



LUTHERAN CHURCH CANADA
EAST DISTRICT CONVENTION
14-17 October, 2018
Double Tree Hotel
London, ON

2018 Convention

AGENDA

Revision: 9/20/2018

SUNDAY, October 14

AFTERNOON

3:00 pm **Resolution Committee Meetings:** Double Tree Hotel (*locations will be posted*)

3:00 5:30 **Hotel Registration:** Double Tree Hotel (*main lobby*)
Convention Registration: Double Tree Hotel (*2nd floor*)

Evening meal on your own

EVENING

7:00 pm **Opening Service** Holy Communion will be celebrated
@ Convention Hall, Double Tree Hotel, 300 King St., London, ON
Host Pastor: Rev. Dr. Kenneth Voegel
Sermon: Rev. Timothy Teuscher, LCC President
Liturgist: Rev. Siem Manna
Delegate Induction: Rev. Paul Zabel

8:00-10:00 **Hotel Registration:** Double Tree Hotel (*main lobby*)
Convention Registration: (*2nd floor*)

9:00-10:00 **President's Reception** (*hors d'oeuvres, desserts, beverages*)
@ Convention Hall, Double Tree Hotel

MONDAY, October 15

MORNING

7:30 am *Breakfast @ hotel*

8:00 am **Late Registration:** Hotel & Convention
Hotel Registration: Double Tree Hotel (*main lobby*)
Convention Registration: (*2nd floor*)

8:30 am **Devotions:** Rev. Dan Abraham (*Chaplain of the Day*)

8:50 am **Essayist:** Keynote presentation, Part 1

Rev. Dr. Gary Zieroth

OPENING OF CONVENTION

- 10:00 am **Business Session 1:**
- Report of Registration/Credentials/Attendance Committee Rev. Paul Schallhorn
 - Orientation (*incl. Convention Appointments*) Rev. Paul Zabel
 - Welcome to Guests and Visitors Rev. Paul Zabel
 - Adoption of Agenda Rev. Paul Zabel
 - Acceptance of 2015 Minutes Rev. Paul Zabel
 - Report of Constitution Committee Rev. Robert Morley
 - Reception of New Members into LCC Rev. Timothy Teuscher
- 10:45 am **Resolutions Committee # 2:** Administration & Structure Rev. Marvin Bublitz
- 11:30 am **LCC Commission on Nominations & Elections** Rev. Lorne Reddeman
- The LCC Elections begin at this time and continue throughout the Convention in the following order until completed:**
- Regional Pastor
 - Circuit Counsellor (*for each circuit*)
 - Lay Member of Regional Mission & Ministry Council (*for each circuit*)
- 12:00 noon *Lunch @ hotel*

AFTERNOON

- 1:00 pm **Devotions: Rev. Dan Abraham** (*Chaplain of the Day*)
- 1:15 pm **Business Session 2:**
- Report of the Synodical President Rev. Timothy Teuscher
 - Report of the District President Rev. Paul Zabel
 - Report of the Board of Directors Chairman Reg Tiegs
 - Report of District Archivist Mrs. Carol Nagel
 - Report of Business Manager/Treasurer/Auditor Mr. Darryll Holland
 - Report of Department for Finance Mr. Hugh Wertz
 - Review of District Pastors' Conference Minutes Rev. Kevin Walrath
 - Report of the Mission Executive Rev. Ron Mohr
 - Report of Department for Outreach Mr. Paul Otterman
 - Report of Department for Parish Services Mr. Karl Witzke
 - *Greetings (as time permits)*
- 3:00 pm *Recess &/or Circuit Caucuses for Circuit Counsellors and RMMC as necessary*
- 3:30 pm **Business Session 3:**
- Report of the *Handbook* Committee Rev. Marvin Bublitz
 - **Resolutions Committee # 1:** Recognition, Appreciation ... Rev. John Trembulak
 - **Resolutions Committee # 2:** Administration & Structure Rev. Marvin Bublitz
 - *Greetings (as time permits)*
- 5:00 pm *Recess – **Please remove all personal belongings from convention hall***

