

# UNITED CHURCH OF CHRIST

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## **Twenty-eighth General Synod Tampa, Florida July 1-5, 2011**

For nearly a year, the Local Arrangements Committee (LAC) in Tampa, under the Leadership of Rev. Dr. John Syster, Mr. Rick Carson and Ms. Mary Nutter, has been hard at work preparing to welcome delegates and visitors to Tampa. The LAC is the local hands-on connection for Synod, representing 100 local churches that are busy attending to a variety of details to prepare for our meeting. Their goal is to provide overall support to the General Synod, ensure that you are warmly welcomed, that you can find your way around the city easily and comfortably and fully experience this great celebration of our wider church family.

Whether you are a seasoned Synod visitor or this is your first time, the information that you will find on this website should be helpful as you begin to make plans—remember no two Synods are alike so be sure to read carefully. And be sure to check the Synod webpage frequently as new or updated information will be posted to assist you.

### **VENUE**

Tampa Convention Center, 333 S. Franklin St., Tampa, FL 33602 is located on the waterfront in the heart of downtown Tampa and is conveniently located within walking distance to the hotels that we have contracted with as well as restaurants, shops and nightlife. The plenary sessions, and exhibit hall, will be in the convention center; committees and meals will be in the convention center or the Marriott Hotel which is the Headquarters Hotel and is located directly across from the convention center. Tampa International Airport is only about twenty minutes from the convention center.

### **BRIEF OVERVIEW**

***The General Synod will begin at 1:00 pm on Friday, July 1<sup>st</sup>*** with *Educational Intensives* which will be an opportunity for delegates and visitors to have an in depth look at issues that come to the Synod in resolutions. Opening plenary begins at 3:30 pm; the dinner hour will feature sponsored meals; plenary will resume at 7:30 pm and close with the opening worship service. Throughout the Synod, delegates and visitors will hear from the candidates for the Associate General Minister, Executive Minister for Local Church Ministries, and Executive Minister for Wider Church Ministries as delegates prepare to elect these three new officers of the church. .

***Saturday, or Sun Coast Saturday***, will feature several speakers and workshops. We will begin Saturday morning together with a Hymn Sing and we'll hear the story of Nuttin But Stringz and the amazing journey of their lives. Delegates and visitors will then have the opportunity to hear a number of inspirational speakers and attend educational and application workshops focused on youth, technology, finance, worship, spirituality,

leadership, justice and the arts. We will join together again on Saturday evening for a global music festival and to say goodbye to three outgoing Collegium Officers.

**On Sunday** morning, delegates will be in committees for focused deliberation and recommended action on resolutions and other business items and on Sunday afternoon, we welcome members of local churches from Florida and the community to a community wide worship service. **On Sunday evening**, delegates and visitors will be hearings related to the nominating committee, budget and financial issues, and proposed changes to the constitution and bylaws related to unified governance. In addition there will be opportunities for dialogue with the candidates for the Associate General Minister and the Executives for Wider Church and Local Church Ministries.

**Monday will feature** an address from the General Minister and President and conversation about the future as well as the ongoing business of the General Synod. **Tuesday** the business of synod will continue and Synod will adjourn following closing worship on Tuesday evening, July 5<sup>th</sup>.

## REGISTRATION

Everyone who attends General Synod is required to register as registration fees are a significant part of the income that supports the General Synod. The registration process generates your name badge and other credentials that inform the convention center security personnel that you are a part of this event and will be your ticket into Synod events and activities.

There are a few different registrations categories: Full, Youth, Friday – Sunday, and a per day for Saturday, Monday, or Tuesday. Please take a look at the tentative agenda found under the “Schedule” tab on this website, it will provide you another glance at the week.

Beginning December 1, 2010 visitors can register online, purchase sponsored meal tickets and make housing arrangements. A new registration system was launched in October and we think that you will find that it is very user-friendly. You can help us in our planning by registering as soon as possible. You can register online at [www.ucc.org](http://www.ucc.org); please note that online registration will be temporarily closed May 31, 2011 through June 10, 2011, with the **last day to register online being June 20, 2011. The last day to purchase sponsored meal tickets will be May 26, 2011.** If you have found a way to read this but unable to register online, please call (216) 736-2133 or (216) 736-2149 for assistance.

The registrations fees for this General Synod have been approved and voted on by the UCC Executive Council and are as follows:

\$200 For the full five days for visitors, delegates, associate delegates, board members, staff, and exhibitors.

- \$135 For the full five days for visitors between the ages of 12 and 18 years.
- \$150 For visitors who register for only Friday, Saturday, and Sunday.
- \$75 For visitors who want to attend only one day (either Saturday, Monday or Tuesday)
- Free For children under 12

**ON-SITE REGISTRATION HOURS**

Thursday	June 30, 2011	5:00 PM – 9:00 PM
Friday	July 1, 2011	8:30 AM – 7:30 PM
		9:00 PM – 10:30 PM
Saturday	July 2, 2011	7:30 AM – 7:30 PM

Sunday, July 3, 2011 through Tuesday, July 5: Registration assistance will be available in the General Synod Office.

**SPECIAL NEEDS**

Please contact Mary Nutter at 352-256-7745 or email [menutter2004@aol.com](mailto:menutter2004@aol.com) for details regarding assistance with mobility (wheel chairs and scooters), visual and hearing assistance or other special needs during General Synod. For those persons who require a wheelchair accessible room should indicate this at the time hotel reservations are made. There will be a special needs desk in the convention center for your assistance.

**CHILD CARE AND PROGRAM FOR CHILDREN K-8 GRADES**

The General Synod Local Arrangements Committee will offer child care and children’s programming beginning the afternoon of Friday, July 1<sup>st</sup> through closing worship on Tuesday, July 5<sup>th</sup>. Babies through beginning 8<sup>th</sup> graders are welcome to participate. An outing is planned for each day, although the very young children will stay at the convention center with volunteer childcare staff.

The cost is \$35 per child for Friday, and \$40 per child per day for Saturday – Tuesday. At this time, field trips to Tampa Aquarium (including Explore a Shore) <http://www.flaquarium.org>; the Glazer Children’s Museum <http://glazermuseum.org>; the Tampa Theater <http://www.tampatheatre.org>; and a ride on the Tampa Port Authority Boat <http://www.Tampaport.com> are planned.

While parents will be picking up their children for the lunch and dinner recesses, this program will provide snacks and beverages during program hours. Child care and children’s programming will be housed in the convention center, in a secure area, with care provided by volunteers who have been screened in accordance with *Safe Church* guidelines.

