



**LUTHERAN CHURCH—CANADA  
EAST DISTRICT CONVENTION**  
3-6 May 2015  
Crowne Plaza Hotel  
Kitchener, ON

## 2015 Convention

# AGENDA

*Revision: March 27, 2015*

## SUNDAY, May 3

### AFTERNOON

3:00 pm **Resolution Committee Meetings:** Crowne Plaza Hotel (*assigned rooms will be posted*)

3:00—5:30 **Hotel Registration:** Crowne Plaza Hotel (*main lobby*)  
**Convention Registration:** Crowne Plaza Hotel (*outside Grand Ballroom, 2<sup>nd</sup> floor*)

*Evening meal on your own*

### EVENING

7:00 pm **Opening Service** - Holy Communion will be celebrated  
@ Historic St. Paul's Lutheran Church, 137 Queen St. S., Kitchener  
**Host Pastor:** Rev. Larry Gajdos  
**Sermon:** Rev. Dr. Robert Bugbee, LCC President

8:00-10:00 **Late Registration:** Hotel & Convention  
**Hotel Registration:** Crowne Plaza Hotel (*main lobby*)  
**Convention Registration:** (*outside Grand Ballroom, 2<sup>nd</sup> floor*)

9:00-10:00 **President's Reception** (*hors d'oeuvres, desserts, beverages*)  
@ Historic St. Paul's Lutheran Church, Kitchener

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# MONDAY, May 4

**MORNING**

7:30 am *Breakfast: (Kitchener Suite)*

8:00 am **Late Registration:** Hotel & Convention  
**Hotel Registration:** Crowne Plaza Hotel (*main lobby*)  
**Convention Registration:** (*outside Grand Ballroom, 2<sup>nd</sup> floor*)

8:30 am Devotions: “*Rejoice Always*” (*Rev. James Heinbuch*)

8:50 am **Essayist:** Keynote presentation, Part 1 Rev. Dr. James Gimbel

## 10:00 am **OPENING OF CONVENTION**

### 10:00 am **Business Session 1:**

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| <ul style="list-style-type: none"> <li>• Report of Registration/Credentials/Attendance Committee</li> <li>• Orientation (<i>incl. Convention Appointments</i>)</li> <li>• Welcome to Guests and Visitors</li> <li>• Adoption of Agenda</li> <li>• Acceptance of 2012 Minutes</li> <li>• Report of Constitution Committee</li> <li>• Reception of New Members into LCC</li> <li>• Handbook Committee (<i>nomination &amp; election procedures</i>)</li> <li>• Election Procedures Committee</li> <li>• Nominations Committee</li> </ul> | <ul style="list-style-type: none"> <li>Rev. Robin Korsch</li> <li>Rev. Paul Zabel</li> <li>Rev. Paul Zabel</li> <li>Rev. Paul Zabel</li> <li>Rev. Paul Zabel</li> <li>Rev. Robert Morley</li> <li>Dr. Robert Bugbee</li> <li>Mrs. Lois Griffin</li> <li>Rev. Rick Lockstadt</li> <li>Rev. Richard Juritsch</li> </ul> |
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11:00 am ***The Elections begin at this time and continue throughout the Convention in the following order until completed:***

- District President
- First Vice-President
- Second Vice-President
- District Secretary
- Board of Directors
- Circuit Counsellors
- District Committee for Convention Nominations
- Synodical Nominating Committee

11:15 am Report of the Synodical President Rev. Dr. Robert Bugbee

12:00 noon *Lunch: (Kitchener Suite)*

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**AFTERNOON**

- 1:00 pm Devotions: *“Pray without Ceasing” (Rev. Warren Hamp)*
- 1:15 pm **Business Session 2:**
- Report of the District President Rev. Paul Zabel
  - Report of the Board of Directors Chairman Reg Tiegs
  - Report of the *Handbook* Committee Mrs. Lois Griffin
  - Report of District Archivist Mrs. Carol Nagel
  - Review of District Pastors’ Conference Minutes Rev. Kevin Walrath
  - Report of the Mission Executive Rev. Ron Mohr
  - Report of Department for Outreach Rev. Will Kramer
  - Report of Department for Parish Services Mrs. Jennifer Kitsch
  - *Greetings (as time permits)*
- 3:00 pm *Recess*
- 3:30 pm **Business Session 3:**
- Report of Business Manager/Treasurer/Auditor Mr. Darryll Holland
  - Report of Department for Finance Mr. Hugh Weltz
  - **Resolutions Committee # 1:** Administration & Structure Rev. Don Schieman
  - **Resolutions Committee # 2:** Outreach & Parish Services Rev. Greg Johnson
  - *Greetings (as time permits)*
- 5:00 pm *Recess – Please remove all personal belongings from convention hall*

