



# FLOOR COMMITTEE WEEKEND

## INTRODUCTION AND PREPARATION



**68TH REGULAR CONVENTION**  
The Lutheran Church—Missouri Synod  
July 29–Aug. 3, 2023 | Milwaukee, Wis.

**WE PREACH**  
**CHRIST CRUCIFIED**

1 COR. 1:18–25

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# 68th Regular Convention of The Lutheran Church—Missouri Synod Floor Committee Weekend

June 9–12, 2023 | International Center, St. Louis

## Thursday, June 8

### Chair and Vice-Chair Meetings with President Harrison

Hilton St. Louis Airport, Room TBD

- |           |   |
|-----------|---|
| 1:00 p.m. | Floor Committee 2— <b>International Witness</b><br><i>Dr. Lee Hagan, Chair; Rev. Arie Bertsch, Vice-Chair</i>                   |
| 1:30 p.m. | Floor Committee 9— <b>Structure and Administration</b><br><i>Rev. Timothy Scharr, Chair; Rev. Robert Beinke, Vice-Chair</i>     |
| 2:00 p.m. | Floor Committee 5— <b>Theology and Church Relations</b><br><i>Dr. Brian Saunders, Chair; Dr. John Wohlrabe, Jr., Vice-Chair</i> |
| 2:30 p.m. | Floor Committee 8— <b>Finance</b><br><i>Dr. Roger Paavola, Chair; Dr. Steven Turner, Vice-Chair</i>                             |
| 3:00 p.m. | <b>Break</b>  |
| 3:30 p.m. | Floor Committee 3— <b>Mercy</b><br><i>Rev. Brady Finner, Chair; Rev. Wally Vinovskis, Vice-Chair</i>                            |
| 4:00 p.m. | Floor Committee 1— <b>National Witness</b><br><i>Rev. Eric Johnson, Chair; Rev. David Nehrenz, Vice-Chair</i>                   |
| 4:30 p.m. | <b>Meetings conclude</b>  |

## Friday, June 9

### Chair and Vice-Chair Meetings with President Harrison

Hilton St. Louis Airport, Room TBD

- |            |  |
|------------|--|
| 8:30 a.m.  | Floor Committee 11— <b>Church and Culture</b><br><i>Rev. Terry Forke, Chair; Dr. Kevin Wilson, Vice-Chair</i>                              |
| 9:00 a.m.  | Floor Committee 12— <b>Schools, Family, Young Adults, and Youth</b><br><i>Rev. Ben Ball, Chair; Dr. Michael Gibson, Vice-Chair</i>         |
| 9:30 a.m.  | Floor Committee 7— <b>University Education</b><br><i>Dr. Scott Murray, Chair; Dr. Jamison Hardy, Vice-Chair</i>                            |
| 10:00 a.m. | Floor Committee 10— <b>Ecclesiastical Supervision and Dispute Resolution</b><br><i>Dr. John Wille, Chair; Dr. Dwayne Lueck, Vice-Chair</i> |
| 10:30 a.m. | <b>Break</b>   |
| 11:00 a.m. | Floor Committee 4— <b>Life Together</b><br><i>Rev. Christopher Esget, Chair; Dr. Allan Buss, Vice-Chair</i>                                |
| 11:30 a.m. | Floor Committee 6— <b>Pastoral Ministry and Seminaries</b><br><i>Rev. John Hill, Chair; Rev. Justin Panzer, Vice-Chair</i>                 |
| 12:00 p.m. | <b>Meetings conclude</b>   |

## Floor Committee Secretaries

### (with Chair and Vice-Chair in attendance) | International Center

*All day–6:00 p.m. CHI Museum open, 2nd floor*

*Morning Floor Committee Secretaries arrive in St. Louis*

*Lunch Lunch on your own*

**1:00 p.m. Transportation departs Hilton to International Center (IC)**

1:30 p.m. Registration opens for Floor Committee Secretary Training—IC Lobby

2:00 p.m. Floor Committee Secretary Training (Dr. John Sias)—Walther Room, 4th floor

*NOTE: All floor committee secretaries must attend this training. Floor committee chairs and vice-chairs are requested to also attend.*

4:15 p.m. Training meeting concludes

## All Other Floor Committee Members

*During day All other floor committee members arrive St. Louis*

**4:00 p.m. Transportation departs Hilton to IC**

4:30 p.m. Registration opens—IC Lobby, 3rd floor (you enter the building on the 3rd floor)

4:45 p.m. Shuttle arrives at IC—Floor committee members register in main entrance lobby

5:00 p.m. Dinner for all floor committee members—Commons, 3rd floor

6:00 p.m. Worship—Chapel, 2nd floor

6:30 p.m. Welcome, President's Report Part II; Announcements

7:15 p.m. Committee sessions begin—assigned rooms tbd

9:15 p.m. Closing prayer in committee rooms

**9:30 p.m. Transportation back to hotel—tentative**

## Saturday, June 10

*Breakfast at hotel*

**7:30 a.m. Transportation from Hilton to IC**

8:05 a.m. Worship—Chapel, 2nd floor

8:30 a.m. Announcements

8:40 a.m. Committee sessions

11:30 a.m. Lunch—Commons, 3rd floor

noon–6:00 p.m. CHI Museum open, 2nd floor

1:30 p.m. Committee sessions continue

5:45 p.m. Dinner—Commons, 3rd floor

7:00 p.m. Worship

8:00 p.m. Committees reconvene

9:15 p.m. Closing prayer in committee rooms

**9:30 p.m. Transportation from IC to Hilton—tentative**

## Sunday, June 11

*Breakfast at hotel*

7:30 a.m. Transportation from Hilton to IC

8:05 a.m. Worship

8:35 a.m. Committee sessions

11:30 a.m. Lunch—Commons, 3rd floor

noon–6:00 p.m. CHI Museum open, 2nd floor

12:15 p.m. Committees reconvene

**1:00 p.m. Transportation to airport and Hilton—tentative**

**3:00 p.m. Transportation to airport and Hilton—tentative**

**5:00 p.m. Transportation to airport and Hilton—tentative**

6:00 p.m. Dinner—Commons, 3rd floor

7:15 p.m. Committees reconvene

9:15 p.m. Closing prayer in committee rooms

**9:30 p.m. Transportation back to hotel—tentative**

## Monday, June 12

*Breakfast at hotel*

9 a.m.–5 p.m. *CHI Museum open, 2nd floor*

7:30 a.m. Transportation from Hilton to IC

8:05 a.m. Committee sessions—Opening prayer in committee rooms  
Closing prayer in committee rooms

12:00 p.m. *Lunch*

1:00 p.m. **Transportation from IC to Hilton—tentative**

# CONVENTION FLOOR COMMITTEES

Floor committees are appointed by the President in consultation with the Council of Presidents and Praesidium (Bylaw 3.1.7). Appointments are made from among the voting delegates, advisory delegates, and advisory representatives (Bylaw 3.1.7 [a]).

## KEY TO ABBREVIATIONS:

**C** = Chairman; **VC** = Vice Chairman; **S** = Secretary; **SVP** = Synod Vice-President; **DP** = District President; **VOM** = Voting Delegate Ordained Minister; **VL** = Voting Delegate Layperson; **AOM** = Advisory Delegate or Representative Ordained Minister; **ACM** = Advisory Delegate or Representative Commissioned Minister; **AL** = Advisory Delegate or Representative Layperson; **O** = Ordained; **C** = Commissioned; **L** = Lay

## DISTRICT ABBREVIATIONS:

**AT** = Atlantic; **CI** = Central Illinois; **CNH** = California-Nevada-Hawaii; **EA** = Eastern; **EN** = English; **FG** = Florida-Georgia; **IE** = Iowa East; **IN** = Indiana; **IW** = Iowa West; **KS** = Kansas; **MI** = Michigan; **MDS** = Mid-South; **MNN** = Minnesota North; **MNS** = Minnesota South; **MO** = Missouri; **MT** = Montana; **ND** = North Dakota; **NEB** = Nebraska; **NE** = New England; **NI** = Northern Illinois; **NJ** = New Jersey; **NOW** = Northwest; **NW** = North Wisconsin; **OH** = Ohio; **OK** = Oklahoma; **PSW** = Pacific Southwest; **RM** = Rocky Mountain; **SD** = South Dakota; **SE** = Southeastern; **SELC** = SELC; **SI** = Southern Illinois; **SO** = Southern; **SW** = South Wisconsin; **TX** = Texas; **WY** = Wyoming

### Committee 1: National Witness

**C:** Eric Johnson (DP, SO)  
**VC:** David R. Nehrenz (DP, OK)  
**VOM:** Jonathon J. Bakker (MI); Alan D. Borchert (RM); Ryan J. Fehrman (NW); Sawyer A. Meyers (MDS); Daniel C. Ross (OK)  
**VL:** Pete Duncanson (MDS); Laura Leistico (EN); Mark A. Wamaker (PSW); Kristen M. Waterstram-Rich (EA)  
**AOM:** Steven C. Briel (MNS); Samuel Gomez (PSW); Ken R. Schurb (CI); Dien A. Taylor (DP, AT)

### Committee 2: International Witness

**C:** Robert L. (Lee) Hagan (DP, MO)  
**VC:** Arie D. Bertsch (DP, ND)  
**VOM:** Todd R. Jerabek (NW); Vue Lee (MNS)  
**VL:** Obed Gonzalez (SELC)  
**AOM:** Kenneth J. Bomberger (MO); Theodore M. R. Krey (EN); Eli J. S. Lietzau (RM); James B. Maxwell (DP, RM)  
**ACM:** David A. Fiala (MO)  
**AL:** John W. Edson (MNS); Jesse Yow Jr. (CNH)

### Committee 3: Mercy

**C:** Brady L. Finnern (DP, MNN)  
**VC:** Waldemar R. Vinovskis (DP, SELC)  
**VOM:** Christopher P. Asbury (NEB); Christopher W. Brademeyer (ND); Keith A. Lingsch (FG); Richard A. Zeile (MI)  
**VL:** Caroline Ill (SI); Dean R. Mustonen (MNN); Yolanda W. Wornner Prevost (SO)  
**AOM:** William A. Harmon (DP, SE)  
**ACM:** Katherine E. Rittner (IN); Raquel A. Rojas (AT)

### Committee 4: Life Together

**C:** Christopher S. Esget (SVP, EN)  
**VC:** Allan R. Buss (DP, NI)  
**VOM:** Peter Bender (SW); Jessten P. Heimer (IW); John E. Wackler (OK); Sean A. Willman (MI)  
**VL:** Jonathan Busarow (EN); Matthias Gugel (SW); Craig V. Timm (NW); Stephen F. Weller (KS)  
**AOM:** Philip D. Bartelt (AT); Paul A. Linnemann (DP, NOW); Nabil S. Nour (SVP, SD)  
**ACM:** Thomas A. Nummela (MO); Amy L. Vande Voort-Schweim (NOW)