Please note that in order to provide quality care, appropriate staff-child ratios and supervision, **drop-in care is not available. Children must be pre-registered to take advantage of these special opportunities.** For more information or to register, please contact Joyce Henry-Hettel, at [jhenryhettel@gmail.com](mailto:jhenryhettel@gmail.com) or 352.336.7532.

## **PROGRAMS FOR YOUTH**

We are pleased to invite youth groups to join us for **Youth @ General Synod 2011!** The program will offer seven days of education, inspiration, challenge and friendship-building opportunities for senior high youth. Groups will arrive on Wednesday, volunteer in local organizations and agencies on Thursday and Friday and participate in General Synod worship, meetings and other activities through Tuesday night. Our program time will include an overview of General Synod, intentional reflection on the faith and justice aspects of our service projects and fun afterhours events each night.

**Youth @ General Synod 2011** is open to high school youth groups (grades 9 – 11) with a minimum of two adults and two youth, with adult genders matching the gender of the youth. Groups may register as a local church, church cluster, and Association or Conference groups. Group leaders and their adult chaperones will be responsible for the supervision of their youth at all times.

The cost of \$480 for youth and \$525 for adults includes: lodging; all meals on Thursday and Friday; daily breakfasts; service projects; youth programming; and General Synod events. (Cost difference reflects General Synod registration discount for youth.) Group registration for General Synod will be online. In addition, youth groups must complete medical and covenant forms (available in January) at [www.ucc.org/youth](http://www.ucc.org/youth). Youth group leaders should email Waltrina Middleton at [middletonw@ucc.org](mailto:middletonw@ucc.org) or Gloria Otis at [otisg@ucc.org](mailto:otisg@ucc.org) for more information or with questions about Youth @ General Synod.

## **OPTIONS FOR YOUTH NOT PARTICIPATING IN YOUTH @ GENERAL SYNOD 2011 PROGRAM**

High school youth coming to General Synod with their parents, guardians, or youth groups that are not participating in the Youth @ General Synod program are invited and encouraged to choose from a variety of workshops held a General Synod on Saturday, as well as nightly afterhours events for youth. Youth must be accompanied by an adult parent/guardian or chaperone.

## **PROGRAMS FOR YOUNG ADULTS**

During General Synod we offer many ways for young adults to connect with one another, to engage in faith conversations around shared interests and ministries, and learn about ongoing and emerging events, internships and other opportunities for young adults in the United Church of Christ. Workshops relevant to young adults will be offered as part of Sun Coast Saturday on July 2, the “HUB” will be a young adult gathering spot in the Exhibit Hall, and a pre-Synod event is being planned for young clergy by the 2030 Clergy Network (for those who still see themselves in ministry in the year 2030), people involved in the Young Adult Ecumenical Movement, and the Council for Youth and Young Adult Ministries (CYAM). Other events include Stillspeaking social opportunities, casual after hour gatherings, young adult delegate caucuses, and CYAM elections. Everyone is invited to the Young Adult lunch at Splitsville Bowling Alley, sponsored by CYAM (tickets available through Synod registration)

We suggest you register early as the hotels tend to fill quickly. The Hyatt Regency has the largest room block and would be a good option for young adults wishing to connect with and find lodging near their peers. Please note, that the Hyatt and other hotel options are available through the General Synod Registration site on a first come first serve basis. Updates and further information about opportunities for young adults at General Synod will be posted in 2011 at [www.ucc.org/cyyam](http://www.ucc.org/cyyam). Don't wait to connect! Facebook: <http://on.fb.me/cyyam>, Twitter: @CYYAM and email: [cyyamchair@gmail.com](mailto:cyyamchair@gmail.com).

## **INFORMATION TABLE**

There will be a table located in the convention center with information regarding restaurants, local events, shopping and maps.

## **TRAVELING TO GENERAL SYNOD**

We expect that a number of delegates and participants will drive to Tampa. Under the accommodations section you'll find the daily/weekly parking rates for the hotels that we have contracted with.

For those who plan to fly into Tampa, the nearest airport is Tampa International Airport, which is about a 30 minute cab ride to downtown Tampa. Another option is St. Petersburg-Clearwater International Airport, although depending on the time of day, it could take from 20 minutes to an hour to get from the airport to downtown Tampa.

Additionally, if you make online reservations for the SuperShuttle, a 10% discount will be given. Go to <http://www.supershuttle.com/default.aspx?GC=B6HCJ> and if the code B6HCJ does not appear in the "Group/Discount Code" simply enter it. The 10% discount will apply when you make and pay for your round-trip online reservation.

## **ARRIVING IN TAMPA**

We encourage you to plan to arrive in Tampa in time off drop off your luggage, make your way to the Convention Center, pick up your credentials at the registration area and attend the Educational Intensives that begin at 1:00 in the convention center. Keep in mind that the Educational Intensives will focus on the issues of the resolutions that will come before the General Synod. This is actually the educational part of committees (separated intentionally from the deliberation and action time) so it is especially important that delegates attend these sessions. The opening plenary will begin at 3:30 pm in the East and Central Exhibit Halls in the convention center.

Check in time varies, but at most hotels it is 3:00 p.m.; the hotel may allow you to check in early if there are rooms available. If there aren't any rooms available, store your luggage at your hotel and make your way to the convention center

## ACCOMODATIONS

All housing reservations are to be made through Passkey which is the housing bureau that will be supporting the General Synod. You must register first and your confirmation sent via email will include a link for Passkey. Currently, there are four contracted hotels in the downtown Tampa area. The rates have been negotiated and these rooms are only available through the confirmation attachment. All are within a short distance (5-10 minutes walking) to the Tampa Convention Center. **Please do not call the hotels directly as you will not receive the special discount and we will not be able to count your room as part of our “room pick-up”.** You can help support the General Synod by using the contracted hotels and the reservation process as requested as future Synod cities use the history of previous Synods and our room “pick up” impacts our bargaining power in future years. When reservations are made directly with the hotel, these numbers are not captured and the bargaining power is diminished.