EVENING

- 6:30 pm Banquet @ hotel
(A PowerPoint retrospective of the East District over the years will loop during the meal)

TUESDAY, October 16

MORNING

7:30 am *Breakfast @ hotel*

8:30 am **Devotions: Rev. Oscar Castillo** (*Chaplain of the Day*)

8:50 am **Essayist:** Keynote presentation, Part 2

Rev. Dr. Gary Zieroth

- 10:00 am
- Handbook Committee (*nomination & election procedures*)
 - Nominations Committee
 - Election Procedures Committee

Rev. Marvin Bublitz
Rev. Richard Juritsch
Rev. Robert Morley

The District Elections begin at this time and continue throughout the Convention in the following order until completed:

- Directors of the Board of East District Corporation (*9 total – 4 Clergy & 5 Lay*)

11:00 am **Business Session 4:**

- **Resolutions Committee # 1:** Recognition, Appreciation ...
- **Resolutions Committee # 2:** Administration & Structure
- Report of Lutheran Foundation Canada
- *Greetings (as time permits)*

Rev. John Trembulak
Rev. Marvin Bublitz
Mr. Allen Schellenburg

12:00 noon *Lunch @ hotel*

AFTERNOON

1:00-1:15 Group Photo (*Location to be announced*)

1:15-1:35 **Devotions: Rev. Oscar Castillo** (*Chaplain of the Day*)

1:35-4:55 LCC Plenary Session

5:00 *Recess - Remove all Personal belongings from convention hall*

Dinner on your own.

EVENING

7:30 pm Jubilarian & Memorial Service
Fellowship & refreshments to follow.

WEDNESDAY, October 17

MORNING

7:30 am *Breakfast @ hotel*

8:30 am **Devotions: Rev. Paul Schallhorn** (*Chaplain of the Day*)

8:50 am **Essayist:** Keynote presentation, Part 3

Rev. Dr. Gary Zieroth

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)*

10:30 am LCC Plenary Session, *continued*

12:00 noon Draw of Door Prizes (*in person only*)
Closing Service and Installation of Officers (Rev. Paul Schallhorn)

Special Thanks to...



Mr. Phil Prozenko

for all your hard work to create the 2018 East District Banner and for designing the logo for 2018 East District Convention

Mrs. Doris Osgood

for her work as convention photographer

Mr. Jan Van Der Stad

from **Church Organs of Ontario**
for supplying an organ for the convention

**Official Notice of the Convention of
Lutheran Church–Canada, East District
and of a
Special Meeting of Members of the East District Corporation**

The Convention of Lutheran Church–Canada, East District will take place October 14-17, 2018 at the Double Tree Hotel, 300 King St., London.

The Board of Directors has called a Special Meeting of the members of the East District Corporation, to take place during the District Convention. The business of this special meeting will include consideration of proposed Bylaw 2018 (which amends the 2015 Handbook to allow the Corporation to continue operating the Church Extension Fund and manage other corporate assets after January 1st of 2019 when LCC takes over the ecclesiastical functions of the Districts), election of the Board of Directors of the East District Corporation, and the extension of the term of office of the current Board to December 31, 2018. Information regarding this business is included in the convention workbook.

All members of the Corporation or their delegates are entitled to be present at the convention and the special meeting of the Corporation.

Note that the Annual Meeting of the East District Corporation was held on June 18, 2018, at which time the approved financial statements were presented to the meeting and Famme and Co. were reappointed as the public accountants for the fiscal year 2018/2019.

*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(s):	A manual containing the Synodical Articles of Incorporation, the Synodical Constitution, and Bylaws, or the manual containing 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.

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.

- 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 an 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.



Robert's Rules of Order Summary Sheet

