

*'You will be my witnesses...'*

Saint Paul Area Synod

# 2010 Synod Assembly Registration Information

Prince of Peace Lutheran Church, Burnsville ● May 21-22, 2010

Important information for clergy, diaconal ministers, deaconesses, associates in ministry, lay voting members, and advisors



*"But you will receive power when the Holy Spirit has come upon you; and you will be my witnesses in Jerusalem, in all Judea and Samaria, and to the ends of the earth." Acts 1:8*



*Cover photo taken by Evan Hurley and submitted into the 2009 Sharing the Spirit: Tanzania Memories Photography Contest.*

# 'You will be my witnesses....'

## Dear Partners in Ministry:

The conference and synod assemblies this year draw us into an exploration of our witness to God's love and work in the world. Perhaps never has it been so timely for us to examine what it means to be missional, to be called back to the heart of who we are as church, who we are as God's people in the world. We face a mission field that is changing, demanding that we be clear about what lies at the heart of our reason for being. We are not the center of our life—God is—and our lives bear witness to God's love and work in the world.

As we engage in discussion about this year's theme verse from Acts 1:8—*You will receive power when the Holy Spirit has come upon you; and you will be my witnesses in Jerusalem, in all Judea and Samaria, and to the ends of the earth*—we will focus on three arenas:

"*You will be my witnesses....*" The congregational focus will be the center of our conference assemblies on February 21, at Christ the King Lutheran Church, New Brighton, as keynote speaker the Rev. Mary Ann Moller-Gunderson tells the story of how her congregation—Immanuel Lutheran, Lake Geneva, Wisconsin—flourished and grew when it turned from inward concerns and journeyed into the world to bear witness. (More about Mary Ann on page 2.)

"*You will be my witnesses....*" The congregational focus continues at the synod assembly on May 21-22, at Prince of Peace Lutheran Church, Burnsville. To examine how congregations in this synod witness in the world, we've invited congregations to submit a short video—90 seconds maximum!—that tells the story of how members carry out the ELCA tag line "God's work. Our hands." (Those of you who were present at the Churchwide Assembly may have seen the videos submitted by congregations across the ELCA.) We'll sprinkle our videos throughout the assembly as time allows. (More information on page 11.)

"*You will be my witnesses....*" The global dimension of our witness will be lifted up by the presence of Pastor Horacio Castillo, the president of our companion partner, the Agustinian Lutheran Church of Guatemala (ILAG). Pastor Castillo will lead Bible study on Saturday morning and be the guest at a Friday lunch with those from congregations involved in the partnership with ILAG.

"*You will be my witnesses....*" The challenge of the church's witness in a changing culture will be the focus of the presentations by keynote speaker Dr. Diana Butler Bass, author of *Christianity for the Rest of Us*, and *A People's History of Christianity*. Through her presentations and table discussions, we'll be challenged to see in new ways what our witness in this world at this time needs to be.

## This registration booklet

This registration booklet contains all the information necessary as your congregation prepares to elect voting members to the conference and synod assemblies. More information will be posted at [www.spas-elca.org](http://www.spas-elca.org) as it becomes available in the months ahead. Following the actions at the Churchwide Assembly in August, we heard from members of congregations in this synod that they were unaware of the process that led to such changes. This is the process—a path of participation that originates in congregations at the annual meeting and continues through conference assemblies to the synod assembly to the Churchwide Assembly. Please inform your members and invite them along for the journey!

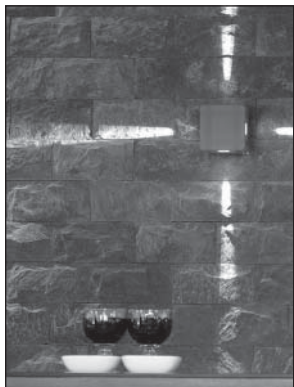
Thank you for your partnership and witness in the world! I am grateful to be in ministry with you all!

