

STANDING RULES OF THE SYNOD OF LINCOLN TRAILS

(Revised March 2013)

I. THE PREFACE

A. Introduction

The Synod of Lincoln Trails is an intermediate council of the Presbyterian Church (U.S.A.), hereinafter called "the Synod". It has ecclesiastical jurisdiction for the purpose of serving Jesus Christ and declaring and obeying God's will in relation to truth and service, order and discipline. It fulfills its responsibility to the manifestation of the Holy Spirit in an area in the States of Indiana and Illinois, and is defined specifically by the boundaries of the following geographically defined Presbyteries:

The Presbytery of Blackhawk
The Presbytery of Chicago
The Presbytery of Great Rivers
The Presbytery of Ohio Valley
The Presbytery of Southeastern Illinois
The Presbytery of Wabash Valley
The Presbytery of Whitewater Valley

and the following non-geographically defined Presbytery:

The Midwest Hanmi Presbytery

It adopts the following Standing Rules for its organization and operation in conformity with the Constitution of the Presbyterian Church (U.S.A.), Part II, Book of Order. If these Standing Rules are, at any point, contrary to the Constitution of the Presbyterian Church (U.S.A.), the provisions of the Constitution shall prevail.

B. Statement of Mission

The Mission of the Synod of Lincoln Trails (PC(USA)) is to develop, nurture, and support leaders in partnership with our presbyteries and congregations, and to coordinate Presbyterian Mission strategy within the Synod.

C. Purpose

The Synod shall be a deliberative and policy making body. It reviews reports and recommendations, engages in discussion and debate, makes decisions and examines purposes, priorities and programs. It has authority to assign tasks to its units and to require that they be accomplished. The Synod retains for itself responsibility for coordination of mission and program, in light of its purposes and in harmony with its presbyteries and the General Assembly. When the Synod meets in Consultation/Negotiation, it serves as an arena in which the appropriate councils can reach partnership agreements to give meaning to the interdependent nature of Presbyterian polity.

II. Members

- A. The Synod shall be composed of an equal number of ruling elders and teaching elders, called "Commissioners". Each Presbytery shall be entitled to elect four Commissioners, two ruling elders and two teaching elders.

- 41 B. Commissioners shall be elected for a three-year term, beginning with the convening of the first
 42 Synod meeting in the calendar year after they are elected. They are eligible to be re-elected for
 43 one additional three-year term. The aggregate of consecutive terms may not exceed six years.
- 44 C. Commissioners shall be elected into three classes with members of one class elected or re-elected
 45 each year. The classes are allocated among the presbyteries as follows (ruling elders are
 46 indicated by RE and teaching elders by TE):

Presbytery	Class 1		Class 2		Class 3	
Blackhawk		1 RE	1 TE		1 TE	1 RE
Chicago	1 TE			1 RE	1 TE	1 RE
Great Rivers	1 TE		1 TE	1 RE		1 RE
Midwest Hanmi		1 RE	1 TE		1 TE	1 RE
Ohio Valley	1 TE	1 RE	1 TE	1 RE		
Southeastern Illinois	1 TE			1 RE	1 TE	1 RE
Wabash Valley		1 RE	1 TE	1 RE	1 TE	
Whitewater Valley	1 TE	1 RE		1 RE	1 TE	
Total		5 Ruling Elders	5 Teaching Elders	6 Ruling Elders	6 Teaching Elders	5 Ruling Elders

- 47
- 48 D. Ex-officio members with privileges of the floor and with vote on all matters except essential
 49 ecclesiastical business are:
- 50 1. the President of the Board of Directors if s/he is not an elected Commissioner.
- 51 2. the Moderator of Presbyterian Women of the Synod (1 person).
- 52 3. the Stated Clerk (1 person).
- 53 4. members of the Committee on Representation.
- 54 5. Conveners or their designees of task forces and mission networks.
- 55 E. Synod Staff may participate in meetings of the Synod and will be granted privileges of the floor,
 56 without vote.
- 57 F. Presbyters in good standing in other councils of this church, including Stated Clerks and
 58 Executive/General Presbyters of the Synod's presbyteries, may be invited to sit as corresponding
 59 members, with voice but without vote, when they are present for any meeting of the Synod.
- 60 G. The names and mailing addresses of all newly elected Commissioners shall be reported to the
 61 Stated Clerk of Synod within ten days of election, but no later than January 1 of each year.

