

TO: PACIFICA SYNOD VOTING MEMBERS

FROM: 2009 ASSEMBLY PLANNING TEAM

SUBJECT: TWENTY-SECOND ANNUAL ASSEMBLY, MAY 21-23, 2009  
Riverside Convention Center  
3443 Orange Street ♦ Riverside, California ♦ 951.346.4700

Pre-Assembly Report for the

## Twenty-Second Annual Pacifica Synod Assembly

To help you prepare for the experience of a synod assembly and introduce you to this year's business items and program content, please read carefully through all these materials. This report contains most of the official documents to be used for the assembly.

Bring this pre-assembly report with you to the assembly.

Voting materials, nametags and meal tickets will be distributed at registration tables located in the Registration Foyer of the Riverside Convention Center. Assembly registration will begin at 8:30 a.m. on Thursday, May 21, followed by hearings as described on page 7-1.

The official hotel check in time is 3 p.m., so it is possible that your room may not be ready when you arrive. In that event, you may store your luggage at the bell desk. Since checkout time is 12 p.m., on Saturday you may wish to check out before the morning session begins. Once again, you may store your luggage at the bell desk. The business of the assembly is expected to conclude by 12:30 p.m.



Because the assembly is a legislative meeting, the tables on the floor are designated "Voting Members." A voting member must be seated at one of these tables to speak at the microphone, receive a ballot and be counted in a quorum or division of the house. Non-voting members of the assembly are to be seated at the "Visitor" section at the rear of the assembly hall.

**Each voting member receives a Friday lunch ticket as part of the assembly registration packet.**

The Friday night banquet is not included in the fees. If you did not order additional lunch tickets for spouses/guests for Friday you may do so by calling and mailing a check to Pacifica Synod. Banquet tickets are limited. If you did not order your banquet tickets when completing your registration, please call the synod office, (714) 692-2791, **before May 15 to see if tickets are still available.** Friday lunch tickets are \$20 each. Banquet tickets are \$40 each and include dinner and special entertainment.

Casual dress is encouraged throughout the assembly. Remember to bring your NRSV Bible (or another version if you prefer), a sweater/jacket for the meeting room and this Pre-Assembly Report. An offering will be gathered at the assembly worship services to be given to our companion synod, the Ethiopian Evangelical Church Mekane Yesus.

Pacifica Synod - ELCA, 1801 C Parkcourt Place, Santa Ana CA  
92701, (714) 692-2791

# VOTING MEMBER GUIDE

## **What is a Synod Assembly?**

Just as a congregation has an annual meeting, so each year the synod has an annual meeting when representatives from all the congregations of the synod come together to form the Voting Membership of a Synod Assembly. The purpose of the assembly is to hear reports of work done over the past year on our collective behalf, to elect people to serve in synod and churchwide leadership capacities, to deliberate issues, and to consider and approve a synod budget.

## **Who attends a Synod Assembly?**

The voting membership of the assembly includes laypersons from each congregation; clergy, associates in ministry and diaconal ministers under call in this synod; a 10% representation of the retired on the synod roster; and the Synod Council. As constituted, at least 60% of the voting members of the assembly are laypersons.

Other assembly participants include representatives from the ELCA churchwide offices, synod staff, representatives from the synod program units and related agencies and institutions, special guests and visitors.

## **Assembly Vocabulary**

The words "assembly" and "voting members," rather than convention and delegates, were chosen deliberately to reflect the understanding of the church that members gather in worship, carry out service and assemble occasionally for governance decisions and elections. Assembly participants do not come from a given caucus as politicized delegates to a party convention; rather they assemble as duly selected members of this church with voting responsibilities.

## **Assembly Program**

Interspersed with the business, an assembly program committee plans opportunities for assembly participants to be inspired, grow in understanding and experience a deepening of faith. These opportunities come in the forms of worship, speakers, discussion, workshops, forums, service projects and fellowship.

## **Assembly Participation**

Become a full participant in the Synod Assembly. Attend business sessions, hearings and workshops, join in worship and share in discussions. Meet new people and renew old acquaintances. You will be blessed and others will be blessed by your presence.