Grace and peace,



Peter Rogness, Bishop

# About Assemblies



## Conference assemblies

Conference assemblies will be held on Sunday, Feb. 21, from 2:00-4:00 p.m. (concluding when conference business is completed), at Christ the King Lutheran Church, 1900 7th Street Northwest, New Brighton. Registration begins at 1:30 p.m. The keynote will be delivered at 2:00 p.m., and conference caucuses, at which elections occur and resolutions are considered, begin at 3:15 p.m. *Please note that pre-registration for conference assemblies is not required.*

## What happens at conference assemblies?

We are a participatory church, one that organizationally lives out what we believe about the “priesthood of all believers.” And we live in a democratic culture where people expect to be able to express their ideas and have a hand in shaping those issues that affect them. Decisions about how we want to be church together in this synod begin at the congregational annual meeting, continue with conference assemblies and the synod assembly, the highest governing authority for the synod, and move to the Churchwide Assembly, the final governing authority for the entire ELCA.

Each congregation is charged with identifying and sending representatives to the conference assemblies and the synod assembly. These representative—called voting members—help determine ministry for the future of the Saint Paul Area Synod and for the whole ELCA. Since the Churchwide Assembly in August, many have asked how the decisions around ministry policies were made. The answer? The changes originated at the grass roots, emerging in local congregations, and the ideas were advanced over a number of years at conference assemblies, synod assemblies, and several churchwide assemblies, culminating in the action last August.

So if your congregation wants to have voice and influence, the process exists for participation! Just as interest in civic matters varies among individuals, so too does interest in church matters. Many congregations have a system for identifying representatives for these assemblies; others struggle to find people and wait until the last minute. Please educate your members about how they can become involved!

## Moller-Gunderson to keynote conference assemblies

The Rev. Mary Ann Moller-Gunderson, pastor of Immanuel Lutheran, Lake Geneva, Wis., will present the keynote at conference assemblies. Immanuel is the third congregation where she has been called to the ministry of redevelopment and was one of the eight fastest growing congregations in the ELCA from 2003-2008.

Her passion is working with congregations in decline, assisting them to regain a sense of mission both at home and around the world and to reclaim sharing the good news of Jesus Christ every day. She also served as synod staff in the Greater Milwaukee Synod from 1988-1992 and, with her husband Mark, as co-director of the Division for Congregational Ministries in the ELCA churchwide office.

## Synod assembly

The 2010 Saint Paul Area Synod assembly will be held May 21-22—the weekend before Memorial Day this year—at Prince of Peace, Burnsville. This year’s theme verse comes from Acts 1:8: “But you will receive power when the Holy Spirit has come upon you; and you will be my witnesses in Jerusalem, in all Judea and Samaria, and to the ends of the earth.”

We’ll look at the church and its power for transformation and witness—within the congregation, in the community, and around the world. As Lutherans we’re called not simply to survive or to rest back for ourselves, but to proclaim the renewing Word to the world around us. What does this mean? How do we go about it?

### Keynote speaker

Diana Butler Bass will serve as this year’s keynoter. A nationally renowned author, speaker, and independent scholar specializing in American religion and culture, she holds a Ph.D. in religious studies from Duke University and is the author of seven books, including *A People’s History of Christianity: The Other Side of the Story*, published in 2009. Her best-selling *Christianity for the Rest of Us* (2006) was named as one of the best religion books of the year by *Publishers Weekly* and *Christian Century*. One reviewer said that this was “the most important book of the decade about emerging Christianity and the renewal of mainline congregations.”



Diana Butler Bass



Horacio Castillo

### Guatemalan partner to participate in this year’s assembly

Padre Horacio Castillo joins us for worship and Bible study and to strengthen the bonds of our companion relationship with the Agustinian Lutheran Church of Guatemala (ILAG). Castillo was last with us in 2007, when Amanda Olson de Castillo was ordained and installed as a missionary to ILAG from the Saint Paul Area Synod. Since then, the relationship has deepened and additional congregations have become involved in the partnership.



David Swartling

### Churchwide representative

David Swartling, secretary of the ELCA, will serve as the churchwide representative. Elected secretary in 2007, he has been a litigation attorney since 1976 and served in the U.S. Navy from 1969-1973. As a member of Bethany Lutheran, Bainbridge Island, Wash., he served the church in a variety of capacities prior to his election as secretary.

### New this year! Congregational videos

At the 2009 Churchwide Assembly, congregations across the ELCA submitted 90-second videos addressing the ELCA tagline “God’s work. Our hands.” The videos explored the range of congregational ministry being done in this church, and the response was overwhelmingly positive. Congregations are invited to submit videos for this year’s synod assembly around that same theme. The videos will be viewed by the assembly as time allows. How does your congregation carry out “God’s work. Our hands.” in your setting? See page 11 for more information.

