

ANNUAL CONFERENCE REGISTRATION INFORMATION

April 30th Deadline



11th Annual Session
of the
SUSQUEHANNA CONFERENCE
of
THE UNITED METHODIST CHURCH
at
Hershey Lodge
Hershey, PA
May 30-June 1, 2019

INTRODUCTION

Each year, the Susquehanna Annual Conference gathers to pray, celebrate, cast vision, learn and act on behalf of United Methodist Christians in Northeast and Central Pennsylvania. As we discuss and discern how God is calling us to “make disciples of Jesus Christ for the transformation of the world,” we do so bathed in the grace of the One who calls us together. We look forward to being together again this year at Hershey Lodge, and offer this booklet to help individuals and congregations make preparation for this time of Christian conferencing.

Countless individuals work to make Annual Conference Sessions happen. Four of those who have specific responsibilities in this part of the process are below:

- **Diane Konieczny**, *Lay Equalization Coordinator*, oversees the process of recruiting and coordinating members-at-large to the annual conference, to ensure equal representation from laypersons and clergy. Her e-mail address is aclaity@susumc.org.
- **Sarah Filizzi**, *Registrar*, oversees the process of registration for annual conference, and coordinates meals and lodging reservations. Her e-mail address is: registrar@susumc.org.
- **Rev. Jennifer Williams** is *Chair of Arrangements*. If you have needs for your part in annual conference such as meeting space, etc., please contact Jen. Her e-mail address is jwilliams@susumc.org.
- **Cindy Weaver**, *Conference Secretary*, with the assistance of Mrs. Sarah Filizzi, records and reports the business of the annual conference, including oversight of the production of each year’s Conference Journal. Their e-mail addresses are confsec@susumc.org and sfilizzi@susumc.org, respectively.

FACILITIES

The Annual Conference is held at Hershey Lodge, 325 University Drive, Hershey, PA 17033. Directions can be found at the Hershey Lodge website, www.hersheylobby.com. All sessions of the Annual Conference will be held in the Great American Hall. Hershey lodge is a non-smoking facility. For those staying at the Lodge, the exercise room and the water park will be available when conference is not in session.

COURTESY DESK

For your convenience, a Courtesy Desk will be located near the Great American Hall.

LODGING

Accommodations will be made at The Hershey Lodge according to the information received during the registration process. Single and double occupancy rooms are available. We urge you to find a roommate and secure a double room as single rooms are at a premium. Please note that you will not be able to check-in to your room until 4:00 p.m. Please remember that you will need a credit card for your hotel reservation.

We will do our best to honor the requests we get for special housing, but please be aware that it is not always possible due to the housing limitations.

For those staying at the Lodge, the exercise room and water park will be available when Conference is not in session.

PARKING

There is ample parking at Hershey Lodge and once in your rooms, the meeting spaces are conveniently located without the need of walking out of doors.

CHILD CARE

Child care is provided for children of clergy and lay members and must be requested with registration. This service is provided for children ages 6 months through fifth grade. Children must be registered as part of your online registration. Children stay free when rooming with their parents. Meal costs for children are as follows; 2 and under free, ages 3-8 is

\$48 and ages 9 and over is \$150. During the online registration process you will be asked for information needed by the child care director. Please be sure to read and respond to that part of the registration process. **Walk-in childcare cannot be accommodated.**

DONATIONS FOR ANNUAL CONFERENCE ALTAR FLOWERS AND SERVICE BULLETINS

Amounts of \$15 or more may be given toward the purchase of flowers for the stage and Names of contributors, and of those persons to be honored or memorialized, will be printed in the Susquehanna Daily LINK. Name(s) and telephone number(s), contributor(s), and the typed/clearly printed name of the honored or memorialized person(s) must be included with the request and payment.

Request and payment must be received by May 1, 2019 at the Conference Connecting Ministries Office: Attn: Amy Wynn, 303 Mulberry Drive, Mechanicsburg, PA 17050-3179.

MEALS

There will be one meal time at two different locations at the lodge. Meals are purchased along with lodging or as a commuter meal package.

PRE-CONFERENCE WORKSHOPS

Here is your chance to grow, be equipped, and connect with one another as part of your Annual Conference experience this year in 2019. We are bringing in nationally recognized speakers and local experts to provide you with excellent learning opportunities to meet the needs of our leaders and congregations. Don't miss this opportunity to take advantage of these workshops and learn from specialists.

