

Free Methodist Church in Canada

General Conference 2021

Early Sitting Sept. 12, 2020

## **Agenda**

1. Establish Quorum
2. Approve Standing Rules of Order
3. Approve remaining agenda
4. Sub-report from Board of Administration: Organizational Structure
5. Motion on Board Size for FMCIC
6. Motion on Personnel Team for FMCIC
7. Referendum from World Conference on World Conference Commissions
8. Referendum from World Conference on Interventions with General Conferences
9. Adjournment

## Establishing Quorum

Quorum is established by attendance of  $\frac{2}{3}$  of the eligible voting members (see attached: Eligible Voting Members). Manual 250.2.1.1, 250.2.1.2, and 250.2.5.

We will establish attendance by a preliminary vote.

# The Free Methodist Church in Canada

## **STANDING RULES OF ORDER FOR ONLINE CONFERENCES**

### **1. Schedule**

Below is the online conference schedule outlining dates and proposed motions:

- Discussion E-mail List Serve – Activated September 1, 2020
- Materials and Zoom links distributed – Email September 1, 2020
- Town Hall Meeting – September 11, 2020 @ 9PM EST (6PM PDT)
- General Conference Zoom Meeting - September 12, 2020 12PM EST (9AM PDT)
  - Motion to change the size of the BOA
  - Motion on adjustments to the FMCIC Personnel Team
  - Referendum from World Conference – WC Commissions
  - Referendum from World Conference – Interventions of General Conferences

### **2. Platforms**

Online Conference Sessions shall be conducted via the Zoom online meeting platform. Links for the online sessions shall be emailed to all members of conference and all persons granted an honorary seat at least 7 days before the conference begins. All voting shall take place on the Simply Voting platform, with voting links to be sent via e-mail during the Conference Session.

### **3. Roll**

Credentials for all elected delegates were to be submitted to the Canadian Ministry Centre prior to the Conference. The list of all such elected delegates having submitted credentials forms the roll of elected delegates. All ministers who are full members of the Canadian Conference are eligible voting members of General Conference. A list of all registered delegates and eligible voting members of General Conference constitutes the roll of General Conference for purposes of establishing a quorum. The roll is taken via a ‘roll poll’ using Simply Voting at the beginning of each online session where each eligible member of conference will be instructed to cast a ‘Yay’ vote indicating their presence in the session. Members of Conference and registered delegates (i.e. eligible voting members of General Conference) are expected to attend all online sessions of the Conference except for those designated as ‘town hall discussion sessions’. Those who need to be excused for other reasons need to inform the bishop.

### **4. Honourary Seats**

The following persons are granted honorary seats at the Conference:

- Commissioned Ministers
- Ministerial Candidates
- Appointed (supply) pastors
- Members of the Board of Administration who are not elected delegates
- Special invited guests of the Conference who shall be recognized by the Chair
- Denominational Executives
- Missionaries of the Canadian Church

All persons granted an honorary seat have a voice but not a vote.

### **5. Bar**

All voting members of General Conference may participate in an online session individually or together in a viewing co-hort (a group of people gathered around a computer or screen). If members wish to view the conference together in a co-hort, they will still be required to have access to a personal device with which they can access their email and cast a vote. Non-members of conference are invited to participate with voting members in a viewing co-hort and will not need a voting device.

## 6. Presiding Officers

The bishop shall preside at the sittings of the General Conference with primary responsibility for spiritual leadership and managing the agenda. The Chair of the Board of Administration shall assume the chair to process motions and conduct voting. Due to the complex nature of Online Conference Sessions the BOA shall appoint the following support positions:

- Parliamentarian: Will assist the presiding officers in the keeping of Robert's Rules of Order.
- **Secretary: Will record and prepare final minutes.**
- Zoom Moderator: Will assist the presiding officers in managing the online Zoom platform.
- Voting Teller: Will provide the Simply Voting results to the Chairman of the BOA and Secretary.
- Chat Moderator: Will assist the Presiding Officers by monitoring and managing the Zoom chat settings.
- French Voting Translator: Will assist in the translation of all votes of conference using the Simply Voting platform.
- French Zoom Translator: Will assist with simultaneous translation of the zoom call into French.
- Technical Support Persons: Will assist the General Conference in resolving any technical issues related to the Zoom or Simply Voting platforms.

When electing the bishop, arrangements will be made for a visiting Free Methodist bishop or a former bishop or the chair of the Board of Administration to preside over the conference for this specific agenda item only.