# Identifying Voting Members



## Identifying voting members

Congregations should identify individuals who will serve as voting members at the conference assemblies on February 21, and the synod assembly on May 21-22, as early as possible. Voting members appreciate being briefed in advance about their roles and the expectations. Congregations identify voting members in all sorts of ways, but it's a good idea to select voting members who are involved in the life of your congregation and have time to prepare and understand the issues and concerns before the assembly. The number of lay voting members allocated is based on information submitted on parochial reports or, in absence of that, on the minimum number allocated to a congregation. Information about the number of voting members your congregation is allotted for the synod assembly is listed on the chart that begins on page 5.

## Voting members for the conference assemblies

Voting members for the conference assemblies include pastors and rostered laypersons under call to congregations and two times as many lay voting members as the congregation is entitled to send to the synod assembly. In addition, voting members include retired clergy elected at the retired clergy caucus and clergy and rostered laypersons serving under call to specialized ministry. Pre-registration for conference assemblies is not necessary.

## Lay voting members for the synod assembly

1. Elect an equal number of males and females. Elect at least one female and one male as alternates. The alternate must be the same gender as the person he or she is replacing.
2. Be inclusive. Consider including as voting members youth or young adults. The 2009 Churchwide Assembly set a goal that at least ten percent of the voting members at the synod assembly be youth (between the ages of 14 and 18) and young adults (between the ages of 18 and 30). In addition, our synod's constitutional goal (S6.04) is that 10 percent of our voting members be persons of color or those for whom English is not the primary language. Involve your leaders! The best voting members are those already involved in making decisions for your congregation.
3. Select voting members early. Consider the scheduling needs of potential voting members by selecting them well in advance. This will also ensure that they receive assembly materials in time to become well prepared.
4. If possible, do not elect persons from the same household.

## Clergy and lay rostered voting members

1. All clergy, associates in ministry, deaconesses, and diaconal ministers under call and on the roster of the Saint Paul Area Synod are voting members at the synod assembly.
2. Retired clergy met February 8 and elected 19 individuals, or 10 percent of their caucus, as voting members at the synod assembly.

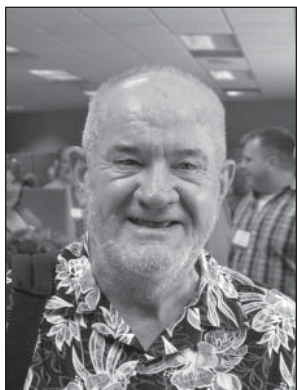
# *Synod Assembly Voting Member Allocations*

Congregation Congregation Under Development Synodically Authorized Worshiping Community	Rostered Lay Voting Members	Lay Voting Members	Clergy Voting Members	Baptized Members 12.31.07	Baptized Members 12.31.08
Abiding Savior, Mounds View		5	2	2198	2231
All Saints, Cottage Grove		3	2	1028	983
All Saints, Eagan		2	1	411	403
Amazing Grace, Inver Grove Heights		2	2	374	372
Arlington Hills, St. Paul		3	1	1207	1181
Atonement, New Brighton		2	1	217	222
Augustana, West St. Paul	1	6	2	2359	2255
Beaver Lake, Maplewood		2	1	504	321
Bethesda, Inver Grove Heights		2	1	526	534
Bethlehem, Bayport		2	2	584	564
Bethlehem, St. Paul		2	2	286	232
Calvary, Stanchfield		2	1	424	434
Chisago Lake, Center City		3	2	926	950
Christ, Lake Elmo		2	1	667	598
Christ, Marine on St. Croix		3	1	1053	1070
Christ on Capitol Hill, St. Paul		2	1	320	317
Christ the King, New Brighton		5	3	2101	2034
Christ the King, White Bear Lake		2	1	621	628
Christ the Servant, Vadnais Heights		2	1	591	590
Christiania, Lakeville		4	2	1526	1524
Christus Victor, Apple Valley		3	2	893	909
Como Park, St. Paul		3	1	807	797
Cross, Maplewood		2	2	378	371
Cross of Glory, Mounds View		2	1	478	237
Eastside Community, St. Paul		1	0	204	174
Easter, Eagan		11	4	4814	4918
Elim, Scandia		3	2	1276	1130
Faith, Forest Lake		7	2	2985	2774
Faith, Rosemount		2	1	150	179
Faith, St. Paul		2	1	700	704
Family of Christ, Lakeville		2	1	582	576
Farmington Evangelical, Farmington		5	1	2080	2168
First Evangelical, Rush City		3	1	1167	1187
First, St. Paul		2	1	433	504
First Evangelical, White Bear Lake		5	2	2172	2172
First, Harris		1	1	156	162
First Evangelical, Taylors Falls		2	1	393	405
Fish Lake, Harris		2	1	432	439

