



## 2020 Annual Conference Session Rules

### Business of the 2020 Annual Conference Session

The following will be adopted at the opening business session of the 2020 Annual Conference by majority vote:

1. Arkansas Annual Conference Session Rules
2. The Arkansas Annual Conference Session Agenda

### Meeting of the 2020 Annual Conference

1. Due to safety concerns associated with the Covid-19 global pandemic, the 2020 Arkansas Annual Conference will be held by remote communication via an online Zoom platform consistent with Arkansas Governor Asa Hutchinson's April 13, 2020 Executive Order #20-15.
2. For all purposes, this electronically conducted meeting is deemed to be the equivalent of an in-person meeting.
3. Members of the Annual Conference, with the right to vote, will include:
  - a. clergy members in full connection;
  - b. provisional, associate and affiliate clergy members;
  - c. full and part-time local pastors under appointment;
  - d. elders or ordained clergy from other denominations serving under appointment within the Arkansas Conference;
  - e. laity who are members of Annual Conference by charge conference vote, by virtue of Discipline or Conference Standing Rules, youth members and those designated to serve as lay-clergy equalization at-large members;
  - f. alternate lay members when seated in place of the lay member.
4. Arkansas Conference staff who are providing technical support may be present during the meeting: Jacob Turner, Day Davis, Caleb Hennington, Christina Choh, Palmer Lee and Danielle Adkisson.
5. The bar of the annual conference shall contain all conference members who log in through the Zoom login information for the annual conference provided by the Arkansas Conference office and all members who are registered at established circuit elder sites.
6. Members of the Annual Conference are responsible for ensuring that all necessary technology on the member's side of the meeting is in proper working order prior to the meeting. Those present will be counted by electronic log-in and email reports by circuit elders, and are deemed to be present for the meeting and will constitute a quorum.
7. All votes taken shall be conducted in accordance with *The Book of Discipline of the United Methodist Church* and 2020 Arkansas Conference Session Rules. Poll logs will be maintained for all votes.

8. The meeting will be conducted in a manner such that all participants are afforded a reasonable opportunity to simultaneously hear discussion. Only items in the published agenda will be considered. All participants will have the right to speak and address those in attendance. All those who have the right to vote will be able to vote on all matters submitted during the meeting.
9. To maintain an open meeting, the Annual Conference meeting will be livestreamed and recorded for playback.

### **Consideration of Conference Matters**

1. Rules of Order for the Business Session
  - a. Robert's Rules of Order shall be the procedural authority for the business session of the Annual Conference when not in conflict with Arkansas Conference Session Rules, *The Book of Discipline of the United Methodist Church*, The Arkansas Conference Standing Rules or State of Arkansas Executive Order #20-15.
2. Rules of Order for Motions, Legislation and Reports
  - a. Debate shall be limited to four (4) two-minute speeches for the motion, legislation or report and four (4) two-minute speeches against. This excludes persons inquiring about points of order or asking questions of clarification.
  - b. The presenter of the motion, legislation or report may offer a one-minute concluding remark at the end of debate, before the matter is put to a vote.
  - c. The presentation of the motion, legislation or report by a Conference Agency shall not be considered a speech in favor.
  - d. All motions made during the annual conference business session shall be recorded and read by the Conference Secretary or Presiding Officer before any action or vote can be taken by the members of the conference.
3. Rules of Order for Petitions and Resolutions
  - a. Debate on each resolution or petition shall be limited to four (4) two-minute speeches for the motion or resolution and four (4) two-minute speeches against. This excludes persons inquiring about points of order or asking questions of clarification.
  - b. The presentation of the petition or resolution may last four (4) minutes and shall be considered a speech in favor.
  - c. The presenter of the petition or resolution may offer a one-minute concluding remark at the end of debate, before the matter is put to a vote.
  - d. A timer shall be used to measure debate at the discretion of the Chair.
  - e. Amendments and substitutions to petitions and resolutions will not be considered by the Annual Conference.
  - f. During debate of petitions and resolutions, other incidental and subsidiary motions will not be considered, with the exceptions of motions to suspend the rules, inquiries about points of order, and questions for clarification.
4. Motions Involving Expenditures
  - a. Any proposal submitted to the Annual Conference which involves the expenditure of funds not included in the Council on Finance and Administration (CF&A) report must be

offered during the first scheduled business session of the annual conference and shall be referred for advice and recommendation to the Council on Finance and Administration. The CF&A will study the proposal and report back to the Annual Conference during the last scheduled business session regarding the source of funding, the impact on the Conference budget, and CF&A's concurrence or non-concurrence.

5. Points of Order may be raised by any member of the annual conference, who must first cite the Standing or Session Rule, *The Book of Discipline*, or Robert's Rules of Order involved and then state the point as briefly and concisely as possible.

**Annual Conference Facilitators**

1. Chat room monitors, vote counters and other facilitators needed for the conference will be selected by the conference secretary and the names will be made available to the members of the Annual Conference.