

Memoranda

In addition to formal Proposals, any individual Moravian, board or agency may also submit a Memorandum to synod. This is especially appropriate if what is shared does not require formal legislative action by synod, but is an idea, suggestion or concern that the author wishes to be included in the conversation at synod.

Memoranda will be received as information, but not formally voted or acted upon by committees and groups at Synod, or on the floor of Synod.

Important Note: Any memorandum must be accompanied by the name, contact information, and congregation or agency of the person submitting the memorandum.

A memorandum that does not have this information will not be processed by the Steering Committee or shared with a Committee at synod.

Submit Memoranda to:

Provincial Elders' Conference

459 S. Church St., Winston-Salem, NC 27101

336-725-5811

336-723-1029 (fax)

pec@mcsp.org

Memorandum Topics

Those writing a memorandum are strongly encouraged to identify the Synod Committee topic(s) to which it relates. Please refer to the Synod Delegate Handbook, pages 5-7 for a description of each topic.

Spiritual Growth

Community

Mission

Leadership

Partnership

Stewardship

Format of a Memorandum

- Indicate which of the six Synod Committee topics the Memorandum is about. (Memoranda will be directed to the corresponding Committee at Synod).
- Include the name and contact information of the individual submitting the Memorandum and the congregation, board or agency of which he or she is a member.
- State clearly and briefly the idea, suggestion, wish or concern. Please use only the space provided in the template.

The next page provides a template for writing a memorandum.

Memorandum to the 2018 Synod

Title:

From: [include, name, congregation and/or board or agency, and contact information.]

Synod Committee topic(s) to which this memorandum applies:

- | | |
|---|--------------------------------------|
| <input type="checkbox"/> Spiritual Growth | <input type="checkbox"/> Leadership |
| <input type="checkbox"/> Community | <input type="checkbox"/> Partnership |
| <input type="checkbox"/> Mission | <input type="checkbox"/> Stewardship |

Use the following space for writing:

[Text of Memorandum]