



## 2025 Southwestern Minnesota Synod Assembly

We are excited to invite you to join us, either online or onsite, for the 2025 Synod Assembly! The Synod Assembly Planning (SAP) team and synod staff are continuing to work hard on details for the event. Please read on for important information that will make your voting member registration experience easier.

**When:** June 6-7, 2025  
**Time:** 1:00 pm. Friday to 5:00 pm. Saturday. (start & end times may change)  
**Where:** Gustavus Adolphus College, St Peter & Zoom Webinar.

**“I have told you this so that my joy may be in you and that your joy may complete.”**  
**John 15:11**

Similar to last year, the Assembly will *tentatively* begin Friday evening at 1 pm with a couple service projects, display fair, and possibly a couple workshops! After dinner, we will recognize milestone ordinations and recently retired rostered leaders, and close with music and prayer. Saturday morning will open with worship at 9 am in Christ Chapel. A full day of business will follow. All voting members will have the opportunity to hear from Bible Study Leader, Karoline Lewis, Marbury Anderson Chair in Biblical Preaching at Luther Seminary and Executive for Worship, ELCA, John Weit. **Onsite attendance is limited** and will be based on a first-come basis so please register early! There is unlimited space for attending online.

### ELIGIBLE VOTING MEMBERS:

- Rostered ministers under call in the Southwestern Minnesota Synod.
- Lay members elected by congregations of this synod.
- Lay members of the Synod Council not elected as voting members by their congregation.
- Lay conference chairpersons not elected as voting members by their congregation.
- Retired rostered ministers serving a congregation of this synod during the Assembly.
- Retired and/or OLFC rostered ministers on the roster of the Southwestern Minnesota Synod.
- Persons serving in a Synod Authorized Ministry Site (more than half-time) of this synod during the Assembly.

Congregations: use this chart for Synod Assembly lay voting members. **This number does not include your pastor.**

\*Numbers represent baptized membership reported to ELCA.

CONGREGATION SIZE	VOTING MEMBER #	GENDER (as near as possible).
0 - 174	1 or 2	any
175 - 500	2	1 male, 1 female
501 - 1000	3	1 male, 1 female; 1 any
1001 - 1500	4	2 male, 2 female
1501 - 2000	5	2 male, 2 female; 1 any
2001 - 2500	6	3 male, 3 female
2501 - 3000	7	3 male, 3 female, 1 any
3001 - 3500	8	4 male, 4 female

## REGISTRATION INFORMATION:

Register each voting member online by visiting the synod website: <https://swmnelca.org/synod-assembly/>

Take advantage of the early rate by registering prior to **April 1, 2025**.

Upon registering, voting members will have the option to choose between attending the Assembly onsite (at Gustavus), or online (Zoom). Whether you attend online or onsite, each voting member will need:

- + **their own personal email address that is read regularly**, and
- + **a tablet/laptop/iPad or smartphone for voting purposes**.

Voting members will first register for the Assembly itself. Then, in May, all those registered will be sent a link to register in Zoom. Every voting member will need to register in **both** places. For all voting members, Zoom Polling will be used for voting. For voting members attending online, this will also be the platform in which you will attend the Assembly.

## CONGREGATION OFFICE STAFF:

In many congregations it is the responsibility of the congregation office staff to register the elected voting members of the Synod Assembly. To better prepare you, here is a list of the information needed:

1. Full name: first and last.
2. Home address.
3. Email address. **(\*IMPORTANT\* each voting member must have their own email address!!)**
4. Phone number.
5. **Are they attending online or onsite?**
6. ALL voting members will need either a smartphone/tablet/iPad or laptop for voting purposes.
7. Housing selection. (If staying on campus).
8. If a double room is selected, they must list their roommate's name, or they will be assigned one.
9. EACH person who selects a double room must pay the double room rate.
10. \*You will need a credit/debit card or banking information to complete the registration.

## VISITORS:

Visitors who choose to register **onsite** may participate in all Assembly events while viewing the business sessions together on a big screen from a banquet room.

### EARLY RATE: (Prior to 4/1/2025)

Voting Member	\$155
Retired/OLFC - not serving	\$125
Visitor	\$155

### REGULAR RATE: (After 4/1/2025)

Voting Member	\$195
Retired/OLFC – not serving	\$155
Visitor	\$195

## OPTIONAL CAMPUS HOUSING:

Campus housing may be reserved for Friday night, which also includes Saturday breakfast. (Friday night hors d' oeuvres, Saturday lunch, all snacks, water and coffee are included in the registration fee). It is important to keep in mind this is dorm-style living. Those staying on campus will sleep in a dorm room, on a twin bed, and share a bathroom with others.

**Linens are NOT provided.** If you select campus housing for you or your voting members, you **MUST** bring your own pillow, sleeping bag, (twin XL sheets), bath towel, along with your toiletries.

\*All dorm rooms have a/c.

- Single Room (twin bed) \$60
- Double Room (two twin beds) \$45
- Only twin-size beds are available. (twin XL sheets)
- Single rooms may look like a private room in a "quad". Meaning, four single rooms with a shared living space.
- Double Rooms:
  - Roommate preferences must be indicated in the online registration form.
  - Your roommate's online registration must include the same request.
  - BOTH need to mark a double room, and EACH must pay the double room rate.

### HOTELS IN ST PETER:

- AmericInn by Wyndham, St Peter (507) 931-6554.
- Best Western Plus, St Peter (507) 519-1234.
- Konsbruck Hotel (507) 381-1089.

### REFUNDS:

Cancellations prior to May 20 will receive a full refund. Cancellations **after May 20**, for any reason, including non-attendance, will receive **no refund**.

### MORE INFORMATION:

<https://swmnelca.org/synod-assembly/>

### QUESTIONS?

Tammy Schacher – tammy.schacher@swmnelca.org  
507-627-9041

### IMPORTANT DATES:

March 31, 2025 - Early registration closes.

April 7, 2025 - Resolution deadline.

April 29, 2025 - Assembly Orientation Zoom Webinar.

May TBD Budget Forum

May TBD Compensation Guidelines Forum

May TBD Resolutions Forum (if needed)

May 22, 2025 - Assembly registration closes.

June 6-7, 2025 – Synod Assembly