### Committee 5: Theology and Church Relations

**C:** Brian S. Saunders (DP, IE)  
**VC:** John C. Wohlrabe Jr. (SVP, SW)  
**VOM:** Peter J. Brock (IN); Eloy S. Gonzalez (TX); Peter F. Gregory (NE); Marcel L. Kohlmeyer (NEB)  
**VL:** Stevin H. Gehrke (KS); Mark O. Stern (NI)  
**AOM:** Naomichi Masaki (IN); Michael W. Newman (DP, TX); Richard L. Snow (DP, NEB); Roland F. Ziegler (IN)  
**ACM:** Matthew C. Janssen (MO)

### Committee 6: Pastoral Ministry and Seminaries

**C:** John E. Hill (DP, WY)  
**VC:** Justin A. Panzer (DP, KS)  
**VOM:** Lloyd D. Gaines Sr. (SE); Jason E. Gullidge (NOW); Richard L. Ramirez (SELC)  
**VL:** David L. Daniels (SE); Leo Mackay (EN)  
**AOM:** David A. Davis (DP, MI); Thomas J. Egger (MO); William M. Mons (IE); John L. Pingel (DP, EA); Cory J. Rajek (SD); Lawrence R. Rast Jr. (IN)  
**ACM:** Ruth A. Otten (NI)

**Committee 7: University Education**

**C:** Scott R. Murray (SVP, TX)  
**VC:** Jamison J. Hardy (DP, EN)  
**VOM:** John M. Berg (SW); Jason J. Bredeson (CNH); Mark K. De Young (TX); Bernard J. Schey (TX)  
**VL:** Robert A. Denkert (SW); David K. Hawk (IN); Gerhard H. Munding Jr. (IN)  
**AOM:** Brian L. Friedrich (MNS); Jay A. Winters (FG); Lucas V. Woodford (DP, MNS)  
**ACM:** Russell P. Dawn (NI)  
**AL:** Christian A. Preus (MNS)

**Committee 8: Finance**

**C:** Roger C. Paavola (DP, MDS)  
**VC:** Steven D. Turner (DP, IW)  
**VOM:** Alan R. Stahlecker (KS)  
**VL:** David Mellem (NW); Richard C. Robertson (FG)  
**AOM:** James H. Rockey (DP, FG); Luke T. Zimmerman (EN)  
**ACM:** Donald C. Schult Jr. (NW)  
**AL:** Jason A. Paradis (ND); John L. Powers (SW); Rick H. Stathakis (MI); Tamara J. Ulland (ND)

**Committee 9: Structure and Administration**

**C:** Timothy J. Scharr (DP, SI)  
**VC:** Robert D. Beinke (DP, NE)  
**VOM:** David M. Behm (MT); John C. Drosendahl (SO); Daniel E. Grams (EN); Timothy J. Winterstein (NOW); Philip E. Zielinski (OH)  
**VL:** Cindy L. Cwynar (EA); Michael D. Grooms (SD); Jan A. Krampitz (NE)  
**AOM:** Paul J. Cain Jr. (WY); Michael W. Mohr (DP, CI)  
**ACM:** Joel P. Landskroener (MNS)

**Committee 10: Ecclesiastical Supervision and Dispute Resolution**

**C:** John C. Wille (DP, SW)  
**VC:** Dwayne M. Lueck (DP, NW)  
**VOM:** Kirk M. Clayton (SI); Roger B. Gallup (NI); Aaron M. Hambleton (IE); Richard A. Mittelstadt (TX); Robert J. Pase (TX); Adam Stetson (PSW); Allen K. Strawn (WY)  
**VL:** Jeffrey E. Elbert (IE)  
**AOM:** Mitchell W. Gowen (CNH); Michael R. Lange (DP, CNH); James A. Moshier (NEB)  
**ACM:** Kevin H. Brockberg (IN)

**Committee 11: Church and Culture**

**C:** Terry R. Forke (DP, MT)  
**VC:** Kevin A. Wilson (DP, OH)  
**VOM:** Paul M. Clark (MI); Paul W. Dare (MNN); Shiu M. Lau (CNH); Michael P. Schuermann (CI); Charles P. St-Onge (SELC)  
**VL:** David Brown (NI); Geraldine G. Gibney (NJ); Melanie A. Standiford (NEB)  
**AOM:** David W. Loy (PSW); Preston A. Paul (NW); Max A. Phillips (IW); Don R. Stuckwisch Jr. (DP, IN)  
**ACM:** Jeffrey A. Fick (SI)

**Committee 12: Schools, Family, Young Adults, and Youth**

**C:** Benjamin T. Ball (SVP, SI)  
**VC:** Michael E. Gibson (DP, PSW)  
**VOM:** Duane R. Bamsch (CNH); John M. Bussman (SO); Brian L. Kachelmeier (TX); Aaron D. Uphoff (CI)  
**VL:** Wayne M. Hittinger (PSW); Coralie Miller (MI)  
**ACM:** Deanna L. Cheadle (OH); Christopher B. Cody (SW); Eun Chu Kim (PSW); Jan W. Lohmeyer (TX); Janet J. Muth (SI)

**Committee 13: Registration, Creden-****tials, and Elections**

**C:** Scott C. Sailer (DP, SD)  
**VC:** Stephen A. Gewecke (DP, NJ)  
**VOM:** Anthony J. Gerber (NEB); Charles M. Henrickson (MO); Kelly D. Todd (MI); L. Richard Vossler Jr. (NJ)  
**VL:** Paul Lubell (SE)  
**ACM:** Thomas P. Kosche (MT)  
**AL:** Kimberly A. Myers (NEB)

**Committee for Convention Nominations**

*\*Standing Committee on Nominations (Bylaw 3.2.5)*

**C:** Christian A. Preus\* (AL, MNS)  
**VC:** Samuel M. Powell\* (O, MO)  
**S:** Mark O. Stern\* (VL, NI)  
**O:** Victor J. Belton (FG); James A. Douthwaite (SELC); Todd R. Jerabek (VOM, NW); Paul A. Linnemann (AOM, DP, NOW); Robert D. Newton (CNH); Jonathan R. Riggert (IW); Kevin M. Wendt (SO)  
**L:** Mark A. Franke (VL, IN); Byron Hansen (NEB); Jeffrey Maltz (AL, OK); Matthew W. Putnam (CI); Richard G. Schaefer (AT); John F. Schmall (VL, WY); Steven J. Timmerman (VL, SD)

## ACCESSING OVERTURES AND REPORTS

We have set up a Microsoft SharePoint site for 2023 floor committee members (SharePoint is a version of “the cloud” for file storage and exchange). You should have received an email stating that you have been added to a Team in Microsoft Teams. This Teams site contains all the 2023 convention overtures, reports, and other information. This information was previously (mid-April) sent to you in an email.

### Instructions

In the email, click on the large blue rectangle “Open Microsoft Teams” and then follow the instructions to gain permission to access the site. You may be asked to create a Microsoft account or enter your Microsoft account password.

Once you are in Microsoft Teams, do one of the following to access in the future:

1. Bookmark the following link: <https://lcms.sharepoint.com/sites/2023FloorCommittees/>
2. Save the Microsoft Teams invitation email (the blue “Open Microsoft Teams” button will continue to take you to the page)

Once in Teams, in the middle section of the screen you will see several folders: Overtures, Reports, Resolutions, Tools, Working.

For example, click on the “Overtures” folder and you will find another folder for each floor committee which contains all the overtures assigned to that committee. Click on the “Reports” folder to find all the convention reports published in the *Convention Workbook*. Please be aware the reports included in this folder are “pre-publication” and there may be minor edits CPH will make on these reports.

Please don't forget to bookmark the link and/or retain the Microsoft Teams email. Please let me know if you have any problems signing on or accessing the information.

Some people may have trouble accessing this site if you have a different email address connected to Microsoft. If that is the case, please email [barb.below@lcms.org](mailto:barb.below@lcms.org), and we will attempt to help you gain access.



## 2023 CONVENTION REPORTS

R1	President's Report	R18	LCMS Foundation
R1.1	Church Relations	R19	Board of Trustees—Concordia Plans; Board of Directors—Concordia Plan Services
R1.2	Chief Mission Officer	R20	Lutheran Center for Religious Liberty
R1.2.1	Office of National Mission	R21	Atlantic District
R1.2.2	Office of International Mission	R22	California-Nevada-Hawaii District
R1.2.3	Office of Pastoral Education	R23	Central Illinois District
R1.2.4	Mission Advancement	R24	Eastern District
R1.2.5	Communications	R25	English District
R1.3	KFUO Radio	R26	Florida-Georgia District
R2	First Vice-President	R27	Indiana District
R2.1	Colloquy Committee for Pastoral Ministry	R28	Iowa District East
R2.2	Colloquy Committee for Commissioned Ministry	R29	Iowa District West
R3	Praesidium	R30	Kansas District
R4	Secretary	R31	Michigan District
R4.1	Rosters, Statistics, and Research Services	R32	Mid-South District
R5	Board of Directors	R33	Minnesota North District
R5.1	Chief Administrative Officer	R34	Minnesota South District
R5.1.1	Convention, Conference, and Event Planning	R35	Missouri District
R5.1.2	Human Resources	R36	Montana District
R5.1.3	Operations Support Services	R37	Nebraska District
R5.2	Chief Financial Officer	R38	New England District
R6	Board for National Mission	R39	New Jersey District
R7	Board for International Mission	R40	North Dakota District
R8	BNM/BIM Joint Report: Triennial Priority Guidance	R41	North Wisconsin District
R9	Commission on Constitutional Matters	R42	Northern Illinois District
R10	Commission on Doctrinal Review	R43	Northwest District
R11	Commission on Handbook	R44	Ohio District
R12	Commission on Theology and Church Relations	R45	Oklahoma District
R13	Pastoral Formation Committee	R46	Pacific Southwest District
R13.1	Concordia Seminary, St. Louis, Missouri	R47	Rocky Mountain District
R13.2	Concordia Theological Seminary, Fort Wayne, Indiana	R48	SELC District
R14	Concordia University System	R49	South Dakota District
R14.1	Concordia University Chicago	R50	South Wisconsin District
R14.2	Concordia University Irvine	R51	Southeastern District
R14.3	Concordia University, Nebraska	R52	Southern District
R14.4	Concordia University, St. Paul	R53	Southern Illinois District
R14.5	Concordia University Wisconsin and Ann Arbor	R54	Texas District
R15	Concordia Historical Institute	R55	Wyoming District
R16	Concordia Publishing House	R56	International Lutheran Laymen's League (Lutheran Hour Ministries)
R17	Lutheran Church Extension Fund	R57	Lutheran Women's Missionary League

