

Summary of Board of Directors Meeting of September 29, 2014

President Zabel led the Board in opening devotions.

The chairman called the meeting to order

Conflict of Interest

Pastor Teuscher declared a potential conflict of interest regarding items regarding the Maritime Report.

The chairman ruled that Mrs. Doris Milette has a conflict of interest with respect to items relating to the Maritime Report, and should not take part in discussions on this.

The Chair, Rev. Mohr, declared a conflict of interest regarding item 11.2 as his name is on the list of potential candidates.

Approval of Board Minutes

Minutes of June 23, 2014 Meeting # 14-3

It was noted that regarding the Mission Executive position, the words "solemn appointment" should be used instead of the word "call" in both motion 14-061 and on page 2 under Conflict of Interest.

14-076 Motion: That the minutes of June 23, 2014 be approved as amended by the above. **M/S/C**

Minutes of July 21, 2014

14-077 Motion: That the minutes of July 21, 2014 be approved subject to amending references to "call" in minute 3 to "solemn appointment" and amending the first sentence of page 2 by replacing "Job Description" with "Position Description". **M/S/C**

Business arising from the Minutes

Board Confidentiality Agreements

The President was requested to provide these to the Board before the end of the meeting.

Report on Outstanding Items

Item 1- Rev. Mohr reported he has been in contact with the CCMS regarding their report. They have promised to deal with it as soon as their new committee is convened in January. He will contact them further to ask that they report on this matter in a very timely fashion so that if this issue requires an overture to the convention, that appropriate time will be available to do so.

There are reports on the agenda regarding Items 2, 3, 5, 6, 7, and 10.

Item 4 will be dealt with at the upcoming meeting of the DfF.

Items 8 and 11 have been done.

Regarding Item 9 - Approval of 2013-2014 Audited statements. The Business Manager reported that problems related to the conversion of the financial system have resulted in interest calculations having had to be done manually, thus delaying getting all required information to the auditors. The work is now almost finished. He does not foresee any significant changes from the draft audited statements. On a related topic, the issue of whether

we should be doing a proposal call for auditing services in the future was raised and should be brought forward to our next meeting for discussion.

Items 12 and 13 are still outstanding and require follow up by the President.

Governance Committee

Updated Membership Rolls

This was here for the information of the Board. One amendment has been made (correcting address for Rev. Mohr).

Policy and Procedure Manual

The changes to the Policy and Procedure Manual were reviewed by the Secretary.

14-078 Motion: That the Governance Committee establish a schedule for continually reviewing the Policy and Procedure Manual by section. **M/S/C**

14-079 Motion: That the revised Policy and Procedure Manual be approved and posted on the district web site, with the exception of the DfO section, which will be listed as "currently under review". **M/S/C**

Business Manager Report

Congregation Mission and Ministry Receipts as of August 31, 2014

The Board discussed and received the report.

Financial Statements as of August 31, 2014

The Business Manager pointed out that line item 7104 - targeted donations- has seen no receipts because there has been no plan for how to approach people for donations.

14-081 Motion: That the Department for Finance produce an action plan for raising the \$75,000 of targeted donations budgeted for in line item 7104. **M/S/C**

Investment Policy

A slightly revised investment policy to that approved in June was outlined on Exhibit 8.4. The entire Portfolio Asset Mix as moved to Appendix A, and the details regarding investment limitations were fully outlined in the Appendix.

2018 Convention Estimates Halifax/Dartmouth

The Board reviewed that costs that would be involved in holding a convention in Halifax.

14-083 Motion: That the Board respectfully decline the offer to hold the convention in the Halifax/Dartmouth area due to finances and logistics. **M/S/C**

The secretary will notify the circuit of this action.

President Zabel will raise the issue of a host for the 2018 convention at the circuit councillors' meeting.

Valuation of East District Office Building and Land

The Business Manager provided a report as requested from a real estate broker, giving a valuation of the district land plus building of \$575,000 to \$600,000. The report was received.

FaithLife Office Space

The Business Manager provided a report on the lease costs for renting space in the FaithLife Building. The report was received.

First Lutheran Church, Palmer Rapids

The Board had before it a letter from the members of First Lutheran Church Palmer Rapids outlining their financial problems and requesting assistance.