## 7. Minutes

The Secretary of the General Conference prepares the minutes of the Conference and these minutes are reviewed and adopted by the Board of Administration. Copies of the adopted minutes of the General Conference are mailed to all members of the General Conference within 60 days of the conclusion of the Conference.

## 8. *Robert's Rules of Order*

The current edition of *Robert's Rules of Order* is the standard of parliamentary procedure.

## 9. Resolutions

The deadline for submitting resolutions to the General Conference was February 26, 2020. All resolutions received by that date have been submitted to the Study Commission on Doctrine which reports to the Conference on the disposition of the resolutions so that all issues receive due consideration. No new resolutions are accepted on the floor of General Conference.

## 10. Resolutions Committee

The Study Committee on Doctrine (SCOD) will act as the General Conference Committee on Resolutions. It will evaluate the resolutions submitted to the General Conference, and may refer them to a Study Team or to the Board of Administration. SCOD, the Study Team, or the Board of Administration may recommend adoption, amendment, merging (combining two or more related resolutions) or rejection of the resolutions. The rationale for amendments, mergers, or rejection shall be reported to the General Conference. A recommendation to reject a resolution may be overturned by a 75% vote of the General Conference. Such action would then permit the resolution to be considered by the General Conference. The recommendation to reject takes precedence; neither the original resolution, nor any other motion can be considered until the recommendation to reject has been overturned.

Where resolutions propose substantive changes (changes which are extensive or involve significant changes in meaning) to *The Manual*, SCOD will consult with the body responsible for the related section of *The Manual* (e.g. Board of Administration, Ministerial Education, Guidance and Placement) or appropriate subject matter experts regarding the wording of the proposed revised text. Following the General Conference, SCOD will collect and prepare changes to *The Manual* approved by the General Conference and submit the edits to the Board of Administration for final approval (to ensure consistency with the direction of the General Conference) prior to publishing and distributing them.

### **11. Debate**

Before debate begins, the Chair shall ask if there are any who wish to ask clarifying questions of the presenter. Anyone wishing to ask a question will be instructed to indicate their intent in the public chat. The Chair shall then acknowledge the questioner and the Zoom Moderator shall give them the floor.

After clarifying questions have been answered, debate shall begin. Debate is limited to three minutes per speaker and speakers are heard alternately for and against the motion, recommendation or resolution, up to a limit of three for each side. Anyone wishing to speak for or against a motion will be instructed to indicate their intent in the public chat. The Chair will then acknowledge the speakers in turn and the Zoom moderator will give them the floor accordingly.

The Chairperson of the reporting group may use up to three minutes to close the debate. The chair of the reporting committee shall always have this privilege regardless of the number of previous discussions or questions. No member may speak a second time on the same issue except to provide clarification at the request of the Chair, or if another member of conference gives the speaker their three minutes to be able to complete what was being shared. This may only be extended to the speaker one time on a given topic. The three-minute limit on debate may be amended by a majority vote of the Conference at any time and for any period of duration.

### **12. Quorum**

Two-thirds of all registered delegates and eligible voting members of the Conference constitute a quorum to do business.

### **13. Voting**

- All votes shall be cast using the Simply Voting online platform
- Voting polls will be open for only a limited duration which will be determined by the Chair.
- Votes not cast due to technical difficulties may be still counted by informing the technical support persons and the Voting Teller.
- Only the members of the Conference within the bar of the Conference at the time of voting are allowed to vote on any matter.
- A majority vote is considered the approval of any proposal, unless otherwise specified.
- All ballot results are collected by the Voting Teller who reports to the Secretary of Conference who reports to the body.
- All Simply Voting results are to be retained by the Secretary of the General Conference for one month after General Conference and then destroyed and removed from all digital platforms. (Simply Voting cannot show the contents of individual ballots cast)

### **14. Suspension of Standing Rules**

The Standing Rules of Order may be suspended by a two-thirds vote of the Conference Body present and voting.

### **15. Effective Date**

All legislation of the General Conference becomes effective at the close of the Conference, unless otherwise specified.

### **16. Business Overlooked**

Any matters overlooked by the General Conference are referred to the Board of Administration with power to act until the next sitting of the General Conference.

## **Sub-report from the Board of Administration: Organizational Structure**

The Manual (paragraphs 425.2.1 and 425.4) provides the Board of Administration with general organizational powers over activities of the church between general conference sessions. This includes determining, and assigning members to, the committees deemed necessary. During this interim since last general conference the board has made adjustments to the organizational structure of the church which we are reporting to you.