### Marriott Tampa Waterside Hotel, 700 S. Florida Ave., Tampa, Florida 33602

**Rate:** \$109.00 not including taxes  
**Amenities:** Fitness center and outdoor pool available, spa on property,  
**Parking:** \$22.00 per day  
**Restaurant:** 2 restaurants, 1 sports bar w/food, lobby bar  
**Distance from Convention Center:** Across the street (.10 miles)

### Hyatt Regency Tampa, 211 North Tampa St., Tampa, Florida 33602

**Rate:** \$109.00 not including taxes  
**Amenities:** Outdoor pool and whirlpool, gym, nearby jogging paths  
**Parking:** \$18.00 per day  
**Restaurant:** 1 restaurant, 1 bar  
**Distance from Convention Center:** Down the street (.37 miles)

### Embassy Suites Tampa Downtown, 513 S. Florida Ave., Tampa, Florida 33602

**Rate:** \$119.00 not including taxes but breakfast is included  
**Amenities:** Outdoor pool, fitness center, in-room microwave & refrigerator  
**Parking:** \$22.00 per day  
**Restaurant:** Trolley’s Café for lunch or dinner  
**Distance from Convention Center:** Across the street and connected by walkway

### Westin Tampa Harbour Island, 725 S. Harbour Island., Tampa, Florida 33602

**Rate:** \$109.00 not including taxes  
**Amenities:** Outdoor pool, gym, dog beds available, refrigerator in room  
**Parking:** \$21.40 valet per day, \$16.05 self-park per day  
**Restaurant:** 1 restaurant, 1 bar  
**Distance from Convention Center:** Down the street (.27 miles)

## **EDUCATIONAL INTENSIVES AND HEARINGS AND COMMITTEES**

Educational intensives are something new this Synod, they will be an opportunity to speak and listen to one another about the issues related to a given resolution that will come before the Synod. **The Educational Intensives are on Friday afternoon beginning at 1:00pm.** There will not be any parliamentary actions during this time; all of these sessions are open to everyone. Additionally, there will be hearings on the budget and the nominating process and the proposed constitution and bylaws changes related to governances. Other topics will be selected based on the business that has been submitted by the deadlines established in the Standing Rules. **Hearings are scheduled for Sunday evening.**

**On Sunday morning, the Committees** will deliberate on the items of business assigned to them, working to produce recommendations for action by a plenary session. The substantive work of Committees is to be done by Delegates and Associate Delegates. A Committee may recommend approval, amendment, consolidation, referral, or no action. Copies of the recommended action must be distributed to the Delegates before action can be taken. Beginning Monday morning and continuing through Tuesday, the Chairpersons of Committees will present their recommendations to the General Synod.

## **WORSHIP**

At General Synod 2009 in Grand Rapids, water was the symbolic thread woven throughout worship; water—life-giving, sometimes threatening, freely-flowing or pooled. At General Synod 2011 in Tampa, sand becomes the central image—a vast, ever-changing landscape where “water” makes the difference between a seemingly barren desert and abundant life.

To the people of Israel, sand was an easy image to understand. So vast were the grains of sand, both in the desert and at the seashore, that a mention of it would be interpreted as something that is beyond measure—a symbol of abundance outside of human understanding. And the people of Israel knew well that in their place in the world the difference between little-to-no harvest and abundance was drought or life-giving rain.

To the Biblical audience of today, sand remains a powerful image of an unimaginable quantity. It also reflects the rich imagery of desert, of journey, of shifting sands dangerous yet captivating in beauty. And, of possibility: the desert blossoming into an oasis, life growing on the edges of the sandy seashore, and justice found in crossing a desert (both physically and metaphorically) to new life.

At the Twenty-eighth General Synod in 2011, the United Church of Christ finds itself in oasis and desert. Blessed with diversity of thought, vibrant life, and shifting sands, we journey through challenging times seeking possibility, engaged in thoughtful and difficult conversations, and wait on God. Scripturally, as we “Imagine What’s Possible,” worship will be informed by Isaiah 43:1-19, with attention to verses eighteen and

nineteen where God challenges us: *“Do not remember the former things, or consider the things of old. I am about to do a new thing, now it springs forth, do you not perceive it? I will make a way in the wilderness and rivers in the desert.”*

Scripture and sermon, songs familiar and new, poetry and movement, and technology will engage us in worship. We will imagine God’s new thing, both for the world and the United Church of Christ, and seek wisdom in helping it come into being.

**On Friday evening**, we will focus on Isaiah 43:1-19 as we remember God’s faithful past, but make way for the future God is providing. What is God doing in our midst? Do we perceive it?

**On Saturday morning** Ephesians 3:20-21 will guide us as we celebrate God who does far more for us than we can ask or imagine! This service will open Sun Coast Saturday with playful speculation on what God might imagine for us.

**Our Sunday afternoon community worship** will include Holy Communion. The stories of Abraham and Sarah (from Genesis and Hebrews) will challenge us. With God all things are possible! How does this ancient story speak to us today?

**Worship on Monday evening, July 4<sup>th</sup>** will bring us into the world of justice and mercy as we explore through movement and art Mary’s story and her Song of Joy in Luke. What can we learn from a God who chooses and lifts up the least likely?

**And, Tuesday evening’s worship** will take us to an encounter with the Samaritan Woman at the Well in John 4. How will Jesus surprise us, refresh us with Living Water, and send us into the world to imagine and live into what is possible for God?

Additional scripture references to sand as a reference for vast and abundant:

*In Genesis 22:17 a faithful Abraham is told by an angel that his descendants will be “as numerous as the stars of heaven and as the sand that is on the seashore.”*

*In Genesis 41:49, Joseph stores the produce of seven years: “Joseph stored up grain in such abundance—like the sand of the sea—that he stopped measuring it; it was beyond measure.”*

*In 1 Kings 4:29, “God gave Solomon very great wisdom, discernment, and breadth of understanding as vast as the sand on the seashore.”*

*In Psalm 139, the Psalmist speaks of an ever-present God: “How weighty to me are your thoughts, O God! How vast is the sum of them! I try to count them—they are more than the sand...”*

## EXHIBIT HALL

Be sure to visit the exhibit hall and *Imagine What's Possible, God is Still Speaking* in the life and ministry of the United Church of Christ. The Exhibit Hall will feature displays, resources, engaging presentations, refreshments, shopping opportunities and plenty of areas to sit and catch up with old and new acquaintances! Please be sure to stop by during the hours listed below:

Friday, July 1	Noon – 7:00 pm
Saturday, July 2	10:00 am – 5:00 pm
Sunday, July 3	9:00 am – 3:00 pm <u>and</u> 5:00 pm – 8:00 pm
Monday, July 4	10:00 am – 7:00 pm
Tuesday, July 5	8:00 am – Noon

## WORKSHOPS

Delegates and visitors continue to express their interest in and appreciation for workshops at General Synod. The Program and Planning Committee wanted to continue offering workshops, but expressed their desire to have workshops and speakers that intentionally focused on and related to the theme, *Imagine What's Possible, God is Still Speaking*. So on Sun Coast Saturday, there will be a variety of speakers, workshop applications and presentations that speak to seven different tracks that impact our everyday lives and the life of the local church, and challenge us to *Imagine What's Possible, God is Still Speaking!*

## SERVICE PROJECTS

***Imagine*** carrying part of your heart to General Synod in a “Gift of the Heart” kit for distribution through Church World Service.