III. Meetings

- 62
- 63 A. The Synod shall meet three times a year, usually in February, June, and October. The meetings
 64 ordinarily will be held within the geographic bounds of the Synod.
- 65 B. The first meeting in each calendar year is designated as the Annual Meeting for transaction of
 66 business as required by the Synod's Articles of Incorporation. New officers ordinarily shall be
 67 installed at the annual meeting.
- 68 C. All meetings shall provide for public worship; the Lord's Supper shall be celebrated at the Annual
 69 Meeting, and may be celebrated more frequently.

- 70 D. The Moderator, Vice Moderator, the moderators of the Standing Committees, the Executive, and
 71 the Stated Clerk will jointly design the meetings of the Synod. Meetings will be designed with
 72 care to ensure that they will enable Commissioners to:
- 73 a) coordinate mission and program;
 - 74 b) engage in Consultation/Negotiations among partner councils; and
 - 75 c) transact ecclesiastical business.
- 76 E. A quorum of the Synod for ecclesiastical business shall be eight Commissioners, at least four of
 77 whom shall be elders and at least four of whom shall be ministers representing at least three
 78 Presbyteries.
- 79 F. Commissioners are expected to be present for the entire meeting of the Synod.
- 80 G. Expenses of Commissioners for attendance at the Synod and on Synod business will be
 81 reimbursed by the Synod under policies that it shall determine.
- 82 H. Special meetings of the Synod may be called as needed. And when absolutely necessary, a
 83 special meeting may be held by conference call.

IV. Duties and Responsibilities of the Synod

A. Coordinating Functions

86 The Synod is responsible for mission and program coordination and it will:

- 87 1. Oversee the work of Committees including priorities, goals, strategies and programs, to
 88 enable the Synod to fulfill its mission.
- 89 2. Receive and act upon recommendations received from the Board of Directors, Committees,
 90 Task Forces, Mission Networks, Synod Executive and Stated Clerk.
- 91 3. Facilitate Synod-wide planning, budgeting and evaluating, in the context of Church-wide
 92 partnership.
- 93 4. Maintain and coordinate a continuing review of the various Presbyteries, Committees,
 94 Agencies, and other Synod Units.
- 95 5. Insure dissemination of information about the Synod throughout its constituency and with
 96 society at large.
- 97 6. Adopt an annual budget of income and expenditures, including the allocation of general
 98 mission, per capita apportionment, capital and other funds. All unexpended budget items
 99 shall be terminated at the end of each fiscal year, and any operating surplus be placed in
 100 Synod Reserves.
- 101 8. Approve formation of Task Forces and mission networks.

B. Consultation/Negotiation

- 103 1. Consultations concerning mission priorities, program, budgeting, and the establishment of
 104 administrative staff positions (G-3.0110), as well as other consultations or negotiations "to
 105 give meaning to the interdependent nature of Presbyterian polity," may take place during any
 106 Synod meeting. shall be done during a recess at any Synod meeting.
- 107 2. The Standing Committee on Mission Development Coordination and Administration shall be
 108 responsible for planning the Consultation/Negotiations.

