



**MEMORANDUM**

To: All ELCA Rostered Leaders, Congregations and Authorized Worshipping Communities of the Metropolitan New York Synod

From: The Rev. Robert Schoepflin, Secretary of the Synod

Date: January 1, 2017

Re: 2017 Synod Assembly

On behalf of the Synod Council, I announce to you that the 2017 annual Metropolitan New York Synod Assembly will be held May 11 - 13, 2017, at the Westchester Marriott in Tarrytown, NY.

This is an exciting year for us to come together as we will be commemorating the 500th Anniversary of the Reformation under the theme, "Reformation 500: Faith Not Fear." Our three-day assembly will take shape as a two-day business meeting where we will prayerfully conduct the congregational appeal process from our cancelled Special Synod Assembly and elect three unexpired synod council seats. We will again have our worship intertwined throughout our plenary sessions and community life. Beginning on Friday evening, we will be hosting a free public event open to all with a focus on our Lutheran identity and mission with speakers and workshops.

The registration fees are as follows:

<b>January 1 – March 1</b>	\$125 per voting member* <i>*Payment must be received by March 1</i>	\$50 per visitor <i>For those attending on Thursday and Friday</i>	\$175 per optional meal plan
<b>March 2 – April 18</b>	\$175 per voting member* <i>*Payment must be received by April 18</i>	\$75 per visitor <i>For those attending on Thursday and Friday</i>	\$175 per optional meal plan
<b>May 11-13</b>	\$300 per voting member* <i>*Payment must be received for materials</i>	\$100 per visitor <i>For those attending on Thursday and Friday</i>	No meal plans available

If you need help with the form or need to submit a payment, please contact Branden Dicks (212-870-2384 or [bdicks@mnys.org](mailto:bdicks@mnys.org)). If you need to make changes to a registration or want to confirm who is registered, please contact Sue Brandt (212-870-2378 or [sbrandt@mnys.org](mailto:sbrandt@mnys.org)).

The special rate at the hotel is **\$164** per room per night; that rate expires **April 15** or when our block of rooms is filled. Reservations should be made through the link on the MNYS assembly webpage or by calling 1-800-228-9290 and stating that you are with the "Metropolitan New York Synod."

The following formula has been adopted for the election of voting members by congregations and authorized worshipping communities based on the current year's congregational statistics:

Congregations up to 699 baptized members	2 lay voting members
Congregations of 700-999 baptized members	3 lay voting members
Congregations of 1,000 or more baptized members	4 lay voting members
Authorized worshipping communities	1 lay voting member

In addition, all ELCA rostered members of the synod (including retired or on leave from call) are voting members of the assembly. Those congregations that will not be sending voting members or rostered members who will not be attending are expected to submit a letter of excuse online. All congregations are encouraged to submit registrations (at no cost) for alternate voting members to account for changes.