R58	2019 Res. 1-02 Report: Stories of New Mission Plants (ONM, districts)	R61	2019 Res. 7-03 Report: New Governance Plan for Synod's Colleges and Universities (Task Force)
R59	2019 Res. 1-03 Report: Shared Ministry Strategies for Small Congregations (ONM, COP)	R62	2019 Res. 9-17 Report: Study of Voting Privilege in the LCMS (CCM)
R60	2019 Res. 6-02 Report: Evaluation of 2016 Res. 13-03 Task Force (PFC); 2019 Res. 6-03A Report: SMP Program Review / Joint BOD overture re SMP vicarage timing (PFC); 2019 Res. 6-04 Report: Certification of post-seminary continuing education programs and resources (PFC);	R63	Ecclesiastical Visitation of Concordia University Wisconsin
		R64	Ecclesiastical Visitation of Concordia University Texas

## Appendices to Reports (CCM/CTCR)

R65	Opinions of Commission on Constitutional Matters	R66.8	Theological Considerations and Procedural Guidelines regarding the Recognition of Altar and Pulpit Fellowship between The Lutheran Church—Missouri Synod and Another Church Body (2020)
R66	Theological Documents—Commission on Theology and Church Relations	R66.9	Communion and COVID-19 (2020)
R66.1	<i>A Chaste and Decent Life: An Update on Human Sexuality 1981</i> (2022)	R66.10	One little <i>word</i> can fell him: Addendum to “Communion and COVID-19” (2020)
R66.2	<i>The Order of Creation: Theology, History, Definition</i> (2022)	R66.11	Summary of “One little word can fell him: Ten reasons to question whether ‘online Communion’ is ‘truly good, right, and salutary’” (2020)
R66.3	<i>Marriage Between Church and State: A Report on Clergy Serving as “Agents of the State”</i> (2021)	R66.12	On the Historical, Biblical, and Confessional Basis for Article VI of the Constitution of The Lutheran Church—Missouri Synod (2019)
R66.4	<i>A Snapshot of Trending Tools: Christians and Social Media</i> (2019)	R66.13	Response to Request from Minnesota South and North District Congregations and Calling Entities regarding Minnesota Statute 604.202 (2019)
R66.5	<i>Statement on Luther's Large Catechism with Annotations and Contemporary Applications</i> (2023)		
R66.6	South Wisconsin District President's Request for an Opinion concerning Shut-In Communion by a Commissioned Minister (2022)		
R66.7	Lutheran World Federation: An Introduction and Evaluation from the Theological Perspective of The Lutheran Church—Missouri Synod (2022)		

# FLOOR COMMITTEE REPORT ASSIGNMENTS

## Floor Committee 1 National Witness

- R1 President's Report
- R1.1 Church Relations
- R1.2 Chief Mission Officer
- R1.2.1 Office of National Mission
- R1.2.4 Mission Advancement
- R1.2.5 Communications
- R1.3 KFUO Radio
- R5.2 Chief Financial Officer
- R6 Board for National Mission
- R8 BNM/BIM Joint Report: Triennial Priority Guidance
- R16 Concordia Publishing House
- R17 Lutheran Church Extension Fund
- R18 LCMS Foundation
- R19 Board of Trustees—Concordia Plans; Board of Directors—Concordia Plan Services
- R21–R55 All District Reports
- R56 International Lutheran Laymen's League (Lutheran Hour Ministries)
- R57 Lutheran Women's Missionary League (LWML)
- R58 2019 Res. 1-02 Report: Stories of New Mission Plants (ONM, districts)
- R59 2019 Res. 1-03 Report: Shared Ministry Strategies for Small Congregations (ONM, COP)

## Floor Committee 2 International Witness

- R1 President's Report
- R1.1 Church Relations
- R1.2 Chief Mission Officer
- R1.2.2 Office of International Mission
- R1.2.4 Mission Advancement
- R5.2 Chief Financial Officer
- R7 Board for International Mission
- R8 BNM/BIM Joint Report: Triennial Priority Guidance
- R12 Commission on Theology and Church Relations
- R56 International Lutheran Laymen's League (Lutheran Hour Ministries)
- R57 Lutheran Women's Missionary League
- R66.7 Lutheran World Federation: An Introduction and Evaluation from the Theological Perspective of The Lutheran Church—Missouri Synod (2022)

## Floor Committee 3 Mercy

- R1 President's Report
- R1.2 Chief Mission Officer
- R1.2.1 Office of National Mission
- R1.2.2 Office of International Mission

- R1.2.4 Mission Advancement
- R5.2 Chief Financial Officer
- R6 Board for National Mission
- R7 Board for International Mission
- R66.1 *A Chaste and Decent Life: An Update on Human Sexuality 1981* (2022)

## Floor Committee 4 Life Together

- R1 President's Report
- R1.2 Chief Mission Officer
- R1.2.1 Office of National Mission
- R1.2.5 Communications
- R5.2 Chief Financial Officer
- R6 Board for National Mission
- R7 Board for International Mission
- R8 BNM/BIM Joint Report: Triennial Priority Guidance
- R10 Commission on Doctrinal Review
- R12 Commission on Theology and Church Relations
- R21–55 All District Reports
- R56 International Lutheran Laymen's League (Lutheran Hour Ministries)
- R57 Lutheran Women's Missionary League
- R66.4 *A Snapshot of Trending Tools: Christians and Social Media* (2019)
- R66.9 Communion and COVID-19 (2020)
- R66.10 One little word can fell him: Addendum to "Communion and COVID-19" (2020)
- R66.11 Summary of "One little word can fell him: Ten reasons to question whether 'online Communion' is 'truly good, right, and salutary'" (2020)

## Floor Committee 5 Theology and Church Relations

- R1 President's Report
- R1.1 Church Relations
- R10 Commission on Doctrinal Review
- R12 Commission on Theology and Church Relations
- R66 Theological Documents—Commission on Theology and Church Relations

## Floor Committee 6 Pastoral Ministry and Seminaries

- R1 President's Report
- R1.2 Chief Mission Officer
- R1.2.2 Office of International Mission
- R1.2.3 Office of Pastoral Education
- R2.1 Colloquy Committee for Pastoral Ministry
- R5.2 Chief Financial Officer
- R13 Pastoral Formation Committee

- R13.1 Concordia Seminary, St. Louis, Missouri
- R13.2 Concordia Theological Seminary, Fort Wayne, Indiana
- R60 2019 Res. 6-02 Report: Evaluation of 2016 Res. 13-03 Task Force (PFC); 2019 Res. 6-03A Report: SMP Program Review / Joint BOD overture re SMP vicarage timing (PFC); 2019 Res. 6-04 Report: Certification of post-seminary continuing education programs and resources (PFC)

#### **Floor Committee 7 University Education**

- R1 President's Report
- R2.2 Colloquy Committee for Commissioned Ministry
- R5.2 Chief Financial Officer
- R14 Concordia University System
- R14.1 Concordia University Chicago
- R14.2 Concordia University Irvine
- R14.3 Concordia University, Nebraska
- R14.4 Concordia University, St. Paul
- R14.5 Concordia University Wisconsin and Ann Arbor
- R55 Wyoming District
- R61 2019 Res. 7-03 Report: New Governance Plan for Synod's Colleges and Universities (Task Force)
- R63 Ecclesiastical Visitation of Concordia University Wisconsin
- R64 Ecclesiastical Visitation of Concordia University Texas
- R65 Opinions of Commission on Constitutional Matters

#### **Floor Committee 8 Finance**

- R1 President's Report
- R1.2 Chief Mission Officer
- R1.2.1 Office of National Mission
- R1.2.2 Office of International Mission
- R1.2.4 Mission Advancement
- R1.2.5 Communications
- R1.3 KFUO Radio
- R5 Board of Directors
- R5.1 Chief Administrative Officer
- R5.1.1 Convention, Conference, and Event Planning
- R5.1.2 Human Resources
- R5.1.3 Operations Support Services
- R5.2 Chief Financial Officer
- R6 Board for National Mission
- R7 Board for International Mission
- R8 BNM/BIM Joint Report: Triennial Priority Guidance
- R15 Concordia Historical Institute
- R16 Concordia Publishing House

- R17 Lutheran Church Extension Fund
- R18 LCMS Foundation
- R19 Board of Trustees—Concordia Plans; Board of Directors—Concordia Plan Services
- R20 Lutheran Center for Religious Liberty
- R21–55 All District Reports
- R56 International Lutheran Laymen's League (Lutheran Hour Ministries)
- R57 Lutheran Women's Missionary League

#### **Floor Committee 9 Structure and Administration**

- R1 President's Report
- R2 First Vice-President
- R3 Praesidium
- R4 Secretary
- R4.1 Rosters, Statistics, and Research Services
- R5 Board of Directors
- R5.1 Chief Administrative Officer
- R5.1.1 Convention, Conference, and Event Planning
- R5.1.2 Human Resources
- R5.1.3 Operations Support Services
- R5.2 Chief Financial Officer
- R6 Board for National Mission
- R7 Board for International Mission
- R8 BNM/BIM Joint Report: Triennial Priority Guidance
- R9 Commission on Constitutional Matters
- R11 Commission on Handbook
- R15 Concordia Historical Institute
- R16 Concordia Publishing House
- R17 Lutheran Church Extension Fund
- R18 LCMS Foundation
- R19 Board of Trustees—Concordia Plans; Board of Directors—Concordia Plan Services
- R21–55 All District Reports
- R62 2019 Res. 9-17 Report: Study of Voting Privilege in the LCMS (CCM)
- R65 Opinions of Commission on Constitutional Matters
- R66.12 On the Historical, Biblical, and Confessional Basis for Article VI of the Constitution of The Lutheran Church—Missouri Synod (2019)

#### **Floor Committee 10 Ecclesiastical Supervision and Dispute Resolution**

- R1 President's Report
- R2 First Vice-President
- R3 Praesidium
- R4 Secretary
- R4.1 Rosters, Statistics, and Research Services

- R9 Commission on Constitutional Matters
- R21–55 All District Reports
- R65 Opinions of Commission on Constitutional Matters
- R66.6 South Wisconsin District President's Request for an Opinion concerning Shut-In Communion by a Commissioned Minister (2022)
- R66.12 On the Historical, Biblical, and Confessional Basis for Article VI of the Constitution of The Lutheran Church—Missouri Synod (2019)
- R66.13 Response to Request from Minnesota South and North District Congregations and Calling Entities regarding Minnesota Statute 604.202 (2019)

#### **Floor Committee 11 Church and Culture**

- R1 President's Report
- R1.2.5 Communications
- R1.3 KFUO Radio
- R12 Commission on Theology and Church Relations
- R16 Concordia Publishing House
- R20 Lutheran Center for Religious Liberty
- R66.1 *A Chaste and Decent Life: An Update on Human Sexuality 1981* (2022)
- R66.2 *The Order of Creation: Theology, History, Definition* (2022)
- R66.3 *Marriage Between Church and State: A Report on Clergy Serving as "Agents of the State"* (2021)
- R66.4 *A Snapshot of Trending Tools: Christians and Social Media* (2019)

#### **Floor Committee 12 Schools, Family, Young Adults, and Youth**

- R1 President's Report
- R1.2.1 Office of National Mission
- R16 Concordia Publishing House

# REIMBURSEMENT POLICY PURPOSE

The purpose of the LCMS Reimbursement Policy is to provide a tax efficient and administratively streamlined manner for reimbursing travel and business expenses incurred by individuals.