Workshops will be held at the Hershey Lodge and Convention Center on Wednesday, May 29th 1 p.m. – 4:30 p.m. and Thursday, May 30th 9 a.m. – 10 p.m. The cost to participate is \$15/session on Wednesday and \$25 on Thursday, per person. CEU's will be available. You are encouraged to attend if able, but not required.

SCHEDULE OF WORKSHOPS

SESSION 1 MAY 29TH 1:00-2:30 P.M.

Roadmap to Successful Growth in Children and Youth Ministries with Melanie Feldner & Erin Rose
Fresh Expressions with Hannah Sledge
Simplified Accountable Structure with Kay Kotan
When Helping Hurts with Michelle Schwartzman

SESSION II MAY 29TH 3:00 P.M. – 4:30 P.M.

Creating a Leadership Pathway with Your Church with Ken Willard
Small Church Checkup with Phil Schroeder
Leading a Generosity Revolution with Scott McKenzie
From Franchise to Local Dive with Jason Moore & Rosario Picardo

SESSION III May 30th 9:00 A.M. – 10:00 P.M.

Leadership Matters: Empowering Laity with Ken Nash
Open the Floodgates, The Power of Breakthrough Prayer with Sue Nilson Kibbey

PROGRAM AND REPORT WORKBOOK

The workbook will only be available online at www.susumc.org. It will contain most of the reports and recommendations to be acted on at Conference. Please print it out and bring it with you. If you do not have access to a printer, please

contact your local church office for assistance. The Young People’s Ministry of the annual conference will be selling printed workbooks as a fundraiser for Youth Service Fund, available for purchase with your registration.

REGISTRATION AND MEALS/LODGING RESERVATIONS

REGISTRATION

All official Voting Members, Clergy and Lay, children who need child care, and visitors must register online for Annual Conference. The registrant category under which you should register was printed on the Registration Letter you received previously. Please make note of this registrant category or keep that letter until you have completed the registration process. It will assist in a simple and fluid registration.

DEADLINE

The deadline for registrations and lodging/meals reservations is April 30, 2019. No lodging will be given after the deadline. You will be able to secure a meal plan until May 27, 2019. Late registrants, except those elected after the deadline and alternate lay members replacing their lay member, will be responsible for their own lodging and/or meals. This deadline provides necessary time to be prepared administratively for annual conference.

FEES

There is no registration fee for Annual Conference. The fees for lodging and meals are as follows:

<u>TWO NIGHTS LODGING — THURSDAY, MAY 30 TO SATURDAY, JUNE 1</u>	
Double occupancy and seven meals	\$430
Single occupancy and seven meals	\$620
<u>THREE NIGHTS LODGING—WEDNESDAY, MAY 29 TO SATURDAY, JUNE 1</u>	
Double occupancy and eight meals	\$540
Single occupancy and eight meals	\$825

COMMUTER MEALS

A commuter meal package may be purchased for \$175. This package includes: 2 breakfasts, 3 lunches, and 2 dinners. The deadline to purchase this package is May 27, 2019.

CONFIRMATION

You will receive confirmation immediately following receipt of your registration. You will receive an additional follow-up e-mail that confirms your room reservation at the Lodge.

PAYMENT

You may pay online using a credit card or eCheck, or you may send a check with your registration, made payable to the **“Susquehanna Conference”** and with the memo **“Annual Conference Registration”** to:

AC Registrar
 Susquehanna Conference
 303 Mulberry Dr
 Mechanicsburg, PA 17050-3179

The deadline for payment is May 18, 2019.

REFUNDS

There will be no refunds after May 27th *except* in the case of hospitalization or a death in the family. To request a refund contact Sarah Filizzi, Conference Registrar at registrar@susumc.org or (717) 766-7441, ext. 3605.

CHANGE OF LAY MEMBER

Any change in voting Lay representation from a Charge should be reported to the District Superintendent who, in turn, will notify the Conference Secretary and the Conference Registrar on the official notification card. Any Lay Member-at-Large who cannot attend should contact Diane Konieczny, Lay Equalization Coordinator, aclaity@susumc.org. **Do not call the Conference Connectional Ministries Office or the Conference Secretary unless the change is made within a week of Annual Conference.**

WEDNESDAY NIGHT OPTION

Since the Conference Session will begin on Thursday morning with the **Clergy Session at 10:30 a.m.** and the **Laity Session at 10:30 a.m.**, registration will begin at 9:00 a.m. Thursday morning. There are limited rooms for Wednesday night housing and only those registered for Wednesday night will be able to receive their name tag/meal ticket on Wednesday from 4-9 p.m.