<b>Congregation Congregation Under Development Synodically Authorized Worshiping Community</b>	<b>Rostered Lay Voting Members</b>	<b>Lay Voting Members</b>	<b>Clergy Voting Members</b>	<b>Baptized Members 12.31.07</b>	<b>Baptized Members 12.31.08</b>
Galilee, Roseville		2	1	222	215
Gethsemane, Maplewood	1	4	2	1562	1516
Gloria Dei, St. Paul	0	6	4	2736	2727
Good Shepherd, Inver Grove Heights		7	2	2983	3074
Grace, St. Paul		2	1	692	650
Grace, Apple Valley		5	2	2600	2157
Gustavus Adolphus, St. Paul	1	4	2	1372	1339
Highview Christiania, Farmington		2	1	557	567
Hmong Central, St. Paul		2	1	373	373
Holy Cross, Oakdale		3	1	942	962
Hope, St. Paul		2	1	266	245
Hosanna, Forest Lake		5	1	2077	2009
Hosanna!, Lakeville		13	2	6084	6145
House of Mercy, St. Paul		1	0	Congregation under Development	
House of Prayer, Oakdale		2	1	491	494
Humble Walk, St. Paul		1	1	Synodically Authorized Worshiping Community	
Immanuel, Almelund		2	1	824	743
Immanuel, St. Paul	1	3	1	803	791
Incarnation, Shoreview		10	4	4464	4494
Joy Fellowship, Circle Pines		1	0	Congregation under Development	
King of Kings, Woodbury		9	3	4010	4001
Lakeview, Maplewood		2	1	577	288
Light of the World, Farmington	1	1	1	Congregation under Development	
Living Waters, Lino Lakes		2	1	494	499
Lord of Life, Lakeville		2	1	312	312
Luther Memorial, South St. Paul		2	1	741	719
Lutheran Church of Peace, Maplewood		3	2	1068	1096
Lutheran Church of the Redeemer, St. Paul		2	1	336	342
Lutheran Church of the Resurrection, Roseville	1	2	1	293	282
Memorial, Afton		2	1	748	748
Minnesota Faith Chinese, St. Paul		1	1	87	89
Mount Calvary, Eagan	1	4	2	1347	1347
Mount Carmel, St. Paul		1	0	67	57
Newport, Newport		3	2	810	817
North Emmanuel, St. Paul		1	1	168	153
One in the Spirit, St. Paul		1	1	Synodically Authorized Worshiping Community	
Our Redeemer, St. Paul		2	1	458	455
Our Savior, Stillwater		4	2	1538	1551
Our Savior, Circles Pines		6	2	2200	2270
Our Saviour's Evangelical, Hastings	1	6	2	2578	2597