- 109 3. Participants are:
- 110 a) Commissioners from each Presbytery, who are the team representing that Presbytery.
- 111 b) The Synod's team, selected by the Synod committee with responsibility for the
- 112 subject matter of the Consultation/Negotiation, according to guidelines set for the
- 113 meeting by the Standing Committee on Mission Coordination and Administration.
- 114 c) The General Assembly team, selected by the General Assembly Mission Council.
- 115 d) Resource persons as authorized by the sending governing bodies.
- 116 4. Written consensus agreements reached by the consultation/negotiation process must be
- 117 ratified by at least five of the Presbyteries, the Synod, and the General Assembly or its
- 118 Council (if the GA participates in a particular consultation/negotiation) before those
- 119 agreements are official. Exemptions may be requested by appeal to the next meeting of the
- 120 Synod if a Presbytery does not ratify the agreements.
- 121 5. When a Presbytery establishes administrative staff positions, it is appropriate that the
- 122 presbytery consult with the Synod, ordinarily through the Synod's Personnel Committee (cf.
- 123 (G-3.0110).

124 **C. Finances of Synod**

125 To provide for administrative expenses of Synod, the Presbyteries shall pay a per capita

126 apportionment in January as determined by Synod upon recommendation of the Standing

127 Committee on Mission Coordination and Administration and based upon the number of active

128 members reported in the latest statistical report to the General Assembly.

129 **D. Minutes and Other Printing**

- 130 1. Prior to each meeting of the Synod, the Stated Clerk shall provide each Commissioner with
- 131 reports, information, and materials that pertain to the meeting, including the names of
- 132 Commissioners.
- 133 2. As soon as possible after Synod, the minutes and related papers shall be prepared by the
- 134 Stated Clerk and electronically posted on the Synod's website to be available—to the
- 135 Commissioners, Presbytery Staff, the Office of the General Assembly, and to others as shall
- 136 be determined by the Synod.
- 137 3. In addition to the proceedings of the meeting, an annual bound copy of the minutes of the
- 138 Synod meetings for the calendar year shall include the names of the Officers of Synod, the
- 139 names of members of the Synod and its Committees, and the Standing Rules of the Synod.
- 140 The Stated Clerk will aim to design the minutes as a useful reference work for anyone who
- 141 seeks information about the Synod.

142 **V. THE OFFICERS OF SYNOD**

- 143 A. The Officers of Synod shall be a Moderator, a Vice-Moderator, and a Stated Clerk.
- 144 B. The Moderator shall be elected at the final stated meeting of each year, for a term of one year
- 145 beginning at the next annual meeting, in the following manner:
- 146 1. The Nominating Committee shall place the name of the Vice-Moderator in nomination for the
- 147 office of Moderator.

- 148 2. Nominations may be offered from the floor. Any Commissioner is eligible for the office. If
 149 such nominations are made, the maker of a nomination shall distribute to Commissioners a
 150 brief biographical sketch, in lieu of a nomination speech.
- 151 3. The Synod may vote to provide opportunity for all nominees for Moderator to be questioned
 152 by the Synod.
- 153 4. If there is more than one nominee, the Moderator shall be elected by ballot, a majority of all
 154 votes cast being required for election.
- 155 5. In the event that the Vice-Moderator cannot be nominated for Moderator, the Nominating
 156 Committee shall place in nomination one or more names of constitutionally qualified persons.
 157 The nominations shall be accompanied by brief biographical sketches and forwarded in
 158 advance to all Commissioners by the Stated Clerk.
- 159 C. The Vice Moderator shall be elected at the final stated meeting of each year, for a term of one
 160 year beginning at the next annual meeting, in the following manner:
- 161 1. The Nominating Committee shall nominate a candidate for Vice-Moderator from among the
 162 commissioners.
- 163 2. When it places one or more candidates in nomination, the Nominating Committee will
 164 provide the Synod with written biographical information about them.
- 165 3. Nominations may be made from the floor. Any Commissioner is eligible for the office. If
 166 such nominations are made, the maker of a nomination shall distribute to Commissioners a
 167 brief biographical sketch, in lieu of a nomination speech.
- 168 4. If there is more than one nominee, the Vice-Moderator shall be elected by ballot, a majority
 169 of all votes cast being required for election.
- 170 D. At the final stated meeting in years divisible by two, the Stated Clerk shall be elected by Synod to
 171 a term of two years, renewable, to begin January 1st of the next year. When a vacancy occurs, it
 172 shall be filled in the same manner as staff vacancies, under the guidance of the Personnel
 173 Committee.
- 174 E. All terms of office begin at the Annual Meeting of the Synod, except for the Stated Clerk.