***Imagine*** contributing pocket change to help with distribution costs from the Church World Service warehouse in Maryland to neighbors around the world (\$3/kit).

***Imagine*** participating in the lives of people recovering from floods in Pakistan, floods in Tennessee, or studying in classrooms in Liberia, by encouraging your local church to collect “Gift of the Heart” kits to send through relationships and distribution channels already in place through Church World Service. “Gift of the Heart” kit contents listed at [www.churchworldservice.com/kits](http://www.churchworldservice.com/kits) . Be sure to include ONLY the contents listed and to include \$3 per kit for aid in distribution.

Local churches and individuals can send kits directly to Church World Service warehouse in New Windsor, Maryland. General Synod delegates and visitors can help fill a truck in Florida—and send a “Gift of the Heart” kits and prayers TOGETHER.

***Imagine*** a global sharing of resources. ***Imagine What's Possible***. Check back to this site for more details on kit contents and collection points at the General Synod.

## KNOW YOUR LEADERS

### **COLLEGIUM OF OFFICERS OF THE UNITED CHURCH OF CHRIST**

#### GENERAL MINISTER AND PRESIDENT

**The Rev. Geoffrey A. Black**—is the spiritual leader and pastor; the Minister of the United Church of Christ; the chief executive officer of the General Synod; the principal executive of the Office of General Ministries; convenes the Collegium of Officers; and is a member of the Mission Planning Council. Previously, Rev. Black served as the Conference Minister of the New York Conference and prior to that as the Minister of the former Church Life and Leadership Ministry at the national setting in Cleveland. He has served local churches in the New York Conference. Rev. Black is married to Patricia Williams-Black. They have one daughter, Makeda Black. Rev. Black and Ms. Williams-Black are members of South Haven United Church of Christ in Bedford, Ohio.

#### ASSOCIATE GENERAL MINISTER

**Ms. Edith A. Guffey**—serves as the operational executive of the Office of General Ministries. She works with the Board of Directors of the Common Services Corporation of the United Church of Christ, the Office of General Ministries and the Executive Council to implement policies and operational procedures. Previously, Ms. Guffey served two four-year terms as Secretary of the United Church of Christ. Ms. Guffey is completing 20 years of service as an Officer of the Church. Prior to joining the staff of the national offices, she worked at the University of Kansas in Lawrence, KS. Ms. Guffey also serves as the administrator of the General Synod. She and her husband Jerry have two adult sons, Bryan and Michael and are members of Federated United Church of Christ in Chagrin Falls, Ohio.

#### EXECUTIVE MINISTER FOR JUSTICE AND WITNESS MINISTRIES

**The Rev. Linda Jaramillo**—is responsible for the church's work on human rights and social, racial and economic justice. Rev. Jaramillo has been active in various UCC settings. She is a former president and vice-president of the Council for Hispanic Ministries and former co-convenor of the Council of Racial and Ethnic Ministries. Rev. Jaramillo served as an Assistant Moderator of the Twenty-third General Synod in Kansas City in 2001. She received a B.S. in Business Administration from Portland (Ore.) State University and a Master of Divinity degree from UCC-related Pacific School of Religion in Berkeley, Calif. Fluent in both English and Spanish; she is the first Hispanic to serve as a member of the Collegium. Rev. Jaramillo is a member of Archwood United Church of Christ in Cleveland, Ohio.

#### EXECUTIVE MINISTER FOR LOCAL CHURCH MINISTRIES

**The Rev. Stephen L. Sterner**—is the Executive Minister of Local Church Ministries. Rev. Sterner has served in old, historic congregations, been the pastor of a new church start and has served as secretary for church development on the Board of Homeland Ministries. He has 31 years of pastoral ministry, including his most recent pastorates as senior minister at Central Congregational UCC in Atlanta, Ga., and senior minister at the Church of the Beatitudes in Phoenix, Ariz. He has served as Interim Conference Minister

for the UCC's Massachusetts Conference and interim senior minister at Claremont UCC in Claremont, CA. Rev. Sterner's parish ministry has included large, multi-staff congregations that contained complex organizational structures and sizable mission agencies. His continuing education work shows a special emphasis on counseling congregations, leading organizations through change, and ongoing theological and biblical reflection. Rev. Sterner is a member of Peace UCC in Clemson, South Carolina. Steve and his wife Judy participate in Peace United Church of Christ, a new church start in Clemson, SC. Rev. and Ms. Sterner have two adult children and four grandchildren.

#### EXECUTIVE MINISTER FOR WIDER CHURCH MINISTRIES

**The Rev. Cally Rogers-Witte**—has been the Executive Minister of the UCC's Wider Church Ministries and co-executive of the UCC/Disciples' Global Ministries since fall, 2005. Before taking this position, Rev. Rogers-Witte was the UCC's Southwest Conference Minister for 10 years. Prior to that, she was pastor of Community UCC in Raleigh, N.C. for 18 years. In the 1970s, she worked as a regional associate with the former Office for Church Life and Leadership. An ecumenist at heart, Rev. Rogers-Witte currently serves on the Church World Service Board of Directors and has served in the past on the Governing Board of the National Council of Churches and was President of the state councils of churches in both North Carolina and New Mexico. Rev. Rogers-Witte has attended three international assemblies of the World Council of Churches, in Australia (1991) as an accredited visitor, in Zimbabwe (1998) as a UCC delegate, and most recently in Brazil (2006) in her current position. Rev. Rogers-Witte is a member of Archwood United Church of Christ in Cleveland, Ohio. She and her husband Frank have two adult daughters and they recently became grandparents.

## **MODERATORS**

### MODERATOR

**Mr. James K. Robertson**—has been a member of First Congregational Church in Watertown, Connecticut for 35 years and has served there as Moderator, Deacon and Trustee. He recently completed a two-year term as Moderator of the Connecticut Conference. Mr. Robertson is an Honors Graduate of Yale University and the University of Connecticut Law School. He is a graduate of Hartford Seminary where he served as the Vice-chair of the Board of Trustees. Mr. Robertson is the past Managing Partner of Carmody & Torrance and a former Judge of the Connecticut Superior Court. Mr. Robertson and his wife JoAnn are the parents of two grown children and have a grand daughter, Hannah

### ASSISTANT MODERATOR

**The Rev. Patricia Aurand**—is the senior pastor of First Congregational United Church of Christ in Mason City, Iowa. A native of South Dakota, Rev. Aurand graduated with a BS in Psychology and Theatre/Speech from Northwestern College and a Master of Divinity degree from Lancaster Theological Seminary. She was ordained in 1997 and previously served congregations in South Dakota and Iowa before being called to First

Congregational. She is active in all settings of the Church—local, association and Conference, and now the national setting, as well. She describes herself as a “Synod junkie.” Rev. Aurand is married to the Rev. Charles Aurand, and have two children.