Three committees are specified by the Manual. The Management Committee and Audit Committee continue as defined in the Manual. Changes to the Personnel Committee are being proposed in a separate motion.

Several committees, that are not specified in the Manual, are now referred to as ministry support teams (Leadership Development, Church Health, Church Planting, Intercultural Engagement, and Prayer). This terminology is used when the team includes non-Board members with expertise specific to the ministry area. This change was made to increase the level of expertise on the team beyond that available within the board. Such teams generally include one BOA member and several experts recruited by the team leader. In the previous structure, budgets for these ministry areas were approved by the committee which consisted of 3-4 elected members (i.e. BOA). To ensure that budgets for all ministry areas are approved by a body elected by the general conference, the Board of Administration now approves all budgets either as part of the Operating Budget or as a separate ministry area budget.

Motion to accept the Sub-report from the Board of Administration: Organizational Structure

## **Motion to Change the Size of the FMCIC Board of Administration**

WHEREAS the National Leadership Team (NLT) is moving to a team structure which allows for the inclusion of unelected resource people; this change broadens the base of support for the ministries of NLT and allows for a single BOA member as a liaison on each team;

WHEREAS it is recognized that a visionary board with an intention to guide and serve our Canadian churches requires healthy diversity in situation, experience, and understanding as well as the practical diversity of region, gender, lay/clergy, and ethnicity;

WHEREAS diversity is a key part of holistic representation while simultaneously creating an environment for growth and understanding, a smaller board size allows space for intimate connections among its members as they work for the whole;

Therefore, the Board of Administration recommends that 10 members serve on the Board of Administration. The following Manual edits are required:

### ***Manual edits***

#### **▪ ¶420.2.1 Board of Administration**

The general conference shall elect a board of administration of 10 16 members. **With an intention for holistic representation, the members will include** with equal ministerial and lay representation. **Proportional geographic and gender representation would be held, in principle, allowing for adaptation to best serve the created teams.** ~~The geographic regions of the country shall be represented in proportion to their overall membership.~~ The functions and authority of the board of administration are defined in ¶425.2.

#### **▪ ¶425 Board of Administration**

##### ***1. Membership***

The membership of the board of administration shall consist of 10 16 members as defined in ¶420.2.1. The bishop shall receive notification of all board of administration meetings and minutes, and shall be entitled to be present and participate fully without vote in all meetings except those held in executive session of the board.



## **Motion to Change the Name, Membership and Function of the FMCIC Personnel Committee**

It is our belief that an efficient system of personnel evaluation and management should apply to all employees of the conference. This would require expanding the role of the Personnel Committee to include review or oversight of performance appraisals of not only the bishop and other national leadership team members, but also staff reporting to these supervisors. With the expanded role a larger committee would be required, and this offers the opportunity to involve greater expertise on the committee. In keeping with the governance models shifting from BOA-dominated committees to expertise-oriented teams, the Personnel Committee will now be known as the Personnel Team. As a significant part of the work would involve reviews of employees directly or not directly reporting to the bishop, the bishop will serve on the Team, but must recuse him/her self from the process of performance appraisal for him/her self. Performance appraisals for all other NLT members and conference employees will be conducted by the appropriate supervisors, but the Personnel Team will provide oversight and final sign off on all appraisals to ensure due process. Although Personnel Team membership would include a member of the BOA, we see no compelling reason that this person need be the chair of the Personnel Team. However, this BOA representative would lead the bishop's performance appraisal and serve as the contact person for all staff concerns about the bishop. To avoid conflict of interest between a minister and the bishop, the BOA representative should be a lay person. Because several of the employees will be ordained ministers, it is appropriate that a member of MEGaP be included on the Personnel Team.

**MOTION:** That the Personnel Team be charged with conducting the bishop's performance appraisal, as well as providing oversight on performance appraisals, job descriptions, and compensation packages of all national team members, supervisory staff, and conference employees, to ensure due process. That the Personnel Team be expanded to 4 or 5 members and that it includes the bishop, a lay member of the BOA and member of MEGaP, as well as additional members of the FMCIC or the conference. At least half of the committee shall be lay members, and at least one member, other than the Bishop, shall be ordained. The chair shall be chosen from the the lay members. The bishop shall recuse him/her self during all deliberations of his/her performance appraisals. The BOA representative shall lead the performance appraisal process for the bishop, and receive all staff concerns related to the bishop.

