

Rules of Procedure

1. To the extent consistent with these rules of procedure, Robert's Rules of Order latest edition shall govern.
2. The voting members of the assembly shall include:
 - a. 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, normally one of whom shall be male and one of whom shall be female.
 - b. In addition, based upon baptized membership records for the previous year (1) Congregations having membership of 650 to 1,199 baptized members shall be allowed one additional lay voting member (male or female). (2) Congregations having membership of 1,200 or more baptized members shall be allowed two additional lay voting members (one male and one female).
 - c. In the selection of voting members, congregations are urged to be aware of the matter of inclusiveness of persons of color and/or persons whose primary language is other than English.
 - d. All rostered ministers under call on the roster of this synod.
 - e. All ordained ministers from church bodies with which a relationship of full communion has been declared and established by the Churchwide Assembly shall have voice and vote during the period of the ordained ministers' service in a congregation of this synod.
 - f. Ten percent of the retired rostered ministers on the roster of this synod.
 - g. All retired ministers on the roster of this synod who are currently serving as interim pastors.
 - h. Rostered ministers on leave from call or those designated as disabled on the roster of this synod may serve as voting members.
 - i. The lay officers of the synod and the lay members of the Synod Council shall be voting members.
 - j. Retired rostered ministers on the roster of this synod other than those selected to represent the ten percent representation (see f above), shall have the privilege of voice but not vote at all meetings of the Synod Assembly. The Bishop of the Evangelical Lutheran Church in America and such other official representatives of this church as may be designated by the Church Council shall also have voice but not vote in meetings of the Synod Assembly. Ordained clergy on other denominational rosters with whom there is no full communion partnership who are serving in shared ELCA ministries in the Rocky Mountain Synod shall have voice but not

vote in meetings of the Synod Assembly. Like privileges shall be accorded to those additional persons whom the Synod Assembly shall from time to time designate.

- k. Recognized Campus Ministry sites may each elect two lay voting members who shall not be 30 years or older at the time of election. Representatives of synod authorized worshipping communities may elect voting members.

3. The Privilege of the Floor

- a. The Presiding Bishop of the Evangelical Lutheran Church in America and such other official representatives of this church as may be designated by the Church Council shall also have voice but not vote in meetings of the Synod Assembly.
- b. Ordained clergy on other denominational rosters serving in shared ELCA ministries in the Rocky Mountain Synod shall have voice but not vote in meetings of the Synod Assembly.
- c. Like privileges shall be accorded to those additional persons whom the Synod Assembly shall from time to time designate. Like privileges shall be accorded to persons in connection with their reports, such as chairpersons of synodical committees, representatives of the institutions and agencies related to or officially recognized by this synod and the president of the Synodical Women's Organization of the ELCA.

- 4. The Chairperson of the Synod Assembly shall be the Bishop of the Rocky Mountain Synod.
- 5. The Secretary of the Synod Assembly shall be the secretary of the Rocky Mountain Synod.
- 6. The bishop, in consultation with the Synod Council, shall appoint a Committee on Reference and Counsel to review all proposed changes or additions to the Constitution and bylaws and other items submitted which are not germane to items contained in the stated agenda of the Synod Assembly.
- 7. Other committees to serve the Synod Assembly shall be appointed by the bishop.
- 8. With the consent of the Assembly, the chairperson shall have the authority to call items of business before the Assembly in whatever order he or she considers most expedient for the conduct of the Assembly's business.
- 9. In the elections to be held at this Assembly, a majority of votes cast shall be necessary for election, except for election for the office of bishop which will proceed according to the constitution and bylaws.
- 10. Candidates nominated must complete the standard Nomination form before the deadline announced by the chair. Failure to submit the form by the deadline will result in exclusion from the ballot. A biography abstracted from the Nomination

form can be distributed. No other documents from the candidates will be permitted to be distributed.

11. Voting will be conducted by mobile application. Voting members will have received a security code upon registration. This code is not to be shared.

Members may vote only while present in the meeting room. Members that have difficulty during voting should raise their hand and assistance will be available.

12. 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 approval of the Synod Council, shall require a two-thirds vote of the assembly for adoption. (RMSC S7.32.14)
13. Speeches during debate on any items before this assembly shall be limited to three minutes.