

Timeline for the 2009 Synod Assembly

Because the date for the 2009 Delaware-Maryland Synod Assembly has been moved to May, almost a month earlier than in previous years, all aspects of assembly preparation have to be moved forward as well. Please keep this timeline in a prominent place and adhere to the deadlines it contains. Your cooperation enables us to make your assembly experience the best possible. Questions? Contact Synod Event Planner Linda Chinnia, (410)230-2867; (800)869-5492; LChinnia@DeMdSynod.org.

Delaware-Maryland Synod Assembly - May 28-29, 2009

Ocean City Convention Center, Ocean City, Md.

Theme: The Book of Faith

- Sept. 1, 2008 *Deadline:* Requests for "Video Byte" time due to Linda Chinnia
Because this is a two-day assembly, "podium time" is extremely limited. Groups wishing to make special reports about their ministries may request a "Video Byte" slot (10 min. max.) Guidelines available on the synod website assembly page, <DeMdSynod.org> → Events.
- Sept. 1, 2008 "Save the Date" mailing sent to all congregations
- Nov. 24, 2008 First mailing (containing registration info) sent to all rostered leaders and congregations
- Dec. 1, 2008 Online registration opens for voting members and visitors. (To register online, be prepared to register for meals and child care at the same time.)
- Feb. 1, 2009 *Deadline:* Reports for Bulletin of Reports (synod staff; conference deans; synod officers; mission teams; agencies, institutions and organizations; Nominating Report; Constitution/ Bylaws Report) due to Phyllis Lott, <parsarbos@verizon.net>
- Feb. 15, 2009** *Deadline:* Voting member and visitor registration; meal registration; child care registration
- Mar. 1, 2009 *Deadline:* Requests for display and exhibit space due to Peggy Green, <peggygreen@hotmail.com>
Display space in the plenary hall is free for synod mission teams and mission forces. There will be a fee for other groups. Request guidelines in advance from Peggy Green.
- Mar. 14, 2009 Proposed 2010 budget goes to Synod Council for approval
- Mar. 31, 2009 Second mailing from second office sent to registered voting members and visitors
- Apr. 1, 2009** Bulletin of Reports available to read and/or download from the synod website assembly page, <DeMdSynod.org> → Events
- Apr. 15, 2009 *Deadline:* Technology assistance requests due to Linda Lovell, <LNLovell57@gmail.com>
- Apr. 15, 2009 *Deadline:* Resolutions and memorials due to Jennifer Baxter, <JBaxter@DeMdSynod.org>
- Apr. 15, 2009 *Deadline:* Materials for assembly packets due to synod office. Check with Linda Chinnia in advance re availability of space in the packet
- Apr. 28, 2009 *Deadline:* Housing reservations due to hotel of your choice
The synod is reserving blocks of rooms at nearby hotels. Watch for details in the first mailing. To get the assembly discount, you must reserve from the available block at your choice of hotel by this date.