### **Manual edits:**

FROM

#### **¶ 425.4.3 Personnel Committee**

A personnel committee shall be elected by the board of administration at its first meeting following general conference to assist the bishop with the annual review of national leadership team's performance appraisals and compensation packages for the term between general conferences. It shall be comprised of the following three persons: the chair of the management committee (chair), a clergy member of the MEGaP committee and a lay member of The Free

Methodist Church in Canada, who is not on the board of administration. The latter two are to be nominated by the bishop.

**TO**

**¶ 425.4.3 Personnel Team**

A Personnel Team shall be appointed by the board of administration at its first meeting following general conference to assist the bishop, national leadership team and supervisory staff with the annual review of all employees' performance appraisals and compensation packages for the term between general conferences. It shall be comprised of four or five persons including the following: the bishop, a lay member of the **board of administration (BOA) management committee**, a ~~clergy~~ member of the MEGaP committee, and one or two members of the Free Methodist Church in Canada or of the conference, who are not on the board of administration. The latter ~~one or two are to~~ **can be** nominated by the bishop, **but appointed by the BOA**. At least half of the ~~team committee~~ shall be lay members, **and at least one member, other than the bishop, shall be ordained.**

## **Referendum Presented by the 2019 FM World Conference**

Resolution #1: A Resolution to Amend the Common Constitution by Adding Commissions  
(Submitted by: Burundi General Conference)

The Board of Administration of [the] Burundi General Conference met on August 7, 2019 and unanimously resolved to move the following as a motion to be presented at the World Conference to be held in Sao Paulo, Brazil: October 24-26, 2019.

*Whereas* the Free Methodist World Conference has encouraged, motivated and intensified the global outreach over the past 4 years through its Decade of Harvest initiative;

*Whereas* the Common Constitution under [the] World Conference section [¶230] lacks any kind of mandate to engage in global mission which must be in the DNA of a church denomination as ours;

*Whereas* the Free Methodist global leadership through its bishops at the Council of Bishops meeting held in Nairobi, Kenya, September 5-7, 2013, have recommended a commission on mission and evangelism, which resulted in the launch of [the] Decade of Harvest; [and]

*Whereas* the Decade of Harvest has been approved as presented the World Conference President at the quadrennial sitting of the World Conference in Port Shepstone, South Africa, October 24-26, 2015;

Therefore we move that the following motion be accepted by the ensuing 2019 World Conference to be included in the Common Constitution (¶230) for a meaningful and productive participation by the World Conference:

“The Commissions of the World Conference shall be:

Global Impact: Mission to every tongue and tribe, nation and people (Rev. 7:9)

Special Ministries: Development, Medical and Relief

Leadership Development: Theological Education, Scholarships & Leadership Training

Constitutional Matters: Area Fellowship Constitutions, Referendums, World Conference Constitutions, Constitutional Compliance.”

This motion was approved by the 2019 World Conference and is presented as a referendum to all General Conferences.

## Referendum Presented by the 2019 FM World Conference

Resolution #3: A Resolution to amend ¶220.4.4. of the Common Constitution (Submitted by: the ad hoc Constitutional Task Force established on the floor of the 2019 World Conference)

Whereas the World Conference exists to support the mission and ministry of the worldwide Free Methodist movement;

Whereas language in the FMC Book of Discipline's Common Constitution is unclear around the role of the World Conference in dealing with crisis situations in General Conferences; and

Whereas some leaders have been unwilling to invite the World Conference Executive Committee to assist in spite of overwhelming evidence of the need for outside objective perspective;

### Therefore, **BE IT RESOLVED:**

To amend Paragraph 220.4.4. as follows:

[Where applicable, red, bold, italic text indicates an addition, while bold strikethrough text indicates a deletion to the current text of the Common Constitution.]

“¶220 GENERAL CONFERENCES

#### 4. Relationship to the World Conference

4.4 The board of administration of a general conference may appeal to the World Conference Executive Committee (see ¶230.7) for counsel to assist with the resolution of conflicts within its general conference, *or, if the World Conference Executive Committee is convinced of a general conference's non-compliance with the Common Constitution, the World Conference Executive Committee may initiate assistance, counsel and mediation.* The World Conference Executive Committee shall limit its involvement to the giving of counsel and assistance with mediation. If no solution satisfactory to the conflict is reached, the matter shall be referred to the next sitting of the World Conference and its ruling shall prevail.”

This motion was approved by the 2019 World Conference and is presented as a referendum to all General Conferences.