

Summary of Board Meeting of October 7, 2015

Opening Devotions

Rev. Don Schieman led the opening devotions.

Adoption of Agenda

The agenda was amended by adding the following items:

- 5.1 Letter of resignation from Dianne Engler.
- 5.2 Letter from Allen Schellenberg re funding for Gift Planners
- 6.1 Outstanding items for Governance Committee
- 16.2 Lutheran Historical Society

15-094 Motion: That the agenda as amended be adopted. **M/S/C**

Declarations of Conflict of Interest

There were no conflicts of interest declared.

Approval of Board Minutes of June 8, 2015

15-095 Motion: That the minutes of the meeting of June 8 be amended by adding under minute 12 the following: "The recommendations in the DFO Liaison report relating to changes to the DFO portion of the Policy and Procedures Manual be referred to the Governance Committee and the recommendations regarding an amendment to the Handbook be referred to the Handbook committee." **M/S/C**

15-096 Motion: That the minutes as amended be approved. **M/S/C**

Business arising from the Minutes:

1. Ratification of email vote re DFO 3-year subsidy policy

15-097 Motion: That the Board of Directors ratify the approval given by e-mail vote regarding the DFO three year subsidy policy. **M/S/C**

(Note that the policy approved related to establishing a system of reviewing subsidies on a 3-year staggered basis so that only a portion of them would be reviewed each year.)

2. List of Action Items from June meeting

The board reviewed the list of actionable items from the June meeting. See the chart below for the status of items.

ITEM	PERSON RESPONSIBLE	STATUS
15-066 Motion	Secretary to notify	done
Minute 7 - department appointments	Secretary to notify -NOTE -President to notify those nominated but not appointed.	done
Minutes 8 -other appointments	Secretary to notify	done
Minute 9 - president's appointments	President to report to October meeting	on Oct. 7 agenda
Resolutions 1-01, 1-02,1-04, 1-05, 1-07	Handbook committee	done
Resolution 1-03	chairman to write letter	done
Resolution 2-01c	President, COP, circuit counsellors (President to notify others)	ongoing
Resolution 2-02a	DfO, Mission Executive (President to notify)	ongoing
Minute 10.1 - convention motion c15-05	chairman to write letter to 3 people named	DONE
convention motion C15-10	Secretary to notify	done
Motion 15-080 public accountant review	Secretary, Bob Klages (DfF liaison)	ongoing
Minute 10.1 re non-calling congregations	President and VPs	ongoing
Minutes 10.2 re report on feedback	President	info in next Eden report
Motion 15-082 loan to synod	President to contact synod	synod won't be involved in funding
Motion 15-088 constitution amendment	Secretary to notify congregation	done

Motion 15-089 CEF surplus dist.	Secretary to notify DfF, business manager and amend P&P Manual	done except for P&P manual
Minute 11.8 non-calling congregations	President and VPs - report back to board - also status of strategic review comments from circuit counsellors	ongoing
Minute 11.9 office renovations	Property Committee - Secretary to notify	done
Motion 15-090 restructuring task force	Chairman to write letter	done
Motion 15-091 Our Saviour Grant	President to notify	done
Motion 15-092 Holy Trinity/Korean grant	Executive committee	grant not required at this time

Correspondence:

1. Letter of resignation from Dianne Engler

15-098 Motion: That the resignation of Dianne Engler from the Department for Outreach be accepted.
M/S/C

2. Letter from Allen Schellenberg re funding for Gift Planners

After some discussion the board requested the board chair to write to the chair of the LCC Board to get more information regarding this request. The Board wondered if synod is aware of the request, whether other beneficiaries of the charitable gifts are contributing to the funding for the gift planners and what the foundation's plans are regarding revenue sources for 2016 and beyond.

Governance Committee – Report on Outstanding Items

The board reviewed the list of items for this committee. The next meeting will be Nov. 30th at 9:30 a.m. at the Board office. President Zabel and Reg. Tieg will be responsible for the agenda.

Strategic Plan Review - Report from circuit counsellors

President Zabel indicated that to date only 7 responses to the board's questionnaire have been received. The President will send a reminder to all circuit counsellors and pastors that the board needs these completed forms which should be turned in before or at the pastoral conference in November.

