



**METROPOLITAN  
WASHINGTON, D.C.  
SYNOD** ELCA

January 31, 2025

From: Barbara A. Bilodeau, Secretary  
The Metropolitan Washington, D.C. Synod, ELCA

To: Ministers of Word and Sacrament      The President, Gettysburg College  
Ministers of Word and Service      The President, Roanoke College  
Congregation Presidents      The President, Thiel College  
Unit Chairs      The Coordinator, ELCA Region 8  
Synod Council      The Rev. Alex Stall, Assembly Coordinator  
The President, United Lutheran Seminary  
The Rev. Elizabeth A. Eaton, Presiding Bishop, ELCA  
Regional Representative, Portico Benefit Services

Dear Siblings in Christ,

According to S7.13 of the Synod Constitution, “Notice of the time and place of all meetings of the Synod Assembly shall be given by the secretary.” As such, I announce that the 2025 Synod Assembly will be held on Friday and Saturday, June 6 and 7, 2025 at the College Park Marriott Hotel & Conference Center, 3501 University Blvd E, Hyattsville, MD 20783. We expect this Assembly to be particularly exciting and impactful as it will include the election of a new Bishop of the Metropolitan Washington D.C. Synod.

All active ministers of Word and Sacrament and ministers of Word and Service on the roster of the Synod are expected to attend. If you are rostered with the Metropolitan Washington, D.C. Synod and cannot attend the assembly, you must send a letter or email to the Bishop addressed to the Secretary of the Synod requesting to be excused. In accordance with Constitution S7.22.01 (“Retired rostered ministers on the roster of this synod shall have voice and vote at Synod Assemblies.”) all retired rostered ministers are also invited. For this Assembly, the Synod Council has chosen to also invite those rostered ministers who are On Leave From Call to have a voice and vote.

An announcement was sent to congregations in November 2024 providing the preliminary numbers of lay voting members for each congregation. Now that we have the current metrics on congregation size, this letter provides the final numbers for each congregation. The differences are indicated below. I encourage all our congregations to prepare for this Assembly by electing the voting members they wish to send to the Assembly. Congregations are reminded to consult their congregation constitution with reference to those sections pursuant to election or designation of lay voting members to a Synod Assembly.

Chapter 7 of the Synod Constitution deals with the Synod Assembly. According to that chapter, sections S7.21.c, S7.21.A92, and S7.21.02:

- A minimum of one lay member elected by each congregation with fewer than 175 baptized members and a minimum of two lay members elected by each congregation with more than 175 baptized members related to this synod, typically one of whom shall be a man and one of whom shall be a woman, shall be voting members.

- The Synod Council shall seek to ensure that at least 45 percent of the lay members of the assembly shall be women and at least 45 percent shall be men. (S7.21.c)
- The most current church body statistics are the basis for determining baptized members for the allocation of lay members of the Synod Assembly. To achieve the proper ratio, each congregation of 450 baptized members will be entitled to an additional voting member and another voting member for each full 250 members over 450. (S7.21.A92)
- Congregations with active participants of which at least 10 percent are persons of color and/or persons whose primary language is other than English will be entitled to one additional lay voting member. That member will be a person of color and/or person whose primary language is other than English, as well as being a voting member of a congregation of this synod. (S7.21.03)

While the Constitution requires a *minimum* of one voting member per congregation, †S7.21 indicates that the membership of the Synod Assembly should be composed of at least 60 percent laypersons. Towards that end, **the Synod Assembly invites a minimum of two voting members per congregation.** *Congregations are strongly encouraged to consider persons of color, youth, or young adults aged 30 and under in their voting members as well as the gender balance referred to in S7.21C (above).*

The following allocation of lay voting members of the 2025 Synod Assembly is shown below. The single asterisk (\*) indicates one additional member has been added for congregations fulfilling S7.21.02, but only if that member is a person of color and/or whose primary language is other than English). The double asterisk (\*\*) indicates that the number of voting members is different from the preliminary number provided in November 2024.

