

## Exhibit Provided to 2007 Assembly Voting Members Instructions for Question and Answer Sessions

### OVERVIEW:

1. Voting Member Tables Form Q&A Groups
2. Formulation of Questions
3. Prioritization of Questions
4. Moderators and Collating Teams
5. Question and Answer Sessions

### 1. Voting Member Tables Form Question and Answer Session Groups

Plenary volunteers will distribute color-coded cards to each table of voting members during the Third Plenary Session. Voting members at each table should have the same color card. Each table should choose one person to act as facilitator. Approximately thirty minutes of plenary time will be allowed for tables to draft questions for candidates.

Each color-coded card has an upper and lower section. Voting members should detach the upper section, labeled "Question Card," which will be used when formulating questions. **IMPORTANT NOTE:** Voting members should not discard the lower section of the card, as it is the voting member's entry ticket to the Question and Answer Session Saturday afternoon. Voting members will need to present their color-coded tickets and assembly nametags for entry into a Question and Answer Session room. There are a specific number of seats in each room and one color-coded ticket equals one seat for a voting member. Voting members may "swap" tickets if desired but are asked to honor the ticket system so that there will not be any overcrowding in the sessions.

Visitors must remain in the visitors section and will be provided an opportunity to observe a Question and Answer Session on Saturday afternoon. However, since visitors do not have voice or vote at the assembly, they will not participate in the formulation of the questions.

### 2. Formulation of Questions

Each table of voting members may formulate questions as it chooses. Some options include having each individual propose a question, working in pairs, or coming up with questions by group consensus. **THERE IS NO INCORRECT WAY FOR GROUPS TO FORMULATE QUESTIONS.** Tables may form as many questions as they choose. There is no specified number of questions.

Once a group has formulated its questions, someone in the group with neat, clear handwriting should use the front (lined side) of the Question Cards to record **ONE QUESTION PER CARD.** Anything written on the back (blank) side of the cards will be disregarded.

Again, groups can come up with as many questions as they choose. Plenary volunteers will be circulating in the plenary hall during this time. If a group needs additional Question Cards,

a member of the group should raise a yellow voting card for assistance. Any Question Cards not used should be returned to one of the volunteers. NOTE: QUESTIONS MUST BE PRINTED CLEARLY since when the cards are turned in there will be no way of identifying the specific voting members who formulated the question.

### **3. Prioritization of Questions**

After a table's questions are recorded on the front of the Question Cards (one question per card), the group should prioritize its questions in order of importance. Each question should be assigned a number to indicate its priority (question 1 is most important, question 2 is next most important, etc.). The number assigned to each question should be written in the "Question Priority" blank located in the upper right-hand corner of the card. Depending on the number of questions, there may not be time to address the lower priority questions in the Question and Answer Sessions.

Once the prioritization is complete, the facilitator for each group should bring the completed Question Cards to the front of the plenary hall and hand them directly to the person collecting that color of card.

### **4. Moderators and Collating Teams**

There may not be sufficient time during the Question and Answer Sessions to address all questions submitted. Moderators will work with a collating team comprised of Synod Council members to arrange the cards in order of priority to be asked and to eliminate duplicate questions. This will help assure that the questions voting members have deemed to be the most important will be asked first. The collating teams WILL NOT screen questions.

### **5. Question and Answer Sessions**

Question and Answer Sessions for the top three candidates for bishop will be held during the Fourth Plenary session. These Question and Answer Sessions will take place in three separate rooms as follows:

Blue Cards	Ballroom H
Yellow Cards	Plenary Hall
Pink Cards	Ballroom E

Voting members should present their colored-coded ticket and assembly nametag for entry into a Question and Answer Session room. The colored-coded entry tickets have the name of the Question and Answer Session room clearly indicated. If a voting member loses his/her ticket or was not present when the tickets were distributed, he/she should report to the Plenary Hall.

Due to limited seating in the rooms other than the Plenary Hall, all visitors are to remain in the visitors section in the Plenary Hall. Remember that visitors do not have voice or vote at the synod assembly, and therefore may only observe the proceedings.

Each voting member will go to his/her assigned room, along with the moderator and team assigned to that room. Fifteen minutes will be allowed for the moderator to brief the voting members on the Question and Answer process and to read the questions (in order) that will be asked. If there are no objections, this will remain the order in which the questions will be asked. If there are objections, the moderator will work with the voting members to make adjustments. Time is limited so this task must be completed quickly.

Each candidate will have 45 minutes in each room to answer the questions. There will be a 10-minute break between sessions as the candidates rotate to the next room. The moderator will ask the questions, reading from the cards in the order agreed upon. The order may not change after the first candidate has responded and those same questions will be asked of the other candidates. Should one person answer ten questions and the next candidate answers those same 10 questions in less time, he or she may continue to answer additional questions, in order of priority, until time is up.

Each room will be assigned a timekeeper. Candidates will be allowed a maximum of 5 minutes to answer each question. The timekeeper will give a four-minute warning and then a 5-minute cut off. The moderator will be responsible for asking the candidate to move on to the next question.

Following the final hour of Questions and Answers, the assembly will be in recess to allow for a time of reflection and prayer prior to Ballot #4, scheduled to take place during the Fifth Plenary Session on Sunday.