## SCOPE

This policy applies to all employees and members of boards, commissions, and councils of The Lutheran Church—Missouri Synod, and to volunteers.

## DEFINITIONS (if applicable)

**Adequate accounting:** the detailed information required to be recorded for each travel and business expense. It includes all of the following: (1) the business purpose for having made the trip or incurred the expense; (2) the date and place where each expense was incurred; (3) if another individual was entertained or presented with a gift, the individual's name and his or her business relationship; (4) the amount; and (5) other extraordinary circumstances surrounding each expenditure, if any.

**Documentation:** the documentary evidence that supports the individual's adequate accounting of each travel and business expense incurred. It may be any original document or unadulterated duplicate of the original that has been copied, faxed, scanned, or its digitalized image. Documentation is required for the following expenses:

- Car Rental: all copies of rental receipts and accident reports, if any
- Personal Auto Use: account for and record the mileage, the dates and place(s) of the business trip on the appropriate reimbursement form
- Parking fees, transit fees, and tolls: if \$25 or more, a receipt
- Lodging: regardless of amount, an itemized hotel bill (or electronic image of it)
- Airline: e-ticket receipt issued by the airline accompanied by a paid receipt or corporate credit card receipt; or the paper airline ticket showing traveler's name
- Entertainment meal (see definition):
  - a. if the total meal expenditure is \$75 or more, a receipt is required itemizing each food and beverage expense, including the tip; the name of the establishment and its location (city and state); an accounting for the name of each dinner guest and the business purpose of the meal
  - b. if the total amount of an entertainment meal is less than \$75, the individual must only account for the date, the amount spent (not estimated), the name and location of the establishment, and the name and business relationship of each dinner guest
- Telephone calls/long distance: for each call, an adequate accounting; if \$25 or more, the itemized phone bill
- Taxi: if \$25 or more, a receipt
- Travel meal (see definition):
  - a. for employees, members of boards, committees, and councils: if \$25 or more, a receipt
  - b. volunteers: receipts unless provided a per diem allowance (not to exceed government rates) at the unit executive's discretion; only an adequate accounting if the latter
- Incidentals, traveling (see definition): same documentation required of the same various travelers as described under aforementioned travel meals
- Supplies and office expenses, professional books, newspapers, and magazines, and other general purchases used during the individual's business conducted on behalf of LCMS: if the total purchase is \$25 or more, an itemized receipt

**Meal, business:** meal expense officially scheduled as part of a business conference or convention, or an infrequent meal directly before or following a business meeting attended by the individual.

**Meal, entertainment/hospitality:** a meal expense having a bona fide business nature, and which may be incurred only by pre-authorized individuals for entertaining. The cost includes the individual's meal and his or her guests', plus tips. At least one guest must be someone other than an LCMS employee and not an LCMS employee's spouse. Entertainment/hospitality meals will be reimbursed based on their actual expense, using government rates as a guideline.



**Meal, relocation:** a meal expense to facilitate mobility of individuals who have been extended offers of new employment. Although taxable, these expenses are capped by means of a daily allowance threshold described in further detail under the LCMS Relocation Policy.

**Meal, travel:** a meal expense incurred by business travelers for their personal meals on organization business during trips that require an overnight stay or longer. These are reimbursed on the meal's actual expense using government rates as a guideline. An adequate accounting and required documentation must be submitted to LCMS for reimbursement. Unit executives may permit volunteers to be reimbursed for travel meals.

**Non-reimbursable expense:** an expense incurred by an individual that the LCMS will not reimburse because it is considered lavish, unreasonable, or generally has no business connection. The following is a partial list of expense items that LCMS ordinarily considers non-reimbursable:

- personal entertainment (i.e., alcoholic bar bills, movies, hotel mini-bar charges, hotel room service, etc.)
- newspapers, magazines, books, etc., unless content is professional or business-connected
- traffic and parking fines
- haircuts and shoe shines
- hotel health club and spa fees; club memberships, including airline's business or first-class seating, or other purchases made while in flight
- domestic laundry/dry cleaning (trips lasting five days or less)
- taxis or other related expenses for sightseeing
- excessive tips (more than 20%)
- prescription and over-the-counter medications
- valet parking (unless self-parking is unavailable); limo services
- personal items (clothing, luggage, briefcases, etc.)
- spousal travel (see Spousal Travel Policy for exceptions)
- travel meal when the same group/conference meal has already been paid-for (often as part of the seminar or conference registration fees)
- charges for the non-use of or changes to a hotel and/or airplane reservation guaranteed and/or booked in advance unless the failure to use or cost to change is attributed to reasons beyond the individual traveler's control, or the change/non-use produces an overall cost savings and this explanation submitted with the expense report
- in-town business meals at which only LCMS employees are in attendance (except for departmental special functions allowed under Department Luncheons/Dinners Policy)
- taxi fares between home & IC
- requests for reimbursement that exceed 60 days from the date the expense was incurred or paid
- items prohibited by other LCMS policies (see Employee Recognition Policy, Departmental Celebration Activities Policy, Purchase Order Policy, Technology Purchasing Policy, Meeting & Planning Policy, et al.)
- babysitting, child care expenses
- airport parking in STL

**Ordinary and necessary:**

- For travel expenses, those that LCMS considers as providing reasonable standards of comfort, convenience, and adequate standards of safety and efficiency. While travel should be comfortable, it must be economical and not exceed budgetary restraints. The LCMS expects the individual to stay at a hotel or motel that is reasonably convenient to the place where business is to be transacted and is approximate to or below the government rates (before taxes) for that locality. The same expectation applies to travel meals — that these expenses do not exceed the government rates (before taxes) for that locality. Whenever possible, use other means to avoid a hotel's substantial service charges to the tolls for long-distance calls made through the hotel's switchboard.
- For most other expenses, the necessary and reasonable standard is met if good stewardship is being exercised by the individual.

**Out-of-pocket:** a business-related travel or business expense incurred by an individual and paid for with his or her personal funds (cash) or charged to a personal credit card.

**Receipt:** a written or digital acknowledgment received from the vendor at point of transaction, or a digital unadulterated copy (scanned, photographed) made from the original.

**Regular workplace:** generally, a workplace away from an employee's residence, such as the International Center (IC) or another Synod-owned facility. If an employee is deployed to work inside his or her residence, his or her regular workplace is the residence from which he or she works.

**Temporary workplace:** generally, a location of a work assignment away from the employee's regular workplace that is expected to last for no more than one year and does in fact last no more than one year. Typical examples of temporary workplaces include the following: a business meeting place, seminar event, airport, or other business-related destination other than the employee's regular workplace.

**Transportation mileage:** the distance driven within the city or general area of the individual's regular workplace by the individual in his or her personally owned automobile driving from one workplace to another; visiting a business associate or vendor in the course of business, going to a business meeting away from a regular workplace, driving from home to a temporary workplace when the individual has a regular workplace (but never from home to the individual's regular workplace); and traveling further distances such as on a business trip that requires an overnight stay (see reimbursement details under Procedures).

**Travel advances:** funds made directly payable to the traveler not more than 30 days in advance of his or her trip. Only LCMS employees are eligible for travel advances. To minimize requirements for travel advances, employees who are privileged with a corporate credit card are expected to charge their travel expenses to it. Employees who incur meal and incidental expenses while traveling can subsequently request reimbursement for the travel expenses they incur out-of-pocket (see Procedures for more details regarding funds advanced for travel). Direct deposit may be elected for faster reimbursements of these purchases.

**Travel expenses:** Travel expenses are those that are necessary and reasonable, incurred while away from the regular workplace on temporary business of a distance away that requires an overnight rest or longer stay. Typical reimbursable travel expenses include lodging, transportation (including parking fees and tolls), and personal meal expenses that the individual incurs while he or she is away conducting business. When an individual drives his or her own vehicle, the mileage expense will be reimbursed at the prevailing IRS standard business mileage rate. When the drive is related to an individual's relocation, the mileage will be reimbursed at the prevailing IRS standard moving mileage rate.

## POLICY

It is the policy of LCMS to reimburse all its employees and members of its boards, commissions, and councils (and on occasion, volunteers) for their travel and other business expenses under an accountable reimbursement plan that complies with Internal Revenue Service regulations.

### LCMS Reimbursement Plan

The Lutheran Church—Missouri Synod has herein established a reimbursement policy through which an employee, a member of its boards, commissions, or councils (or on occasion, a volunteer) who has incurred an ordinary and necessary business expense on behalf of the LCMS and purchased the item or service with personal funds may subsequently request reimbursement for it in a manner which conforms to income tax regulations 1.162-17 and 1.274-5T9E, as described in the following terms and conditions:

1. Any aforementioned individual shall be reimbursed for any ordinary and necessary business expenses incurred on behalf of the LCMS only if the following conditions are satisfied: (i) the expenses are reasonable in amount; (ii) the employee accounts for the amount, date, place, and business purpose of each expense with the same kinds of documentary evidence as would be required to support a deduction of the expense on the person's federal income tax return; and (iii) that any required documentation is provided to the LCMS in a timely manner. In no event will an expense be reimbursed if substantiated more than 60 days after the expense is paid or incurred (whichever is later) by the employee. The employee must submit the request for reimbursement on the appropriate LCMS form based on the type of business expense incurred.
  - a. It is understood that the above conditions are in large part taken from income tax regulation 1.274-5T(e), which provides that —

“an adequate accounting means the submission to the employer of an account book, diary, statement of expense, or similar record maintained by the employee in which the information as to each element of expenditure (amount; time and place; business purpose; and the business relationship of each person being entertained or receiving a gift, if any) is recorded at or near the time of the expenditure, together with supporting documentary evidence, in a manner which conforms to all the ‘adequate records’ requirement.”



