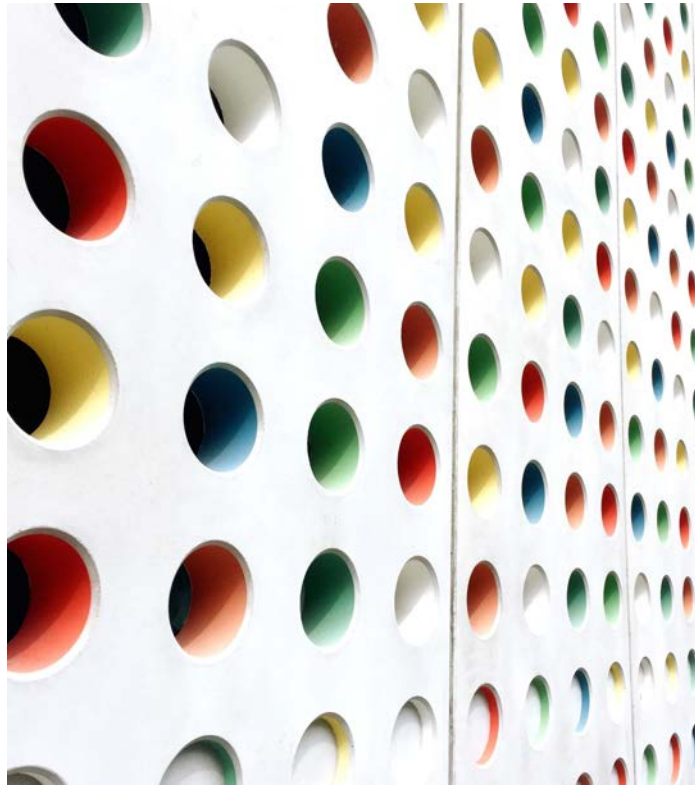


Memorials & Resolutions

2021 SYNOD ASSEMBLIES



**Evangelical Lutheran
Church in America**
God's work. Our hands.

What's the Difference?

MEMORIALS

- Address broad policy issues.
- Considered for action every three years by the Churchwide Assembly.

RESOLUTIONS

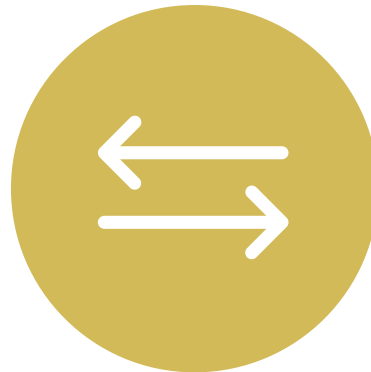
- Have a narrower focus.
- Request consideration or action by the churchwide organization or the Church Council.
- Allows a more timely response.

Which Avenue is Best?



SYNOD ASSEMBLY

MEMORIALS are adopted by *synod assemblies* and are forwarded to the *Churchwide Assembly*. These address broad policy issues or programs in the churchwide organization.



Which works best for what the writers wish to achieve?



SYNOD COUNCIL

RESOLUTIONS are adopted by *synod councils* and are forwarded to the *Church Council*. Resolutions recommend a specific action and may be more time sensitive as they can be addressed more quickly.

<https://www.elca.org/About/Churchwide/Office-of-the-Secretary/Memorials-and-Resolutions>



Resources for Writers

- [Office of the Secretary website](#)
 - Flowchart
 - Guide for Writing a Memorial or Resolution
- When writing a memorial or resolution
 - The issue should be necessary to the life and ministry of this church.
 - Consider if the Churchwide Assembly, Church Council, churchwide organization, or synod have the authority to do what is requested.
 - Use noninflammatory and nonargumentative language with straightforward nouns and verbs.

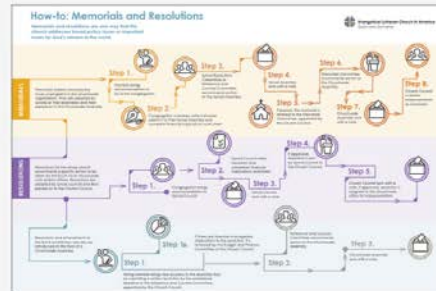
Memorials and Resolutions

Memorials and resolutions enable this church to address broad policy issues or issues important to God's mission in the world. *Memorials* address broad policy issues; *resolutions* have a narrower focus, requesting consideration or action by individual offices or units, or the Church Council. (A resolution can be the preferred method when an issue requires a timely response.) The churchwide organization and synods of the ELCA use a process to bring forth memorials and resolutions. Memorials and resolutions are one way this church addresses broad policy issues or important issues for God's mission in the world.

There are three different avenues of communication between the expressions of the ELCA:

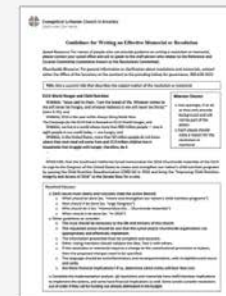
1. Synod assemblies to the Churchwide Assembly (12.21.c)
2. Synod councils to the Church Council (14.21.1f)
3. Synod councils to a churchwide unit or office, through the Executive Committee of the Church Council. (14.41.01.b)

Helpful resources on memorials and resolutions



Memorials and Resolutions Flowchart

[Download](#) this visual overview and learn how memorials and resolutions are passed.