Business Manager's Report

1. Mission & Ministry Contributions

The board expressed concern over congregations with no givings so far this year and felt that they need to be contacted to discuss their situation. President Zabel will contact the circuit counsellors re non-giving congregations and arrange for these congregations to be contacted to see what may be preventing them from making contributions to District.

It was commented that in future, churches are going to have to rely on bequests and other large donations, as congregations will not be able to support themselves from offerings alone. Therefore the work of the gift planners is most important.

2. Financial Statements

It was recommended that quarterly bulletin inserts be provided (via e-mail for down-loading) to congregations so that members can be aware of our financial position. President Zabel and Darryll Holland will prepare these.

3. Redeemer Short Term Loan

The Business Manager reported that the short term loan to Redeemer Waterloo regarding their new pastor's house purchase been repaid in full, including interest.

Properties Committee

The Board discussed the recommendation in the report regarding renovations to the district Office Building.

15-099 Motion: That the recommendations from the property committee regarding renovations to the district office building be approved, and an amount of up to \$100,000 be approved with funding provided by \$35,000 from the capital replacement fund and the remainder by a loan from the CEF at 3% interest, amortized over 10 years. M/S/C

The approved renovations include the following: replace the roof with a new flat roof, install a new handicapped washroom on the main floor, build a wheel-chair ramp to the main front door, renovate office doors to accommodate wheelchairs, install new automatic front door, any other associated work to accommodate the new design. With the exception of the roof, the remaining work is necessary to bring the building into compliance with the Provincial Accessibility for Ontarians with Disabilities Act.

The Board also requested the committee to consider the following alternatives for the ramp:

- wood or steel instead of concrete
- covered ramp to avoid snow and ice in the winter
- heated concrete ramp

New Business - Our Saviour Niagara Falls

Discussion took place regarding the financial problems facing Our Saviour Niagara Falls.

15-100 Motion: That up to \$11,000 of emergency funding to cover the Worker Benefits payments from July 1, 2015 to January 31, 2016, for the pastor at Our Saviour Niagara Falls be approved, with the funding coming from the CEF as a no-interest loan to the congregation. **M/S/C**

Note that the Business Manager will pay the money directly to the Workers Benefits administrator.

The Mission Executive and the Business Manager will notify the congregation.

It is the board's expectation that at the February 2016 board meeting there will be a further report on additional future funding assistance including both transition funding and district subsidy, and including all associated paperwork required from the congregation.

District President

1. President's Report

The District President updated the board on certain matters in his report. It was noted that on item 6, page 2 of his report reference to "First Lutheran Church, Monkton" should instead read "Redeemer, Monkton". His report was received for information.

2. Appointments

a) Appointments made by the President Zabel.

President Zabel advised the board of the following appointments:

- 1) Committee on Constitutions and Membership
 - Rev. Robert Morley
 - Rev. Richard Juritsch
 - Mr. Daniel Mellecke
 - Mr. Gerald Koesleg
- 2) Handbook Committee
 - Rev. Marvin Bublitz
 - Rev. Daniel Barr
 - Mr. Ken Currie
 - Mrs. Wendy Winger
 - (Note: Lois Griffin, District Secretary, is automatically a member)
- 3) Archivist and Historian
 - Mrs. Carol Nagel
- 4) Synodical Commission on Adjudication
 - Mr. Kevin Sandham

b) Appointments made by the Board

On the recommendation of the President, the Board passed the following motions:

15-101 Motion: The Mr. Matthew Wheeler be appointed to the Communications Committee for a 3-year term ending in June 30, 2018, replacing James Gerber. **M/S/C**

15-102 Motion: That Rev. Mark Danielson be appointed to the Committee on Abuse Prevention for a 3-year term ending June 30, 2018 to replace Rev. Larry Flohr. **M/S/C**

Mission Executive Report

The report was received. The Mission Executive updated the board on the Mission and Ministry Presentation. It should be available by approximately the third week of October and will be presented at the Pastoral Conference in November.

Department Reports

Finance

1. Department Liaison Report

There was no report.

2. Department Chair Report

There was no report.

3. DFF Minutes, May 19, 2015

The Department was asked to clarify the wording of one item.

4. DFF Minutes, Conference Call. May 26, 2015

Received for information.

5. DFF Minutes, September 25, 2015

Received for information.

