

DIOCESE OF ALGOMA

MEMORANDUM

TO: Diocesan Clergy and Lay Delegates to Synod

FROM: The Diocesan Treasurer

DATE: January 9, 2017

We are communicating with you in regards to several matters relating to the forthcoming Diocesan Synod which will take place in Sault Ste. Marie, from Thursday morning, May 4, 2017, to noon on Saturday, May 6, 2017.

As we have not yet been advised of all of the names of elected Lay Delegates, we are requesting our Incumbents share this memorandum with the elected delegates, and their names be forwarded to us as soon as they are determined.

CONVENING CIRCULAR

In accordance with Section C, Article 4, of the Constitution, the Convening Circular will be posted to the diocesan website at www.dioceseofalgoma.com one month before the meeting of Synod, and this date has been scheduled for the week of April 3, 2017. We also wish to draw your attention to the provision of Article 11 of the Constitution, which provides for proper notice in the Convening Circular of any amendments or alterations to the Constitution and Canons. Any such Motions should, therefore, be submitted immediately in order to ensure their inclusion in the Convening Circular.

TRAVEL COSTS, ACCOMMODATIONS, MEALS ETC.

Would you please note that the Parish is responsible for these costs. Executive approved a synod site fee for each delegate to cover one lunch and coffee breaks in the amount of \$50. Parishes will submit the fee for each lay and clergy delegate with the certificate of election of lay delegates.

Insofar as Retired Clergy and Youth Delegates are concerned, we will be writing to them by separate communication under today's date.

ACCOMMODATIONS

Arrangements have been successfully concluded with the Water Tower Inn and all Synod Sessions will take place at that establishment.

In the past, considerable and unnecessary work has been caused by asking the Synod Office to arrange for accommodation, and we would suggest that you make your own reservations directly. We would suggest that you confirm your room rates at the time of registration. You should also indicate at the time of booking that you are attending the Diocese of Algoma Synod.

Algoma's Water Tower Inn & Suites (www.watertowerinn.com)

Phone: 1-888-461-7077 (toll free)/705-949-8111 (local)

\$107.00 single or double plus applicable taxes

Alternate accommodations are available at www.saulttourism.com/where-to-stay/

SPECIAL ARRANGEMENTS

The recently appointed Arrangements Committee, chaired by Marilyn Schmidt (705-254-3974), will be more than happy to make special arrangements for any delegates with special needs: e.g. - dietary restrictions, handicap facilities, etc. Please let her know full details as soon as possible.

Chairs of Committees should e-mail Marilyn at mstracker@sympatico.ca of any special requirements for meetings at and/or during Synod, as well as any Audio/Visual equipment, or display tables.

REGISTRATION

The Credentials Committee will commence registration on Wednesday, May 3, 2017 from 3:30 to 5:30 p.m. at the Synod Office. Registration will also be available at the Water Tower Inn on Thursday morning. Our staff will be available at that time to assist in handing out additional material to the Delegates.

ORIENTATION SESSION

Orientation is being planned. An Orientation session at St. Luke's Cathedral will take place on Wednesday at 4:30 p.m. We urge all of you, in particular those attending Synod for the first time, to try and attend this very informative session.

OPENING EUCHARIST

An opening Eucharist will be held at St. Luke's Cathedral on Wednesday, May 3, 2017 at 7:00 p.m. Everyone is welcome.

Jane Mesich, CPA, CA
Diocesan Treasurer
JM