#### ASSISTANT MODERATOR

**Ms. Caroline Belsom**—is a member of Waiola United Church of Christ in Lahaina, Maui, Hawaii. She is a former Moderator and Vice Moderator of the Hawaii Conference. Ms. Belsom is an attorney in private practice. She previously served as an Assistant United States Attorney for South Dakota and Iowa. She is a former high school math and physics teacher in Iowa. Since returning to Hawaii, where she grew up, she serves on a number of church, civic and charitable boards. Ms. Belsom is married to the Rev. Dr. Jack Belsom, senior past at Iao Congregational United Church of Christ in Wailuku, Maui, Hawaii. She enjoys reading, hula dancing and quilting.

#### **PARLIAMENTARIANS**

**Rev. Mal Bertram** and **Mr. Robert Frieberg**—will serve as parliamentarians for the Twenty-eighth General Synod. Mr. Frieberg will serve on the platform with the moderators while Rev. Bertram will be at the parliamentarian’s table on the plenary floor.

Rev. Bertram has served as parliamentarian for several General Synods and serves in this role at the Massachusetts Conference Annual Meetings. Prior to retiring, Rev. Bertram served local churches in the New England area; he now lives in Massachusetts.

Mr. Frieberg is a member of the Congregational United Church of Christ of Beresford, South Dakota. He has held numerous positions in his local church and in the South Dakota Conference, including chairing the South Dakota Foundation of the UCC. He has served several times as Synod Parliamentarian. Professionally, he is an attorney.

#### **CHAIRPERSON OF THE EXECUTIVE COUNCIL**

**Mr. Pierson Kemp**—is the retired civilian Special Assistant to the Comptroller of the Defense Logistics Agency at the Department of Defense and a resident of Reston, Virginia. He is a member of Plymouth Congregational UCC in Washington DC and involved in a new church start, Community of All People UCC in Reston. Mr. Kemp comes to the Executive Council as a representative of the Board of Directors of the Office of General Ministries from the Central Atlantic Conference. The Chairperson of the Executive Council is elected from the membership of the Council to serve for a biennium. The Council acts for the General Synod at all times when Synod itself is not in session (Bylaw Paragraph 226, 2005 ed.). During the General Synod, the Council serves as the Synod’s Budget Committee, Business Committee, and Committee of Reference.

As Chairperson, Mr. Kemp will present to the General Synod those items which have originated with the Executive Council and those on which previous Synods have directed

the Council to act. He will chair the meetings of the Business Committee and is responsible for dealing directly or through subcommittees with matters of reference, budget, and agenda. He will work closely with the Moderators, the Officers of the Church, and the Synod staff to oversee the functioning of the plenary sessions.

### **GENERAL SYNOD NOMINATING COMMITTEE**

**Ms. Eppie Encabo** is the Chairperson and the **Rev. J. Matthew Deal** serves as Vice-chairperson, of the 27 member General Synod Nominating Committee. Ms. Encabo is a member of Faith Community UCC in Oakland, California. She serves on the Nominating Committee as the representative of the Pacific Islander and Asian American Ministries. Rev. Deal is pastor of St. Paul's UCC in Somerset, Pennsylvania. He serves on the Nominating Committee as an At-large member, nominated from the Penn West Conference. The slate of the nominees of the Nominating Committee will be posted on the United Church of Christ website's General Synod Section in late spring. At the General Synod, Ms. Encabo will officially present the report of the committee and will be present at a hearing on Friday, July 1<sup>st</sup>, to explain the nominating process.

### **THE RESPONSIBILITY OF DELEGATES: A CHECKLIST**

#### BEFORE THE GENERAL SYNOD

- \_\_\_\_\_ Read all advance materials that will be posted on the website.
- \_\_\_\_\_ Check with your Conference office about meeting and housing registration.
- \_\_\_\_\_ Attend the annual meetings of your Conference and Association.
- \_\_\_\_\_ Attend your Conference's orientation for delegates.
- \_\_\_\_\_ Arrange for opportunities to report on the General Synod after you get home.
- \_\_\_\_\_ Make travel arrangements; plan to arrive in Tampa by late morning on Friday, July 1, 2011.
- \_\_\_\_\_ Remember to print out all of the resolutions, the Synod Standing rules, and any other business and take them with you to Tampa.

#### UPON ARRIVAL AT THE GENERAL SYNOD

- \_\_\_\_\_ Upon arrival, check in at your hotel and get settled.
- \_\_\_\_\_ Pick up materials in the registration area of the convention center.
- \_\_\_\_\_ Examine the program.
- \_\_\_\_\_ Become acquainted with the facilities; discover the shortest distance between points; know location of the essentials—plenary sessions, worship, hearings, exhibit hall, General Synod office, fire exits, etc.
- \_\_\_\_\_ Establish contact with the Chairperson of your Conference delegation.

DURING THE GENERAL SYNOD

- \_\_\_\_\_ Wear delegate’s badge to all sessions—it is your credential.
- \_\_\_\_\_ Attend Hearings beginning at 1:00 pm, July 1st in the convention center
- \_\_\_\_\_ These are important opportunities for you to hear others’ positions on General Synod business or to express your own and to dialogue with national staff about the work of individual agencies.
- \_\_\_\_\_ Attend the Plenary session following the hearings on the afternoon of July 1<sup>st</sup> in the convention center
- \_\_\_\_\_ Honor agenda times (be on time).
- \_\_\_\_\_ Honor instructions and assignments.
- \_\_\_\_\_ Participate fully in the General Synod (the microphones are available to all delegates).

AFTER THE GENERAL SYNOD

- \_\_\_\_\_ Be in touch with local media to insure accuracy of reporting on the meeting.
- \_\_\_\_\_ Follow-up on opportunities to report on the meeting in your local church, association, and conference.
- \_\_\_\_\_ Take the initiative to be available to other churches and groups.
- \_\_\_\_\_ Review carefully the minutes of the General Synod when they arrive.

**A UNITED CHURCH OF CHRIST LEXICON**

Verbs in Common Use in the United Church of Christ (Selected Dictionary Definitions)

<b>To Collaborate</b>	To labor as the associate of another; performing work together.
<b>To Consult</b>	To ask advice or opinion as a guide to one’s own judgment.
<b>To Cooperate</b>	To work with mutual efforts to promote the same objective.
<b>To Coordinate</b>	To bring entities into causal, complementary, parallel, or reciprocal relationship; to harmonize.
<b>To Negotiate</b>	To confer regarding a basis of agreement; to arrange for.

