



The Orthodox Church in America  
DIOCESE OF PHILADELPHIA AND EASTERN PENNSYLVANIA  
The Most Rev. Mark, Archbishop of Philadelphia

November 27, 2017

Dear Rev. Fathers, Diocesan Council Members, and Department Chairs,

The 54th Diocesan Assembly will be held on Thursday and Friday, **January 25 and 26, 2018** at St. Michael the Archangel Orthodox Church, in Wilmington, DE. All our active clergy, delegates and department chairs are required to attend this Assembly. Registration will begin on Thursday at 3:00 p.m. followed by the formal opening of the Assembly at 4:00 p.m. Dinner will be at 5:00 p.m. and Great Vespers at 6:00 p.m. The agenda is attached and will also be posted on our website ([www.doepa.org](http://www.doepa.org)).

All those attending may make their reservations at the Hilton Christiana located at 100 Continental Dr, Newark, DE 19713. Their phone number is (877) 883-0746. **They are holding a Block of Rooms in the name of ST MICHAEL's CHURCH at \$69.00 and reservations must be made by December 26<sup>th</sup> to get that rate.** Be sure to mention you are part of the group for St Michael's Church when booking your room. We cannot guarantee the room rates after January 6, 2018, but we might be able to accommodate them up to January 9, 2018.

The registration fee is \$50.00 each for each clergy, each lay delegate and each observer, which covers our planning costs, copying, meals, and our speaker. Please send your Document of Certification for your Delegates and Observers directly to the Diocesan Center. Checks should be made payable to OCA Diocese of Eastern Pennsylvania.

Please complete the attached Document of Certification for your Lay Delegate for the 54th Diocesan Assembly and submit to the Diocesan Office as soon as possible, but no later than January 17th, 2018. Assembly observers are welcome to attend with the blessing of the parish priest. The Document of Certification for Observers should also be completed, signed and returned to the Diocesan Center no later than January 17, 2018.

We ask that the Deans, Treasurer, Auditors, Metropolitan Council Representatives, Finance Committee, Diocesan Council Secretary, Liturgical Life Committee, Missions, Office of Young Adult Activities, Office of Church School Programs and Curriculum, Health Insurance, and the Communications Department prepare their reports and forward them to the Diocesan Center electronically ([dioceseoepa@gmail.com](mailto:dioceseoepa@gmail.com)) no later than January 17, 2018 for posting on the Diocesan Website.

Please remember that in order to participate in the Assembly meetings parishes must be current with their monthly diocesan support.

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144 St. Tikhon's Road \* Waymart, Pennsylvania 18472  
Telephone: 570.937.9331 \* Email: [Dioceseoepa@Gmail.com](mailto:Dioceseoepa@Gmail.com)  
Chancellor: The Very Reverend Raymond Martin Browne \* Telephone: 570.906.1388  
Treasurer: Joseph Tosca [treasurer@doepa.org](mailto:treasurer@doepa.org)

Thank you for your prompt attention to these matters. I hope everyone had a Happy Thanksgiving, May you enjoy a Joyous Nativity and a Happy, Healthy and Blessed New Year!

Yours unworthy father in Christ,

+ Mark

+Mark, Archbishop of Philadelphia and the Diocese of Eastern Pennsylvania

cc: V. Rev. Martin Browne, Chancellor

Enclosures: Proposed Agenda  
Document of Certification for Lay Delegate  
Document of Certification for Observers