

RESOLUTION FORM INSTRUCTIONS
2007 Texas-Louisiana Gulf Coast Synod Assembly
May 31 - June 2, 2007

Deadline: Resolutions received in the synod office by April 23rd are distributed in the pre-assembly mailing to voting members. Resolutions received after April 23rd (and prior to May 18th) will be distributed to voting members at the Assembly.

Where to Get the Form: The Resolution Form may be downloaded from the synod web site at www.gulfcoastsynod.org. The form can also be mailed or emailed. Contact the synod office at 281-873-5665.

Clarity: Please type or legibly write your resolution on the Resolution Submittal Form. If you have more than one resolution to submit, please use a separate form.

Signatures: Sign at the bottom of the page, indicating the name and location of your congregation, and including the signature of your pastor or congregational president (this signature is requested to certify that you are a participating member of an ELCA congregation in the Texas-Louisiana Gulf Coast Synod).

Submissions at the Assembly: A motion, resolution, or memorial relating to matters of the assembly that is presented as "new business" may be submitted to the Secretary of the Synod Council at Synod Assembly. Such submissions must be presented to the secretary by 6:00 p.m. on Thursday, May 31, 2007. The motion, resolution, or memorial must have twenty-five (25) voting members' signatures attached. The Reference and Counsel Committee will review the form and make a recommendation to the assembly. The Reference and Counsel Committee can assist in developing the proper language and format. A form for this purpose can be obtained from the synod office (or during the Assembly at the assembly office).

Format: A resolution should be stated clearly and concisely. The WHEREAS section should state the reason for the resolution. Each reason should be given as a separate WHEREAS. The RESOLVED section should clearly state the action desired. Each action should be described within a separate RESOLVED. Implications of the resolution (see below) must be submitted with the resolution.

Submitting Form: Send the form to the synod office. Electronic submission is preferred.

Email address: joyce@gulfcoastsynod.org

Fax: 281-875-4716

Mailing address: 12707 North Freeway, Suite 580, Houston, TX 77060

Implications of Resolution (if adopted)

1. What is the financial impact of this resolution on the synod budget? If expenditures are required, what are the sources of income anticipated to accomplish the purpose of the resolution?

2. What are the personnel implications within our synod (or churchwide)? Who will be responsible for implementations of the resolution?

3. How does this resolution enhance and forward the mission of the church and our synod?

(please fill out the Resolution Form on the other side)

RESOLUTION FORM
2007 Texas-Louisiana Gulf Coast Synod Assembly
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WHEREAS,

RESOLVED

Resolution Topic: _____

Signature of Person(s) Submitting Resolution: _____

Please Print Name: _____

Signature of Pastor or Congregational President: _____

Congregation: _____ City/State: _____

Deadline: Resolutions to the 2007 Synod Assembly are due April 23rd (so they may be distributed in the pre-assembly mailing). Resolutions received after April 23rd (and prior to May 18th) will be distributed to voting members at the Assembly.

(please fill out the "Implications of Resolution" section on the other side)
(instructions can be found on the other side)