**Advisory Commission:** A temporary body appointed by the Executive Council.

**Affiliated Ministry:** A non-profit corporation which provides services to or for the United Church of Christ, whose Board of Trustees is elected by its corporate membership, and which was recognized previously as an instrumentality by the General Synod. The Pension Boards are an Affiliated Ministry.

**Associated Ministry:** A non-profit corporation which provides services to or for the United Church of Christ, whose corporate membership is nominated and elected by the Executive Council, and which was recognized previously as an instrumentality by the General Synod. The United Church Foundation is an Associated Ministry.

**Association:** That body within a Conference of the United Church of Christ which is composed of all local churches in a geographical area, all Ordained Ministers holding standing or ordained ministerial partner standing therein, all Commissioned Ministers of that Association, and those Licensed Ministers who have been granted voting membership in that Association

**Biennium:** For matters related to budgeting and programming, a biennium is the two-year period following January 1 of the year after a General Synod adjourns; for matters related to responsibility of Executive Council members and others elected by General Synod, a biennium is the two-year period from General Synod to General Synod.

**Board of Directors:** The policy-making body of a Covenanted or Associated Ministry.

**Body:** Any organized body at the national level of the United Church of Christ. The word “body” (always written with a small “b”) is used in the United Church of Christ as a generic term—not in a legal meaning unless so indicated by its context. The expression “body of the United Church of Christ” refers to all organized national bodies—whether or not in the Constitution or Bylaws—whether programmatic or advisory or policy making—whether permanent or temporary—whether large or small.

**Caucus:** A meeting of any group often convened with the intention of influencing policy decisions of a larger, more powerful body. A caucus is an informal group called at any time as respective members of that group strategizes on a particular issue.

**Collegium of Officers:** Composed of the Officers of the United Church of Christ, as defined in Article IV of the Constitution, the Collegium of Officers supports the Covenanted Ministries in carrying out their work in a spirit of coordination and cooperation. It is responsible for providing leadership for mission programming in the United Church of Christ and for the proper implementation of General Synod actions.

**Conference:** That body of the United Church of Christ which is composed of all local churches in a geographical area, all Ordained Ministers holding standing or ordained ministerial partner standing in its Associations or in the Conference itself when acting as an Association, all Commissioned Ministers in its Associations, and those Licensed Ministers who have been granted voting membership in its Associations.

**Council:** A body created by the General Synod for the principal purpose of advising the Officers or the Executive Council or other bodies of the Church. A Council’s areas of concern are related to those of persons with like concerns who normally compose such

Councils. Note: It is noted that the Executive Council is an exception to this general definition.

**Covenanted Ministry:** There are four covenanted ministries as defined and set forth in the Constitution and Bylaws, whose purpose is to capture the spirit as well as the substance of the relationships among the parts of the United Church of Christ in its national expression.

**Executive Council:** Acts for the General Synod ad interim and, in cooperation with the Collegium of Officers, shall provide coordination and evaluation of the work of the church and shall carry out such other responsibilities as may be from time to time delegated to it by the General Synod, provided that such responsibilities are not otherwise delegated to a Covenanted Ministry.

**General Synod:** The General Synod is the representative body of the United Church of Christ composed of delegates chosen by the Conferences, voting members of Board of Directors of Covenanted Ministry, and ex officio delegates.

**Inter-Ministry Team:** Consists of people from different Covenanted, Affiliated, Associated, and/or other Ministries who meet together to address a topic of common concern.

**Local Church:** The basic unit of the life and organization of The United Church of Christ is the local church.

**Ministry Team:** Consists of staff persons with related program responsibilities within a Covenanted Ministry, generally led by a Team Leader.

**Mission Planning Council:** Provides a multi-mission setting bringing together the Officers of the United Church of Christ and principal staff, leaders, or designated representatives of the Covenanted, Associated, and Affiliated Ministries for planning coordinated ministries and for visioning over a wide range of concerns.

**Special Group:** Any group of persons who represent a constituency with a particular concern or specialized interest. There may or may not be formal organizational ties. In order to be granted voice without vote by General Synod, a group must meet the criteria set forth by the standing rules.

**Task Force:** A body named by the General Synod or the Executive Council or body to perform a single precisely-defined undertaking within a given time. Any Task Force named by General Synod or the Executive Council is responsible to the Executive Council and immediately responsible to the Executive Council's Coordinating Committee.

## UNITED CHURCH OF CHRIST ABBREVIATIONS

AUCE	Association of United Church Educators
BWF	Biblical Witness Fellowship
CAIM	Council for American Indian Ministry
CCHS	Congregational Christian Historical Society
CCM	Council of Conference Ministers
CHE	Council for Higher Education
CHHSM	Council for Health and Human Service Ministries
CHM	Council for Hispanic Ministries
CR	Collegium Relationship Committee
CJA	Christians for Justice Action
COCU	Consultation on Church Union
COREM	Council for Racial and Ethnic Ministries
CUCCIAB	Conferences of the United Church of Christ Insurance Advisory Board
CUE	Mid-America Seminaries, Chicago, United, and Eden
CYYAM	Council on Youth and Young Adult Ministry
EC	Executive Council
EP&P	Evaluation, Planning, and Policy Committee
ERHS	Evangelical and Reformed Historical Society
GS	General Synod
JWM	Justice and Witness Ministries
HC	Historical Council
LCM	Local Church Ministries
MRSEJ	Ministers for Racial, Social, and Economic Justice
NCCC	National Council of Churches of Christ in the USA
OGM	Office of General Ministries
OL	Organizational Life Committee
PAAM	Pacific Islander and Asian American Ministries
PB	Pension Boards
PPC-28	Program and Planning Committee of the Twenty-eighth General Synod
TSM	TheStillSpeaking Ministry
UBC	United Black Christians
UCCDM	UCC Disabilities Ministries
UCCLGBTC	United Church Coalition for Lesbian, Gay, Bisexual, and Transgender Concerns
UCF	United Church Foundation
UGOV	United Governance Working Group
WCM	Wider Church Ministries
WARC	World Alliance of Reformed Churches
WCC	World Council of Churches