May the assembly experience strengthen your faith and broaden your understanding; and may it further equip and encourage you as a witness to the gospel and servant of the Lord.

# ORIENTATION

## **Participation**

The Synod Assembly is the highest legislative body of the synod. As a voting member of the assembly, you play an important role in making decisions that shape and affect our ministry together. Participation in all of the assembly—plenary sessions, forums and workshops—can help you to weigh out difficult issues.

## **Study Materials**

- This Assembly Notebook is prepared for registered assembly participants. It contains the official assembly documents. Voting Members are asked to read and review these materials before the assembly begins.
- Bylaw and constitution changes, resolutions and legislative matters are important items of business.
- Robert's Rules of Order govern parliamentary procedures at the assembly.

## **Attend Plenary Sessions**

Plenary (business) sessions are sometimes prolonged. Important decisions, however, often come near the end of a session. Therefore, it is important for all Voting Members to attend every business session and stay until a session is recessed or adjourned.

## **Participate in Other Opportunities**

Along with the business of the synod, the assembly also provides participants with other unique experiences.

**Worship**— In addition to gathering for two formal worship services, the assembly also begins each business session with music and Bible study to worship and glorify God.

**Knowledge and Growth**— Reports, presentations, workshops, forums and displays offer opportunities to:

- Gain new or broader understanding of the mission and ministry for the whole church.
- Grow in faith, be renewed in spirit and refreshed for service.

**Community-Building**— Organized fellowship opportunities, meal times and interaction with assembly participants from other parts of the church help to build community and strengthen the Body—the Church.

## **Procedures for Conducting Business**

Voting Members, and only Voting Members, are to be seated at tables designated "Voting Member." You must sit at a "Voting Member" table in order to vote or to be counted in a quorum.

Floor microphones are placed on the assembly floor at strategic locations. Voting Members and Voice-Not-Vote Members are allowed to speak on the assembly floor. To do so you must:

- 1) Approach the microphone nearest your table.
- 2) Wait to be recognized by the Chair (usually the Bishop).
- 3) State your name and congregation, organization, or capacity, which entitles you to speak.

If you wish to make a motion or amendment to a motion (other than one of a procedural nature), you must first give a written copy to the Secretary. Forms for making a motion or amendment to a motion are available at the Secretary's Table.

## **What Can Be Done with a Motion?**

You may debate an issue which has been properly placed before the assembly. The maker of a motion is entitled to speak first.

# Form Of Making Motions By Voting Members

## MAIN MOTION

I move

I move the adoption of this report

I wish to present the following resolution \_\_\_\_\_ I move its adoption

I move the adoption of the proposition in the letter read

## POSTPONE INDEFINITELY

I move to postpone this matter indefinitely

## AMEND

I move to amend the motion by inserting \_\_\_\_\_ between \_\_\_\_\_ and \_\_\_\_\_

I move to amend the motion by adding \_\_\_\_\_ after \_\_\_\_\_

I move to amend the motion by striking out \_\_\_\_\_

I move to amend the motion by striking out \_\_\_\_\_ and inserting \_\_\_\_\_

I move to amend by striking out the motion and substituting this motion (read or state substitute motion)

## COMMIT or RE-COMMIT

I move that this matter be referred to a committee of \_\_\_\_\_ to be named by \_\_\_\_\_ with instruction \_\_\_\_\_

## POSTPONE TO A SET TIME

I move that this matter be postponed to \_\_\_\_\_

I move that this matter be postponed to \_\_\_\_\_ meeting at (name time) and be made A Special Order of Business (2/3 vote required)

## PREVIOUS QUESTION

I call for (or move) the previous question (2/3 vote)

## TABLE

I move that this matter be laid on the table (no debate)

## TAKE FROM THE TABLE

I move that the motion \_\_\_\_\_ be taken from the table (no debate—motion made when no business is pending)

## APPEAL

I appeal from the decision of the Chair (in order only after the chair has made a decision or ruling)

## OBJECTION TO CONSIDERATION OF A QUESTION

I object to the consideration of this question (2/3 vote)

## SUSPEND THE RULES

I move that we suspend the rules for the purpose of \_\_\_\_\_

## WITHDRAW A MOTION

I ask leave to withdraw my motion (no second required—only maker of motion may ask leave)

