

Virginia Synod Assembly 2018

RESOLUTION FORM

Due By: May 9, 2018

Please type or legibly write your resolution in the space below. If you have more than one resolution to submit, please copy this form. Only one resolution should be included per form.

Sign the form at the bottom of the page, indicate the name and location of your congregation, and include the signature of your pastor or the president of your congregation (this signature is requested to certify that you are a participating member of an ELCA congregation in the Virginia Synod).

The Synod Constitution provides for primary consideration of resolutions received at least 30 days before the annual Synod Assembly convenes. The cut-off for receipt of resolutions for consideration of the Committee of Reference and Counsel is 30 days before the first day of the Assembly (May 9, 2018)

A RESOLUTION CONCERNING

Signature of individual submitting the resolution _____

Virginia Synod ELCA Congregation and location _____

Signature of pastor or congregational president _____

Date: _____

Return to: Assembly Coordinator, Virginia Synod, ELCA, P.O. Box 70, Salem, VA 24153

Observations

1. A resolution should be stated clearly and concisely.
2. The WHEREAS of the resolution should state the reason for the resolution. Each reason should be given as a separate WHEREAS.
3. The RESOLVED section of the resolutions should clearly state the action desired; who is to implement the action; and who is to bear any cost. Each action should be given a separate RESOLVED.
4. If the resolution requires a change in the Virginia Synod bylaws, the proposed wording should be included in the resolution.
5. Resolutions should be tested against questions such as:
 - a. Is my information complete and accurate?
 - b. Is this a matter which pertains to the life and program of the Virginia Synod?
 - c. Is this a matter of significance requiring consideration by the Virginia Synod Assembly?
 - d. Is the action requested an action that the Virginia Synod can appropriately and effectively implement?

Format

1. If a resolution requires one action, use the following format:

RESOLVED, that _____.

2. If a resolution requires more than one action, the following format should be used:

RESOLVED, that _____;
and be it further **RESOLVED**, that _____.

3. If a resolution is preceded by one reason for submitting the resolution, the following resolution should be used:

WHEREAS, _____,
therefore be it **RESOLVED**, that _____.

4. If a resolution is preceded by two or more reasons, use the following format:

WHEREAS, _____;
and **WHEREAS**, _____,
therefore be it **RESOLVED**, that _____.