

**What is a Synod Assembly?**

About 750 persons from throughout the synod will meet to **worship** God, in whose name we gather; to **deliberate** carefully and faithfully about God's mission in our synod; to **learn** from God's Word about the life and mission God has given us; and to **enjoy fellowship** with God's people from across southwestern Minnesota.

The assembly will begin with registration on Friday, June 10, at **8:00 a.m.** in the **Lund Center** at the campus of Gustavus Adolphus College in St. Peter. Assembly plenary sessions will also be held in the **Lund Center**. The assembly is scheduled to conclude early Saturday afternoon, June 11, with worship, in **Lund Center**.

What is the theme for our 2016 Synod Assembly?

Theme: Embrace God's Mission • Equip God's People

Theme Text: Ephesians 4:11-13, 15-16 •

Theme Hymn: Build us up, Lord • ELW 670

Who will be our primary speakers?

We are blessed to have The Rev. Dr. Robin Steinke, president of Luther Seminary, as our ELCA Representative this year. Rev. Steinke will deepen our understanding of the opportunities within our own congregations. Additionally, Steinke will brief us on what it means to be church together beyond our synod. The Rev. Dr. Brian Konkol will be our Bible Study leader. He will lead us in table discussions as we talk about deepening congregation vitality, enhancing global and local mission and developing servant leaders.

How can our congregation prepare?

The enclosed materials will assist you in registering members of your congregation for the assembly. The *registration information sheet* gives complete instructions for filling out the ONLINE REGISTRATION form and paying the appropriate fees.

How can our congregation save money?

There are two ways your congregation can save significant monies. First, when you register your voting members **prior to May 16**, you save **\$50 per registration**. Registrations received **after May 16** will be charged the regular rate. Additionally, if you register a **lay young adult** under the **age of 35**, you will receive **\$50 off his/her registration**.

NOTE: You are responsible for making your own housing/breakfast arrangements (*may purchase online*) if you do not use campus housing. **Campus housing is optional.**

All of this information is posted on our website at: www.swmnelca.org/Assembly

QUESTIONS? If you have questions about the 2016 Synod Assembly, please call **Tammy Sather** in the Synod Office at 507.627.9041 or email her at tammy.sather@swmnelca.org.



Southwestern Minnesota Synod
Evangelical Lutheran Church in America
God's work. Our hands.

Registration Information for Voting Assembly Participants

The following persons are eligible to serve as **voting members** of the assembly:

- **Pastors** on the roster of the Southwestern Minnesota Synod who are **under call**.
- **Associates in ministry** on the roster of the Southwestern Minnesota Synod who are **under call**.
- **Two retired pastors** elected by their peers to represent the retired pastors on the roster of the SW MN Synod.
- **Lay members of the Synod Council**.
- **Lay voting members** from congregations of the synod.
- **Lay conference chairpersons** who are not congregational voting members.
- **Retired pastors** on the synod roster **serving as interim pastors** in congregations of the Synod **during the Synod Assembly**.
- **Retired or on-leave-from-call associates in ministry** **elected by their congregation** as voting members.
- Persons serving in a **Synodically Authorized Ministry** (more than half time) in congregations of the Synod **during the Synod Assembly**.

Congregation Size*	Voting Member #	Gender
0 – 174	1 or 2	If only one registers, either a male or a female. If two register, it must be one male and one female.
175 – 500	2	1 male, 1 female
501 – 1,000	3	1 male, 1 female + 1 either male or female
1,001 – 1,500	4	2 male, 2 female
1,501 – 2,000	5	2 male, 2 female + 1 either male or female
2,001 – 2,500	6	3 male, 3 female
2,501 – 3,000	7	3 male, 3 female + 1 either male or female
3,001 – 3,500	8	4 male, 4 female

**Numbers represent BAPTIZED membership.
More than 3,500 baptized members, add one voting member for every additional 500 baptized members.*

Registration Information for Non-Voting Assembly Participants

Advisory members of the assembly have **voice but not vote** during business sessions. Such persons must register and pay the appropriate fee, which entitles them to all activities and meals. **Those wanting the materials printed for them should add \$20 to the registration fee.** Persons who may register as advisory members include: ELCA churchwide staff, representatives of synodical shared ministries, retired rostered persons (with the exception of the two retired pastors elected to vote), and rostered persons **not** currently under call. Advisory members may attend all days of the assembly.

Visitors for the assembly have **neither voice nor vote** during business sessions. Any interested members of congregations of the Synod may register as visitors and pay the appropriate fee, which entitles them to all the activities and meals. **Visitors must sit in a separate designated area during the business session.**

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Registration Procedures and Costs

Registration is **online only**. Please go to www.swmnelca.org to register **the pastor(s), AiM(s) and the elected lay voting members** from your congregation. Please register each person attending the assembly prior to Friday, **May 16**, to take advantage of the early bird rate.

BY 5/16/2016

AFTER 5/16/2016

Voting Member	\$175.00 (facilities/meals)*	\$225.00 (facilities/meals)*
Advisory/Visitor	\$ 90.00 (facilities/meals)*	\$140.00 (facilities/meals)*

** If printed materials are needed, \$20 will be added to the registration fee.*

HOUSING

Optional: Campus Housing & Breakfasts (includes one night's lodging in a dorm room & one breakfast)

- Single Room (twin bed) **\$30 each**
- Double Room (two twin beds) **\$25 each**
- Single A/C Room (twin bed) **\$52 each**
- Double Air-Conditioned Room (two twin beds) **\$42 each**

(A/C - not guaranteed: Requests will be honored on a first come/first served basis upon registration.)

Housing Notes:

- Roommate preferences must be indicated on online registration form.
- Your roommate's online registration form must include the same request.
- BOTH need to mark a double room and EACH pay the double room rate.

New this year:

- Breakfast may be purchased separately for participants **not** staying on campus for an additional \$9 fee which includes **Saturday breakfast only**. Pay in advance when you register online.

REFUNDS

- Refund Policy:**
- Cancellations by June 6: **100% Refund**
 - Cancellations after June 6: or Non-Attendance without Cancellation: **No Refund**

PRE-Assembly Reports

The *Pre-Assembly Reports and Proposals to the Congregations* book will be available for download on our website to rostered persons and lay voting members who are **registered** for the assembly **the week of May 9** or thereafter for late registrants. Please visit:

www.swmnelca.org/Assembly. If you would like this information printed out and sent to you, please check ☒ the additional printed materials box upon registration and we will do that for an additional charge. Thank you.

We encourage taking advantage of the early bird registration fee. **Registering by May 16** not only means that you pay a considerably lower registration rate, but it also assures that your voting members will have ample time to review the *Pre-Assembly Reports and Proposals to the Congregations*. These reports and resolutions will form the basis for discussion and decisions at the assembly.

Please remember registration for your 2016 Synod Assembly is only available online through our website: www.swmnelca.org/Assembly. If you have any questions or need help, please contact Tammy Sather at 507.627.9041 or tammy.sather@swmnelca.org.

Peace,

Tammy Sather, Synod Assembly Coordinator