

Summary of Board of Directors Meeting of January 19, 2015

Pastor Bublitz led the Board in opening devotions.
The vice-chair, Reg Tiegs, called the meeting to order.

Election of Chair and Vice-Chair

The former chair, Rev. Mohr, is no longer a board member since taking up his duties as Mission Executive. The Board agreed it would be in order to elect a new chair.

15-001 Motion: That Mr. Reg Tiegs be elected as chairman. **M/S/C**

15-002 Motion: That Rev. Marvin Bublitz be elected as vice-chairman. **M/S/C**

Filling of Vacancy on Board

The Board discussed the vacancy on the Board as a result of Pastor Mohr assuming the position of Mission Executive. It was noted that section 18 of bylaw 2014 says that the board may fill the vacancy by appointment. In view of the short time left in this board's term, it was decided not to fill the vacancy at this time.

Adoption of Agenda

15-003 Motion: To adopt the agenda as amended by referring item 4.1 to a meeting of the Board of the New Brunswick Corporation. **M/S/C**

Conflict of Interest

Rev. Tuescher declared a conflict regarding any agenda item dealing with the Maritime Missions.

President Zabel declared a conflict regarding any discussion of salaries.

Confidentiality Agreements

The Board was updated on those who have not yet completed their conflict of interest forms. The Departments liaisons will follow up as necessary.

Approval of Board Minutes

Minutes of September 29, 2014 Meeting # 14-4

15-004 Motion: That the minutes of September 29, 2014 be approved as printed in the docket. **M/S/C**

Minutes of October 15, 2014 Conference Call Meeting

15-005 Motion: That the minutes of September 29, 2014 be approved as printed in the docket. **M/S/C**

Minutes of December 16, 2014 Conference Call Meeting

15-006 Motion: That the minutes of December 16, 2014 be approved as printed in the docket. **M/S/C**

Governance Committee - Policy and Procedures Manual - Communications Section

The board reviewed the recommended revisions to sections 1 through 6 as outlined in 6.1 a-c and by consensus agreed with the revisions with some amendments. The amended version is attached as Attachment 2 to the minutes. By consensus it was also agreed that item 6.1d (LCC Graphics) be included in the P&P Manual. Finally it was agreed by consensus that the revised

documents be sent to the Communications committee for their consideration in compiling the final document.

Regarding section 7-9 of the document, Rev. Teuscher agreed to provide comments on section 7, of the document and President Zabel agreed to review section 8, all comments to be e-mailed to the Board members for any further input before forwarding them to the Communications Committee.

Strategic Plan Review

It was noted that the strategic plan vision statement says: *"Vibrant, growing congregations purposefully and joyfully reaching all with the Gospel of Jesus Christ."* The Board felt that a review of all of our congregations should be done to better prepare for the future and have a better sense of the "state of the District and its congregations". Reg Tiegs and Lois Griffin will work together to prepare a template of the information we would like to have. President Zabel will then communicate this to the circuit counsellors and request them to provide the information for the congregations in their circuit.

2015/2016 BUDGET

Since the Business Manager was not present, this item was deferred to special meeting of the board to be held on Monday February 9, 2015 at 9 a.m.

Properties Committee

Mr. Kent Schappert presented a report from the Business Manager regarding costs to renovate the district office building to bring it into compliance with the AODA.

It was the consensus of the Board that two options should be looked at - renovate existing building to comply with the AODA or move to a new location. If the office were to be moved, two locations should be pursued— St. Catharines or a KW church. The board chair will write to all K-W congregations asking if they might have space for the district office (Note: The District would pay for renovations and/or expansion requirements as well as paying rent for the space.) The Board wants to be in a position to present options for the consideration of the members in convention in May. The chairman will pursue the St. Catharines option.

District President

Report

The President presented his report, which was received. He indicated that the number of congregations using Free and Joyous Response is really expanding.

As a result of discussion, the Chairman was asked to prepare a document for the incoming board of directors regarding their legal obligations and responsibilities.

2015 ED Convention Update

President Zabel provided an update on the convention planning. Everything is proceeding well. The local arrangements committee has had a number of meetings.

Mission Executive Report

Rev. Mohr presented his report. He indicated he prefers the term "mission encourager" rather than "mission executive", as a more accurate description of what he feels his role should be.

At the Board's March meeting he will report on suggestions for the 2016 Mission and Ministry presentation.

Department Reports

Finance

Department Liaison Report

ABC CEF Report

The report was received.