PERSONS ELIGIBLE TO VOTE

(also those with voice but without vote)

CLERGY (2016 Book of Discipline, Paragraphs 602.1)

1. Deacons and elders in full connection
2. Provisional members
3. Associate members
4. Affiliate members
5. Local Pastors under full-time and part-time appointment to a pastoral charge
6. Elders or Ordained Clergy from other denominations certified by the Board of Ordained Ministry

WITH VOICE, BUT WITHOUT VOTE:

1. Student local pastors
2. Elders and Ordained Clergy from other Annual Conferences serving within the Annual Conference and upon recommendation of the Board of Ordained Ministry
3. Official representatives from other denominations invited by the Annual Conference
4. Missionaries regularly assigned by General Board of Global Ministries and serving within the Annual Conference

LAITY (2016 Book of Discipline, Paragraph 602.4; 2008 Policies, Procedures and Guidelines)

1. Persons elected by each Charge Conference
2. Diaconal Ministers
3. Deaconesses
4. Conference president and immediate past Conference president of United Methodist Women
5. Conference president and immediate past Conference president of United Methodist Men
6. Conference Lay Leader and immediate past conference Lay Leader
7. District Lay Leaders and Associate District Lay Leaders (no alternates)
8. Conference president and immediate past president of Young People's Ministry Council
9. Young Adult Representative from Young People's Ministry Council (if any)
10. Chair or president of Conference college student organization (if any)
11. District representative of United Methodist Women
12. District representative of United Methodist Men
13. A youth (12-18) from each district
14. A young adult (18-35) from each district
15. Chairs of Conference councils, boards, commissions

16. Members-at-Large to equalize clergy/lay representation (appointed by the bishop on nomination of the Lay Equalization Committee)
17. *PER SUSQUEHANNA CONFERENCE PRACTICE*: All Certified Lay Ministers.

WITH VOICE, BUT WITHOUT VOTE:

1. Official representatives from other denominations invited by the Annual Conference
2. Lay Missionaries regularly appointed by the General Board of Global Ministries in nations other than the United States
3. Certified lay missionaries from nations other than the United States serving within the Annual Conference

“It is the duty of every member and all provisional members and local pastors of the Annual Conference to attend its sessions...Any such person unable to attend shall report by letter to the Conference secretary, setting forth the reason for the absence. Should any ordained minister in active service be absent...without a satisfactory reason for the absence, the matter shall be referred by the conference secretary to the Board of Ordained Ministry.”

ATTENDANCE REQUIREMENTS (Book of Discipline, Paragraph 602.8)

INTERCESSORY PRAYER AT ANNUAL CONFERENCE

May 30 through June 1, 2019

“I urge then, first of all that petitions, prayers, intercessions and thanksgiving should be offered for everyone, for rulers and others in authority, so that we may be able to live peaceful and quiet lives with all devotion and propriety.”

1 Timothy 2:1-5

It is Bishop Jeremiah Park’s wish that we lift up the Susquehanna Annual Conference in prayer during the Conference sessions, May 31 June 2, 2108. There is also a need to lift up the members’ personal concerns. Once again, The Center for Spiritual Formation is helping coordinate this essential work for us.

Will you commit yourself to doing intercessory Prayer in the Prayer Room for a one-half hour segment during the Annual Conference?

Please indicate below the half-hour time period you prefer. A master schedule will be posted outside the Prayer Room. Please verify your segment upon arrival. Persons will be encouraged to sign up for those time slots that are still vacant.

Please contact Cynthia Willis at sheeplike55@gmail.com to sign up for a time.

CHRISTIAN CONFERENCEING

Listed below are two examples of how Christians need to relate to one another as we engage in serious dialogue, particularly over issues that often divide us. In a world and in a time where the manner in which we address one another is significant, it is critical that we, in the church, find ways to dialogue with each other as people of faith.

HOLY CONFERENCEING PRINCIPLES

- Every person is a child of God.
- Listen before speaking.
- Strive to understand from another’s point of view.

- Speak about issues, do not defame persons. Disagree without being disagreeable.
- Pray, in silence or aloud, about decisions. Let prayer interrupt your busy-ness.
- Strive to accurately reflect the views of others.

“[Make] every effort to maintain the unity of the Spirit in the bond of peace.”

-Ephesians 4:3 NRSV

“RESPECT”

By Eric H. F. Law

Responsibility for what you say and feel without blaming others.

Empathetic listening

Sensitive to different communication styles

Ponder what you hear and feel before you speak

Examine your own assumptions and perceptions

Confidentiality when requested or appropriate

Tolerate ambiguity

FREQUENTLY ASKED QUESTIONS (FAQs)

WHAT IS THE ANNUAL CONFERENCE?