VI. THE SYNOD STAFF

The Synod shall employ administrative staff in accordance with the provisions of the Form of Government.

- A. The Synod may elect a Synod Executive. This person shall be responsible for the coordination of all staff services within the Synod
- B. The Synod Executive shall be called and employed by the Synod and accountable to it as provided in the personnel policies, and in the Synod's provision for periodic reviews of its personnel. The Synod Executive shall be responsible for implementing equal employment opportunity policies within the Synod.
- C. Other administrative staff positions may be established as authorized by the Synod in consultation with the Presbyteries and the General Assembly.

VII. COMMITTEES OF THE SYNOD

There shall be two kinds of Synod Committees: Ecclesiastical and Standing.

- 188 **A. Ecclesiastical Committees**
- 189 Committees specifically described in the Book of Order and deemed necessary for the Synod to
190 function as a council of the Presbyterian Church (U.S.A.). With the exception of the Nominating
191 Committee, members of these committees need not be commissioners to the Synod.
- 192 The Ecclesiastical Committees are Committee on Representation and the Permanent Judicial
193 Commission.
- 194 **B. Standing Committees**
- 195 Committees, peopled by commissioners and representatives from the Committee on
196 Representation are charged with the responsibility to enable the Synod to carry-out its roles as a
197 deliberative and policy-making body and to implement programs in response to concerns and
198 initiatives of the Synod or its presbyteries.
- 199 The Standing Committees are the Standing Committee on Leadership Development, the Standing
200 Committee on Mission Coordination and Administration, the Standing Committee on Personnel,
201 and the Board of Directors.
- 202 **C. Committee Members**
- 203 1. At the Annual Meeting, the newly installed Moderator shall appoint Commissioners to the
204 Standing Committees to serve for a term of one year, renewable. Every Commissioner shall
205 serve on one of the Standing Committees. At the Annual Meeting, the Moderator also shall
206 appoint the Moderators of these committees for a one-year term of office.
- 207 2. Each of the Standing Committees and the Board of Directors shall include commissioners
208 and/or members from at least four of the eight presbyteries in the Synod.
- 209 3. Except as otherwise required by the Standing Rules, the Standing Committees shall determine
210 how to organize to fulfill their responsibilities.
- 211 **D. Subcommittees and Task Forces**
- 212 Each of the Ecclesiastical and Standing Committees may form task forces to accomplish their
213 duties and responsibilities by a majority vote of the committee members present at a regular or
214 special meeting of the Synod. In so far as possible, any such task forces will reflect the diversity
215 of the Synod. When the church's mission under the Word imperatively demands, the Moderator,
216 in consultation with the Vice Moderator, the Stated Clerk and the Executive, may appoint persons
217 to an administrative review task force (G-3.0108), with this action reported to the Synod at its
218 next stated meeting.
- 219 **E. Meetings**
- 220 1. Each committee will determine when and where its regular meetings will be held. Standing
221 Committees will normally meet on the same dates and locations as Synod meetings.
- 222 2. Committee moderators may call special committee meetings, including meeting by
223 conference call, provided notice is given to the committee members at least seven days in
224 advance of the special meeting.
- 225 3. When the imperative of the Word urgently demands, committees may poll members by
226 telephone or e-mail provided the results are recorded in the minutes. If requested by at least
227 two committee members, the committee moderator shall call a special meeting to discuss and
228 vote on the matter.