<b>Congregation Congregation Under Development Synodically Authorized Worshiping Community</b>	<b>Rostered Lay Voting Members</b>	<b>Lay Voting Members</b>	<b>Clergy Voting Members</b>	<b>Baptized Members 12.31.07</b>	<b>Baptized Members 12.31.08</b>
Peace, Lauderdale		1	1	222	139
Pilgrim, St. Paul		2	1	688	705
Prince of Peace, Burnsville	1	17	4	8208	7937
Prince of Peace, Roseville	1	2	2	630	646
Pueblo de Fe		1	0	Congregation under Development	
Redeemer, White Bear Lake		3	1	1179	953
Resurrection, Woodbury		3	1	778	848
Roseville, Roseville	1	7	3	3098	2999
Salem, West St. Paul		2	1	628	621
Shepherd of the Hills, Shoreview		5	2	1830	1761
Shepherd of the Valley, Afton		6	2	2519	2424
Shepherd of the Valley, Apple Valley		20	7	9193	9512
Spirit of Truth, St. Paul		1	0	Congregation under Development	
Spring Lake, North Branch		2	1	464	466
St. Andrew's, Mahtomedi	1	18	6	8384	8344
St. Anthony Park, St. Paul		3	2	912	769
St. James, Burnsville		5	2	2071	1971
St. John Evangelical, Stacy		3	1	845	845
St. John's, Lakeville		4	1	1533	1623
St. Luke, St. Paul		2	1	235	261
St. Luke, Cottage Grove		5	2	2035	2231
St. Mark, St. Paul		2	1	306	303
St. Mark, Randolph		2	1	395	435
St. Mark Evangelical, Circle Pines		2	1	749	749
St. Mark Evangelical, North St. Paul		5	1	2073	1863
St. Matthew's, St. Paul		2	1	287	286
St. Michael's, Roseville		3	2	1164	1139
St. Paul, Stillwater		3	1	1199	1178
St. Paul, Wyoming		2	1	617	644
St. Paul-Reformation, St. Paul		2	1	768	682
St. Philip, Hastings		3	2	1042	1051
St. Stephen's, West St. Paul		3	2	892	875
St. Stephen the Martyr, White Bear Lake		3	1	1115	1115
St. Timothy, St. Paul		3	2	1024	1044
Trinity, Stillwater		9	4	4164	4164
Trinity, North Branch		5	1	2106	2105
Trinity, Lindstrom		4	1	1562	1582
Zion, St. Paul		2	1	186	184
Zion, Cottage Grove		2	1	685	290
Zion, Chisago City		3	1	897	922

# All about Resolutions



## Guidelines for writing a resolution

One avenue of access for congregations, conferences, and synod committees to address issues and propose a plan for action is the resolution, defined in *Robert's Rules of Order* as “a main motion submitted in writing because of its importance or its complexity.” Resolutions help organize the work of the assembly by clarifying important issues or concerns. Resolutions are first reviewed by the reference and counsel committee, which will make recommendations to the assembly to facilitate its work, but the resolutions belong to the assembly and may be amended, rejected, or adopted after consideration by the voting members.

## Who submits resolutions?

Resolutions may be submitted for assembly consideration by congregational councils, conferences of the synod, or committees of the synod.

## Remember to sign it and list a contact person

Resolutions must be signed by the congregational council president, the conference dean, or the synod committee chair. The reference and counsel committee requests that each resolution include the name, email address, and telephone number of a contact person in case committee members have questions or need information.

## Guidelines for writing resolutions

- Validate your idea.
- Begin by discussing your proposed resolution with people. If you have a difficult time convincing other individuals that your resolution is necessary, you will find it even harder to convince the assembly.
- Write the resolution.
- Keep the resolution to one page. State the issue simply, concisely, and factually.
- Avoid argumentative, inflammatory, and emotional words.

## Use this format

State the issue, concern, or problem in the WHEREAS clause(s). State the proposed solution in the RESOLVED clause(s). The solution (resolved clauses) should include:

- What should be done.
- Who should act.
- How the action will be funded, if cost is involved in the preparation of resources, staff time, or publicity. Include the source of funding or, if it is to be covered by the synod budget, what current allocation should be reduced to provide funding.
- When the action should be completed.
- To whom the results should be reported.

## Effective resolutions

- Help clarify our beliefs;
- Propose a method for resolving an issue;
- Give direction to the synod's mission by recommending particular actions.

Some resolutions are more effective when data, statistics, or explanatory materials are provided on an information sheet. Copies of any document referred to in the resolution should be included when the resolution is submitted to the reference and counsel committee. If documentation is included, however, keep in mind the use of excess paper and readability. Shorter is generally better.

## Anticipate reference and counsel review

The reference and counsel committee reviews proposed resolutions with the above principles in mind. The committee may return a resolution for further work if additional clarification is needed. The committee may also consolidate resolutions on the same topic and/or replace those submitted with another of the reference and counsel committee's own making. All resolutions submitted will be considered by the committee and will be included in the matters to be taken up by the assembly.

## Direct resolutions to the appropriate body

Direct resolutions or requested actions to an appropriate committee (synod council, synodical leadership team, churchwide unit, etc.). If the resolution is intended to have churchwide effect, memorials are not an effective method. Instead, direct the resolution to the appropriate churchwide board or committee. The synod office can assist you with identifying the appropriate body.

