



Metropolitan Washington, D.C. Synod

Saturday, June 21, 2014

Lord of Life Lutheran Church

SYNOD ASSEMBLY

RESOLUTIONS AND MEMORIALS GUIDELINES AND INFORMATION

The Metro D.C Synod will hold it's 2014 Synod Assembly on June 21. This is an opportunity for leaders of the synod to present Resolutions/Memorials for consideration.

RESOLUTIONS adopted by our synod will be acted upon locally.

MEMORIALS adopted by our synod will go before the next Churchwide Assembly, which is set for August 8-13, 2016. Please take note of this, as a Memorial adopted in the year 2014 could potentially be 'out-of-date' come 2016.

A few points of clarification

RESOLUTIONS

A Resolution may be put forth by an individual or group asking the synod to endorse it's proposal. If adopted, the synod agrees that the Resolution is:

- a) The work of the church and that it furthers the Gospel; and
- b) Supportable publicly.

A Resolution may direct specific action. A Resolution's action should be designed to be taken on by the synod and not the larger church. A Resolution is synodically based.

MEMORIALS

A Memorial may be put forth by an individual or group to the Synod Assembly asking the Synod Assembly to request action by the wider church. Memorials typically address broad policy-based issues. When a synod adopts a Memorial, it is asking the wider church to consider the Memorial. A Synod Assembly can only request, not direct.

A Memorial must also be:

- a) The work of the church and further the Gospel; and
- b) State publicly the opinion of a specific synod.

A Memorial is directed to the entire Evangelical Lutheran Church in America (ELCA).

FORMATTING

ALL submissions should provide the following information in the following order:

- 1) Title of the Resolution/Memorial

- 2) Submitters (individual or group) of the Resolution/Memorial
- 3) Whereas clauses
- 4) Resolved clauses

The Reference and Counsel Team will give each Resolution/Memorial a number, as will the synod.

Whereas clauses should state factual background information which is the basis for the proposal. They should be clear and concise. Voting Members of the Synod Assembly do not vote on Whereas clauses.

Resolved clauses request action. Resolved clauses should state clearly what the synod is being asked to do or support. This should be a new step to a previous action or a new action. The action should be feasible and appropriate.

If all requested action is synod centered, the document is a Resolution. If the requested action involves the larger ELCA, the document is a Memorial.

Submission

All drafts of Resolutions/Memorials MUST be received by April 30, 2014.

- Clean and factual submissions should be emailed to the Rev. Christine Stephan, chair, Reference and Counsel Team, at: pastorchristine@poplutheran.org. *You may contact her with questions.*
- The Reference and Counsel Team will review the submission and suggest edits and/or necessary changes to your document and forward those to you. Suggestions are made to encourage the best possible hearing by the Synod Assembly of your submission.
- It is the responsibility of the submitting person(s) to make changes and verify questions within a timely manner so that final drafts may be submitted and posted to the Synod Assembly.

An example of a Resolution/Memorial is available at www.metrodcelca.org/events/synod-assembly/ to use as a template. It is for reference and clarity only (NOT meant as a serious proposal).

Serving Christ with you,
Pastor Christine Stephan
Chair, Reference and Counsel Team