**EVENING**

- 6:30 pm Banquet: *(Grand Ballroom)*
- 7:30 pm Entertainment: The Music of Dave Horn, “Singing the Cross and the Empty Tomb”  
Master of Ceremonies: Rev. Robert Krestick

**TUESDAY, May 5**

**MORNING**

- 7:30 am *Breakfast: (Kitchener Suite)*
- 8:30 am Devotions: *“Give Thanks in all Circumstances” (Rev. Robin Korsch)*
- 8:50 am **Essayist:** Keynote presentation, Part 2 Rev. Dr. James Gimbel
- 10:00 am Lutheran Church–Canada Reports LCC Staff Members
- 11:00 am **Business Session 4:**
- **Resolutions Committee # 1:** Administration & Structure Rev. Don Shieman
  - **Resolutions Committee # 2:** Outreach & Parish Services Rev. Greg Johnson
  - Report of Lutheran Foundation Canada Mr. Allen Schellenburg
  - *Greetings (as time permits)*
- 12:00 noon *Lunch: (Kitchener Suite, 2<sup>nd</sup> floor)*

## AFTERNOON

- 1:00-1:15 Group Photo (*Location to be announced*)
- 1:15-2:15 **Business Session 5:**
- **Resolutions Committee # 1:** Outreach & Parish Services Rev. Don Schieman
  - **Resolutions Committee # 2:** Admin/Structure/Finance Rev. Greg Johnson
  - Greeting & additional reports (*as time permits*)
- 2:30 Recess
- 2:40 – 3:20 **Info-Session a:** (*Locations to be announced*)
- 3:30 – 4:10 **Info-Session b:** (*Locations to be announced*)
- 4:15 - 4:55 **Info-Session c:** (*Locations to be announced*)
- 5:00 Recess - **Remove all Personal belongings from convention hall**
- Dinner on your own.*

## EVENING

- 7:30 pm Jubilarian & Memorial Service (*Grand Ballroom*)  
*Fellowship & refreshments to follow.*

## WEDNESDAY, May 6

### MORNING

- 7:30 am Breakfast: (*Kitchener Suite*)
- 8:30 am Devotions: “*This is the Will of God in Christ Jesus for you*” (*Rev. Richard Orlowski*)
- 8:50 am **Essayist:** Keynote presentation, Part 3 Rev. Dr. James Gimbel
- 9:45 am Recess (*opportunity to check-out of hotel if not already*)
- 10:00 am **Business Session 6:** (*Final Session*)
- Any remaining Resolutions: Committees 1 or 2
  - *Greetings (as time permits)*
- 12:00 noon Draw of Door Prizes (*in person only*)  
Closing Service and Installation of Officers (*Grand Ballroom*)

**Special Thanks to...**



**Mrs. Barbara Kuehn**  
for all your hard work to create the 2015 East District Banner

**Special Thanks to...**

**Mr. James Gerber & Mr. David Zakel**  
for designing the logo for 2015 East District Convention



# **Official Notice of the Convention and Annual Meeting**

of

## **Lutheran Church–Canada, East District**

The Convention of Lutheran Church–Canada, East District will take place May 3-6, 2015 at the Crowne Plaza Hotel, 105 King St. E., Kitchener. In accordance with paragraph 12 of Bylaw 2014 of the East District, the business of the Annual Meeting of members will be conducted during this District Convention. The business of the annual meeting will include the election of officers and directors, the receipt of financial statements, the report of the public accountant, the appointment of the public accountant for the next fiscal year, the receipt of various reports, amendments to the bylaws and regulations, and other business as may come before the meeting. All members of the corporation or their delegates are entitled to be present at the convention and annual meeting.

