

Standing Rules

STANDING RULES**Standing Rules for Sessions of the Great Plains Annual Conference**

I. Rules of order and parliamentary procedures. The current United Methodist Discipline and the most recent edition of Robert's Rules of Order shall be the guides and authority for parliamentary procedure in the conduct of all session business.

A. These rules may be suspended or amended by a two-thirds majority of members present and voting.

B. No decisions of the Conference may be overturned on procedural grounds after the adjournment of the Conference.

C. The agenda shall be the final distributed form at the beginning of the session. In the interest of efficiency, the Chair may call upon any member at any time to report.

D. The Bar of the Conference shall be as designated in the Enabling Motions adopted at the beginning of the session. Only members within the Bar may vote. However, a member outside the Bar, absent on Conference business at the seat of the Conference approved by Conference order, may vote by absentee ballot.

II. Membership, Privilege of the Floor, and Attendance.

A. All lay and clergy members of the Great Plains Annual Conference, as well as clergy from other Conferences or denominations serving churches within the Great Plains Annual Conference, shall have privilege of the floor and may address the session on any issue before the body. Persons serving as District Superintendent Assignees (DSA) or Certified Lay Ministers (CLM) shall have voice as lay members of the Conference. This privilege shall be extended as well to the spouse of the Bishop; to any members of Conference, General, or Jurisdictional boards, agencies, or institutions who are not otherwise members of the Annual Conference; to all members of the Extended Cabinet; and to anyone else presenting items on the Agenda.

B. The formula for lay/clergy equalization was determined at Uniting Conference.

Lay Equalization Plan for Annual Conference Membership

1. Consistent with the provisions of ¶132 and 602.4 of *The Book of Discipline of The United Methodist Church-2012*, the basic lay membership of the GPUMC shall include:

- a. Churches with more than 1 appointed clergy will receive an additional lay member for each clergy appointed to the church.
- b. All deaconesses, diaconal ministers and home missionaries who are within bounds of the conference.
- c. The conference president of United Methodist Women.
- d. The conference president of United Methodist Men.
- e. The conference lay leader.
- f. 1 young person between the ages of 12 and 17 from each district, to be selected by the District Council on Youth Ministry (or equivalent structure).
- g. 1 young person between the ages of 18 and 30 from each district, to be selected by the District Council on Ministry (or equivalent structure).
- h. Each district lay leader.
- i. Conference director of lay servant ministries.
- j. Conference secretary of global ministries.
- k. The conference president of the young adult organization.
- l. The president of the conference youth organization.
- m. The chair of the conference college student organization.
- n. All lay campus ministers, chaplains and Wesley Foundation directors serving within the bounds of the annual conference.
- o. For each clergy campus minister, chaplain and Wesley Foundation director, there shall be a lay board member or student elected from the ministry.

2. In addition to the lay members of annual conference mandated by ¶132 and 602.4 of *The Book of Discipline of The United Methodist Church-2012*, the first priority in equalizing the number of lay and clergy members of the GPUMC will be to grant a lay member from each local church.

3. If, after meeting the requirements of 1 and 2 above, there are additional lay membership positions available, lay people assigned by district superintendents to serve as pastors of local churches [District Superintendent Assignment (DA) and Certified Lay Ministers (CLM)] will be elected as lay members.

4. If, after meeting the requirements of 1, 2 and 3 above, there are additional lay membership positions still available, they will be filled in the following order of priority:
- a. An additional youth from each district, to be selected by the District Council on Youth Ministry (or equivalent structure).
 - b. Associate conference lay leader(s)
 - c. Chairpersons of conference boards and teams
 - d. 1 lay minority representative at-large from each district, selected by the District Council on Ministry (or equivalent structure).
 - e. All elected lay members of general boards and agencies from our conference.
 - f. All delegates and reserve delegates elected to the General and Jurisdictional conferences.
 - g. District directors of Lay Servant Ministries
 - h. An additional young adult (ages 18-30) from each district to be selected by the District Council on Ministry (or equivalent structure).
 - i. 17 additional youth as determined by the Conference Council on Youth Ministries.
 - j. Lay members of the conference board of ordained ministry.
 - k. Additional lay members as chosen by the Secretary of the Conference.

C. Roll will be taken by the signing of attendance cards. Cards not submitted by the end of the session will not be accepted. Members shall be responsible for indicating which days they will be in attendance. If changes in attendance become necessary for lay members, the alternate lay member to be seated shall report to the secretarial staff.

D. Excuses for pastoral absence for cause during the session shall be secured from the respective District Superintendents, rather than from the floor of the Conference. The pastors must also send written notification (e.g., letter or e-mail) setting forth the reason to the Conference Secretary (§1602.8).

E. Those who wish to address the body shall move in an orderly manner to a microphone and wait to be called upon by the Chair.

2014 JOURNAL
Standing Rules

F. When addressing the body, members shall identify themselves by name, church or current appointment, and District. This practice may be relaxed at the Chair's discretion, such as when a particular individual by virtue of office or role addresses the Conference multiple times in a single plenary session.

III. Conference Secretary: Proceedings of the session shall be recorded in a manner determined by the Secretary and staff. The Secretary shall daily review and consolidate records of the session to ensure accuracy of the official record and recommend adoption by the Annual Conference. The Secretary shall edit and publish the minutes and reports, which when published, shall be the Official Report of the Conference.

IV. Items in writing: All reports and main motions must be submitted to the Secretary on paper or in an electronic format determined by the Secretary. All proposed amendments shall be committed to writing and submitted either when being moved or immediately afterward.

V. Debate:

A. Members shall speak no more than twice on a given item nor longer than three (3) minutes at a given time without special permission from the Chair.

B. Limitation of Debate.

1. When the Chair determines the Agenda to be thirty minutes behind schedule or at his/her discretion, the Chair may declare that debate on motions shall be limited to two speeches for and two speeches against, not to exceed two minutes per speech. This limitation shall include allowing any member to speak only once on a given item. If the Chair determines the Conference agenda has returned to schedule, the Chair may declare the limit on debate to be lifted.

2. At any time when this limitation is in effect, any member of the body may move to suspend the limitation for a particular item or series of items. Such a motion is not debatable and requires a two-thirds majority.

Standing Rules

3. This limitation of debate shall not apply to sub-groups or any other committee.

4. With Respect in Debate.

a. In accordance with John Wesley's general rules to do all the good that you can and to do no harm, debate is to be conducted in an atmosphere of respect in listening and speaking.

b. Certain rules of respect are already addressed in Robert's Rules of Order; the extra mile of respect may be done in the model of Holy Conferencing or other communication models.

C. Any matter requiring action by the Annual Conference shall be printed and in the hands of the members of the Conference at least four session hours prior to action, to be monitored by the Conference Secretary. Such items for general distribution shall be prepared and distributed by the sponsoring person or agency at their own expense.

VI. Financial matters:

A. **Revenue neutrality:** After adoption of a funding plan and formula for Mission Shares, any motion from the floor to increase spending in any area of the budget must include an equal or greater, corresponding reduction in spending as part of the same motion.

B. All items with financial implications will be referred to the Council on Finance and Administration (CFA) before final adoption.