- b. LCMS requires that all travel and business expenses of \$25 or more be supported by documentary evidence such as receipts, invoices, or bills (including lodging, which must always be supported by an itemized receipt regardless of the amount). The need for documentary evidence regarding entertainment expenses (meals, events), is more relaxed and must only be supported by receipts, invoices, or bills when they total \$75.00 or more.
2. All reimbursements shall be paid separately from an employee's wages with available funds budgeted for the specific expense.
3. The amount of any business expense properly substantiated and reimbursed under this Plan is excluded from the employee's gross income and not subject to federal, state, social security, and Medicare taxes.
4. An employee's charging to a corporate credit card for business expenses or travel expenses constitutes an advanced "reimbursement" and must be adequately accounted for and substantiated with the same documentary evidence previously described in paragraph 1 of this Plan. Corporate credit cardholders must additionally comply with the separate policy and procedures pertaining to corporate credit card use (see LCMS Corporate Credit Card Policy).
5. LCMS will not accept an employee's accounting of a business expense reimbursement or advance if more than 60 days has transpired since the expense was incurred or paid unless the appropriate Operations Team member for that employee's unit (Chief Administrative Officer, Chief Financial Officer, and Chief Missions Officer) has approved it. Under such circumstances, the employee must return the amount not accounted for. If this payback to LCMS is not accomplished within 90 days after the expense was paid or incurred, LCMS will include the unreturned amount in the employee's taxable income. In any event an employee's substantiation (adequately accounted for and documented if necessary) is more than 90 days and is approved by a member of the Operations Team, the amount of reimbursed or advanced business expense will be treated as if paid under a nonaccountable plan and included in the employee's taxable income. (See Procedure #15 below.)
6. Under no circumstances will the LCMS reimburse an employee for business expenses incurred on behalf of the LCMS that are not properly substantiated according to this policy. That restraint is necessary to prevent this Plan from being classified as a "nonaccountable" plan. Plans that are nonaccountable require the reporting of all reimbursements, substantiated or not, as taxable income.
7. A volunteer may be reimbursed under this policy for out-of-pocket expenses incurred during his or her volunteer services if pre-authorized by the unit executive.

## PROCEDURE

1. **Authorization.** Individuals should be certain they are pre-authorized to make low-dollar purchases. To comply with the Board of Directors Policy, Accounts Payable ("AP") requires every unit executive to submit an authorization list of names and their authorization levels. The list must be updated when any of the following events occur: change in personnel; a new control number (org code) is created.
2. **Policy compliance.** The individual and his or her manager are responsible for supporting and complying with the LCMS Reimbursement Policy in both spirit and intent. Reimbursement requests will not be honored if the intent is to circumvent the organization's purchasing policies (see Purchasing Policy). Only out-of-pocket expenses deemed ordinary, necessary and in compliance with all LCMS policies are reimbursable.
3. **Spousal travel.** If an employee's spouse accompanies him or her when traveling on a business trip, see procedures under Spousal Travel Policy.
4. **Transportation.** Mileage expenses estimated to drive one's personal automobile to a destination requiring sleep or rest to meet the demands of the employee's job should be compared with the lowest coach airfare between the cities. In most cases, LCMS will limit the reimbursement to the lesser of these amounts regardless of the amount incurred by the employee.

Transportation expenses that an employee incurs between his or her home and regular workplace, regardless of whether incurred inside or outside normal work hours and without regard to the frequency of trips made between these locations are personal expenses for which LCMS will not reimburse.

It is possible to calculate mileage distances using the vehicle's odometer readings at the beginning and end of the business trip (assuming no detours are taken for personal use). Alternatively, an individual can use Mapquest.com or other mapping tool to determine distance. Any personal mileage incurred will not be reimbursed by LCMS. Business mileage must be recorded on a travel expense report and will be reimbursed at the IRS standard business mileage rate; relocation mileage will be reimbursed at the IRS standard moving mileage rate.

Do Not Staple

## TRAVEL EXPENSE REPORT



Calendar Year 2023

City/State/Zip

<b>Purpose for Travel:</b>	Floor Committee weekend travel June 8-12, 2023							
<b>Travel Dates</b> →	6/8/23	6/9/23	6/10/23	6/11/23	6/12/23			<b>Totals</b>
<b>Transportation</b>								
Business Miles								
Mileage Allowance = \$0.655	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Airfare								-
Auto Rental (attach contract)								-
Fuel								-
Parking & Tolls								-
Taxi								-
Tips								-
<b>Meals</b>								
Travel Meals: Breakfast								-
Lunch								-
Dinner								-
Business Meals with Others								-
<b>Lodging</b>								
Lodging								-
Telephone								-
Other (explain below)								-
<b>Total Expenses</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Explain Other:</b>					Less: Prepaid Airfare		-	
					Cash Advance		-	
					<b>Balance Due:</b>		<b>Traveler Company</b>	

See attached email requesting payment

Traveler's Signature

Date

Authorized Signature

Date

A/P Received Stamp	COA	BK	Fund	Org	Account	Program	Amount
	S	L1	11100	OSC125	721201	200	

Submit completed, signed forms with receipts by **July 15, 2023**.  
See provided LCMS Reimbursement Policy for more details.

### For Accounting Use Only

Checked

Entered

Approved

# HOW DID WE GET HERE?

## President Receives Overtures

The president received 336 overtures for consideration for the 2023 Synod convention. Overtures are recommendations requesting action on the part of the convention. Overtures can be submitted by:

1. a member congregation of the Synod
2. a convention or board of directors of a district
3. an official district conference of ordained and/or commissioned ministers
4. the faculty of an educational institution of the Synod
5. the Board of Directors of the Synod
6. the Board of Directors of Concordia Publishing House
7. the Board of Directors of Concordia University System
8. the Board of Directors of Lutheran Church Extension Fund—Missouri Synod (Board for Church Extension)
9. the Board of Trustees—Concordia Plans (Board of Directors for Concordia Plan Services)
10. the Board of Trustees for the Lutheran Church—Missouri Synod Foundation
11. the board of regents of a college, university, or seminary of the Synod
12. the Board of Governors of Concordia Historical Institute
13. the LCMS Board for National Mission
14. the LCMS Board for International Mission
15. the LCMS Commission on Constitutional Matters
16. the LCMS Commission on Doctrinal Review
17. the LCMS Commission on Handbook
18. the LCMS Commission on Theology and Church Relations
19. a committee established by a prior convention
20. a forum of a circuit

The *Convention Workbook* contains all convention reports and overtures published under the editorship of the secretary and approval of the president (Bylaw 3.1.8). The *Convention Workbook* is now available online at [lcms.org/convention](https://lcms.org/convention) and will be mailed to each voting and advisory delegate and alternates, all officers of the Synod, and members of boards, commissions, and councils shortly thereafter.

## President Appoints Floor Committees

The president has appointed the floor committees in consultation with the Council of Presidents and Praesidium. Appointments were made from among the voting delegates, advisory delegates, and advisory representatives. Ordained ministers, commissioned ministers, and laypersons are represented on all committees (Bylaws 3.1.7 [a–b]). All reports and overtures accepted by the president are referred by him to convention floor committees (Bylaw 3.1.7).

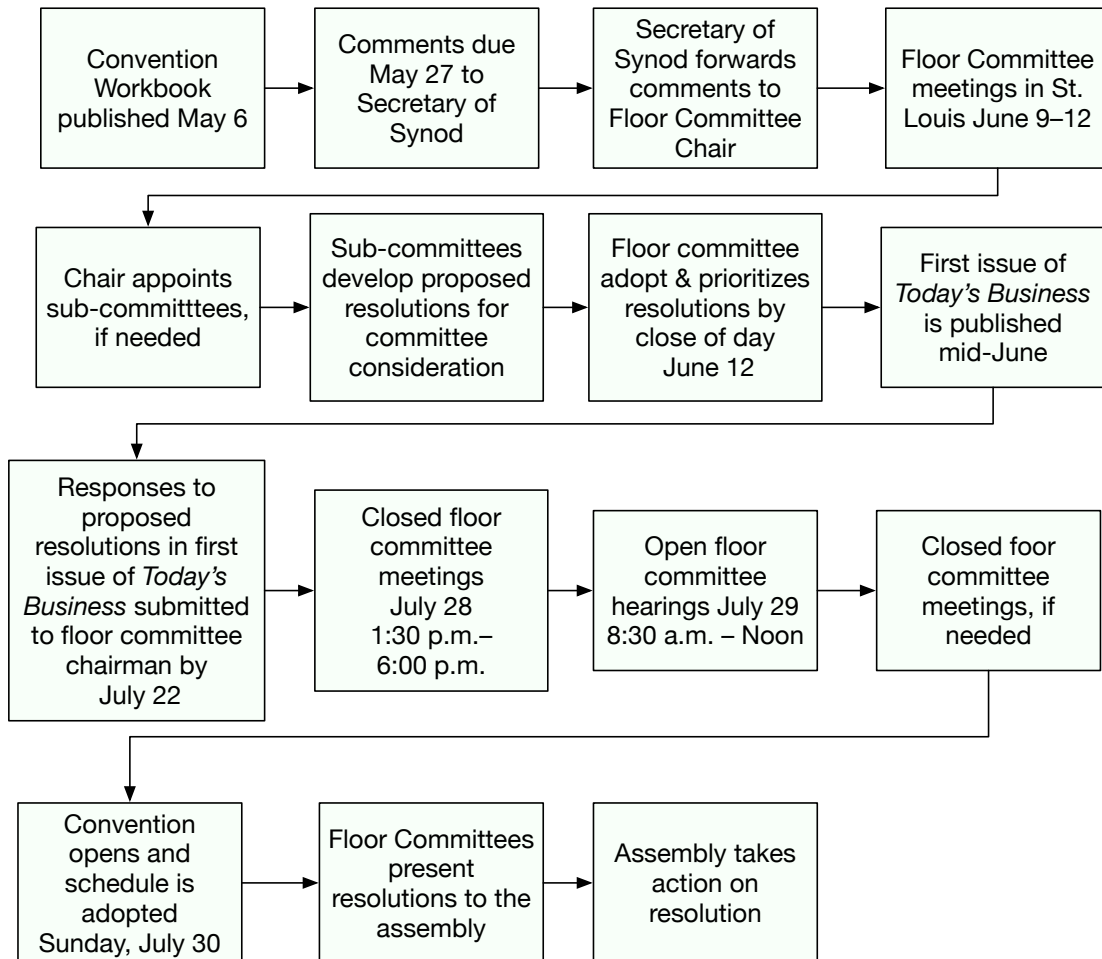
## Floor Committee Responsibilities

The floor committees have several responsibilities prior to and at convention. The Synod is grateful for the volunteer time and effort members contribute to the preparation of material and for the successful presentation of convention business to the assembly.

1. Most matters are complex and require prayerful consideration. Floor committees are to give “due consideration of the matters” referred to them (Bylaw 3.1.7 [f]).
2. Consider material in overtures, convention reports, the President’s Report Part 2:
  - a. Convention reports are required (or permitted) to be submitted by various Synod officers, boards, commissions, and other groups, as permitted by the President. These reports are statements of work performed or contemplated by those who were charged with conducting the business of the Synod between conventions (Bylaw 3.1.6.1 [a]).

