oaks

#### **50 Years – Established 1973**

- New Hope, Agoura Hills

### **MINISTER OF WORD &**

#### **SACRAMENT:**

#### **Ordained 65 Years**

- The Rev Ronald C Bennett
- The Rev. Ronald E Kragthorpe

#### **Ordained 60 Years:**

- The Rev Donald J. Dallmann

#### **Ordained 50 Years:**

- The Rev Philip A Demers
- The Rev D Thomas Ford, Jr

#### **Ordained 45 Years**

- The Rev Kenneth R Simon
- The Rev Lynn Y Bruer

#### **Ordained 40 Years**

- The Rev D Barrett Vail
- The Rev Dale E Krumland
- The Rev Lawrence D Becker
- The Rev Thomas K Johnson

#### **Ordained 35 Years**

- The Rev Jon R Christenson
- The Rev Newman Chusheng Chiu

#### **Ordained 30 Years**

- The Rev James R Mericle
- The Rev Kenneth A Gesch

#### **Ordained 25 Years**

- The Rev Timothy C Delkeskamp

#### **Ordained 20 Years**

- The Rev Carl F Bernal
- The Rev Nancy H Hamm
- The Rev Samuel D Nieva

#### **Ordained 15 Years**

- The Rev Rebecca E Iverson

#### **Ordained 10 Years**

- The Rev Julie E McCain
- The Rev Marcos M Panahon Jr
- The Rev Nichole L Fielder

#### **Ordained 5 Years**

- The Rev Aaron T Smith
- The Rev Changan Yu
- The Rev Toni Castaneda Carrera
- The Rev Maria E Montalvo
- The Rev Sharon M R Richter
- The Rev Tracy Williams
- The Rev. Roderick E. Hines

### **MINISTER OF WORD & SERVICE**

#### **60 Years**

- Alan L Feddersen

## **ROSTER CHANGES SINCE LAST ASSEMBLY**

**May 2022-May 2023**

### **ORDINATIONS**

Rev. Diana Washington  
02/18/2023

### **LETTERS OF CALL**

Rev. Marc Marius at Trinity Santa Barbara as Pastor  
10/16/2022

Rev. Steve Simpson at New Hope Agoura Hills as Pastor  
12/01/2022

Rev. Diana Washington at Peace Lompoc as Pastor 01/01/2023

Rev. Joshua McGuffie at The Church of Hope in Canyon Country as Pastor  
02/26/2023

Rev. Misael Fajardo-Perez at Christ West Covina as Pastor 05/07/2023

### **SYNODICAL LETTERS OF CALL**

Rev. Albert Starr at Mount Olive, Santa Monica as Interim Pastor 05/21/2022

Rev. LB Tatum at Emmanuel, North Hollywood as Interim Pastor 05/21/2022

Rev. Rebecca Iverson at Dignity Health Hospital as Chaplain  
05/21/2022

Seminarian Jill Disbro Director of Admissions PLTS  
09/24/2022

Candidate Diana Washington at Peace Lompoc as Mission Developer  
10/31/2022

Rev. Abel Arroyo Traverso SWCA as ATTB for Faith Formation 11/01/2022

Rev. Dan Gibson at Trinity, Hawthorne as Interim Pastor  
04/17/2023

Rev. Laurie Arroyo at Christ, Long Beach as Interim Pastor 05/01/2023

Deacon Candidate Natalie Larkin as Spiritual Director for Synod  
05/13/2023

### **TRANSFERS INTO SYNOD**

Rev. Robert Grimm from Florida-Bahamas Synod 09/09/2022

Rev. William Embree from Sierra Pacific Synod  
09/11/2022

Rev. Doris Nolan from Grand Canyon Synod OLFC 04/25/2023

Rev. Misael Fajardo-Perez from Pacifica Synod  
05/06/2023

### **TRANSFERS OUT OF SYNOD**

Rev. Garry Mohr 07/31/2022

Rev. Robyn Provis Schmitz to Northwestern Ohio Synod  
08/16/2022

Rev. Dr. Anna-Kari Johnson to Metro Chicago Synod

09/24/2022  
Rev. David Beard to Sierra Pacific Synod 12/11/2022  
Rev. Brian Hiortdahl to Sierra Pacific Synod 12/12/2022