14-084 Motion: That a loan of \$1,500.00 be provided to First Lutheran, Palmer Rapids, for their immediate expenses, and further that discussions take place with Zion Augsburg, St. Luke's Eganville, and First Lutheran Palmer Rapids regarding the formation of a Tri-Parish. **M/S/C**

President Zabel will contact them by telephone on September 30, and Rev. Ron Mohr will write them formally notifying them of the Board's action.

Property Committee Report

The Board reviewed the report from Kent Schappert, and discussed further the issues regarding whether to make renovations to the District Office building or to seek rental accommodation elsewhere and sell the District Property, taking into account the information received in Exhibits 8.6 and 8.7

The Properties Committee was asked to obtain the costs to renovate the existing building so that we can make an informed decision as to renting or renovating the building.

President Zabel &/or Chairman Rev. Ron Mohr will bring this issue to the Pastoral Conference stating that as good stewards, the Board of Directors are seeking options for renting space rather than renovating the existing building.

New Business

Lutheran Foundation Appointment

14-089 Motion: That Rev. Mark Danielson be appointed to the Board of Lutheran Foundation Canada for a term 2014-2017. **M/S/C**

President Zabel will determine the exact start date of the appointment.

Tri-Parish Formation

14-090 Motion: That we ratify the formation of Kincardine, Southampton, and Hanover as a Tri-Parish **M/S/C**

LCC National Youth Gathering 2016 - Request for Funds

The Board had before it a request from the chair of the 2016 National Youth Gathering Planning Committee, requesting \$5,000 be set aside in the event that the function has a deficit. They will provide an update on their financial situation by April of 2016.

14-091 Motion: That the Board approve setting aside \$5,000 to aid the Lutheran Church—Canada 2016 National Youth Gathering should they run a deficit. **M/S/C**

District President's Report

Mission Executive – Solemn Appointment

Rev. Mohr left this part of the meeting since he is a potential candidate and the vice-chair, Reg Tiegs assumed the chair. The Board discussed this matter in confidence.

President Zabel presented ten names for consideration.

Rev. Mohr's name was chosen for the solemn appointment.

Maritime Report

Mrs. Doris Milette left the meeting for this discussion. President Zabel reviewed with the board the meetings held in the Maritimes. Pastor Mohr led the Board in prayer regarding the calling of a Missionary at Large/Circuit Rider for the Maritime Ministry.

14-088 Motion: That the President and two Vice Presidents prepare a call document for a Missionary at Large /Circuit Rider for the Maritimes Ministry, and that this document be circulated to the Board of Directors for review and approval, and that further, a summary of this document be distributed to the East District congregations for their information with opportunity to provide nominations. **M/S/C**

2015 East District Convention

Delegate Credential Form

The Board directed that the congregation liaison form be kept separate from the lay delegate forms, that the liaison form have the position description on the back and that it be made clear that the delegate can also be the liaison person. With this one change, the Board was satisfied with the forms.

Convention Planning Update

The President reported that Stephen Klinck has agreed to assume the chairman of the convention local arrangements committee.

Department Reports

Department for Finance Report

There was no report as the Department meeting is October 6, 2014.

Department for Outreach

Department Liaison Report

Rev. Bublitz reviewed his report with the Board.

14-092 Motion: That the Board request a complete list of restricted funds, a complete description of the restricted funds, and the documentation on the establishment of the restricted funds. **M/S/C**

Rev. Mohr will communicate this matter to Mr. Holland.

14-093 Motion: That the board approve the Department for Outreach's plan to host Evangelfest Sept 26, 2015 at CLTS in St. Catharines with Pastor Fisk as guest speaker. **M/S/C**

14-094 Motion: That the Board ask the Department for Finance to review the MAL moving fund which at present is set at a maximum of \$10,000.00 **M/S/C**

Department for Parish Services

Department Liaison Report

The report was received.

Department Chair Report

The Board discussed the Department recommendation for appointment to the youth committee.

Other reports

There were no reports from the Personnel Committee, Lutheran Church–Canada, the Archivist, the Committee on Constitutions and membership, the Abuse Prevention Committee, the Handbook committee.

The minutes of the Committee on Communication Services were received.

Next Meeting – January 19, 2015

Devotions: Rev. Marvin Bublitz

For further information on any of these items, contact the Board Chair, Rev. Ron Mohr at:
pstrmohr@gmail.com

-from Lois Griffin, Secretary
LCC, East District