- b. The President's Report Part 2 is presented at floor committee weekend on Friday, June 9.
  - c. While the President assigns certain convention reports to each floor committee, any report in the *Convention Workbook* can be considered by any floor committee in drafting a proposed resolution.
  - d. Committees can use reports as references for a resolution or create an entirely new resolution based on information found in a report.
3. Consider submitted comments to prepare proposed resolutions:
    - a. Any member of the Synod (congregation, ordained minister, commissioned minister) and any lay delegate to the convention may express comments on reports and overtures in the *Convention Workbook*. These comments are due by May 27, 2023, to the Secretary of Synod (Bylaw 3.1.8 [c]), who will share them with the appropriate floor committee for consideration.
    - b. Responses to the proposed resolutions contained in the first issue of *Today's Business* are to be submitted to the appropriate floor committee chairman by July 22 (Bylaw 3.1.8.1 [a]).
    - c. Comments made at the Floor Committee Open Hearings, Saturday, July 29.
  4. Prepare and prioritize resolutions for presentation to convention delegates at appointed times in the order of convention business. Before your committee is dismissed for the weekend, you must prioritize the proposed resolutions. At the convention, usually resolutions are presented by the floor committee in numerical order. If the committee time runs out and the floor committee does not present all the resolutions to the assembly, those resolutions not presented die. Therefore, prioritizing resolutions becomes very important.
  5. Plan to meet Friday, July 28, in closed meeting to finalize or change any proposed resolutions and discuss the committee's presentation to the assembly.
  6. Conduct open hearings on Saturday morning, July 29, and update resolutions, as deemed appropriate. The committee may choose to meet again in closed session to consider any changes based on input received during the open hearings.
  7. Each floor committee will have designated time to present resolutions to the convention delegates. While the convention schedule will be adopted at the beginning of convention, the daily schedule will be posted each day in the daily issue of *Today's Business*.
  8. There will be designated time on Thursday morning to take up any last-minute business if a committee ran out of time to present.

## OVERVIEW OF FLOOR COMMITTEE WORK



# The Convention From Overture to Action

In the summer of 2023, pastoral and lay delegates will converge on Milwaukee, Wis., for the 2023 LCMS convention. Together, they'll make important decisions regarding the business of the church. But how does it all come together? How is input provided? Follow the road of an overture to convention!

## 2023

### This means you!

If you're a member of an LCMS church, your congregation can bring your ideas or concerns before the convention.

O.

LCMS congregations, circuits and districts write and submit overtures to the president of the Synod.

prefer to receive: **Feb. 10\***

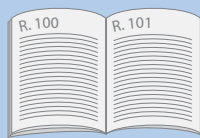
Overtures are reviewed by the president, accepted (or not) and assigned to a floor committee.

O. 100

accepted

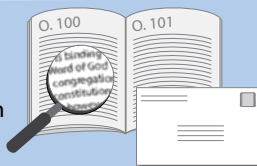
Floor committees determine content and priority of resolutions.

The proposed resolutions are made available in *Today's Business* on [lcms.org](https://lcms.org).



*Today's Business* available by: **mid June**

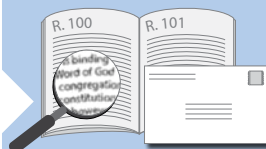
Congregations, pastors and lay delegates, among others, express comments on overtures in the *Convention Workbook* to the Secretary of Synod.



comments due: **May 27**

The LCMS Secretary publishes accepted overtures in the *Convention Workbook* on [lcms.org](https://lcms.org).

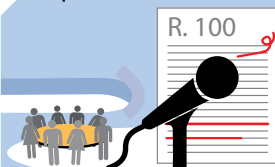
*Convention Workbook* available by: **May 6**



Responses to the proposed resolutions may be submitted to the chairman of the appropriate floor committee.

responses on *Today's Business* due: **July 22**

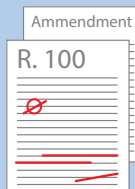
Open hearings are held by floor committees to receive input on resolutions.



All are welcome to participate at the open hearings.

**July 29, Milwaukee, Wis.**

Convention delegates review, discuss, amend and vote to adopt or decline resolutions.



**R. 100**

☐ **ADOPT**  
☐ **DECLINE**

R. 100

Floor committees finalize resolutions to be presented to the convention delegates for consideration.

during convention

Synod, districts, congregations and circuits implement and abide by resolutions.



O.

### Overture

A recommendation in the form of a proposed resolution requesting action on the part of the convention.

R. 100

### Resolution

A formal, written proposal that certain actions be taken or that a certain statement express the sense, opinion, desire or will of the assembly.

**336**  
overtures submitted  
for the 2023 convention.

### Floor Committees -

All reports and overtures accepted by the president shall be referred to floor committees appointed by the president.

Check out [lcms.org/convention](https://lcms.org/convention) for more information and updates.

\*Bylaw 3.1.6 deadline: **March 11**

# FLOOR COMMITTEE WEEKEND — June 9-12, 2023

## PREPARE

### Read Overtures and Reports

We have set up a Microsoft Teams SharePoint site for 2023 floor committee members (SharePoint is a version of “the cloud” for file storage and exchange). This SharePoint site contains all the 2023 convention overtures, reports, and other information. We previously sent you an email (mid-April) about this shared site with instructions to access the documents. Please email [barb.below@lcms.org](mailto:barb.below@lcms.org) if you cannot find this email or are unable to access the SharePoint site.

### What To Bring

Please bring your *Convention Workbook* to floor committee weekend. Committee members are encouraged to familiarize themselves with the reports and overtures found in the *Convention Workbook* assigned to their committee. The *Convention Workbook* is now posted online to [lcms.org/convention](http://lcms.org/convention) and will be mailed to you shortly.

You may also want to bring with you reading material or other work you can do while your committee is waiting for *Today's Business* to process the committee's resolutions and dismiss you.

### Review Travel Policies

Please make your own travel arrangements according to the Synod Business Travel Reimbursement Policy included with these instructions. Please review the travel policies to be aware of the purchasing instructions, the process for reimbursement, and non-reimbursable expenses. To receive reimbursement for floor committee weekend expenses, you must complete the enclosed travel reimbursement form, attach all itemized receipts, sign the form, and submit no later than **July 15, 2023**.

### Meals

All meals while you are in St. Louis will be provided. Breakfast will be provided at the Hilton St. Louis Airport Hotel before you depart for the International Center each morning. Lunch, snacks, and dinner will be held at the International Center. No other meals during the weekend will be reimbursed. We will not reimburse meals if you choose to go out rather than having the lunch and/or dinner we provide. Meals you have while traveling to/from St. Louis can be reimbursed according to Synod Business Travel Reimbursement Policy.

### Airport Shuttle

Complimentary airport transportation to the hotel is provided by the Hilton St. Louis Airport Hotel from across from the MAIN Terminal 1, at Exit M18, and from the EAST Terminal at Exit ET14, outside the baggage claim areas from 4:00 a.m.-1:00 a.m. Please call the hotel at 314-426-5500 to advise of arrival and location.

### Committee Secretary Training — June 9, 2:00 p.m.

The role of the floor committee secretary is critical for the efficient production of quality resolutions. Floor committee secretaries are required to attend training on Friday, June 9, from 2:00 p.m.-4:15 p.m., at the International Center. We also strongly recommend/request the floor committee chair and vice-chair attend this training. Other floor committee members are NOT required to attend this training. At this training the floor committee secretary, chair and vice-chair will learn:

- how to draft and submit resolutions to *Today's Business* office;
- the secretary's role and responsibilities with *Today's Business* to receive finalized resolution for review/approval;
- what *Today's Business* staff will do to finalize your resolution and obtain your approval;
- how to complete the various forms to account for action on every overture;
- when to prioritize resolutions and assign numbering; and
- when your committee can be dismissed.



# PRODUCE

## The Outcome of Floor Committee Weekend

The outcome of the June 9-12 floor committee weekend will be the production of proposed resolutions that will be published in the first issue of *Today's Business*. The first issue of *Today's Business* will be posted online mid-June to [lcms.org/convention](http://lcms.org/convention) and will be the main document that delegates use for the convention. Hard copies of this issue will be mailed shortly after online posting.

Any changes made to resolutions after publication of the first issue of *Today's Business* must be published as an updated resolution, under a new resolution number, in the daily issue of *Today's Business*. Daily issues will be published Sunday through Thursday of the convention.

## Getting Floor Committees Organized

The floor committee chairman will lead the committee to:

- 1. Appoint committee communication liaison.** The committee communication liaison will serve both at floor committee weekend and at the convention. The communication liaison will be a contact to the LCMS Communications Department for news and information about the committee's work. During floor committee weekend, the communication liaison should meet the Communications Department representative on Saturday, during the lunch hour, in the lobby (3rd floor) to go over responsibilities.
- 2. Appoint check-out person.** Email [barb.below@lcms.org](mailto:barb.below@lcms.org) the name of your assigned committee check-out person. The committee check-out person is responsible to notify the front desk every day when the committee recesses for the evening. On the final day of work, the committee check-out person must keep track of committee members who have checked out of their hotel. When the committee is dismissed and departs for home, the check-out person must notify the front desk which committee members HAVE NOT checked out of the hotel.
- 3. Make use of sub-committees.** The floor committee chair may split the committee into sub-committees. Sub-committee meeting rooms are available by calling the Front Desk at "1000."
- 4. Consult with others.** Some resolutions will require consultation and coordination with other floor committees, subject matter experts, the Commission on Handbook, the Commission on Constitutional Matters, etc. It is advisable to plan early which committees you will need to consult with. Example: financial implications will require consultation with FC 8—Finance.

## Primary Staff and Advisory Persons

Many service and program directors and executive directors will be in the building (or on call) and available to floor committees, as needed, to provide clarification or information helpful to the committee. Each floor committee has been assigned a Primary Staff Person to assist the committee with its work. The Primary Staff Person can be called on if any information or subject matter expertise is needed. The staff's responsibility is to assist and inform, not to unduly influence the committee members regarding the disposition of overtures.

In addition to staff, Advisory persons present at floor committee weekend are:

- Members of the Commission on Handbook (COH)
- Members of the Commission on Constitutional Matters (CCM)
- Members of the Commission on Theology and Church Relations (CTCR)
- Members of the LCMS Board of Directors
- Legal Counsel
- Seminary Presidents
- Rev. Kevin Robson, Chief Mission Officer

The staff or advisory person are not considered members of a floor committee (unless specifically invited to serve on a committee). They may come and go from your committee room hopefully with minimal distraction. Neither any staff member nor any advisory individual is eligible to vote, speak unless called on by the floor committee chair, or to be present during an executive session of the floor committee without the approval of the floor committee chair. Should you need the assistance of any staff, commission, or board member, please contact the front desk or dial "1000" from any building phone.