This is the basic body of the United Methodist Church. Made up of equal numbers of clergy and laity, it meets annually to conduct business through the practice of “Christian conferencing” and to ordain clergy for service in the name of Christ.

WHO ATTENDS ANNUAL CONFERENCE?

All clergy, elected lay members, and lay members-at-large.

WHAT IS THE IMPORTANCE OF NAME TAGS?

Besides being helpful in terms of hospitality and community, name tags also identify those members eligible to vote on annual conference business. Name tags MUST be worn for admission to the Voting Area (referred to as the bar of the conference) during all plenary sessions.

WHY IS THERE A QUESTION ABOUT ETHNICITY ON THE REGISTRATION FORM?

The answers help the Conference track diversity in its membership, and for General Church reporting purposes.

WHY IS THERE A QUESTION ABOUT AGE ON THE REGISTRATION FORM?

This helps the Annual Conference Registrar with housing assignments, and helps the conference learn the demographics of its sessions.

CAN I USE A LAPTOP OR WIRELESS DEVICE WHILE AT ANNUAL CONFERENCE?

There will not be wireless access in the Great American Hall or the meeting rooms. Wi-Fi is available in the motel rooms and in the public areas.

WHERE CAN I FIND THE MINISTRY DISPLAYS?

All Ministry displays will be set up in the Great Lobby and the Cocoa Lobby and will be available for perusal when the conference is not in session.

TERMS USED AT ANNUAL CONFERENCE:

ADVANCE SPECIALS

Mission projects that have been approved by the Missional Board or the General Board of Global Ministries and are “second-mile” giving after shares of ministry by the local church. These mission projects were so called for “the advance of Christ and His church.”

CABINET

There are two configurations of the cabinet: 1) The “appointive cabinet” which consists of the Bishop and District Superintendents, and 2) The “full cabinet” which is expanded to include the Director of Connectional Ministries and Administrative Services, Clergy Assistant to the Bishop, Conference Treasurer, Director of Congregational Development, and Conference Lay Leader

CALL FOR THE QUESTION

After debate on any matter before the Conference, any voting member can call for the vote, which ends discussion.

CONSENT CALENDAR

Reports and Resolutions for approval by the Conference are listed on the consent calendar for automatic approval. Upon a proper motion from the floor, any report may be “lifted” from the consent calendar for consideration by the Conference and placed on the agenda by a one-third vote of the Conference.

LAY MEMBER

Each charge elects one Lay Member, except when the following rules provide for additional Lay Members. Only ONE of the following applies to any given Charge.

- Charges comprised of four or more churches shall elect a second Lay Member, provided that no more than one person shall be elected from any one church.
- Charges of three or fewer churches, with a total membership of 400-999 shall elect a second Lay Member.
- Charges with membership of 1000 or more shall elect three Lay Members.
- Charges with multiple Pastors shall elect one Lay Member for each Pastor. (*Exception: Local Pastors must be full time.*)

LAY MEMBERS-AT-LARGE

These are additional lay members elected by the Conference to equalize lay and ministerial membership of the Annual Conference.

PLENARY

The plenary sessions are the gathering of the full membership of the Annual Conference during which the business of the Conference takes place. These times are formally announced by way of the published agenda. Plenary sessions will be held in the Great American Hall.

RESOLUTIONS

One of the special expressions of the United Methodist polity is the opportunity for members of the connection to offer a resolution for consideration to a conference. The founders of our movement believed that in and through holy conferencing, the Holy Spirit of God guides the work of the church through the prompting of our members.

A resolution typically is formatted with a series of statements beginning with “whereas”. These statements provide the rationale of the petitioner and demonstrate the assumptions that the petitioner holds. They belong to the petitioner. After the series of “whereas” statements, there appears at least one statement that begins “Therefore, be it resolved”. This becomes the main motion that is put before the Conference. If more than one action is being petitioned, another statement may be added beginning “be it further resolved”.

The Conference Mission and Outreach Team is charged with receiving these resolutions and passing them on to conference with either a vote of concurrence or non-concurrence. The deadline to receive resolutions is usually mid-February.

UMCOR

The United Methodist Committee on Relief, the humanitarian relief and development agency of the United Methodist Church.

WORKBOOK

The “workbook” is a copy of all that will be before the conference session, including action items and reports. The workbook, and any other pertinent materials will be posted on our website (www.susumc.org) for review and download at least two weeks before Annual Conference.