6. Concordia Lutheran Church, Edmonton Loan Request

15-103 Motion: That the board approve the recommendation of the Department for Finance that a loan not be provided to Concordia Lutheran Church as it does not meet our policy of being able to obtain a first mortgage on the property. **M/S/C**

The secretary will notify Concordia.

7. 2016 Compensation Guidelines

The Board had before it the recommendations of the Department for Finance regarding the 2016 Compensation Guidelines.

15-104 Motion: Regarding the 2016 Compensation Guidelines, the Board approve:

- 1) That the compensation guidelines chart be extend to 20 years with the compensation for the additional 5 years being based on an additional \$400 each year.
- 2) An across the board cost of living increase of 1.2% over 2015.
- 3) That the housing allowance not be added to the compensation chart but that paragraph 2 be amended to read "While local conditions vary and should be considered, housing allowance should be based on the actual cost of housing up to 40% of the worker's BASE SALARY."
- 4) That wording under the compensation chart be added to say: "Total compensation includes base salary plus housing allowance."
- 5) That the wording in italics under the compensation chart be changed to regular font and read "After 20 years, there should be a salary increase of \$400 each year."
- 6) Remove the chart for deacons and add a section that says: "Deacons: 80% of pastors' salary range."
- 7) Amend page 3 under Housing by deleting the word "utilities" from the 3rd sentence and adding it to the second sentence so that those two sentences now read: "This should be an amount sufficient to cover mortgage payments (assuming a minimum down payment) and municipal taxes on a home that reasonably reflects the local home market, and utilities. Cost of insurance, maintenance, etc., should be the direct responsibility of the worker."
- 8) Maintain the travel allowance at the 2015 rate.
- 9) Add a section for Technology allowance, with the wording as recommended by the Department.

M/S/C

The Board further requested that there be adequate explanation to congregations of the rationale behind the new extended salary scale.

8. CEF Amalgamation Meeting

15-105 Motion: That the board concur with the Department for Finance recommendation that the East District send representatives to the exploratory meeting in Winnipeg regarding amalgamation of the East District CEF with that of the Central District. **M/S/C**

The board designated President Zabel, Board Chairman Reg Tiegs, and Business Manager Darryll Holland as the ED representatives at the meeting.

The Chairman will respond to the letter from the Central District.

Outreach

1. Department Liaison Report

The board reviewed the report from Rev. Bublitz.

15-106 Motion: That the board give approval to the Department for Outreach assisting Historic St. Paul's Community Cupboard by sending them \$5,000 in order to allow them to offer 2 days of unrestricted giving in December 2015 leading up to the celebration of the Christmas holiday, and that these funds be taken from the DfO's "CEF surplus" fund. **M/S/C**

2. Department Chair Report

Received for information.

3. DFO Minutes, May 25, 2015

Received for information.

4. DFO Minutes, Sept 25, 2015

Received for information.

Parish Services

- 1. Department Liaison Report**
Received for information.
- 2. Department Chair Report**
Received for information.
- 3. DPS Minutes, May 2, 2015**
Received for information.
- 4. DPS Minutes, September 19, 2015**
Received for information.

2015 Mission & Ministry

This was reported on verbally as part of the Mission Executive's report.

Lutheran Church–Canada

Rev. Nolan Astley was not able to attend. President Zabel updated the board on matters that were discussed at the recent LCC Board meeting in Winnipeg and reported as follows:

- The Synodical convention will be in October 2017 rather than in the spring, in order to provide more time for the restructuring task force to formulate its report. This task force consists of the CCMS plus one additional member from each of the three districts.
- The outcome of the ABC District funding issues is still uncertain.
- The Lutheran Historical Institute will remain in its current location until the ABC District office is sold. At that time, the historical assets that the Institute owns will have to be moved and Synod will have to bear the costs involved in this.

East District Archivist

No Report

Committee on Constitution/Membership

No Report

Committee on Communication Services

No report or minutes.

Abuse Prevention Committee

No Report

Handbook Committee

The report was received for information.

Next Meetings: Monday February 8, 2016 and Monday April 4, 2016
Devotion Leader for February: Mr. Reg Tiegs

15-107 Motion: That this meeting be now adjourned. *M/S/C*

Rev. Schieman led the Board in closing prayers.

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*