15-008 Motion: That the Board of Directors proceed to make arrangements to incorporate the CEF. **M/S/C**

The chairman will take action on this.

CEF Depositor year-end letter

Received for information

Department Chair Report

Congregational Finances

The Board agreed by consensus to ask the Department for Finance to create a handbook for Treasurers. It would be beneficial to have this available at the district convention, if possible. It might be helpful to see what other districts have.

CEF Surplus

The Department for Finance is recommending a new CEF surplus distribution policy.

15-009 Motion: That the current CEF surplus distribution policy be replaced with the following policy:

- That the surplus first be used to cover the East District operating deficit if applicable, up to a maximum of 50% of the deficit incurred during the year the surplus was realized.
- That the remaining surplus be distributed as follows:
 1. 10% to CEF reserves
 2. 40% to the Department for Outreach
 3. 50% to all East District Congregations on a sliding scale as follows:
 - i. first 100 communicant members count as 1.0 members each
 - ii. next 100 communicant members count as 0.75 members each
 - iii. remaining communicant members above 200 count as 0.5 members each

and further that this policy come into effect for any surplus from the 2014-2015 fiscal year. **M/S/C**

Mission Executive – Fund Raising

The Department was asking that the ME position description be reviewed to see if fund-raising should be included. The Board noted that fund-raising is already included in the ME position description.

DDF - Minutes, November 24, 2014

The minutes were received.

Outreach

Department Liaison Report

Pastor Bublitz presented his report and reviewed the Department's proposal re the new "Debt- reduction" line item of \$20,000 in their proposed 2015-2016 budget.

15-010 Motion: That the board approve the DfO recommendation to include a line item of \$20,000 re "Debt Reduction" in their budget and that

the policy, shown as attachment 2 to the minutes, regarding the implementation of this line item, be approved. M/S/C

Department Chair Report

The report was received.

Minutes - Department for Outreach Meeting, Nov 17-18, 2014

The minutes were received. There was a question regarding Missionaries-at-large and who oversees their work and to whom they are responsible. The board is requesting the Mission Executive to review this and clarify the reporting relationships.

Parish Services

Department Liaison Report

Mrs. Doris Milette presented her report. She reported that the Ottawa Circuit representative on the Department has resigned as she is no longer a member of an LCC congregation.

Department Chair Report

The report was received. The Board noted that it is not necessary for the board to approve the establishment and membership of the EvangelFest Committee that the department has established.

Minutes – Department for Parish Services, Jan 17, 2014

The minutes were not available for the board meeting.

2015 Mission & Ministry

It was noted that the presentations to the congregations have been well-received.

Lutheran Church–Canada

Rev. Astley joined the meeting at 3 p.m. to report on synodical matters and discussed with the board at length the situation regarding the ABC District CEF financial situation and the possible ramifications to both to the ABC District and the LCC Synod.

East District Archivist

The board received the report of Carol Nagel, the archivist, and noted the fine work she continues to do. The board also had before it a request to support by way of convention overture the request to recognize the Lutheran Historical Institute in Edmonton as the official archives of Lutheran Church–Canada. The board decided to table this matter until the February special meeting and requested that in the interim President Zabel get further information regarding this matter.

Committee on Constitution/Membership

The Board had before it the report of Rev. Morley requesting approval of two congregations' constitution amendments.

15-012 Motion: That the constitution amendments for Faith Lutheran Church, Kitchener and Faith Lutheran Church London, be approved as recommended by the District Committee on Constitutions and Membership. M/S/C

The secretary was asked to request of the committee chair that in the future the Board be provided with an electronic copy of the revised constitutions.

Committee on Communication Services

The committee minutes of November 1, 2014 were received

Abuse Prevention Committee

The report of the committee chair, Mr. Gary Enskat, was received.

The board agreed that the issue of the necessity of congregations having an abuse prevention policy should be raised at the convention. The chairman, Mr. Tiegs, will ensure that this happens.

Handbook Committee

The minutes of the Handbook Committee were received.

Other Business

The issue of whether or not members need to receive a paper version of the docket be reviewed at the next meeting.

Next Regular Meeting: March 23, 2015 9 a.m. to 9 p.m.

Devotion Leader: Jim Lang

Special board meeting: February 9, 2015 at 9 a.m.

Devotion Leader: President Zabel

15-013 Motion: That this meeting be now adjourned. **M/S/C**

For further information on any of these items, contact the Board Chair, Mr. Reg Tiegs at:
tiehm@rogers.com

-from Lois Griffin, Secretary
LCC, East District