<b><u>D.C. Conference</u></b>	Augustana (2023)		4*
	Christ (2023)		4*
	First Trinity (2023)		3*
	Georgetown (2023)	**	3
	Grace (2023)		3*
	Holy Comforter (2019)		3*
	Luther Place (2023)		4*
	Oromo Evangelical Lutheran (2023)		3*
	Our Redeemer (2018)		3*
	Peace, Bermuda (2023)		3*
	Reformation (2023)	**	3
	St. Matthew (2023)		3*
	St. Paul's (2023)		<u>5</u>
			<b>44</b>
<b><u>Fairfax Conference</u></b>	Abiding Presence, Burke (2023)	**	5
	Bethel, Manassas (2023)		4
	Bethlehem, Fairfax (2023)		3
	Christ, Fairfax (2023)	**	3
	Covenant, Dale City (2023)	**	2
	Epiphany, Dale City (2021)		2
	Good Shepherd, Woodbridge (2023)	**	3
	Lord of Life, Fairfax (2023)	**	5

River of Grace, Manassas (2021)	3*
Shepherd of the Hills, Haymarket (2023)	4
St. Mark, Springfield (2022) **	4*
St. Matthew, Woodbridge (2022)	<u>4</u>
	<b>42</b>

**Maryland**  
**Conference**

Abiding Presence, Beltsville (2023)	3*
All Saints, Bowie (2023)	3*
Good Samaritan, Lanham (2023) **	2
Good Samaritan, Lexington Park (2023)	2
Grace, Bowie (2023) **	2
Grace, Ft. Washington (2023)	3*
Hope, Clinton (2023)	3*
Hope, College Park (2023)	3*
Peace, Waldorf (2023) **	2
St. John, Riverdale (2023)	3*
St. Michael's Truth (2023) **	4*
St. Nicholas, Prince Frederick (2023)	2
Zion, Takoma Park (2023)	<u>4*</u>
	<b>36</b>

**Montgomery**  
**Conference**

Christ, Bethesda (2021)	3*
Christ the Servant, Gaithersburg (2023)	3*
Emmanuel, Bethesda (2023)	6
Epiphany, Burtonsville (2023)	3*
Good Shepherd, Gaithersburg (2023)	7*
Living Faith, Rockville (2023)	3*
Prince of Peace, Gaithersburg (2023)	4
St. John's, Rockville (2022)	2
St. Luke, Silver Spring (2023)	9*
St. Luke's, Derwood (Redland) (2023)	3*
St. Stephen, Silver Spring (2023) **	4*
Trinity, North Bethesda (2023)	<u>4*</u>
	<b>51</b>

**Potomac**  
**Conference**

Advent, Arlington (2023)	3*
Epiphany, Alexandria (2023)	2
Faith, Arlington (2023)	3
Good Shepherd, Alexandria (2023) **	4*
Holy Trinity, Falls Church (2023)	4*
Hope, Annandale (2023)	3*
Nativity, Alexandria (2023)	2
Peace, Alexandria (2023)	3
Resurrection, Arlington (2023) **	3
	<b>27</b>

**Virginia**  
**Conference**

Bethel, Lovettsville (2021)	2
Christ the King, Great Falls (2023)	4
Christ the Servant, Reston (2023)	2

Community, Sterling (2023)	3
Emmanuel, Vienna (2023)	5
Holy Cross, Herndon (2023)	3
Holy Trinity, Leesburg (2023)	4
King of Kings, Fairfax (2023)	4
New Jerusalem, Lovettsville (2023)	3
Redeemer, McLean (2023)	7
St. Andrew, Centreville (2023)	4
Zion, Lovettsville (2023)	<u>2</u>
	<b>43</b>

<b><u>Voting Members</u></b>	Ministers of Word and Sacrament (active)	89
<b><u>Summary:</u></b>	Ministers of Word and Sacrament (retired)	82
	Ministers of Word and Service (active)	5
	Ministers of Word and Service (retired)	7
	Lay Members	246
	Synod Council Lay Members (one vacancy)	10
	<b>Total</b>	<b>436</b>

**Fees**

Fees for attendance at the 2025 Synod Assembly are as follows:

- \$410 for rostered ministers and voting members (\$360 early bird rate)
- \$385 for voting members aged thirty and younger (\$335 early bird rate)
- \$210 for rostered ministers who are retired (\$160 early bird rate)
- \$210 for all visitors and rostered leaders on leave from call (no early bird rate)
- \$120 for vendors per table (no meals included and no early bird rate)
- \$425 for all late and on-site registrations

To support full participation in the Assembly, the Synod is offering up to two scholarships of \$100 each to congregations that may have difficulty paying the full fees. Scholarships are available only for voting members and rostered leaders and are not available for late registrations. To apply, please contact Julie Hamre, Treasurer ([jhamre@metrodcelca.org](mailto:jhamre@metrodcelca.org)) **before** submitting your registrations online and provide the name of your congregation and the number of scholarships requested.

I look forward to seeing you at the 2025 Synod Assembly.  
Blessings,



Barbara A. Bilodeau  
Secretary of the Metropolitan Washington, D.C. Synod, ELCA