*Lois Griffin, Secretary  
LCC, East District*

## Proposed Special Standing Rules

1. The Chair shall see that the agenda is followed as closely as possible.
2. It is the right of all delegates to know at all times which issue is before the Assembly, and what the consequences of each decision would be.
3. Unless otherwise covered by these Standing Rules, parliamentary procedures shall be governed by Robert's Rules of Order, newly revised. Those wishing to speak during debate shall take their place at a floor microphone. When recognized by the chair, speakers shall identify themselves by name and congregation or entity represented.
4. All new business is to be brought to the convention through the appropriate Resolutions Committee.
5. The Preface, Preamble, and Whereas sections of a resolution shall be considered an integral part of the resolution and, as such, subject to the same serious consideration and adoption in all its parts as the resolution itself.
6. Voting, except for elections, will ordinarily be by show of hands. Any delegate may call for a decision (rising vote, actually counted) after the vote is taken. A motion may also be made for a vote by ballot.
7. Resolutions prepared by the Resolutions Committees which are not acted upon by the Convention before adjournment die. The subject matter may be re-introduced at the next convention by means of an overture.
8. Substitute motions are in order only if the same end cannot be achieved through a simpler means. If a substitute motion is offered and accepted by the Chair, it will be dealt with according to Robert's Rules of Order. This means that once the substitute has been moved and seconded, there would be debate on the original motion first, along with opportunities for amendment. Thereafter, there would be debate on the substitute motion with opportunities for amendment. When debate on both motions has ended, the Assembly will first vote on the substitute motion. If that substitute is adopted, the original motion dies. If the substitute motion fails, the original motion goes before the Assembly.
9. Minutes of the convention will not be read in open session. A special Committee shall review the Minutes up to and including Tuesday evening, and recommend their adoption. The remaining minutes of the Convention are to be approved by the Board of Directors of the District.
10. When speaking to a resolution, delegates will be limited to two (2) minutes. *(Added May 2009, Motion C09-001)*

## A Primer of Parliamentary Procedure

### A. Purpose of Parliamentary Law and Procedure

The purpose of parliamentary procedure is to carry out the aims of the assembly in an orderly and fair manner to expedite business, to insure justice and fairness to all, both the majority and the minority.

It is not the purpose of parliamentary procedure to make the conduct of business in an assembly difficult, or to entangle an assembly in technicalities, or to provide a channel for individuals to flaunt their parliamentary knowledge.

### B. Basic Steps of Parliamentary Procedure

The chairman and members of the assembly should be acquainted with and observe eight basic, essential parliamentary steps to take care of convention business in an orderly and fair manner. They are:

#### **Members:**

1. Address the Chair, "Mr. Chairman" (or Mr. President.)
2. Await recognition by the Chair.
3. Make the motion, "I move that...."
4. Second the motion. (Unless not required.)

#### **Chair:**

5. States the motion. (Or rules it out of order.)
6. Calls for discussion. (Unless motion is undebatable.)

"Is there any discussion?" or "Are there any remarks?" Ample opportunity must always be given for expression of opinion and discussion.

7. Takes the vote. (Or "Puts the question.")

First calls for the affirmative vote, then the negative. (A tie vote defeats the motion, since a majority is required to adopt—unless the motion requires a 2/3 vote.)

8. States the results.

The motion is carried, or, the motion is lost. The vote does not go into effect until the results are announced.



## Basic Parliamentary Principles for the District Convention

1. A District convention is a parliamentary assembly called to deliberate and to make decisions. From time to time it defines the privileges, the rights, and the duties of the members of the District and sets up or changes the framework of the District organization. It hears the reports of its officers, board, departments and committees as to what these have done with their constitutional and convention directives and receives and passes on proposals for their future activity.
  2. All voting delegates have equal rights, privileges, and obligations.
  3. The vote of the majority decides. The will of a District convention is determined by the taking of a vote.
  4. Free discussion of every proposition or resolution presented for decision is an established right for all delegates, voting and advisory. The convention has the right to decide when it has heard sufficient discussion. This right, however, should be exercised with restraint. It may well be precipitated by parliamentary manoeuvres which exhaust the patience of the convention.
  5. Both proponents and opponents of a given proposal have rights which must be safeguarded. The decision belongs to the majority, but the right to discuss, the right to be heard, and the right to oppose should be upheld. A member of the majority on one question is often a member of the minority on another.
  6. The simplest and most direct parliamentary procedure for accomplishing a purpose would be followed rather than taking devious routes multiplying technicalities.
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## Convention Glossary