The Primary Staff Person and LCMS Board of Directors Advisors are listed below:

<b>Floor Committee 1</b>	Rev. Dr. Mark Wood, Managing Director, Church Planting, Renewal, and Support, Office of National Mission
<b>Floor Committee 2</b>	Christian Boehlke, Interim Executive Director, Office of International Mission
<b>Floor Committee 3</b>	Deaconess Tiffany Manor, Managing Director, Human Care and Ministerial Support, Office of National Mission
<b>Floor Committee 4</b>	Rev. Dr. Rick Serina, Associate Executive Director, Commission on Theology and Church Relations
<b>Floor Committee 5</b>	Rev. Dr. Joel Lehenbauer, Executive Director, Commission on Theology and Church Relations
<b>Floor Committee 6</b>	Rev. Dr. James Baneck, Executive Director, LCMS Pastoral Education
<b>Floor Committee 7</b>	Rev. Dr. Dean Wenthe, President, Concordia University System Rev. Dr. Paul Philp, Director of Institutional Research and Integrity, Concordia University System Rev. Joe Hoem, LCMS Board of Directors
<b>Floor Committee 8</b>	Nathan Haak, LCMS Chief Financial Officer
<b>Floor Committee 9</b>	Frank Simek, LCMS Chief Administrative Officer Larry Harrington, LCMS Board of Directors
<b>Floor Committee 10</b>	Rev. Peter Lange, First Vice-President
<b>Floor Committee 11</b>	Rev. Larry Vogel, Assistant to the Executive Director, Commission on Theology and Church Relations Andrew Grams, LCMS Board of Directors
<b>Floor Committee 12</b>	Rev. Michael Meyer, Managing Director, Congregations and Districts, Office of National Mission

### How To Make a Proposed Resolution

Every proposed resolution drafted must have a reference line to indicate where the content, material, or idea was drawn from. A reference could be any published overture or report or both. The *Today's Business* staff will check every reference listed for every resolution your committee submits so be careful to record the proper reference number and page numbers for the reference. A reference line will appear at the top of the resolution (under the title) and may look like the following:

#### **Overture 7-21 (CW, 474); President's Report, Part 2 (TB, 1:24)**

The above reference line indicates this resolution is based on information found in Overture 7-21, located on page 474 in the *Convention Workbook* and on the President's Report, Part 2 located on page 24 in the first issue of *Today's Business*.

Overtures are the basis for almost every proposed resolution. Floor committees must take some action on every overture received. The action may be to:

- Single overture:
  - Accept overture, as is, to be a resolution
  - Edit or modify overture to be a resolution
  - Draft a new resolution based on the concepts presented in the overture
- Cluster overtures of similar subject:
  - Draft a new resolution based on the concepts presented;
  - Combine parts of several overtures, in the cluster, into one resolution
  - Accept one overture to become the resolution;
- Write a new resolution based on content in a report(s)
- Assign overture to Omnibus Resolution A, B, C, D

The committee may act on an overture by placing it in Omnibus A, B, C, or D Resolution. An omnibus resolution is a compilation of overtures of the same type or that call for the same action. They are not intended to curtail discussion but are intended to assist the convention in completing its business. See page XX for additional information on omnibus resolutions.

Floor committees are assigned certain convention reports to consider. However, any report in the *Convention Workbook* can be considered by any floor committee to draft a resolution. Please give ample attention to the reports of boards, commissions, and officers. They often contain many important suggestions and recommendations. In addition to submitted

overtures, the floor committee may also, if warranted, base a resolution on item(s) in reports, even when the report does not call for a specific action to be taken. Floor committees may also use information presented in the President's Report Part 2 that President Harrison will deliver during the Friday evening session of floor committee weekend.

When your full committee is in session, the floor committee secretary will be able to project the documents on the screen for discussion and will make changes on-screen as the committee dictates. (To reduce confusion, please remember that the floor committee secretary is responsible to the committee chairman and ideally will take direction only from him.)

Some issues assigned to floor committees may overlap with similar reports and/or overtures under consideration by another committee. In such cases, some discussion between floor committee officers or subcommittees will be useful, perhaps even mandatory, to coordinate resolutions coming to the convention floor. Keep in mind the schedule of other floor committees when you schedule time for collaboration.

Any member of the Synod (congregation, ordained minister, or commissioned minister) and any lay delegate to convention may submit comments on the overtures and reports published in the *Convention Workbook*. Comments are due by May 27 to the Secretary of Synod, who will transmit them to the appropriate floor committee for consideration (Bylaw 3.1.8 [c]). These comments may also be considered when drafting a resolution.

Responses to the proposed resolutions contained in the first issue of *Today's Business* must be submitted to the floor committee chairman by July 22 for the committee's consideration. These responses may be addressed at the closed floor committee meeting on Friday, July 28.

### Resolution Template

A Microsoft Word template has been developed that must be used to draft and submit proposed resolutions to the *Today's Business* office. The floor committee secretary training on Friday, June 9, will go over the instructions for using this template. Committees are required to submit their proposed resolution using the resolution template provided to the floor committee secretary.

If a floor committee does any work on a resolution prior to floor committee weekend, the template should be used. Prior to training, if you have questions about the template, please contact Rachel Asbury at 314-996-1406 or [rachel.asbury@lcms.org](mailto:rachel.asbury@lcms.org) for assistance.

### Editorial Assistance

The editorial staff of *Today's Business* will be available throughout the floor committee weekend to provide editorial services and support to help committees achieve similarities in acceptable style, grammar, and format. Should your committee get stuck in wordsmithing a resolution or a sentence, someone from the LCMS Communications Department is available to assist the committee (with no influence or direction) to find the best wording to express your intended message.

### Historical Records

Should your committee need access to previous *Synod Convention Proceedings*, *Handbooks*, or other records, each floor committee will be provided historical records and resources on a thumb drive. Hard copies of past Convention Proceedings will be available in the Office of the President (4th floor, executive wing). Certain historical documents (CCM Opinions, Board of Directors' minutes, etc.) are electronically available by consulting the *Today's Business* Office or contacting the Secretary of Synod, Dr. John Sias, at [john.sias@lcms.org](mailto:john.sias@lcms.org).

### Further Analysis or Input Needed

Some of the contemplated or proposed resolutions may require additional review. Should a resolution have any potential legal implications, Synod's legal counsel must be consulted.

The Commission on Constitutional Matters (CCM) must be consulted for any resolutions involving changes to the LCMS Constitution or Bylaws or potentially conflicting in any way with the Constitution or Bylaws of the Synod. The CCM is responsible to determine if the proposed changes are in agreement with Synod's Constitution, Bylaws, and resolutions.

Any proposed resolutions that may involve financial expenditures must be presented to the Floor Committee 8—Finance. The Synod's Chief Financial Officer, Nathan Haak, and the accounting staff will be available for consultation.

The Commission on Handbook is responsible for revising and maintaining the LCMS *Handbook*. Members of the commission can assist in developing Bylaw proposals that seek to amend or affect the Constitution, Bylaws, and Articles of Incorporation of the Synod, to determine their agreement in language (terminology) with the 2019 *Handbook*, thereby to maintain *Handbook* integrity and good order.

While the Commission on Handbook will not write Bylaws for a floor committee, they will assist a committee in drafting Bylaws to achieve the desired change.

Members of the LCMS Board of Directors are available for consultation regarding business, legal, property and management matters.

President Harrison, First Vice-President Lange, and the president's staff are also available for consultation, to answer any questions, or address any concerns. If you are in any doubt, ask for consultation with the appropriate person(s) available either in-person or on call over the weekend.

Should you need to contact any of these people, dial "1000" from any building phone.

### **Please Don't Rush (Really Important!)**

Despite everyone's desire to complete their task and return home, please refrain from rushing through the committee's work. A lot of Synod resources have been invested into the floor committees and we should take this work with the utmost seriousness that it deserves. Should committee members be anxious about missing flights or staying late, we can assist as we are able.

### **Work With Today's Business Staff**

The *Today's Business* staff will be present throughout the weekend to assist in producing final resolutions to submit to the Office of the Secretary for publication in the first issue of *Today's Business*. *Today's Business* services will operate in a pool and produce the final resolutions submitted by the floor committee secretaries. As each committee completes a resolution, the committee secretary is asked to submit it to the *Today's Business* staff, who will format the resolution and prepare the final version for both committee chairman and secretary to review. Consequently, the floor committee secretary will have a critical role in accurately drafting resolutions in committee. The secretary's training on Friday afternoon, June 9, will provide important instructions to committee secretaries to successfully complete draft resolutions and complete their work with *Today's Business* staff. Please be patient with the *Today's Business* staff as they complete their work and finalize the proposed resolutions.

### **Deliverables to Today's Business Office on Floor Committee Weekend**

1. Completed resolutions that have been edited by *Today's Business* staff and approved, with signature, by the floor committee chairman and secretary.
2. Completed various reports (lists) of the action taken on every overture, references used for each resolution, and final prioritized numbering of proposed resolutions.
3. Completed Omnibus A, B, C, D Resolution forms listing any overtures assigned to an omnibus.
4. The floor committee secretary should compose and email the floor committee meeting minutes to [today.business@lcms.org](mailto:today.business@lcms.org).

### **Committee Meeting Minutes**

The committee secretary is responsible for "minutes" of all floor committee meetings. The minutes should include decisions of the floor committee on resolutions prepared and any notes regarding the committee's rationale for difficult decisions. These meeting minutes become a record of the floor committee's thinking should there be a need to go back to interpret why the committee made a certain decision. Committee meeting minutes are allowed to be less formal than other committee or board meeting minutes but are desired to be more complete than brief notes taken.

### **Prepare for Convention**

Prior to leaving St. Louis on floor committee weekend, and while the committee waits for *Today's Business* to edit their resolutions, the committee should prepare for convention.

1. Discuss your pre-convention closed floor committee meeting Friday afternoon, July 28. Make a list of what you want to review and discuss at this meeting. Meeting rooms will be available at 1:30 p.m. and will be assigned closer to the event. At the pre-convention closed floor committee meeting, you may need to discuss any last-minute changes to proposed resolutions. If a resolution is revised, the suffix "A" is added to the end of the resolution number (i.e., Res. 7-04A). The revised resolution is turned in to the *Today's Business* office as soon as possible. The *Today's Business* staff will prepare the updated resolution to be printed in the next available issue of *Today's Business*.
2. Review and plan presentation of proposed resolutions to the convention assembly. It is important to discuss this as a

committee and spend time thinking about potential questions you may receive and prepare answers in advance.