## CONFERENCE ABBREVIATIONS

<b>CA NV, N.</b>	California Nevada, Northern
<b>CA NV, S.</b>	California Nevada, Southern
<b>CA. SY</b>	Calvin Synod
<b>CAC</b>	Central Atlantic
<b>CCP</b>	Central Pacific
<b>CONN</b>	Connecticut
<b>FLA</b>	Florida
<b>HI</b>	Hawaii
<b>ILL</b>	Illinois
<b>IS</b>	Illinois South
<b>IK</b>	Indiana-Kentucky
<b>IOWA</b>	Iowa
<b>KO</b>	Kansas-Oklahoma
<b>ME</b>	Maine
<b>MASS</b>	Massachusetts
<b>MICH</b>	Michigan
<b>MINN</b>	Minnesota
<b>MOMS</b>	Missouri Mid-South
<b>MONT-NO. WYO</b>	Montana-Northern Nebraska
<b>NH</b>	New Hampshire
<b>NOPL</b>	Northern Plains
<b>NY</b>	New York
<b>OHIO</b>	Ohio
<b>PNW</b>	Pacific Northwest
<b>PC</b>	Penn Central
<b>PNE</b>	Penn Northeast
<b>PSE</b>	Pennsylvania Southeast
<b>PW</b>	Penn West
<b>RI</b>	Rhode Island
<b>RM</b>	Rocky Mountain
<b>SC</b>	South Central
<b>SD</b>	South Dakota
<b>SE</b>	Southeast
<b>SOC</b>	Southern
<b>SW</b>	Southwest
<b>VT</b>	Vermont
<b>WIS</b>	Wisconsin

## **DECISION MAKING AND THE COMMITTEE PROCESS FOR THE TWENTY-EIGHTH GENERAL SYNOD**

One of the things we can count on at this upcoming General Synod is that we will be asked to consider and make decisions on a number of matters: resolutions, a budget for the mission of the church at the national setting, the election of three officers and nominations of new members for the Executive Council, and of the Boards of Directors of the Covenanted Ministries. We will deal with these and other matters and will be guided in our deliberations by our Constitution and Bylaws, the General Synod Standing Rules, and Robert's Rules of Order. It will be helpful if delegates have reviewed these materials.

More importantly perhaps, it might be helpful if we prepare for Synod by first remembering who we are and reflect upon why we are gathering next summer. We gather as the church and as part of the church to enable the mission of the church, God's mission. As such, our decision-making is not so much a matter of making up our own minds, but rather of seeking to discern God's yearning for us and for the mission to which God is calling us.

Therefore, let us prepare ourselves so that as we engage in making decisions, we will do so with:

- a prayerful attitude.
- an attitude that is reflective upon the facts about the issue and one's feelings about it.
- an attitude that is trusting of oneself, of all others as partners in a common search for God's leading, and of the movements of God's Spirit within and among us.
- a willingness to listen carefully and to respond thoughtfully and compassionately.
- an openness to other viewpoints and to alternative responses to issues which may emerge.
- a commitment to work to resolve issues on the basis of what is most expressive of who we are at this moment and who we are called to become.
- a graciousness that is reflective of our God.

Let us prepare ourselves to gather as a community of faith, as children of God, as sisters and brothers in Christ Jesus, whose aim in decision-making is discernment.

## **THE WORK OF GENERAL SYNOD COMMITTEES**

The General Synod Committee Process offers an opportunity for members of the General Synod to more fully consider and faithfully reflect upon items of business than is usually possible for the whole body. The process offers space and time for diverse points of view to be heard and honored. It also provides a smaller group and setting in which to express thoughts and perspectives on issues before the General Synod.

Before the committees meet each delegate will have the opportunity to attend an Educational Intensive on the overall issue the committee will deal with. It's hoped this new addition to the Synod schedule will allow delegates to be fully informed by the time they reach the committee step where the final language and intent of the resolutions will be decided.

To consider the business of the Twenty-eighth General Synod, Delegates and Associate Delegates will be assigned on a random basis to one of up to sixteen Committees. Committees are thus composed of the approximate mix of thoughts and perspectives represented in the full General Synod. They will deliberate on the Resolutions, and Other Formal Motions assigned to them by the General Synod, acting on the report of its Committee of Reference.

After the Educational Intensive on Friday afternoon and a period of deliberation Sunday morning, each Committee will report its recommendations to the General Synod in a plenary session and suggest a specific action in the form of a main motion.

Delegates who have agreed to chair Committees will attend a training session on the day before the General Synod convenes that will provide them with the resources necessary to facilitate the work of the Committees.

## **HOW IT WILL HAPPEN**

Hearings are opportunities to speak and listen to one another about particular issues that will come before the Synod. They are open to everyone. Hearings will be on Friday, July 1<sup>st</sup> at 1:00 PM. You can expect to have hearings on the budget and the nominating process. Other topics will be selected based on the business that has been submitted by the deadlines established in the Standing Rules.

On Sunday morning, the Committees will deliberate on the items of business assigned to them, working to produce recommendations for action by a plenary session. The substantive work of Committees is to be done by Delegates and Associate Delegates. A Committee may recommend approval, amendment, consolidation, referral, or no action. Copies of the recommended action must be distributed to the Delegates before action can be taken. Beginning Monday morning and continuing through Tuesday, the Chairpersons of Committees will present their recommendations to the General Synod.

## **PARLIAMENTARY PROCEDURE AT THE TWENTY-EIGHTH GENERAL SYNOD**

### WHAT IT'S ALL ABOUT

Whenever people work together toward a common goal, they need rules to coordinate their efforts. This is particularly true in a "deliberative assembly" like the General Synod, where several hundred people do a great deal of work together in a very short time. Parliamentary procedure provides a framework for thoughtful and efficient deliberation, implementing the will of the majority while protecting the rights of the minority.

Two parliamentary authorities are used to guide our work. One is the Standing Rules, drafted by the Executive Council and adopted at the Synod's opening plenary session. The other is the widely-used Robert's Rules of Order, first compiled in 1876 by General Henry M. Robert; we use the "Newly Revised" 10<sup>th</sup> edition of 2000. Where the two differ, the Standing Rules prevail.

### THE SETTING

The delegate area (the "bar of the house") is restricted to Delegates, Associate Delegates, and persons with voice without vote during business sessions, all of these participants are expected to be present at the Call to Order. The platform is for the Moderator, Officers, officials, and speakers. Access is restricted to these officials.

### THE MODERATORS

The Moderator, Mr. James Robertson, or the Assistant Moderators, Rev. Patricia Aurand and Ms. Caroline Belsom will preside over all sessions of official business. During reports from the Executive Council and other bodies, other leaders will be asked to speak from the platform and respond to questions. All debate and other official business will be in the hands of the moderators.

### PARLIAMENTARIANS

Assisting the Moderators will be General Synod staff and the two parliamentarians, Rev. Bertram and Mr. Frieberg. As previously noted one parliamentarian will be on the platform with the Moderator and one will be at the Parliamentarian's Table on the floor to provide assistance to Delegates and to serve as back up to the parliamentarian on the platform. The parliamentarians will consult with you if you need assistance in offering a motion. The parliamentarian stationed on the floor is available during the business session and both are available before and after sessions.