## Deadline

### April 2, 5:00 p.m.

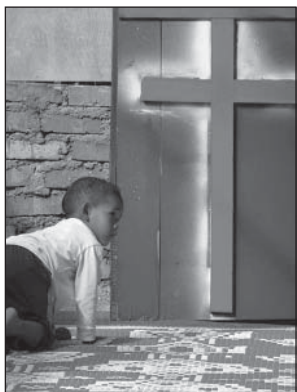
All resolutions for consideration at the synod assembly must be submitted by this deadline in order to give the reference and counsel committee adequate time to consider them.

Resolutions submitted after this deadline will be considered first by the reference and counsel committee, and then (with or without its support) will come before the assembly only by means of a motion to suspend the rules for the purpose of considering the late resolution. The reference and counsel committee will consider the reason for late submission in giving its recommendation. Resolutions not addressed by the synod assembly shall be forwarded to the synod council.

Please submit resolutions electronically to Beth Helgen at [beth.helgen@spas-elca.org](mailto:beth.helgen@spas-elca.org).



# Updates about the Synod Assembly



## Stewardship of environment and financial resources

The Saint Paul Area Synod assembly adopted a resolution in 2007 calling on both the synod and congregations to find ways to reduce, re-use, and recycle. For the last two years, the assembly planning team worked hard to find ways to address environmental stewardship, and evaluations expressed appreciation for these changes—and asked for more! In addition, increased costs of printing and mailing are resulting in additional changes this year. Here's what to expect:

- When possible, we will use paper, biodegradable, or compostable products for food and beverage service instead of plastic or Styrofoam.
- Information about ministry partners—once stuffed in registration packets—will be available at a designated table or in the display area.
- The *Pre-Assembly Report*—previously mailed to registered voting members one month before the assembly—will now be posted online. The *Pre-Assembly Report* contains background materials for the assembly—general information, rules of procedure, agenda, speaker information, the report of the bishop, resolutions, biographical information about nominees, annual reports from synod committees and ministry partners, and the minutes of the 2009 assembly. Voting members will be informed of its availability via email and asked to read the materials online. Voting members who do not have access to computers should call the synod office and ask to have the materials mailed to them. Since this represents a significant change from previous years (most synods have switched to distributing materials in this way), please make sure that email addresses are included in registration materials and expect regular electronic updates about the assembly.
- We recognize that the change in the distribution of materials might create some confusion. Please call the synod office if you have questions. We are committed to providing the background information to voting members so that they understand and can prepare for the important work before them during the synod assembly. Please help us with the change by communicating with your congregation's voting members in a timely way and making certain to include email addresses in the registration materials.
- Voting members will receive a *Program Bulletin* at registration. This booklet, which combines the *Pre-Assembly Report* and the *Program Supplement*, will contain materials needed for the business of the assembly as well as worship materials. Evaluations have suggested that voting members will find it less confusing to have materials together in one bulletin.
- Evaluations from last year overwhelmingly rejoiced that the ubiquitous bottled water disappeared from the assembly! And those who assisted with clean-up throughout the assembly also appreciated its absence! Expect the same this year. Please bring your own travel mug or use the water fountains located throughout the building. A limited number of coffee mugs will be available for \$2 for use during the assembly.

## Elections

The synod nominating committee will identify individuals for the following positions for action at the synod assembly. Those nominated must provide biographical information **no later than April 2**, in order that it might be included in pre-assembly materials:

Synod Treasurer  
Synod Council at Large (PCL\*)  
Committee for Consultation (Clergy)  
Committee for Consultation (Lay Female)  
Churchwide Assembly at Large (7)\*\*

*\*Person of Color or Individual Whose First Language is not English*

*\*\*The nominating committee will clarify these vacancies after elections at conference assemblies*



## Congregation videos

Congregations are invited to submit videos up to 90 seconds in length that share stories of their witness in the world around the theme “God’s work. Our hands.” The videos will be shared throughout the synod assembly. Congregations throughout the ELCA shared similar videos with voting members at the 2009 Churchwide Assembly. To view a sampling of these videos, visit [www.godsworkourhands.org](http://www.godsworkourhands.org).