Guidelines for Writing a Memorial or Resolution

[View](#) these guidelines for writing an effective Memorial or Resolution.

Consider

Sample Memorial:

ELCA World Hunger and Child Nutrition

WHEREAS, “Jesus said to them, ‘I am the bread of life. Whoever comes to me will never be hungry, and whoever believes in me will never be thirsty’” (John 6:35); and

WHEREAS, 2016 is the within *Always Being Made New: The Campaign for the ELCA* that is focused on ELCA World Hunger; and

WHEREAS, we live in a world where more than 800 million people—one in eight people in our world today—are hungry; and

Whereas, in the United States, more than 50 million people do not know where their next meal will come from and 15.8 million children live in households that struggle with hunger; therefore be it

...

RESOLVED, that the Southwest California Synod memorialize the 2016 Churchwide Assembly of the ELCA to urge the Congress of the United States to renew and strengthen our nation’s child nutrition programs by passing the Child Nutrition Reauthorization (CNR) bill in 2016 and bring the “Improving Child Nutrition Integrity and Access of 2016” to the Senate floor for a vote.

Note: All memorials will be examined for potential financial and staff implications. A summary of potential financial and staff implications will be provided in background information to the Churchwide Assembly.

- *Whereas* clauses provide background information and are not a part of the action. Each clause should state a reason for the resolution or memorial.
- *Whereas* clauses should be used sparingly. It is encouraged to submit just the resolved clauses as the resolveds contain the action for consideration.
- *Resolved* clauses must clearly and concisely state the desired action:
 - *What should be done?*
 - *How should it be done?*
 - *Who should do it?* (Churchwide Assembly or Church Council)
 - *When should it be done?* (timeline)

Reference and Counsel Committees

Resolutions Committees

- Determine if the proposed resolution/memorial is in proper format or has deficiencies in content. Ask the writer to rewrite it or reconsider proposing it.
 - **Resolution:** RESOLVED that the *X Synod Council request the Church Council..*
 - **Memorial:** RESOLVED that the *X Synod Assembly memorialize the 2022 Churchwide Assembly..*

RESOLVED, that the [REDACTED] Synod Council request the Church Council to direct the presiding bishop to communicate this church's resolute commitment to the resettlement of refugees in the United States and encourage steadfast support for this program to the President and members of Congress.

RESOLVED that the [REDACTED] Synod Assembly memorialize the 2019 Churchwide Assembly of the ELCA, to ask its members and Presiding Bishop Elizabeth A. Eaton to correspond with the U.S. President, the U.S. Department of State and members of Congress, asking them to urge the State of Israel to:

- A resolution and memorial may *not* be combined into one action.
 - If the request is a broad policy action, rewrite as a memorial.
 - If the request is timely and specific, rewrite as a resolution.
- Note: A resolution or memorial can *request* but cannot *direct*.

Resources for Reference and Counsel/ Resolutions Committees

- [Office of the Secretary website](#)
 - Comprehensive document: “Guidelines for Memorials and Resolutions” (*2021 version*)
 - One-page checklist: “Suggestions for Reference and Counsel Committee or Resolutions Committees”

2021 Report of Synod Assembly Actions

If you have any difficulties with this form, please contact Marit.Johnson@elca.org

* Required

1. Date: *

Please input date in format of M/d/yyyy

2. Synod: *

Select your answer

3. Submitted by: *

Enter your answer

4. Your role in the synod: *

Select your answer

13. Please enter the titles of each memorial. (If no memorials were passed, please write "no memorials" in text box.)

*Note: All memorials will be examined for potential financial and staff implications. A summary of potential financial and staff implications will be provided in background information to the Churchwide Assembly. *

Enter your answer

14. Memorial 1: Enter title and text of memorial below or email a Word doc of memorial to Marit.Johnson@elca.org

*Note: All memorials will be examined for potential financial and staff implications. A summary of potential financial and staff implications will be provided in background information to the Churchwide Assembly.

Enter your answer

Report Submission Process

- Report of Synod Assembly Actions
 - <http://bit.ly/sassembly21>
 - Officer elections and terms
 - Memorials to forward to the Churchwide Assembly
 - Changes to the synod constitution in accord with †S18.12, †S18.13, †S18.21, or †S18.31.
- Report of Synod Council Actions
 - <http://bit.ly/scactions21>
 - Resolutions to forward to the Church Council.
 - Changes to synod constitution in accord with †S18.31.

Office of the Secretary Resource Persons

- Deacon Sue Rothmeyer, secretary
 - Sue.Rothmeyer@elca.org | 1.773.380.2801
- The Rev. Keith Fry, executive, Office of the Secretary administration
 - Constitution questions
 - Keith.Fry@elca.org | 1.773.380.2809
- Ms. Marit Johnson, manager for official documentation
 - Electronic form submissions
 - Marit.Johnson@elca.org | 1.773.380.2804
- Ms. Jodi Slattery, executive for governance
 - Memorials and resolutions questions
 - [Jodi.Slattery@elca.org](mailto:jodi.Slattery@elca.org) | 1.773.380.2599



Evangelical Lutheran Church in America

God's work. Our hands.

Thank you!

Blessings on your 2021 synod assemblies.