



Southern California Nevada Conference
United Church of Christ

ANNUAL GATHERING 2024
STANDING RULES

FORMAT

1. The 2024 Annual Gathering shall be conducted in hybrid mode, both in person and online using an electronic platform(s). The proceedings of the business meeting shall be recorded.

DECORUM

2. All participants are expected to be present or logged in and ready for the opening of the sessions.
3. Unless recognized by the Moderator, all participants online are to be muted.

VOTING MEMBERS

4. The Conference Bylaws (2017) Article VII 20 (a) specify: "Voting members at meetings of the Conference shall include delegates from member churches, all authorized ministers who are members of the Conference, all officers, all members of the Board of Directors, the Moderator of each Association and delegates of General Synod."
5. Article VII 20 (b) further states: "Each member church shall be entitled to two (2) delegates, plus one (1) additional delegate for each one hundred members in excess of two hundred, provided that no church shall be entitled to more than five (5) delegates, in addition to any officers and members of the Board of Directors or an Association Moderator who may be members of said church. Each member church may have one additional delegate if that delegate is under twenty-five (25) years of age."

VOICE WITHOUT VOTE

6. Any registered visitor who is a member of a congregation and any persons designated as special guests shall have voice without vote in all business meetings.

CREDENTIALS

7. For admission to the hybrid meeting, all participants will be required to be registered. Delegates must be registered as such to vote.

8. Credentials are not transferable.
9. Should a registered delegate be absent or unable to serve, an alternate from the same Church may assume the duties of delegate for the remainder of the meeting, following certification by the Registrar.

QUORUM

10. Article VII (19) of the bylaws defines a quorum: "Seventy-five voting members, including representation from each association, shall constitute a quorum at any meeting. If a quorum is not attained, the Officers' and Board of Directors' terms shall continue until the next duly constituted meeting of the Conference."

MOTIONS

11. All motions shall be submitted in writing to the Moderator and to the meeting clerk at the time they are made. Motions made virtually may be submitted using the "chat" function of the electronic platform in use during the meeting. Persons making motions in person will be instructed to use the designated microphones. Motion forms will be made available in the pre-meeting information.
12. Only delegates may make motions.

DISCUSSION

13. Both delegates and non-voting members shall be accorded the privilege of the floor. Precedence shall be accorded delegates.
14. To obtain the floor, the speaker shall follow the instructions provided by the Moderators in the plenary sessions, and having been recognized, address the Moderator, and state the speaker's name and Church.
15. No delegate may speak in debate more than twice on the same question nor longer than 2 minutes at any one point of recognition by the Moderator except by the consent of 2/3 of the voting delegates.
16. A non-delegate member or invited guest may speak to an item of business for no more than 2 minutes, providing no delegate is waiting to speak to the same item.
17. An extension of time may be granted by the Moderator to the following persons:
 - A. Speakers requiring translation into English from another language (time needed for the translation shall not be counted in the time allotment) and speakers who require sign language translation;

B. Speakers whose fluency in English is limited and for whom translation is not available;

C. Speakers with disabilities which affect mobility and/or speech.

18. An official timekeeper shall call time on debate.

RESOLUTIONS

19. A resolution is a Formal Motion intended to express the will of the Conference Annual Gathering on a particular matter and may direct the Conference officers, Board of Directors and staff to implement actions. A resolution may speak to the Associations and Local Churches of the Conference but does not speak for or direct the actions of any other setting of the Church.

20. The Moderator may call for a hearing with a neutral presiding officer within the duration of the Annual Gathering and prior to the consideration of a resolution by the plenary. At such hearings, comments representing multiple viewpoints will be encouraged.

21. Types of Resolution and Vote Requirements:

A. Resolutions of Witness: A Resolution of Witness is an expression of the Conference Annual Gathering concerning a moral, ethical or religious matter confronting the Church, the nation, or the world, adopted for the guidance of the Board of Directors and Conference minister(s); the consideration of local churches, associations and other bodies related to the Conference; and for a Christian witness to the world. It represents agreement by at least two thirds of the delegates voting that the view expressed is based on Christian conviction. The text of the proposed resolution should be so phrased as not to bring into question the Christian commitment of those who do not agree.

B. Prudential Resolutions: A Prudential Resolution establishes policy, institutes or revised structure or procedures, authorizes programs, approves directions or requests actions by majority vote.

22. Sources: A Resolution may be submitted by:

A. Annual Gathering delegate or delegate-elect with written concurrence of at least five other delegates or delegates-elect;

- B. A local church with the written concurrence of at least one other local church of the Southern California Nevada Conference.
 - C. An Association of the Southern California Nevada Conference.
 - D. The Conference Board of Directors.
 - E. Any affiliated ministry or covenant group as listed in the Conference directory.
23. Timeline for Submission of Resolutions:
- A. A copy of the Resolution must be received via email to the Conference office no later than May 1, 2024. The Conference office will make resolutions received by the May 1 deadline available to delegates electronically no later than May 15 by posting them on the Annual Gathering webpage.
 - B. The Board of Directors will review resolutions submitted by the May deadline and may ask the submitting body to make clarifying edits. The Board of Directors may choose to make recommendations for action to the Annual Gathering.
 - C. A Resolution that could not have been anticipated or submitted in conformance with the above deadline may be introduced at the Annual Gathering by a voting delegate at a designated point in the agenda during the Friday business session. The new business may be introduced by title only. The Resolution must be available in electronic form at the time the resolution is introduced and must meet the source requirements as stated in Rule 22.
 - D. To enable a Resolution submission by an Association to be considered by the Annual Gathering, the deadlines articulated in this section shall be suspended in cases where an Association's spring meeting takes place after May 1, 2024. In such cases, the Association must send the resolution, in electronic form, to the Conference office on the Monday following the Association Meeting (or Tuesday if that Monday is a holiday). The Conference office will add any such resolutions to the Annual Gathering webpage.
24. Format: Resolutions shall include the following information:

- A. A brief title with information providing the sources of the Resolution, the date of submission and any other information pertinent to the Resolution. The title must accurately reflect the intent of the proposed motion.
 - B. A brief summary that accurately reflects the content of the Resolution.
 - C. The biblical, theological and ethical rationale and the expected outcome.
 - D. The text of the motion.
 - E. The statement, "The funding for the implementation of the Resolution will be made in accordance with the overall mandates of the affected agencies and the funds available. There is no financial guarantee of any kind other than the annual budget."
 - F. The statement, "The Conference Minister, in consultation with the Board of Directors and appropriate Conference staff, will determine the implementing body or staff members. The implementing body or staff is responsible for developing the strategy and program designed to implement the Resolution."
25. Action on a Resolution during Annual Gathering: A brief time, not to exceed fifteen (15) minutes will be allotted for debate and vote on each resolution. Any resolution which does not meet the requirements set forth in the pre-Gathering communication will not be considered by the Meeting and will be referred to the Board of Directors.
26. Financial Implications: Conference Bylaw Article VII 25 (c) specifies: "Any resolution that comes before the Annual Meeting with financial implications which are not included in the budget may be adopted with the provision that such resolution will be referred to the Board of Directors which will implement the resolution if the monies for implementation are available. The Board will work with the Conference Minister(s) for the identification of needed financial resources."

PARLIAMENTARY AUTHORITY

27. The current edition of Robert's Rules of Order (Southern California Nevada Conference Bylaws XIII 38) shall, unless otherwise provided for, govern all proceedings of the Annual Gathering.

Approved by the Board of Directors March 2024