### Requirements for preparation of the video

- Videos should be no more than 90 seconds in length. We regret that we will be unable to use videos that exceed this length.
- The deadline is April 1, 2010.
- Please prepare your video in .avi format. If you have questions about the format of your video, please contact Kate Penz at [kate.penz@spas-elca.org](mailto:kate.penz@spas-elca.org) or 651.224.4313 for more information.
- Videos should be submitted on a DVD to:

Kate Penz  
Communications Specialist  
Saint Paul Area Synod  
105 University Avenue West  
St. Paul, MN 55103

We reserve the right not to use videos because of time constraints or because they do not meet the above requirements or are not compatible with the computer system at Prince of Peace. By submitting a video, you agree that it can be used by the synod for communications purposes that further the mission of the church.

# Registering for the Synod Assembly



## Assembly registration

The registration fee for voting members and advisors includes costs for assembly materials and speakers, facility costs, Friday lunch, Friday dinner, Saturday lunch, and breaks. The registration fee for visitors includes meals for the days registered. Mileage is not included. Please note the lower registration fee for those who register by April 16. There will be no refunds for cancellations after May 1.

<b>Early Bird Voting Member/Advisor</b> (register by April 16)	\$ 115
<b>Voting Member/Advisor</b> (register after April 16)	\$ 130
<b>Visitor Daily Fee</b>	\$ 35

All voting members must register through their congregations. A master copy of the registration form is included in this registration bulletin. If you register using the paper form, please make photocopies so that you have one registration form per person attending. Online registration is available beginning March 15 at [www.spas-elca.org](http://www.spas-elca.org). Click on "Assembly Registration" on the home page. Please encourage visitors from your congregation to attend as well. If you have questions, contact Julie Keefe, assembly registrar, at [julie.keefe@spas-elca.org](mailto:julie.keefe@spas-elca.org).

## Important changes in distribution of the *Pre-Assembly Report*

Beginning this year, pre-assembly materials will only be available online or by email. Congregations are asked to provide email addresses for lay voting members so that the *Pre-Assembly Report* can be emailed to them directly and so that they will receive important electronic communications prior to the synod assembly. Those who do not have access to a computer may request a photocopy of the pre-assembly materials by calling the synod office. See page 10 for more information.

## Hotel accommodations

Several moderately priced hotels lie within a short distance of Prince of Peace. If you would like a list, please call the synod office. Those wishing to make use of these accommodations are responsible for booking their own room and any additional costs incurred.

# Registration Form

Pre-assembly materials will be distributed by email. Please remember to include yours!

## Saint Paul Area Synod Assembly

May 21-22, 2010, Prince of Peace Lutheran Church, Burnsville

Online registration  
begins March 15!

Please copy this form as needed and complete for each person (clergy and lay) attending the assembly from your congregation. Online registration—the preferred method—is available at [www.spas-elca.org](http://www.spas-elca.org). Click on the link on the right-hand side of the home page.

---

NAME\*

---

HOME ADDRESS\*

CITY\*

STATE\*

ZIP\*

---

DAY PHONE\*

EVENING PHONE\*

EMAIL\*

---

CONGREGATION OR MINISTRY ORGANIZATION\*

\* Required Fields

### Voting Member/Advisor Registration

The registration fee is \$115 if received by the April 16 deadline.

Registrations received after April 16 are \$130. There are no refunds for cancellations after May 1.

- Rostered Clergy Voting Member
- Rostered Retired Clergy Voting Member
- Rostered Lay Voting Member  
*Includes associates in ministry, diaconal ministers, and deaconesses*
- Lay Voting Member  
*See enclosed chart on page 5 for the number of lay voting members allotted to your congregation.*
- Advisor  
*Advisors have voice, but no vote. They receive assembly materials and will be seated in the plenary hall in a separate section.*

### Visitor Registration

Visitors have neither voice nor vote and will be seated on the perimeter of the plenary hall.

- Friday                      \$35
- Saturday                      \$35

### Remittance

Total remitted for registration \$ \_\_\_\_\_

**Send this form with payment to:** Assembly Registrar, Saint Paul Area Synod,  
105 University Avenue West, St. Paul, MN 55103 or register online at [www.spas-elca.org](http://www.spas-elca.org).



## Saint Paul Area Synod

105 University Avenue West  
St. Paul, MN 55103-2094

Non Profit Org.  
U.S. Postage  
PAID  
St. Paul, Minn.  
Permit No. 395

**Change Service Requested**

*Registration information for congregations and leaders*