

**INSTRUCTIONS FOR RECOMMENDATIONS
RESOLUTIONS, STANDING RULE AMENDMENTS**

Please consider whether the alternate petitionary process is a better choice
for your concern (described further below).

Recommendations (both programming and fiscal), resolutions, and standing rule amendments will be published on the Conference website, www.cnumc.org. Please submit materials as an email attachment (use Times New Roman, 12 font, *no tabs or special formatting* – “Word” is the preferred format), in addition to submitting a hard copy on 8 ½ x 11" paper. Materials that do not meet these specifications will be returned.

Note the rule which requires that resolutions be submitted without the "whereas" clauses, although they may have an explanatory section which will not be subject to action by the Conference.

RECOMMENDATIONS SHOULD BE ACCOMPANIED BY A LETTER/EMAIL WHICH ANSWERS THE FOLLOWING QUESTIONS:

- 1) What is the name of the submitting group?
- 2) What was the vote: for, against, abstaining, and the number present when voting?
- 3) On what date was the recommendation adopted by the submitting group?
- 4) Who should be contacted with regard to this recommendation?
- 5) What fiscal impact is anticipated if this recommendation is adopted?

Local churches and individuals may submit proposals to the Conference. Note the standing rules located in the 2009 Journal. Should you have questions, contact Kristin Sachen at (415) 388-4456 or pastorkris@pacbell.net.

Recommendations, resolutions, and standing rule amendments should be submitted to the Conference Secretary and to the Chair of the Conference Committee on Legislation:

Kristin Sachen, Conference secretary
Mt. Tamalpais UMC
410 Sycamore
Mill Valley, CA 94925
pastorkris@pacbell.net

Wilson de Ocera, Chair–Conference Committee on Legislation
Daly City UMC
1474 Southgate Avenue
Daly City, CA 94015
pastor_wilson@counsellor.com

Items may be attached to an email and sent no later than 5 p.m. on April 1, 2010.

Proposals after the April 1 deadline: The deadline provides the only possibility for getting materials into the hands of conference members for consideration prior to the session. Occasionally conditions do not permit the deadline to be met. See the standing rules for what may be permitted beyond the deadline (Standing Rule Div. I - F.3.d). *It is expected that anything submitted beyond the April 1 deadline has good reason for being late!*

The Alternate Petitionary Process

Standing Rule I.C.6.

Described in detail in the Conference Journal

This non-parliamentary procedure will not bring a recommendation to a vote of the conference, nor subject it to amendments or changes by the conference. It provides for presentation time in plenary session by those submitting the resolution, recommendation, or petition. Following the presentation there will be an opportunity for those supporting the petition to sign documents indicating their support, or to join in other actions which can be undertaken in support of the cause presented.