229 **F. Committee on Representation**

230 The Committee on Representation will serve as an advocate for ethnic persons, women, different
231 age groups and persons with disabilities, and as a resource to the Synod in these areas.
232

233 1. Membership

234 a. The Committee on Representation shall consist of six members, including both ruling
235 elders and teaching elders, elected by the Synod for terms of three years once
236 renewable and staggered so that one third of the terms expire each year. Terms begin
237 at the Annual Meeting of the Synod. Both current commissioners and “members-at-
238 large” may be considered for election to the Committee on Representation. Care
239 shall be taken to assure that its members include persons chosen from the racial
240 ethnic groups within the bounds of the Synod; they should be persons with a passion
241 for and commitment to principles of diversity and inclusion in Synod leadership.

242 b. One of the members of the Committee on Representation shall be elected by the Syn-
243 od as the Moderator of the Committee on Representation for a term of one year.

244 2. Duties and Responsibilities

245 a. The Committee on Representation (COR) shall be the committee responsible for
246 overseeing and implementing the Synod’s process for nominating persons to serve in
247 positions requiring election by the council (G-3.0111).

248 1. The COR shall present to the Synod nominations for Moderator and
249 Vice-Moderator as specified above, and for members-at-large of the Board of
250 Directors, of the Standing Committee on Personnel, and for members of certain
251 boards related to the Synod by covenant, and for the Permanent Judicial Commission.

252 2. The COR shall suggest nominees to the General Assembly Nominating
253 Committee and also shall encourage Presbyteries and Sessions to suggest nominees.

254 3.. Insofar as possible, the COR shall present all of its nominations to the
255 Synod for election at the final stated meeting. Any vacancies that occur during the
256 year may be filled at any Synod meeting, following nomination by the COR.

257 b. The Committee on Representation shall advise the Synod with respect to its
258 membership and to that of its committees, boards, agencies, and other units, in
259 implementing the principles of participation and inclusiveness in the decision-making
260 of the church.

261 c. The Committee on Representation shall advise the Synod on the employment of
262 personnel in accord with the principles of participation and representation and in
263 conformity with the church-wide plan for equal employment opportunity.

264 d. The Committee on Representation shall assign two of its members to each Standing
265 Committee in the capacity of ex-officio members. It shall be the responsibility of
266 these members so assigned to assure the principles and practices of participation and
267 representation in the functions of the Standing Committees.

268 e. The Committee on Representation shall present an annual written report to the
269 Synod.

270 G. The Permanent Judicial Commission

271 The Synod shall have a Permanent Judicial Commission with the prerogatives, powers, duties and modes
272 of procedure set forth in the Rules of Discipline.

273 1. Membership

274 a) There shall be eleven members of the Commission, consisting of nearly equal
275 number of ruling and teaching elders, with each Presbytery represented. The
276 members shall be placed as equally as possible in three classes whose terms expire at
277 the Annual Meeting of the Synod in odd numbered years.

278 b) The term of office for each member shall be six years, and no member having served
279 a full term may succeed himself or herself.

280 c) Nominations for membership to the Commission shall be made through the Synod
281 Nominating Committee.

282 2. Duties and Responsibilities

283 a) The Permanent Judicial Commission shall meet as directed by the Synod or, if no
284 direction is given, at such times and places as the Commission may determine.

285 b) The Commission, upon meeting, shall elect from its membership a Moderator, Vice
286 Moderator, and a Recording Clerk.

287 c) A quorum shall be six members.

288 H. Standing Committee on Leadership Development**289 1. Membership**

290 a) The moderator of Synod shall appoint to this committee approximately half of the
291 Commissioner Members, but not fewer than nine (9). Commissioner members serve
292 for one-year terms, beginning at the Annual Meeting and renewable for a maximum
293 of six (6) years consecutively.

294 b) The Committee on Representation shall appoint two (2) members.

295 c) Staff of the presbyteries shall have voice at any committee meeting.

296 e) The Synod Executive shall be an ex-officio committee member, with voice but not
297 vote.

298 2. Duties and Responsibilities

299 a) The Standing Committee on Leadership Development shall direct and implement the
300 following Mission Priorities.

