

MEMO

TO: Synod Council
FR: Synod Assembly Registrar
RE: Synod Council Members and Synod Assembly Registration
DA: 12 March 2025

There is often some confusion about how one should register for Synod Assembly if one is also a member of the Synod Council. Here is the breakdown:

Clergy members of Synod Council

- Are you a Synod Officer (bishop, secretary, treasurer)? If so, register as *Voting Member | Clergy | Synod Officer/Councilor*.
- Are you under call to a congregation? If so, register as *Voting Member | Clergy | Congregational Call*.
- Are you under call to the synod? If so, register as *Voting Member | Clergy | Synodical Call Officer/Councilor*.
- Are you under call to Churchwide? If so, as *Voting Member | Clergy | Churchwide Call*.
- If you are not under letter of call (retired, disabled, on-leave) and do not fit into any other category, register as *Voting Member | Clergy | Synod Officer/Councilor*.

Laity members of Synod Council

- Are you the voting member for your congregation? If so, then register as *Laity | Congregation*.
- If not, are you a Synod Officer (veep, secretary, treasurer)? If so, then register as *Laity | Synod Officer*.
- If not, are you a Synod Council member? If so, register as *Laity | Synod Officer*.

Advisory members of the Synod Council (WELCA, staff, Church Council of the ELCA) should register as visitors unless they are clergy on the roster of the synod or lay voting members from their congregation, in which case they should register as such.