- Ad Hoc Committee:** Special committee with a limited assignment and a limited life.
- Advisory Delegate:** A certified member of the convention with the right to speak, but without vote. However, if appointed to a floor committee, entitled to vote there.
- Agenda:** A list of items of convention business “to be done.”
- Alternate:** A full-time substitute to take the place of a delegate to the convention, if necessary.
- Amend:** To change or modify a resolution or motion.
- Appeal:** An appeal from a decision of the chair requires that the decision be referred to the convention for its immediate decision by a vote.
- Audit:** Official examination and verification of accounts.
- Bylaw:** A rule of the Synod or District ranking immediately below the constitution in authority and above standing rules.
- Chair:** The presiding officer of the convention, usually the President, or temporarily a Vice-President.
- Constitution:** The statement of the basic principles and structures of the Synod, the highest continuing authority created by the association of congregations, pastors, and teachers constituting the Synod. The Synodical Constitution is also the constitution of all of its Districts.
- Division of the House:** A vote taken by rising to verify a voice vote at the call of the chair or at the request of a voting delegate.
- General Consent:** An informal method of disposing of routine and generally favoured proposals by assuming approval of a request unless immediate objection is raised.
- Handbook:** A manual containing the Synodical Articles of Incorporation, the Synodical Constitution and Bylaws, and the District Articles of Incorporation, Constitution and Bylaws.
- In Order:** Correct from a parliamentary standpoint at a given time.
- Lay on the Table:** To set aside a motion or a proposed resolution for consideration in the indefinite future. If adopted, it usually kills consideration of an action on the main motion by postponing it without a set time to take it up again. If this is not the intent, the motion should be not to table but to postpone, preferably to a set time.

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Majority:	More than half the votes cast. The Synodical Constitution provides: "All matters of doctrine and of conscience shall be decided only by the Word of God. All other matters shall be decided by a majority vote." This means a simple majority in all instances except those which involve a proposed constitutional amendment; these require a two-thirds affirmative vote of all votes cast. Certain procedural motions require a two-thirds majority.
Out of Order:	Not correct from a parliamentary standpoint at that particular time.
Overture:	A recommendation, proposed resolution, or petition submitted by a member congregation of the Synod, or other group recognized in the Bylaws.
Parliamentarian:	A person or persons designated by the Chair to advise him on the applicability of parliamentary principles and procedures in a given situation.
Pending:	Not yet decided. A pending motion is one that has been stated by the Chair, but is not yet disposed of by vote.
Point of Order:	Any delegate may promptly call attention to the fact that the rules of the District or its convention are seemingly not in force by saying, "I rise to a point of order." Upon hearing the point made, the Chair rules as to its validity.
Postpone:	To defer action on a question or proposed resolution (1) indefinitely, or (2) until a certain specified time.
Preamble:	The introductory part of a resolution or report, usually in the form of whereas. The assembly has the right to amend these since they are part of the resolution when presented together with the resolves.
Previous Question:	A motion calling for the previous question stops all discussion or debate if two-thirds of the voting delegates vote "Aye" after a motion has been made and seconded to call for the previous question. The "previous question" is in fact the motion currently under consideration. When two-thirds of the voting delegates have responded "Aye," the Chair must immediately call a vote on the motion pending before the convention.
Privileged Motion:	A motion, such as to recess, to fix the time of the next session and to change the order of the day, takes precedence over all other motions.
Putting the Question:	The taking of the vote by the Chair.
Question:	A subject or point of debate or a resolution being, or to be voted on.
Quorum:	The fewest number of delegates that can be present and still permit business to be transacted.

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- Report:** Usually the formal accounting given by an officer, a board, a department, a committee, or a commission of the discharge of its responsibilities under the Constitution and Bylaws of the District, such as accounting to be evaluated by the delegate convention of the District.
- Rescind:** To annul or to cancel. To undo or reverse a previous decision.
- Resolution:** A formal proposal submitted previously in writing by convention floor committee for action by the convention.
- Resolutions Committee:** (Floor Committee) A working group of convention voting and advisory delegates to whom the processing of a share of convention business is entrusted for recommendation in turn to the convention proper.
- Seriatim:** In a series; one after another.
- Substitute Amendment:** When a full paragraph, section, or resolution is dropped and another is inserted in its place.
- Table:** (See also “Lay on the Table”) To set aside a motion or a proposed resolution for consideration in the indefinite future. If adopted it usually kills consideration of an action on the main motion by postponing it without a set time to take it up again.

