

The Executive Board of the Covenant Ministerium moves that the following Standing Rules be adopted for the 2019 Annual Meeting of the Covenant Ministerium:

COVENANT MINISTERIUM ANNUAL MEETING STANDING RULES

A. Introduction

Governing Documents

The written documents that govern the Annual Meeting of the Covenant Ministerium are the Evangelical Covenant Church Constitution and Bylaws, the Rules for the Ordered Ministry of the Evangelical Covenant Church, the Covenant Ministerium Constitution and Bylaws and the current edition of Robert's Rules of Order Newly Revised, currently the 11th Edition (2011). Robert's provides that a convention or assembly of members such as the Covenant Ministerium Annual Meeting may adopt its own standing rules to supplement the provisions of Robert's and of its own documents. The Standing rules provide guidance for this particular 2019 Annual meeting setting for how items are dealt with generally. The standing rules require a two-thirds majority for adoption or suspension. These standing rules supplement the written documents. The general provisions of Robert's apply in every situation not specifically addressed by or superseded by the standing rules or other governing documents. Business brought before the Covenant Ministerium Annual Meeting that we are constitutionally required to take action on cannot be tabled or postponed indefinitely.

B. Standing Rules of the 2019 Covenant Ministerium Annual Meeting

1. Obtaining the Floor

Only persons wearing appropriate credentials may be present on the floor of the Annual Meeting or request speaking privileges. With the exception of points of order, points of personal privilege, and other such items, which require urgent attention, only those persons who approach a microphone shall be recognized by the President of the Ministerium. Following Robert's Rules, all motions, speech in debate, and other communication from the floor of the meeting should be addressed to the President, not to the assembly.

2. Voting

Voting on a motion brought by a member will be either through LUMI devices or via voice vote. Any member may request that a voice vote instead be taken through LUMI, so long as it is in order. Voting will be tallied electronically by LUMI in conjunction with our tellers.

3. Time limits

3.1 Reports that contain no proposal for action by the meeting shall be limited to three (3) minutes, with the exception of Ministerium Officers and Denominational leaders listed on the agenda.

3.2 Debate on any main motion, including its subsidiary motions, will be limited to twenty (20) minutes except as otherwise specified in these standing rules and the agenda. No amendment or other subsidiary motion to a main motion shall be allowed until debate on the main motion has ceased or ten (10) minutes have passed

3.3 No speech in debate may exceed two (2) minutes, unless this period is extended by a majority vote at the request of the speaker.

3.4 Time limits may be extended for a specific period by a two-thirds majority vote.

4. Debate

4.1 Members may speak once to an issue, and not again on the same issue as long as someone else, who has not yet had a turn, is seeking the floor. Once a member has spoken a second time the member has used up their rights of debate on that issue.

4.2 The President of the Ministerium will make reasonable effort to ensure an alternating pattern of speakers during debate. Those seeking the floor may be asked to wait by the President, to ensure equitable representation of opinions are heard.

5. Submission of Motions

All main motions and complex subsidiary motions shall be submitted in writing to the secretary.

6. Agenda

6.1 The agenda is prepared in advance by the Ministerium Executive Board and is adopted by a motion at the beginning of the Annual Meeting.

6.2 Robert's Rules provides that changes or additions to the agenda may take place by a majority vote in the process of adopting the agenda. All additions to the agenda are to be submitted in writing to the secretary.

6.3 Additional items submitted before adoption of the agenda are considered to be motions for amending the agenda and require a second. The president will rule on whether a motion to amend the agenda is in order in relation to the other documents governing the meeting. If in order, such amendments to the agenda will be voted on before the motion to adopt the agenda is considered. Amendments to the agenda require a majority vote as stated in Robert's Rules.

6.4 Robert's Rules requires that additional agenda items submitted after the agenda is adopted need a 2/3 majority in order to be added to the agenda.

7. Nominations from the Floor

Persons placing names in nomination shall obtain the prior permission of the nominee and shall so state at the time of nomination. Nominations from the floor are allowed for officers of the Ministerium only.

8. Honorary, Advisory and Guest Members

Honorary and Advisory members shall have the privilege of voice but not vote in the assembly. The president may recognize resource persons to make reports or address member questions. Guest Members shall not have the privilege of voice or vote. Guest Members are invited to be present at the invitation of the President of the Ministerium.

9. Modification of Agenda Order

With respect to the adopted agenda, the President has discretion to revise the order of agenda items at appropriate times to accommodate scheduling needs and the inclusion of non-business announcements, times of prayer, etc.

10. Executive Session

All proceedings occurring in executive session will be governed by a separate set of standing rules. A motion pertaining to the specific rules will be submitted by the President of the Ministerium prior to entering executive session. Such a motion is debatable, amendable and requires a majority vote.

Prepared by the Covenant Ministerium Executive Board and Taylor Burgoyne, Parliamentarian (Eastside Covenant Church, Tucson Arizona).