



Northeastern Minnesota Synod

Evangelical Lutheran Church in America

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DATE: March 4, 2021
TO: Congregational Leaders
FROM: Registrar: Anne Laechel (218.851.2214 – anne.laechel@gmail.com)
RE: Procedure for Registration

Assembly Highlights

- The theme of the 2021 Synod Assembly is *Love Ignites Us*. Our theme verse is 2 Corinthians 5:14-15.
- The Assembly will convene Friday, April 30, 2021 – Saturday, May 1, 2021 online via Zoom.

How to Register

- **Register via Eventbrite at <https://nemnsynod-sa2021.eventbrite.com> – Deadline is April 15, 2021**
 - As a congregational leader, you are responsible for ensuring that you and your voting members are registered.
 - Register online with the Synod for attendance at the Assembly. The link to register online is: <https://nemnsynod-sa2021.eventbrite.com>
 - If you don't have capabilities to register online, please find someone in your congregation that can assist you or register for you. You may also call Registrar Anne Laechel at 218.851.2214 for assistance.
 - Each voting member (Rostered Minister, SAM & Lay) must register with a unique email address to receive the video link and participate in the online voting. Voting member couples who share an email address may need to create an additional email address so that they can register and vote separately online. Please use an email address that you and your voting members will have access to the weekend of the Assembly.
 - Please do not register non-voting members for the Assembly. Only voting members will be allowed to join the Zoom meeting. Non-voting members will be able to view the Assembly live on our Facebook channel.

Registration Fee

Registration for the online Assembly is \$25 per person. A portion of each registration will go toward the Seminarian Scholarship Fund and the Seminary Debt Fund. Additional donations can be given via your Eventbrite registration, or mailed to the Synod Office, with Synod Assembly Offering in the memo line.

Assembly Materials

- **A Zoom Run through will be held on April 22 at 11:00 am or 7:00 pm.** These will be identical events. You may attend both if you like. All registered voting members will receive the Zoom link in the week prior to the Test Runs.
- The **Bulletin of Reports**, which includes the agenda, election information, resolutions, and other materials will all be available at <http://www.nemnsynod.org/synod-assembly-2021.html>. Please be certain that you, your voting members, and any others attending from your congregation **have read these materials before the Assembly and have printed out materials necessary to have in hand during the Assembly.** We will not be using the Guidebook app this year as it may decrease the internet strength needed to stream the Zoom meeting at your location. Using an ethernet connected device is highly recommended.

Entitled to Vote

According to the Northeastern Minnesota Synod constitution: *“a minimum of one lay member elected by each congregation with fewer than 175 baptized members and a minimum of two lay members elected by each congregation with 175 or more baptized members related to the synod, normally one of whom shall be male and one of whom shall be female, shall be voting members.”* *“All congregations having more than 500 confirmed members, shall be entitled to elect an additional voting member for each additional 500 confirmed members or major fraction thereof.”* **All congregations are allowed at least two voting members.** The following churches are allowed more than two lay voting members:

First, Aitkin (3)	Good Shepherd, Duluth (3)	Our Redeemer, Pine City (3)
Lord of Life, Baxter (3)	Zion, Grand Rapids (3)	Trinity, Princeton (3)
Trinity, Brainerd (4)	Our Savior's, Hibbing (3)	Bethlehem, Two Harbors (3)
Crosslake, Crosslake (3)	First, Little Falls (3)	Hope, Walker (3)
First, Duluth (4)	Church of the Cross, Nisswa (3)	

Constitution Notes

S7.21 *“All ministers of Word and Sacrament under call on the roster of this synod in attendance at the Synod Assembly shall be voting members. b. All ministers of Word and Service, under call, on the roster of this synod shall be voting members in the Synod Assembly.”*

S7.22.01. *All retired rostered ministers of this synod shall have the privilege of voice and vote at all meetings of the Synod Assembly.*

S7.22.02. *All rostered ministers on the roster of this synod who are on leave from call and available for call shall have the privilege of voice but not vote at all meetings of the Synod Assembly.*

S6.04.02. *“It is the goal of this synod that at least 10% of the voting members of the Synod Assembly...be youth and young adults...the term ‘youth’ means a voting member of a congregation who has not 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.”*

Additional Information

- **A confirmation email with the Zoom meeting link will be sent out to all registered email addresses in the days and weeks prior to the Assembly.**
- Your Zoom username must be your First & Last Name to be admitted to the Assembly - Voting members with non-identifiable names such as "Crossroads Lutheran", "The Johnson's" or "1218555555" will remain in the waiting room. To change the name before entering the meeting, sign into the Zoom web portal at zoom.us and update your profile. If you are borrowing your church's account, remember to change the name back after the Assembly.
- Please check in early Friday and Saturday! Every Voting Member needs to be individually verified before they are admitted to the Zoom meeting. This will take the full hour of check-in and those checking in 5-10 minutes before the Assembly begins may experience longer delays in being admitted. We encourage you to check in, make sure your tech is working, then feel free to turn off your video as you grab a cup of coffee, eat dinner/breakfast, or do things around your house until the Synod Assembly begins!
- We encourage each voting member to log-in to the meeting on a separate device to help with check-in and speed up the voting process (Watch on one, mute the others). ***If you will be watching as a group and only have one device to submit votes on, please notify anne.laechel@gmail.com so she can confirm that all voting members in your group are checked in.***
- If you have tech problems, please contact our tech support team for help. Call 218-724-4424 or email questions@nemnsynod.org. If your image or sound quality seems poor and you are on a Wi-Fi connection, try moving closer to your router.