- 301 • Youth Leadership Development
- 302 • Training of Key Presbytery Leaders
- 303 • Pastoral Support and Nurture
- 304 • Synod Wide Leadership Events

305 I. Standing Committee on Mission Coordination and Administration**306 1. Membership**

307 a) The moderator of Synod shall appoint to this committee approximately half of the
308 Commissioner Members, but not fewer than nine (9). Commissioner members serve

- 309 for one-year terms, beginning at the Annual Meeting and renewable for a maximum
310 of six (6) years consecutively.
- 311 b) The Committee on Representation shall appoint two (2) members.
- 312 c) Staff of the presbyteries shall have voice at any committee.
- 313 e) The Synod Executive shall be an ex-officio committee member, with voice but not
314 vote.
- 315 2. Duties and Responsibilities
- 316 a) The Standing Committee on Mission Coordination and Administration shall direct
317 and implement the following Mission Priorities.
- 318 • Mission Funds Development
 - 319 • Connectional Commitments
 - 320 • Communication
- 321 b) The Standing Committee on Mission Coordination and Administration shall direct
322 the planning and arrangements of Synod Meetings.
- 323 c) The Standing Committee on Mission Coordination and Administration shall monitor
324 Synod meeting attendance and participation.
- 325 d) The Standing Committee on Mission Coordination and Administration shall, with the
326 assistance of the Board of Directors, develop, review, and if necessary, revise the
327 Synod budget.
- 328 e) The Standing Committee on Mission Coordination and Administration shall provide
329 oversight for the ecclesiastical functions of the Synod and ensure compliance with
330 the Constitution of the Presbyterian Church (U.S.A.).

331 **J. Standing Committee on Personnel**

332 1. Membership

- 333 a) 4 commissioners, appointed by the Moderator, whose terms shall be one year.
- 334 b) 4 members at large who are ruling elders or members of churches or teaching elder
335 members of presbyteries in the Synod, whose terms shall be three years, once
336 renewable. The Nominating Committee shall nominate the at-large members for
337 election by the Synod. The terms of the at-large members shall be staggered so that
338 one member's term expires each year and that two members terms expire on the third
339 year of the cycle.
- 340 c) The committee moderator shall be a ruling elder or teaching elder appointed by the
341 Moderator for a one-year term. If the Personnel Committee moderator is not a
342 commissioner, the moderator shall be given privilege of the floor at all Synod
343 meetings.

344 2. Duties and Responsibilities

- 345 a) The Standing Committee on Personnel shall design and manage all of the Synod's
346 processes for employing and supervising staff.

347 **K. The Board of Directors**

348 The membership and duties and responsibilities of the Board of Directors are defined by the

349 Corporation Bylaws.

VIII. THE CORPORATION OF THE SYNOD OF LINCOLN TRAILS

351 In accordance with the provisions of the Constitution of the Presbyterian Church (U.S.A.), the Synod of
352 Lincoln Trails has caused a corporation to be formed under the 1971 General Not-For-Profit Corporation
353 Act of the State of Indiana, which corporation is duly admitted and authorized to transact business in the
354 State of Illinois. The name of the corporation is "Synod of Lincoln Trails of the Presbyterian Church
355 (U.S.A.), Inc."

Corporation By-Laws

356 The corporation known as the United Presbyterian Foundation of the Synod of Lincoln Trails was created
357 by act of the Synod of Lincoln Trails on January 7, 1973. This latter corporation is authorized to receive
358 gifts, devises, and bequests, which shall constitute a Presbyterian endowment fund for the benefit of the
359 Synod of Lincoln Trails. The principal and income of the endowment fund may be used for purposes that
360 are approved by the Synod. The Board of Directors of the Synod Corporation shall also serve ex-officio,
361 as the Board of Directors of the Synod Foundation Corporation and, as such, shall have the care, custody,
362 and management of said endowment fund and the assets thereof and shall have and exercise all of the
363 powers and duties granted to it by Synod by the action of January 7, 1973.
364

