



Delaware-Maryland Synod
Evangelical Lutheran Church in America
God's work. Our hands.

TO: Ministers of Word and Sacrament, Ministers of Word and Service, Members of the Order of St. Stephen Deacon, Congregations and Visitors

FROM: Nancy L. Gordon, Secretary, Delaware-Maryland Synod

SUBJECT: 2020 Delaware-Maryland Synod Assembly

DATE: March 3, 2020

Dear Friends in Christ Jesus:

One day Jesus was praying in a certain place. When he finished, one of his disciples said to him, "Lord, teach us to pray, just as John taught his disciples." Jesus said to them, "When you pray, say: "Father, hallowed be your name, your kingdom come. Give us each day our daily bread. Forgive us our sins, for we also forgive everyone who sins against us. And lead us not into temptation." – Luke 11:1-4

This will serve as your official notification of the 33rd annual Assembly of the Delaware-Maryland Synod which will be held **Friday, May 29, through Saturday, May 30, 2020. Assembly will be held at the Delta Hotels Baltimore Hunt Valley, 245 Shawan Road, Hunt Valley, Maryland 21031.** The assembly begins on May 29 at 9:30 a.m. and closes on May 30 at 12:30 p.m.

This letter provides detailed information on the assembly program, registration procedures, hotel rooms, cost and related items. Please read it carefully and proceed accordingly.

Assembly Theme

With this year's assembly, we celebrate the theme, "**Lord, Teach Us to Pray.**" During each of the three business sessions of the assembly, there will be segments of "Prayer Practices" to provide assembly members ideas to assist in their own growth in the discipline of prayer.

Representation at Synod Assembly

Each congregation of the Delaware-Maryland Synod will be represented by two or more lay persons, normally one male and one female, up to the first 185 reported baptized members. For each additional reported 185 baptized members, or major fraction thereof, a congregation will be entitled to one more lay representative, male or female. In addition, each congregation is entitled to send one youth/young adult voting member. **The number of voting members to which your congregation is entitled is posted on the synod website under the "Assembly" tab.**

All Ministers of Word and Sacrament and Ministers of Word and Service who are on the roster of this synod, all retired ministers rostered in this synod and the lay members of the Synod Council are voting members.

Under our church's constitution and by-laws, leaders on the roster of this church are **required** to attend. **Those who are unable to attend for whatever reason must send a letter to the bishop by April 15, 2020, explaining the circumstances and asking to be excused.** Those letters may be sent by US Mail or by email to Bishop Gohl, in the care of Justina Sergeant, jsergeon@demdsynod.org.

The 2010 Synod Assembly passed a resolution to allow each congregation to send one additional voting member, either male or female, who is a youth or a young adult. The term "youth" means a voting member of a congregation who has not yet reached the age of 18 at the time of election or appointment for service. The term "young adult" means a voting member of a congregation between the ages of 18 and 30 at the time of election or appointment for service. On Friday evening, May 29, there will be an opportunity for interested youth and young adults to gather to debrief the day and fellowship with one another; more details will be available as the assembly approaches.

More details will be posted on the synod website, under the "Assembly" tab, as we move closer to the Assembly. If you have any further questions regarding youth/young adults (only) at Assembly, contact Deacon Julie Stecker at jstecker@demdsynod.org or 410-230-2864.

Assembly Material

All materials are on the website; printed materials BY REQUEST ONLY

All materials for the business sessions of the Synod Assembly will be posted on the synod's website, www.demdsynod.org, as well as in Guidebook for your review prior to the assembly. **In an effort to continue to become green, again this year we will not provide printed hand-outs but will leave it up to voting members to print and bring their own copies or to access documents electronically.**

IMPORTANT: If you need the synod office to provide you a paper copy of materials, please contact Cindy VanVliet at cvanvliet@demdsynod.org.

Materials sent to us for inclusion in an Assembly packet will also be scanned and uploaded (by May 15, 2020) and available with all other materials.