**QUESTION OF PRIVILEGE (Personal or General privilege)**

I rise to a question of privilege (state your question)

I rise to a parliamentary inquiry (state your inquiry)

I rise to a point of order (state your point)

**ORDERS OF THE DAY**

I move we return to the orders of the day

**READING PAPERS**

I move that the paper be read or re-read

**TO FIX THE TIME TO WHICH TO ADJOURN**

I move that when we adjourn, we adjourn to meet \_\_\_\_\_

**ADJOURN**

I move that we adjourn (no debate)

**RESCIND**

I move to rescind the action taken, which was \_\_\_\_\_ (2/3 vote)

I give notice that I shall move to rescind \_\_\_\_\_ (no second required at the next meeting—at the next meeting, offer the Motion to Rescind)

**PACIFICA SYNOD CHURCHES & ETHNIC MINISTRIES BY CONFERENCE**

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**#1 Sonshine Conference - Dean: Pr. Wilk Miller / Lay Leader: Sue Connors**

Alpine, Good Shepherd of the Hills	San Diego, College
Chula Vista, St. Mark	San Diego, Oromo Ethiopian†
Chula Vista, Glory Lutheran Church†	San Diego, Ethiopian
El Cajon, St. John	San Diego, Filipino ††
La Mesa, Shepherd of the Valley	San Diego, Hope
La Mesa, St. Luke	San Diego, St. Timothy
Lemon Grove, Lemon Grove	Santee, Carlton Hills
San Diego, Calvary	

**#2 W. San Diego Conference - Dean: Pr. Laura Line / Lay Leader: Meri Jo Petrivelli**

La Jolla, La Jolla	San Diego, First
San Diego, All Saints	San Diego, Gethsemane
San Diego, Ascension	San Diego, Our Savior
San Diego, Atonement	Nuestro Salvador
San Diego, Christ	San Diego, St. Andrew
San Diego, Clairemont	San Diego, St. Peter's by the Sea
Iglesia Luterana Clairemont	San Diego, Taiwanese
	San Diego, Tierrasanta

**#3 Harvest Conference - Dean: Pr. James Jerpseth / Lay Leader: Robert Helm**

Carlsbad, La Costa Community	Ramona, Spirit of Joy
Encinitas, Bethlehem	San Diego, Penasquitos
Escondido, House of Prayer	San Marcos, San Marcos
Fallbrook, Christ the King	Solana Beach, Calvary
Christo Rey	Vista, First
Oceanside, King of Kings	Primera Iglesia
Poway, Incarnation	

**#4 Raincross Conference - Dean: Pr. Mark Cansino / Lay Leader: Jack Pavelich**

Corona, Peace	Norco, HKBP California (Batak)
Hemet, Spirit of Joy	Riverside, Eden
Hemet, Trinity	Riverside, Angels of Grace
Hemet, Iglesia Luterana Nueva Esperanza ††	Riverside, Hope
Lake Elsinore, Shepherd of Life	Riverside, Trinity
Moreno Valley, Lord of Life	Sun City, Faith
Norco, Bethany	Temecula, Hope

**#5 Big Bear Conference - Dean: Pr. Charlie Riggs / Lay Leader: Larry Anderson**

Banning, Our Savior	Rialto, Church of the Cross
Barstow, Shepherd of the Desert	San Bernardino, Highland Avenue
Big Bear City, Spirit of Peace	San Bernardino, Our Savior
Joshua Tree, Faith	Twentynine Palms, Prince of Peace
Palm Desert, Hope	Victorville, Trinity
Palm Desert, St. John	Yucaipa, Faith
Redlands, First	

**#6 Mariposa Conference - Dean: Pr. Augie Aviles / Lay Leader: Greg Hewgill**

† Synodically Authorized Worshiping Community

†† Forming Congregation

**PACIFICA SYNOD CHURCHES & ETHNIC MINISTRIES BY CONFERENCE**

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Chino, Christ  
Chino, Redeemer  
Claremont, Good Shepherd  
Fontana, Gloria Dei