**ON LEAVE FROM CALL**

Rev. Brian Hiortdahl 09/30/2022  
Rev. Amy Beveridge 11/17/2022  
Rev. Marc Mohr 12/17/2022  
Rev. Thomas Voelp 12/17/2022

**REMOVED FROM ROSTER**

Mr. Dana Hanson resigned 06/30/2022

**RETIRED**

Deacon Martha Santrizos 05/18/2022  
Deacon Karen Taylor 05/29/2022  
Rev. Christopher Lindstrom



**NECROLOGY**

**THE REV. HOWARD “HOWIE” WENNES**

**JANUARY 9, 1939 – JULY 12, 2022**

**THE REV. DR. HAROLD GEORGE BANKS**

**MARCH 15, 1945 – JULY 18, 2022**

## ELCA Churchwide Representative



**Rev. Nicolette Peñaranda**, warmly known as Pastor Nic, is a born and raised New Yorker. Pastor Nic graduated Wagner College with a BA in History and Sociology with a minor in Gender Studies.

Before heading to Lutheran Theological Seminary of Philadelphia for her MDIV with a concentration in Black Church Studies, she completed her MBA in Business Management. Before settling down in Chicagoland, Pastor Nic did a horizon internship in Grand Bourg, Argentina. Since returning to the states, she has been a chaplain resident, program director for DOOR Network, a pastor at First Lutheran Church of the Trinity, and currently the

Program Director for ELCA African Descent Ministries.

In 2022, Pastor Nic released the Black History Month Series, *Talks at the Desk*, featuring the distinct voices of African Descent leaders, congregations, and communities across the ELCA. The series was recently acknowledged by the Church Press Awards. Pastor Nic is also the illustrator for the Beaming Books title *God's Holy Darkness* available wherever books are sold.

Outside of her churchwide role Pastor Nic is also the Creative Expressions Manager of the ELCA Youth Gathering, a featured artist for Sanctified Arts advent resources, one of the main stage speakers for the Western States Youth Gathering, a racial justice workshop facilitator, and a mother to Mahalia, Dahlia, Penne Pablo, and Rigatoni Braxton.

## **Keynote Speaker - Craig Alan Satterlee**

Craig Alan Satterlee is bishop of the North/West Lower Michigan Synod of the Evangelical Lutheran Church in America.

Prior to being called to the office of bishop, Craig served as the Axel Jacob and Gerda Maria (Swanson) Carlson Professor of Homiletics at the Lutheran School of Theology at Chicago, Dean of the ACTS Doctor of Ministry in Preaching program, and adjunct professor at the University of Notre Dame. His most recent teaching appointment was as the 2019 John S Marten Faculty Fellow in Homiletics and Visiting Associate Professor in the Department of Theology at the University of Notre Dame.

Ordained in 1987, Bishop Satterlee served congregations in Upstate New York and Michigan before teaching at LSTC. While a seminary professor, Bishop Satterlee served as interim or consulting pastor in Chicago area congregations. He is known for regularly leading continuing education events throughout the church. Firmly grounded in parish ministry, Bishop Satterlee names as a priority of his ministry preaching and presiding in congregations of the synod as a tangible expression of the unity of the church.

Bishop Satterlee received the B.A. (political science and rhetoric) from the University of Michigan, M.Div. and S.T.M. (pastoral care) from Trinity Lutheran Seminary, Columbus, Ohio, and M.A. and Ph.D. in homiletics and liturgical history from the University of Notre Dame.

Bishop Satterlee is the author or co-author of 10 books and numerous articles in both scholarly and ecclesiastical journals. Dr. Satterlee's scholarly interests include the intersection of preaching and areas of congregational life and mission, including liturgy, spirituality, evangelism, stewardship, mission, and leadership. He also studies patristic preaching, most notably that of Ambrose of Milan, and the worship of the early church.

As a scholar, Dr. Satterlee has been described as belonging "to the relatively small group of working homileticians whose work can justifiably be said to have changed the agenda of the discipline." His books are "superb examples of practical theology, remaining fully theological while engaging on-the-ground realities in the life of the church."

Dr. Satterlee is past president of the North American Academy of Liturgy, and a member of Societas Liturgica, Societas Homiletica, and the Academy of Homiletics.

As a person who is legally blind, Dr. Satterlee has a passion for ministry with persons with disabilities and a unique perspective on the Christian faith, church, and world.