## Check-Out Every Day

Each committee is asked to identify a person to serve as the committee check-out person. At the end of every day, the committee check-out person must notify the front desk that their floor committee is in recess for the evening or is being dismissed at the end of the weekend when work is complete. As you complete your work each evening, the check-out person must notify the front desk (dial "1000" from any building phone) that the floor committee is in recess for the evening. This will help to ensure all committees have exited the building before it is locked for the evening. When the committee has completed its work and is dismissed by the *Today's Business* staff for the weekend and allowed to return home, the check-out person must gather all committee nametags and drop them at the front desk to notify the front desk the committee has been dismissed and released to return home.

## Dismissal

The floor committee chairman does NOT dismiss the floor committee. The *Today's Business* staff person WILL be responsible to dismiss your committee once all resolutions have been edited and approved. It is important to understand your dismissal time is not based solely on when your committee completes its work of drafting proposed resolutions. Anticipating a committee's departure time requires us to estimate the time it will take for three steps to happen:

1. Time each floor committee will take to address each overture and draft proposed resolutions.
2. Time each floor committee will take to prioritize resolutions, discuss presentation at convention, anticipate questions from the floor, and prepare responses.
3. Time it will take *Today's Business* staff to proofread, edit, and format all resolutions from the committee and obtain approval by the committee chairman and secretary. This step may take several hours to complete and will be determined by the volume of work, quality of resolutions submitted, and complexity of resolutions (especially those calling for Bylaw changes).

All floor committee members must stay at the International Center while #1–3 above take place.

While we will instruct committees to turn in to *Today's Business* your proposed resolutions as you complete them, if multiple committees finish near the same time, *Today's Business* staff may be limited in ability to quickly process all the resolutions they receive. Courtesy and patience for *Today's Business* staff is necessary as you wait for them to review, edit, and complete your committee's work. While it may be difficult to understand why *Today's Business* may take more time than you would prefer to complete the resolutions, be assured the staff has been well trained by Dr. John Sias, Secretary of the Synod, and are doing their very best to work efficiently while respecting the value and time of all floor committee members.

## Departure

After *Today's Business* staff dismisses your committee, we will provide shuttle transportation to the airport and hotel. The International Center is located about 30 minutes from the airport and hotel. Based on all the factors, we anticipate your floor committee may be dismissed at the following time and would be able to depart the International Center:

Committee 1	<b>National Witness</b>	Sunday, June 11	1:00 p.m.
Committee 2	<b>International Witness</b>	Sunday, June 11	1:00 p.m.
Committee 3	<b>Mercy</b>	Sunday, June 11	1:00 p.m.
Committee 4	<b>Life Together</b>	Sunday, June 11	3:00 p.m.
Committee 5	<b>Theology and Church Relations</b>	Monday, June 12	1:00 p.m.
Committee 6	<b>Pastoral Ministry and Seminaries</b>	Monday, June 12	1:00 p.m.
Committee 7	<b>University Education</b>	Monday, June 12	1:00 p.m.
Committee 8	<b>Finance</b>	Sunday, June 11	5:00 p.m.
Committee 9	<b>Structure and Administration</b>	Monday, June 12	1:00 p.m.
Committee 10	<b>Ecclesiastical Supervision and Dispute Resolution</b>	Monday, June 12	1:00 p.m.
Committee 11	<b>Church and Culture</b>	Sunday, June 11	9:00 p.m.
Committee 12	<b>Schools, Family, Young Adults, and Youth</b>	Sunday, June 11	1:00 p.m.

Should your committee be dismissed by *Today's Business* earlier than anticipated, you are free to change your travel plans at your own expense. Please notify Lynne Marvin if you plan to check out of your hotel early. We understand there may be an

emergency where it could be critical to depart early. In these situations, we will be happy to help you consider your travel change options.

## PRESENT

### **Closed Floor Committee Meetings — July 28 afternoon/evening**

Closed floor committee meetings will begin at 1:30 p.m. on Friday, July 28. The purpose of the Friday closed meeting session is to revise or modify your resolutions based on feedback from the church, as well as to prepare for Saturday's open hearings. Your meeting room assignments will be provided to you closer to the date. You will have your Wisconsin Center meeting room available to you from 1:30 p.m.–6:00 p.m. Please establish your meeting schedule and be aware that lunch and dinner are not provided.

### **Open Floor Committee Hearings — July 29 morning**

Open floor committee hearings will begin at 8:30 a.m. on Saturday, July 9, in the Wisconsin Center. Open hearing room assignments will be provided closer to that date. Not all floor committees will require a four-hour open hearing. A schedule for Floor Committee Open Hearings will be published later.

### **Convention Floor Committee Time**

A detailed tentative convention agenda will be shared in the future, which will include the time(s) your committee will be on stage to present proposed resolutions.

### **When Committee Work Is Completed**

Over several days of convention business, each floor committee will present their resolutions to the convention delegation. While emergencies do arise, generally delegates and representatives are expected to stay at the convention even after their committee's work is completed. All delegates and representatives are expected to be faithful in attendance at all sessions of the convention and to attend all sessions regularly until the close of the convention (Bylaw 3.1.2.2 [c] and Bylaw 3.1.5.2). The convention will conclude at 12:00 p.m. on Thursday, August 3.

# PURPOSE AND PLACEMENT OF OMNIBUS RESOLUTIONS

Over the years, convention floor committees have dealt properly and effectively with certain kinds of overtures by developing omnibus resolutions. An omnibus resolution is a compilation of overtures of the same type or that call for the same action. They are not intended to curtail discussion but are intended to assist the convention in completing its business.

While floor committees are required to review and contemplate each overture submitted for consideration, they are not required to respond to every overture with a proposed resolution. A floor committee can refer an overture to be placed in one of four omnibus resolutions.

The LCMS uses four types of omnibus resolutions.

- **Omnibus Resolution A: Responsibility Assigned to Others**

This type of omnibus resolution can be used for overtures that request actions for which a board, office, individual, or commission of the Synod is responsible. Using Omnibus Resolution A, the floor committee identifies the board, office, individual, or commission to whom the overture should be referred.

- **Omnibus Resolution B: Responsibility Assigned to Others**

This type of omnibus resolution declines to act on overtures that floor committees believe to have been acted upon by previous conventions. By using Omnibus Resolution B and therewith identifying those previous convention resolutions, a floor committee indicates that it considers those actions already taken to be an adequate and appropriate response.

*NOTE:* Floor committees may contact the *Today's Business* staff or the Secretary's Office for assistance in locating previous convention actions.

*NOTE:* To expedite the work of floor committees, the chairman may request that their primary staff person do preliminary research on the possible use of Resolutions A and B in their committees.

- **Omnibus Resolution C: Expressions of Encouragement and Gratitude**

Omnibus Resolution C is used to encourage and/or thank individuals or entities. Every convention receives numerous requests to recognize noteworthy labors and accomplishments. Omnibus Resolution C provides an opportunity to see all these requests at one time and to provide brief mention of the reason for the recognition.

- **Omnibus Resolution D: To Respectfully Decline Overtures**

Omnibus Resolution D is used by floor committees to decline acting on overtures that for one reason or another are inappropriate and cannot be brought forward for convention action. A committee that determines an overture should be declined will list the overture in their floor committee's Omnibus Resolution D.

Omnibus Resolution D is to be submitted by each committee along with their other proposed resolutions. This omnibus resolution should be given the next (last) sequential resolution number for their committee making it the final resolution to be submitted by that committee. (For instance, if Floor Committee 10 develops seven proposed resolutions, their Omnibus Resolution D would be numbered Resolution 10-08.)

- **Placement of Omnibus Resolutions**

Omnibus Resolutions A and B are usually addressed early on in a convention, at which time a voting delegate may introduce a motion to remove one or more overtures from an omnibus resolution, which, if the motion is carried, returns the overture to the floor committee for further attention and proposed action. All floor committees submit their Omnibus Resolutions A, B, and C to the Today's Business office before they can be dismissed from floor committee weekend. These resolutions will be combined into single Omnibus Resolutions A, B, and C for convention publication in the first issue of *Today's Business*.

## OMNIBUS RESOLUTIONS

### Responsibility Assigned to Others

#### RESOLUTION A

WHEREAS, Certain overtures submitted to the convention for consideration request action for which the responsibility has been previously delegated to a board, office, individual, or commission; therefore be it

*Resolved*, That the following overtures be referred to the appropriate board, office, individual, or commission indicated below:

Overture Number	Subject	Board, Office, Individual, Commission
Ov. 1-08	To Promote Awareness of and Provide Educational Resources for Specialized Pastoral Ministry	Board for National Mission
Ov. 1-10	To Limit Mission Fundraising during Advent and Lent	Chief Mission Officer
Ov. 1-12	To Improve the Clarity of Written Communication	LCMS Communications, Concordia Publishing House

Committee Chairman: \_\_\_\_\_

## OMNIBUS RESOLUTIONS

### Issues Addressed By Previous Convention(s)

#### RESOLUTION B

WHEREAS, A number of issues have been presented through overtures to which the Synod, in convention, has previously spoken; and

WHEREAS, After careful consideration of these matters, there appears to be insufficient rationale to change or alter the stated position of the Synod; therefore be it

*Resolved*, That petitioners offering the following overtures be referred to previous convention action as indicated.

Overture Number	Subject	Previous Action
Ov. 4-10	To Encourage Every Sunday Communion	1995 Res. 2-08A
Ov. 4-13	To Reaffirm Our Encouragement for the Use of Approved Synod Worship Materials in Mission Synod Congregations	2016 Res. 4-04A; CCM Op. 18-2873
Ov. 4-15	To Change the Way Electoral Circuits are Formed	1966 Bylaw 1.5.1; 1967 Res. 5-18; Bylaws 3.1.3 and 5.1.1–2

Committee Chairman: \_\_\_\_\_



# EXAMPLE

## OMNIBUS RESOLUTIONS

### Expressions of Encouragement and Gratitude

#### RESOLUTION C

WHEREAS, Many requests for recognition of noteworthy labors of love are brought to the Synod's attention at every convention; therefore be it

*Resolved*, That the following overtures be received as expressions of encouragement or gratitude:

Overture Number	Subject	Encouragement/Thanks
1-11	To Give Thanks for Prison Ministry	Thank God for critical work of prison chaplains
1-13	To Give Thanks for the Work of the LCMS Foundation to the Church	For 60 years of service

Committee Chairman: \_\_\_\_\_

OMNIBUS RESOLUTION D

To Respectfully Decline Overtures

RESOLUTION \_\_\_\_\_

Whereas, The floor committee has considered all overtures assigned to it and has concluded, for various reasons, that certain overtures should be declined; therefore be it

*Resolved*, That the following overtures be respectfully declined for the reasons given:

Number	Subject	Reason
9-10	To Make Available International Center Salaries and Benefits	Violates Missouri State Law
9- 12	To Amend Bylaw for Filling Board and Commission Vacancies	To safeguard consistency of current process

Committee Chairman: \_\_\_\_\_