Ontario, First  
Ontario, Prince of Peace  
Rancho Cucamonga, Cross & Crown  
Upland, Grace  
Upland, HKPB Lutheran†

**#7 Saddleback Conference - Dean: Pr. Seth Britton - Interim / Lay Leader:**

Corona del Mar, Church of the Master  
Dana Point, Gloria Dei  
Irvine, Good Shepherd  
Irvine, Chinese Lutheran Ministry†  
Laguna Niguel, Mission  
Laguna Woods, Church of the Cross

Mission Viejo, Mt. of Olives  
Newport Beach, Newport Harbor  
Rancho Santa Margarita, Community  
San Clemente, Christ  
San Clemente, Our Savior  
Tustin, Red Hill

**#8 Son & Surf Conference - Dean: Pr. Tim Philips / Lay Leader: Bob Dickson**

Cypress, Mt. Calvary  
Fountain Valley, King of Glory  
Garden Grove, Our Redeemer  
Garden Grove, St. Olaf  
Huntington Beach, Grace  
Huntington Beach, Resurrection  
Los Alamitos, Bethlehem

Orange, Christ  
Orange, Our Saviour  
Santa Ana, Calvary  
Santa Ana, St. Peter  
San Pedro  
Seal Beach, Redeemer  
Westminster, Reformation  
Westminster, Westminster

**#9 Rejoice Conference - Dean: Pr. Dennis Laherty / Lay Leader: Ada Gaughan**

Anaheim, Faith  
Anaheim, Grace  
Anaheim, Grace Taiwanese  
Anaheim, Lamb of God  
Anaheim, Church of Dream Builders††  
Buena Park, Good Shepherd  
Fullerton, First  
Fullerton, St. Luke  
Fullerton, San Lucas  
Fullerton, St. Paul

La Habra, Church of the Master  
La Habra, Emanuel  
La Mirada, Prince of Peace  
Whittier, St. Andrew  
Iglesia Luterana  
Whittier, Salem  
Whittier, Shepherd of the Hills  
Whittier, Thai Lutheran Ministry†  
Yorba Linda, Emanuel Danish  
Yorba Linda, Messiah

**#10 Hukilau Conference - Dean: Pr. David Kieffer / Lay Leader: Brad Perkins**

Honolulu, Calvary  
Honolulu, Chinese Lutheran  
Honolulu, Luth.Ch. of Honolulu  
Honolulu, Prince of Peace  
Kailua, St. John  
Kailua-Kona, Luth.Ch. / Holy Trinity

Mililani, Christ  
Pearl City, Joy of Christ  
Waianae, Maluhia

Kihei, Kihei  
Lihue, Lihue

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# Riverside Convention Center

## Emergency Evacuation Procedures

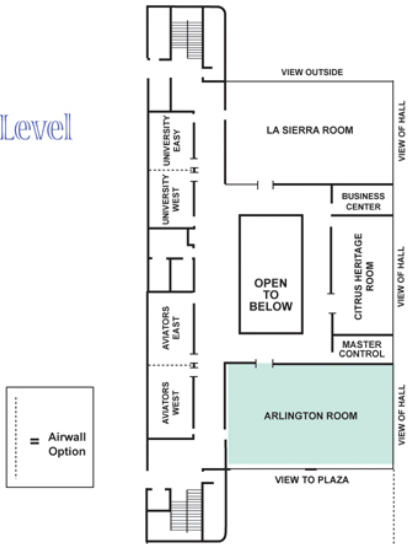
If Voting Members and Guests are in the Assembly Hall area:

1. In the case of an emergency, the Convention Center staff will announce over the speaker system that we need to evacuate the building.
2. Please exit through the nearest room exit doors, and proceed to the nearest exit. Staff and Assembly volunteers should be in the hallways to assist with directions.
3. Please proceed outside the building to the Outdoor Plaza in front of main entrance area, and wait for further instructions.

If Voting Members and Guests are in the Meeting Rooms on the Mezzanine Level:

1. Following an announcement, please exit the area via the stairs.
2. Exit the building, and move to the Outdoor Plaza in front of main entrance area, and wait for further instructions.

Mezzanine Level



Main Level

