



Walking Together Into Courageous Love

Oregon Synod Assembly 2020

November 6-7, 2020

Oregon Synod Assembly
Participant Guide
November 6th and 7th, 2020

Welcome

Welcome to the 2020 Oregon Synod Assembly!

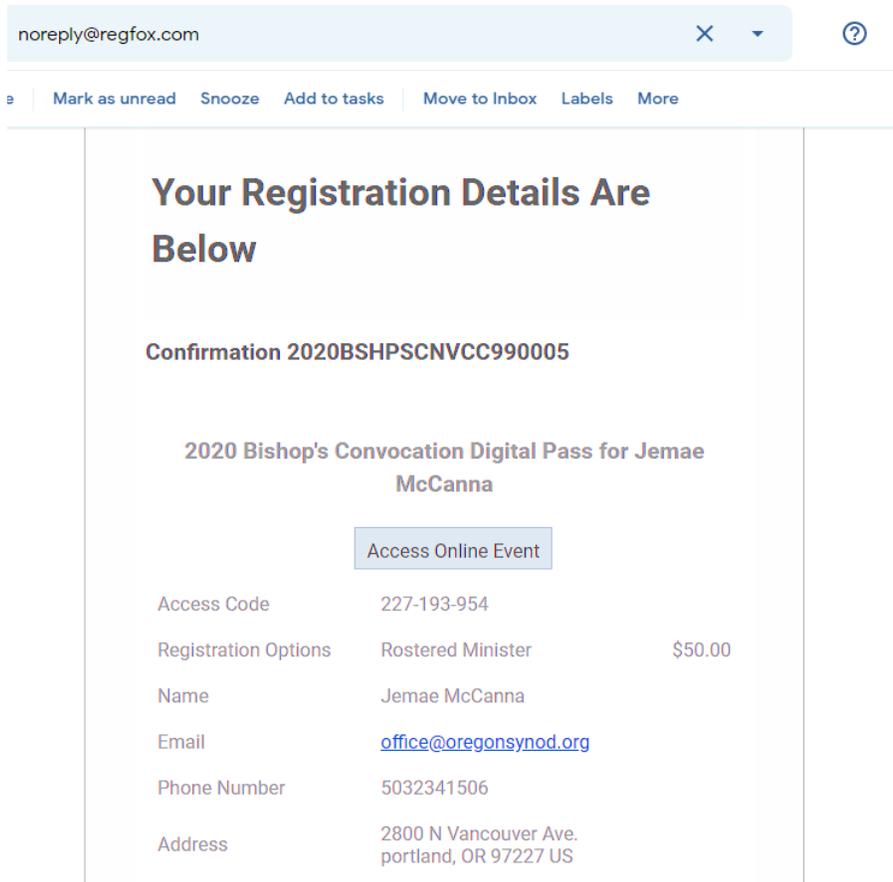
While we knew Assembly this year would be an adventure (merely due to new staff in the Bishop's Office), we certainly had not anticipated that it would be held via ZOOM as well!

This has been a time of experimentation, learning, creative adaptations, and stretching beyond our comfort zones for gathering as faith communities. We are grateful for your willingness to lean into our synod theme of Walking Together into Courageous Love for this Synod Assembly experiment.

Joining Assembly

In preparation to join the event you will need:

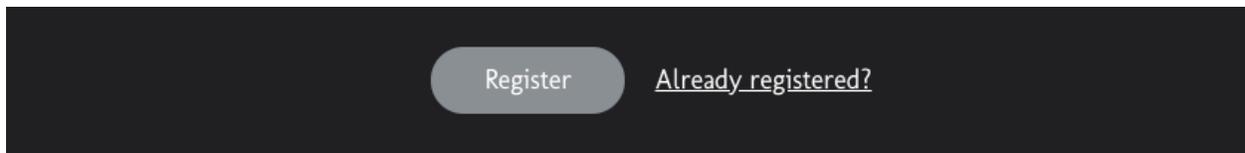
1. An internet connection
2. A purchased registration to access the event (see image below). You'll be using the email address you registered with. Checked your email spam and still can't find your registration? Email office@oregonsynod.org and we can resend it.
3. A laptop, desktop, or other computer to participate (please no phones as they do not allow for use of all the features we plan to use to conduct business).



The registration confirmation email you received from noreply@regfox.com upon completing registration has your info needed to join the event. Our event is being hosted by Regfox, *you can't access the meeting via Zoom directly.*

Joining the event:

- 1) Click the rectangular "Access Online Event" button
- 2) Enter in your access code when prompted. This will lead to links for Oregon Synod Assembly Day 1, and Oregon Synod Assembly Day 2. A Zoom link for the Cluster Dinner will be sent separately on November 6th.
- 3) Click on the correct link and it will take you to the meeting. If you are early, you will find yourself in a "waiting room" and you will automatically be brought into the meeting as soon as it starts.
- 4) If you need to leave the meeting, you can enter again in the same way. However, you can't switch between devices during the meeting as your unique login can only be used on one device.
- 5) Alternately, you can also access the event by going to the registration page and clicking "Already registered?" at the top of the page:



Troubleshooting

- **Can't find your email confirmation?** Please check your spam folder, then reach out to Jemae at office@oregonsynod.org so she can resend your email confirmation.
- **Lost your Access Code?** Please go to <https://oregonsynodelca.regfox.com/oregon-synod-assembly-2020> where you purchased your registration and select "Already Registered" at the top of the page. Select "Lost your code?" And enter the email used to register and we will send you your access code(s). If you don't have access to the email that was used to register, you'll need to reach out to the person who registered directly.
- **Getting an access code error?** Please confirm that the access code is correct by referencing your email confirmation. If it is, please contact Jemae to get your reset Access Code (this will take 5-10 minutes).
- **What internet browser should I use?** [Google Chrome](#) or [Firefox](#). Safari may not fully support chat or polling features and Virtual Events are not compatible with Internet Explorer.
- **Having trouble with the video buffering/stuttering or hearing/seeing the video?** You can turn off your video in the meeting, which may help. You may also have a better

viewing experience by reducing the quality to SD manually. Your playback experience is largely dependent on your internet service provider.

Participating in the Assembly

To allow for the clearest audio, all participants will automatically be muted when joining the meeting. For prayer and worship, we invite you to participate in the songs, dialogue, and prayers while remaining muted. During worship, presentations, and reports, you will be invited to participate by using the chat to comment, pray, and ask questions.

For the items of business presented for consideration by the assembly, we will be utilizing the chat feature to facilitate discussion and debate. If you would like to speak to a motion, please enter into the chat: Your name, congregation/ministry, and reason for speaking (Motion, Amendment, Requesting information, Speaking to the Motion, etc.). During these times of debate, please limit use of the chat to request recognition by the chair address the motion on the floor.

Video

Whether your video is on or off is controlled by you. Turning off your video can help your internet steam better. There is a limited portion of the meeting when we will request you video be on. We strongly suggest turning your video off on breaks or if you need to step away from the meeting to avoid any issues or embarrassments. Your screen view may be controlled by you or by the presenter.

Conducting Assembly Business

Voting on Assembly business will be done via three different methods depending on the item; approving the agenda, rules of the assembly, budget, constitution updates, resolutions, and elections for synodical boards and committees. All materials were distributed electronically and can be found on our website at <http://oregonsynod.org/index.php/2020-assembly/>

There will be a practice for using each voting method our first day. They are:

- 1) Voting using the YES/NO feature in ZOOM
- 2) Voting using the POLL feature in ZOOM
- 3) Ballot Voting by clicking on a GOOGLE FORMS link

Nominations

We will be receiving nominations from the floor. If you would like to nominate someone or be nominated for any open positions, please fill out the nomination form at

[https://docs.google.com/forms/d/e/1FAIpQLSeeSxAx-](https://docs.google.com/forms/d/e/1FAIpQLSeeSxAx-70IoMuF5G_KUYn0SQd2d5HCZpLAYvikdkmlprUsw/viewform?usp=sf_link)

[70IoMuF5G_KUYn0SQd2d5HCZpLAYvikdkmlprUsw/viewform?usp=sf_link](https://docs.google.com/forms/d/e/1FAIpQLSeeSxAx-70IoMuF5G_KUYn0SQd2d5HCZpLAYvikdkmlprUsw/viewform?usp=sf_link) by 6:30 on November 6th.

The updated list of positions and nominees will be available on the Oregon Synod website on the 2020 Assembly page by 9pm November 6th.

Help Desk

For assistance during Assembly with ZOOM, Voting, or access issues, please contact the assembly staff/volunteers based on your area:

	Friday	Saturday
Portland Metro area, East of the Willamette River	Ben Nickodemus bnickodemus@yahoo.com (208) 290-1165	Ben Nickodemus bnickodemus@yahoo.com (208) 290-1165
Portland Metro area, West of the Willamette River	Juan Carlos La Puente juancarlos@oregonsynod.org (503) 757-8718	Juan Carlos La Puente juancarlos@oregonsynod.org (503) 757-8718
West of the Cascades (excl. Portland)	Jack Mandeville jackm@oregonsynod.org (828) 226-3235	Melissa Reed pastormelissa@oregonsynod.org (503) 208-9847
East of the Cascades	Dan Potaznick dpotaznick@gmail.com (631) 275-2918	Christie Bernklau-Halvor learningtogether@oregonsynod.org (503) 200-7862

Assembly Offering

The worship offering will support the expansion of the Oregon Fellowship, a growing leadership development initiative of the Oregon Synod's Together Lab ministry.

Oregon Fellowship accompanies young adults existing on the margins of church and world in vocational discernment through praxis-based residencies in ministry settings, intentional leadership development in sacramental organizing, spiritual direction, and reflection in peer and seasoned leader mentor relationships. 2020-2021 will grow the Fellowship from Portland and Gresham to Washington, Clackamas, and Deschutes Counties. Your offerings make these ministry site residencies possible!

Offering can be given at <https://oregonsynodelca.givingfuel.com/2020-assembly-offering-oregon-fellowship-fund> via credit card. You can also mail a check, with Synod Assembly Offering in the memo line.

Gathering/Sing-along

The first 15 minutes of the day, we will be led in music and song by Camp Lutherwood.