A. Membership

- 365 1. The Board of Directors shall consist of eight persons: four Synod commissioners and four
366 members at-large who are ruling elder members of churches or teaching elder members of
367 presbyteries in the Synod.
368
- 369 2. The terms of office shall be three years, once renewable. The terms shall be staggered so that
370 one member's term expires each year and that two members terms expire on the third year of
371 the cycle.
- 372 3. At-large Members of the Board of Directors shall be elected at the final stated meeting.
- 373 4. The Committee on Representation shall nominate the members-at-large. The Moderator shall
374 nominate the commissioner members.
- 375 5. The Synod Executive shall be an ex-officio member of the Board of Directors without vote
376 and shall serve as the Secretary and Treasurer of the Board.
- 377 6. Good and sufficient bonds shall be required of all persons to whom the care and custody of
378 funds is entrusted, for the protection of the corporation.

B. Responsibilities

380 The directors of the corporation shall act primarily as instructed by the Synod of Lincoln Trails of
381 the Presbyterian Church (U.S.A.) (an ecclesiastical body). Specific responsibilities include:

- 382 1. Disbursing funds on proper authorization of the Synod;
- 383 2. Managing the office and business affairs of the Synod, including maintenance of the control
384 of expenditures for all items in the Synod budget and providing for a complete audit by a
385 Certified Public Accountant;
- 386 3. Maintaining care and control of any real property belonging to the Synod and of any personal
387 property of Synod, making recommendations concerning its care and control to the
388 corporation (Synod); and

389 4. Reporting regularly to the Synod by way of a full accounting of the finances of the Synod and
 390 presenting the annual audit report for Synod review.

391 **C. Officers**

- 392 1. The officers of the corporation shall be a President, Vice- President, Secretary, and Treasurer.
 393 2. The Board of Directors shall elect the President and Vice President to terms of one year.
 394 They shall be eligible for re-election.
 395 3. The officers of the corporation shall have authority to carry out any transactions authorized
 396 by the Directors at any duly constituted meeting and to execute deeds and conveyances in the
 397 name of the Synod, which shall be signed by the President of the Board and attested by the
 398 Secretary, who shall affix the seal of the Synod Corporation thereto.

399 **D. Meetings**

- 400 1. The Board of Directors shall hold its Annual Meeting in relationship to the Annual Meeting
 401 of the membership of the corporation of the Synod of Lincoln Trails at the place where the
 402 Synod shall be holding its Annual Meeting
 403 2. At the Annual Meeting, the corporate Directors and Officers shall be elected, and such other
 404 business transacted as may properly come before said board.
 405 3. Special meetings of the board may be held upon the call of the President, the Secretary, or
 406 any three members of the Board of Directors.
 407 4. The President or the Secretary shall give notice of the time, place, and purposes of meetings
 408 of the board, either in writing or by telephone, at least ten days before such meetings.
 409 5. Three duly qualified Directors present at any meeting duly called shall constitute a quorum.
 410 The vote of a majority of the Directors present at any meeting shall be the action of the board.

411 **IX. AMENDMENTS**

- 412 A. Any of the above Standing Rules, may be suspended for any meeting by a two-thirds vote
 413 of the Commissioners present at that meeting of the Synod.
 414 B. Any Commissioner may propose amendments to these Standing Rules at any meeting of the
 415 Synod. After a first reading, the amendment shall be referred to the Standing Committee on
 416 Mission Coordination and Administration, which shall consider the proposed amendment and
 417 communicate it, together with recommendations concerning it, to the Commissioners through the
 418 Stated Clerk at least four weeks prior to the next meeting of the Synod for the Synod's action at
 419 that meeting. This Rule may not be suspended.
 420 C. The Stated Clerk, in consultation with the Synod Executive and the Synod Moderator, may make
 421 minor corrections to these standing rules to correct grammar, spelling, or to bring Constitutional
 422 references into conformity with changes made through the amendment process of the General
 423 Assembly.

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427 Synod/Synod/Standing Rules/2013 SOLT Standing Rules