Registration

Registration is open from March 15 – May 15, 2020

Registration for the 2020 Synod Assembly opens on March 15 and closes on May 15, 2020. The primary mode for registration will be ONLINE through the synod website. Please note that your email address will be automatically added to our weekly E-Letter distribution list so that we can keep you informed of synod events and happenings. If you do not wish to receive the E-Letter, you may unsubscribe at any time.

To register:

- Go to the Delaware-Maryland Synod website on or after March 15, 2020: www.demdsynod.org
- Click on the 2020 Synod Assembly link under the Synod Assembly tab; you will see a registration button to click.
- **You will not be able to register multiple participants on the same online form.** Therefore, we recommend that you collect all information from each participant on the printable form found on our website before beginning the registration process. The completed forms will help in determining the total payment for your group.
- Online payments are to be made by credit card or bank transfer. To pay online, go to www.demdsynod.org, click "Give online!" Enter your total and select "Synod Assembly" from the "Give to" menu. Please put the congregation/organization or registrant's name in the memo/note section. If you are registering multiple participants, once you have

completed all of your registrations, simply add the totals from the last page of the printable registration form for each participant to get your final total and submit a single payment.

- If you prefer to pay by check, please send a check made out to “Delaware-Maryland Synod” with your congregation/organization name or the registrant’s name in the memo line to:

Cindy VanVliet, Associate for Community
 Delaware-Maryland Synod, ELCA
 575 South Charles Street, Suite 202
 Baltimore, MD 21201-2482

If you are unable to register online, please call the synod office before May 15, 2020 for assistance.

If you are a Synod Assembly Volunteer and/or your registration is paid by the synod, please contact Cindy VanVliet, after March 15, 2020, for a code that links to your on-line registration: cvanvliet@demdsynod.org or 410-230-2860.

Registration fees

The 2000 Synod Assembly approved a resolution to make the Synod Assembly self-sustaining.

AGAIN THIS YEAR: A full breakfast on Saturday included in each registration fee.

The Synod Council includes an incentive for early registration again this year, so register early and be charged the lowest available registration fee!

Rates in chart below apply to: Minister of Word and Sacrament Minister of Word and Service Lay Voting Members Youth/Young Adult Voting Members		
<u>Early Bird Rate (includes breakfast Saturday):</u> \$199.00 Online and mail-in registration must be received by 4/29/20. <i>No exceptions.</i>	<u>Regular Rate (includes breakfast Saturday):</u> \$239.00 Online and mail-in registration must be received by 5/15/20. <i>No exceptions.</i>	<u>On-Site Rate (includes breakfast Saturday):</u> \$269.00 After May 15, 2020, you must wait to register on-site at Assembly. On-site registration attendees will be assigned overflow seating. <i>No exceptions</i>

Rates in chart below apply to: Retired Minister of Word and Sacrament Retired Minister of Word and Service Ministers of Word and Sacrament on Leave from Call Ministers of Word and Service on Leave from Call Members of the Order of St. Stephen Deacon <i>who are not congregation voting members</i> Visitors <i>who are not congregation voting members</i>		
<u>Early Bird Rate (includes breakfast Saturday):</u> \$89.00 Online and mail-in registration must be received by 4/29/20. <i>No exceptions.</i>	<u>Regular Rate (includes breakfast Saturday):</u> \$109.00 Online and mail-in registration must be received by 5/15/20. <i>No exceptions.</i>	<u>On-Site Rate (includes breakfast Saturday):</u> \$129.00 After May 15, 2020, you must wait to register on-site at Assembly. On-site registration attendees will be assigned overflow seating. <i>No exceptions</i>

All Assembly business will take place during the morning and afternoon sessions.

Lunch on Friday

A buffet lunch on Friday, May 29 will be available for purchase. **The Hotel Catering Service charges \$25 for this lunch buffet, and it is in addition to the Synod Assembly registration, for those who wish to attend.**

Friday Evening Banquet & Speaker

On Friday evening, May 30, a Banquet Buffet Dinner will be served at the hotel. **The Rev. Viviane Thomas-Breitfeld** will be the speaker, and will share reflections on Gender, Race and Leadership as part of the Women's Ordination 50th Anniversary year. The banquet will be held from 5:45pm until 7:15pm to allow commuters travel time home afterward. **The Hotel Catering Service charges \$35 for this dinner, and it is in addition to the Synod Assembly registration, for those who wish to attend.**

Our venue's location offers lots of places to eat! Across the street from our Assembly venue and within walking distance (0.5 miles), are choices from fast food to sit down restaurants if you'd like options other than the buffet lunch choice. There is plenty of parking across the street if you are unable to walk there.

