

# STANDING RULES of the 2018 NID Convention

1. ELECTRONIC DEVICES. Only recording devices approved by the president shall be permitted. Mobile phones and pagers shall be kept in non-audible mode; vocal phone conversations shall not be permitted.
2. CREDENTIALS. Delegates, guests and staff shall wear official badges during all convention functions.
3. VOTING. Votes will normally be made with electronic keypads. At the discretion of the chair, votes may be taken by voice, rising vote, voting cards, or standing counted vote.
4. Nominations from the floor shall be seconded and a majority vote shall add the nominee to ballot.
5. MOTIONS - RESOLUTIONS - OVERTURES
  - a. Motions to amend a resolution or to offer a substitute resolution shall be submitted in writing in triplicate.<sup>1</sup>
  - b. Only voting delegates may make or second motions.
  - c. Floor Committee Resolutions
    1. Omnibus A, B and C<sup>2</sup> resolutions shall be disposed of before taking up Floor Committee resolutions.
    2. Floor Committee representatives shall read only an overture's *resolving clauses* unless, in the judgment of the committee, each *whereas clause* should also be read.
    3. Floor Committee resolutions not taken up during the convention fall to the ground.
    4. In connection with resolutions adopted during the convention, the Constitution Committee shall be authorized to correct punctuation and grammar and to make other technical and conforming changes as may be necessary to reflect the intent of the delegates, including applicable modifications to section designations and cross references in the bylaws.
6. DEBATE - DISCUSSION
  - a. Motions may be made from any microphone, however those speaking in favor motion shall do so at the odd numbered microphones and those opposed shall speak at the even numbered microphones.
  - b. Members seconding a motion need not go to the microphone nor be recognized by the chair.
  - c. After recognition, a delegate shall state his or her name, congregation and location or the administrative unit represented. If applicable, members shall preface remarks with "I speak for/against the motion."
  - d. Debate shall be limited to two (2) minutes per speech and twice to each motion, the second time only after all who wish to speak have done so, except that Floor Committee members have unlimited time provided Rule 6e does not apply. Extension of these limits shall require a two-thirds vote.
  - e. If a substitute motion is moved and seconded, the framer shall have two (2) minutes to speak for consideration and a Floor Committee member shall have two (2) minutes to speak against consideration. Without further debate, delegates shall vote whether to consider the substitute; a majority is required to adopt. If the substitute is subsequently adopted, the original motion is not considered. If the substitute motion is (a) not considered or (b) is considered and not adopted, the original motion is then considered.<sup>3</sup>
  - f. The *previous question* (call the question) may only be made by a delegate who rises solely for this purpose.
7. THE PARLIAMENTARY AUTHORITY AND A HIGHER AUTHORITY. The rules contained in the current edition of *Roberts Rules of Order Newly Revised* shall govern the convention in all cases to which they are applicable and in which they are not inconsistent with the Constitution and Bylaws of the Lutheran Church—Missouri Synod, the Bylaws of the Northern Illinois District, and these convention standing rules. Above all, the rules of Christian love shall govern the convention.

---

<sup>1</sup> One copy each for the presiding officer, secretary, and parliamentarian.

<sup>2</sup> Prior to the convention, Floor Committees submitted certain overtures for Omnibus A, B and C consideration. The secretary consolidated them into one resolution for each category. The Floor Committees used Synod rules: A - when certain overtures should be presented first to a District Board or Committee (before asking the District Convention to take action); B - when certain overtures have been given adequate and appropriate response by a previous District or Synodical Convention, and C. - when the Floor Committee chooses to decline the overture.

<sup>3</sup> This procedure is an adaptation of the "Behnken Rule" for substitute motions.

## Parliamentary Procedure Basics

(RONR = *Robert's Rules of Order Newly Revised*, 11th edition)

**PURPOSE.** The purpose of parliamentary procedure is to carry out the wishes of the assembly in an orderly manner, to expedite business, and to insure fairness to all – the majority, the minority, individual members, absentees, and the organization as a whole. (RONR p. li)

**AGENDA.** The chair will attempt to follow the printed agenda as closely as possible.

**MOTIONS.** A main motion (or overture or resolution) is how business is brought to the assembly. Secondary motions normally take precedence over main motions and generally help the assembly resolve a main motion.

**SECONDING A MOTION.** “A *second* implies that the *seconder* agrees that the motion *should come before the meeting*, not that he necessarily favors the motion.” (RONR p. 36, l. 9) A motion “made by...committee (of more than one) requires no second from the floor...” (RONR p. 36, l. 15) While the proposed Standing Rules require that nominations from the floor be seconded, normally a second is not needed. (RONR p. 432 l. 6)

**DEBATE.** One person speaks at a time and one motion is debated at a time. Unused time does not transfer.

**SECONDARY MOTIONS.** Listed below are some common secondary motions:

A. **AMEND.** A *primary* amendment proposes to improve a main motion or make it more likely to be adopted. A *secondary* amendment proposes to amend a primary amendment. A *tertiary* amendment is not permitted. (In other words, amending an amendment is permitted, but beyond that is not.) To propose an amendment, a voting delegate may say, “*I move to amend by ...*”

1. “...*striking...*” simple words, a sentence, a paragraph, or several paragraphs.

2. “...*inserting...*” (in front of or within the motion) or “...*adding...*” (at the end of the motion) simple words, a sentence, a paragraph, or several paragraphs.

3. “...*striking and inserting...*” simple words within a motion. Use “...*substituting...*” for a sentence, a paragraph, or several paragraphs.

B. **REQUEST FOR INFORMATION** need not be seconded and is in order any time except during a vote. A delegate may call out without recognition, “Mr. Chairman, I have a *request for information*,” and wait to be recognized. (A *request for information* replaces *point of information* in previous editions of RONR; the earlier phrasing was too often misused to *provide* rather than to *request* information.)

C. **PREVIOUS QUESTION.** (CALL THE QUESTION) Voting delegates may *move the previous question* on any pending motion. Wait in line and say after recognition (name, church, and location), “I move *the previous question*.” (“I call the question.”) It must be seconded, is not debatable and requires a  $\frac{2}{3}$  vote. If *the previous question* is adopted, debate stops and a vote is taken on the pending motion.

D. **POINT OF ORDER** is in order anytime rules may have been broken, need not be seconded, and ordinarily must be made at the time of an infraction. A voting delegate may call out without recognition, “Mr. Chairman, *point of order!*” and wait to be recognized.

E. **CALL FOR ORDERS OF THE DAY.** If the time has arrived for an agenda item, a voting delegate may call out without recognition, “Mr. Chairman, I *call for orders of the day!*” Orders of the day must be adhered to unless the assembly sets them aside with a  $\frac{2}{3}$  vote.

**UNANIMOUS CONSENT.** “In cases where there seems to be no opposition...time can often be saved by using...*unanimous consent*” without the formality a motion. (RONR p. 54 l. 13) The chair states “If there is no objection to...,” followed by the proposed action, and then pauses. If no member objects, the action is decided. If any member objects by calling out, “I object!” the chair must state the motion and put it to a vote.

**MINUTES.** Minutes are “the official record of the proceedings” of the convention. (RONR p. 468 l. 14) The Board of Directors is scheduled to approve the minutes of the convention at its June meeting.