



Church Of God In Christ, Inc.

INTERNATIONAL HEADQUARTERS
Office of the General Secretary

MEMORANDUM

BISHOP JOEL HARLEY LYLES, JR.
General Secretary

To: Delegates to the General Assembly
From: Bishop Joel Harley Lyles, Jr., General Secretary *JHL, JR*
Bishop Frank Anthone White, Financial Secretary *FAW*
Date: October 31, 2023
RE: Extension of Registration Hours
cc: Bishop L. F. Thuston, Chairman, General Assembly
Bishop J. Drew Sheard, Presiding Bishop

Constitutionally, the Office of the General Secretary registers delegates to the General Assembly. With the initiation of the virtual General Assembly, registering delegates to the General Assembly is contingent upon additional components. The vendor selected by the Church is LUMI. Before a delegate can register, LUMI's requirements to conduct the virtual process must be met, along with the operation of the merchant services provider chosen by the Office of the Financial Secretary.

The vendor, selected by the Church, has established deadlines requiring the delegate file to be submitted 10-15 days before the General Assembly. Therefore, October 30, 2023, was set to meet that deadline. Thirty days (30) were given for delegates to register. The registration portal opened on October 1, 2023, and three (3) notices that registration closed on Monday, October 30, 2023, were issued to potential delegates.

As of Monday, October 30, 2023, at 3:00 p.m. EST, less than 3,000 of the more than 11,000 eligible delegates had registered. However, by 10:00 p.m. EST, over 1,000 additional delegates had registered for the General Assembly (approximately 142 registrants per hour). The merchant service provider's last-minute notification of changes to their processing system and the last-minute influx of registrants caused an alert (unusual high-volume activity) to a new merchant services provider, which the Office of the Financial Secretary immediately secured. Therefore, payments for registration could not be received, which made it essential for the Office of the General Secretary to suspend registration on Monday evening at approximately 10:30 p.m. EST.

The Office of the Financial Secretary worked diligently to resolve this matter. Also, the Office of the General Secretary has obtained an extension from LUMI to receive the delegate file.

The extended registration hours are today only:

Tuesday, October 31, 2023,

12:00 noon CST to 9:00 p.m. CST

Please accept our apology for any inconvenience caused by this matter. We look forward to seeing you at the Convocation and the General Assembly.