### SPEAKING DURING THE SESSION

Voice on the floor of the plenary of the General Synod is limited to Delegates, Associate Delegates, and those designated voice without vote. In order to be recognized, a participant must come to a microphone. In addition to the microphones on the platform, which will be used for the presentation of reports and new business, there are microphones in the delegate area with colored signs.

- |               |                                                                                          |
|---------------|------------------------------------------------------------------------------------------|
| <b>Green</b>  | For speaking in favor of the question before the house.                                  |
| <b>Red</b>    | For speaking in opposition to the question.                                              |
| <b>White</b>  | For offering an amendment or other normal subsidiary motion known as procedural motions. |
| <b>Yellow</b> | For a Point of Order or other incidental or privileged motions.                          |

A youth-page is stationed at each of these microphones to signal the Chair when someone wishes to speak.

### HOW BUSINESS IS INTRODUCED

In the opening plenary session, the Standing Rules and Agenda are adopted. Thereafter, they may be changed or suspended only by a 2/3 vote or by “general consent.” Some items of business introduced from the platform will be acted upon directly by the Synod. Other items including new business introduced by title only—once on Friday evening, July 1<sup>st</sup>—will be recommended for referral to a Synod committee, to a plenary session, or directly to an implementing body for action. For items referred to a Synod committee, substantive consideration by the full Synod begins when the committee to which it has been referred makes its report and moves a specific action. Still other items, introduced as new business when no other business is before the Synod will be sent to the Business Committee, which will recommend to the General Synod action, referral, or other disposition on the matter.

### SETTING THINGS IN MOTION

An item of business is open for debate when it is offered from the platform as a **Main Motion**. A main motion is in order only when no other motion is pending. It requires no second when coming from a committee. It requires a majority vote for approval. (Exceptions include Pronouncements and Constitution/Bylaw changes, which require a 2/3 vote.)

Debate begins when the Moderator states that “the question is before the house.” At this point, the green and red microphones will be used alternately and debate will proceed in accordance with time limits and other provisions stated in the Standing Rules. While a Main Motion is under consideration, it may be modified by moving **To Amend** (white microphone). By “striking out” and/or “inserting” words, or by “substituting” new wording for the entire motion.

An amendment requires a **second** and a majority vote. Please note that the Moderator will not entertain a motion to amend until there has been opportunity for two speeches in favor of the main motion and two in opposition. Any substantive amendment should be delivered to the platform in writing at once. It is permissible to move to “amend the amendment,” but it gets terribly confusing and is not recommended.

By the way, you need not go to a microphone or be recognized by the Moderator in order to second a motion. A “second” simply indicates that there is someone besides the mover who wishes to have the motion considered. If there isn’t, the motion would only waste time and is best allowed to die quickly “for lack of a second.”

### KEEPING THEM MOVING

There are several other motions that may be made while the main motion and amendments are pending in order to expedite the flow of business. The **Subsidiary Motions** (use the white microphone) follow specific rules of precedence. Below are some of the common motions in ascending order of precedence:

1. **TO REFER** to a committee or other body. Seldom used at General Synod, since time is short and most items have already been in committee.
2. **TO POSTPONE** to a certain time. Again, seldom used at Synod because of the short duration. No question may be postponed to the next General Synod because it will be a new body.
3. **TO LIMIT OR EXTEND DEBATE** requires a 2/3 vote (or “general consent”) because it waives the established limits.
4. **TO CLOSE DEBATE** (“Previous Question”) requires a 2/3 vote. At General Synod, applies only to the immediately pending question, not to a series of motions.

**Note:** The motion to lay on the table, which requires only a majority vote, may not be used for the purpose of closing debate and will normally not be needed in General Synod business.

There are also some **Incidental Motions** (yellow microphone) which have less definite rules of precedence. The common ones are:

1. **Point of ORDER** is used when a member thinks the rules of the Synod are being violated. The Moderator will rule.
2. **To Call for a Division of the House** during General Synod means a counted vote and may be ordered by a majority vote of the delegates.
3. **To Divide the Question** means breaking up a motion into parts to be voted upon separately. Each part must be able to stand alone. It requires a second and a majority vote.
4. **To Appeal the Decision of the Chair** over rules the chair’s decision. It requires a second and a majority vote.
5. **To Suspend the Rules** requires a second and a 2/3 vote.
6. **To Reconsider** reopens a matter previously decided. It must be made by one who voted with the prevailing side. It requires a second and a majority vote to reconsider the question.

Finally, there are a few **Privileged Motions** which may interrupt the pending business. They are: **Call For the Order Of The Day**, **Raise a Question of Privilege**, take a **Recess**, and **Adjourn**. These are made from the yellow microphone after checking with the Floor Parliamentarian.

**A NOTE ABOUT ACTIONS ON BYLAWS AND THE CONSTITUTION**

Proposed changes in the Bylaws of the Church must be circulated to all delegates well in advance of General Synod. Therefore, amendments from the floor will be in order only if they are within the “scope” of the advance proposals—generally the underlined portion

of the circulated text. Changes in the Constitution require action by the Conferences as well as by General Synod.

#### **A CLARIFICATION ON AMENDMENTS TO REVISIONS TO THE CONSTITUTION AND BYLAWS**

The Executive Council of the General Synod has recently acted to clarify the question of bringing amendments to the proposed revisions to the Constitution and Bylaws after such revisions have been properly posted (two months prior to the start of the General Synod), as the current Constitution (2010 Ed.), ¶s 74 and 75, mandates. On March 18, 2011 the Executive Council provided the following clarification, which the Moderators and Parliamentarians of the Twenty-eighth General Synod will follow;

Proposed changes to the Constitution and Bylaws of the United Church of Christ must be circulated to the delegates well in advance of the General Synod. Therefore, proposed amendments from the floor will be in order only if they do not increase the modification of the provision to be amended.

Amendments from the floor which seek to correct typographical, spelling or grammar errors and other proposals directed solely to the form of the amendment are likely to be deemed as not increasing the proposed modification and may therefore be considered.

Amendments from the floor which seek to make a material change to the amendment are likely to be considered as increasing the proposed modification and may therefore be ruled out of order.

Changes to the Constitution require action by the Conferences as well as by General Synod.

#### **AND A LAST WORD**

We hope that this introduction to parliamentary procedure will help you understand how General Synod does its work and how you as a Delegate, may participate fully and constructively. Please remember, however, that this is just a general summary. The Standing Rules and Robert's Rules of Order Newly Revised are the only official guidelines and they contain specific rules which apply in particular circumstances. Please feel free to ask the Parliamentarians if you are puzzled by something or wish further guidance.