Hotel meals must be ordered and paid for during registration. This will be the only opportunity to purchase them.

Friday Evening Activities

On Friday evening, May 29, 2020, there will be several evening activities offered in the hotel. Sign-ups will be on-site at the "Evening Events" desk in the registration area.

Hotel information

Reservations at the Delta Hotels Baltimore Hunt Valley must be made **by May 1, 2020** in order to receive our group rate.

Reservations received after May 1, 2020 will be provided on a space-available basis at prevailing rates. Indicate any special accommodations when you call.

Hotel Contact Info	Rates – 5/28/20 - 5/29/20	
Delta Hotels Baltimore Hunt Valley 245 Shawan Road, Hunt Valley, MD 21031	Standard 1 King Bed	\$136.00/night
	Standard 2 Queen Beds	\$136.00/night
Reservations for the Event will be made by individual attendees directly with Marriott reservations at 1-888-236-2427 (ask for the "Evangelical Lutheran Church" [or "LUT"] room block), OR use the link provided on our synod's website along with registration which will take you right to the Delta Hotel's Reservation portal.		

Childcare at the Assembly

Childcare will be available, free of charge, for children **ages 2-8 years** during the **business sessions only, not during worship and meal times**. Please sign up for childcare through online registration **by the May 15, 2020 deadline**. If you do not have access to online registration, contact **Cindy VanVliet** at 410-230-2860 or cvanvliet@demdsynod.org

Book Exchange

Our synod will host another Book Exchange during Assembly 2020. Pack up to 10 books that you feel your colleagues would enjoy and bring them with you in a tote. Once at the Book Exchange table, find books you'd like to take home and pack up that same tote!

Worship at the Assembly

There will be a daily service of Holy Communion at the 2020 Assembly, consistent with our Synod's continuing resolutions.

Friday, May 29, 2020, 11:30 a.m. - Opening Worship and Communion with the Recognition of the Ordination of Ministers of Word & Service. All Rostered Ministers of Word and Service are invited to vest and process.

Saturday, May 30, 2020, 11:30 a.m. - Closing Worship and Communion with the Recognition of the Ordination of Women. Rostered Ministers of Word and Service and Rostered Ministers of Word and Sacrament are invited to bring stoles to put on for both the worship and a picture afterward.

Worship Offerings

This year one third of worship offerings will go toward our synod's Puerto Rico rebuild effort, one third will go to the African Descent Lutheran Association, and one third will go to Women of the ELCA's Justice Ministries.

The Fourth Noisy Change Offering

Our Delaware-Maryland Synod Hunger Task Force will host "**The Fourth Noisy Change Offering**" during Assembly this year. Our Hunger Task Force invites all Delaware-Maryland Synod congregations to pick the Sunday that is best for the congregation prior to the Assembly to host a **Noisy Change Sunday**.

All the proceeds from this offering will go to national and global ministries of the ELCA World Hunger Program. This includes Domestic Hunger Projects in our synod. All gifts collected are part of your congregation's contribution to the *ELCA Campaign*, and our synod's *Forward in Faith Campaign*. **Our Synod Hunger Task Force asks that you count the coins locally and bring no more than \$20.00 in coins to the Assembly.** A letter will be posted on the synod website under the Assembly 2020 tab about the offering, please share it with those who care for Stewardship and Social Ministry in your congregation. "*Come and inherit the Kingdom of God, for I was hungry and you gave me food.*" (Matthew 25:34-35)

Help wanted... seeking Assembly volunteers!

Volunteers are needed to serve on committees, as Pages during business sessions, to assist with worship services at the Assembly, and to help with childcare in the Assembly Daycare Room. If you are interested in serving, contact **Cindy VanVliet, Associate for Community, 410-230-2860 or cvanvliet@demdsynod.org**