

**EVANGELICAL LUTHERAN CHURCH IN CANADA
MINUTES OF NATIONAL CHURCH COUNCIL-DRAFT
MARCH 8-10, 2012
RADISSON HOTEL WINNIPEG DOWNTOWN, 288 PORTAGE AVENUE**

PRESENT:

Officers:	National Bishop Susan Johnson Sheila Hamilton, Vice-President	Murray Walter, Secretary Ken Day, Treasurer
Council:	Rev. Chris Bishopp Jeff Buhse Marie-Laure Collet Rev. Matthew Diegel Cynthia Haines-Turner (ACC) Heidi Hesselink Cindy Hoppe Allyn Langager Pat Lovell	Rev. Kathy Martin Teddy Pope Rev. Doug Reble Rev. Trish Schmermund Rev. Jeff Smith Rev. Heather Spencer Jeanie Stann Barb Stolee
Synod Bishops:	Bishop Cindy Halmarson, SK Synod Bishop Ron Mayan, ABT Synod Bishop Greg Mohr, BC Synod	Bishop Michael Pryse, Eastern Synod Bishop Elaine Sauer, MNO Synod
ELCA Guest:	Rev. Don McCoid, Executive for Ecumenical and Inter-Religious Relations	
Staff:	Rev. Paul Gehrs, Assistant to the Bishop, Justice and Leadership Rev. Carla Blakley, Assistant to the Bishop, Global Mission Rev. Lyle McKenzie, Assistant to the Bishop, Worship Rev. André Lavergne, Assistant to the Bishop, Ecumenical and Interfaith Gloria McNabb, Director of Finance and Administration Trina Gallop, Director of Communications and Stewardship Faye Schultz, Executive Assistant to the Office of the Bishop	

Thursday, March 8, 2012, 7:00 pm

Opening Worship led by meeting chaplain, Jeff Buhse.

National Bishop, Susan Johnson called the meeting to order.

That NCC approve the amended agenda. **CARRIED.**

Declaration of Conflicts of Interest-No Conflicts declared

That NCC approve the September 8-10, 2011 meeting minutes. **CARRIED.**

That NCC approve the e-vote minutes #1-#4 as follows. **CARRIED.**

CC-2012-01 That NCC record the minutes of September 26, 2011 **e-vote #1**-To appoint Larry Ring to the Structural Renewal National Implementation Team to replace Alan Francis. **CARRIED.**

CC-2012-02 That NCC record the minutes of October 19, 2011 **e-vote #2**-To issue a Call to Special Service to Rev. Kevin Powell to serve St. Paul International Lutheran Church Tokyo, Japan for a two year term from November 1, 2011 to October 31, 2013. **CARRIED.**

CC-2012-03 That NCC record the minutes of December 19, 2011 **e-vote #3** To approve the letter to the ELCIC from NCC regarding balloting at the 2011 ELCIC National Convention. Two opposing votes recorded: Rev Trish Schmermund and Barb Stolee. **CARRIED.**

CC-2012-04 That NCC record the minutes of February 1, 2012 **e-vote #4** To appoint Mark Kneale to the audit committee for a two-year term from September 2011 to August 2013. **CARRIED.**

CC-2012-05 That NCC approve the Governance Guidelines for Joint Anglican-Lutheran Congregational Ministries. **CARRIED.**

Governance Guidelines for Joint Anglican and Lutheran Congregational Ministries October, 2011

Governance documents for such ministries shall include provisions that comply with the following principles:

- 1) That the congregation will be constituted as per a four party agreement including the Synod, Diocese and partnered congregations
- 2) That the congregation will conduct affairs as a single worshiping/ministering community, as far as permitted by constitutions and canons of the ELCIC/Synod and ACC/Diocese
- 3) That membership in the congregation, and records of pastoral acts will be recorded within a single congregational roster, copies of which shall be archived with both the synod and diocese.
- 4) That all baptized are members of both this congregation and each denominational body and are thus eligible for extra-parochial representation.
- 5) That congregational decision making and voting shall be conducted as a single congregational community except at the time of dissolution.
- 6) That such congregations and their clerics shall be identified in a specially designated category on synodical and diocesan rosters
- 7) That clergy shall be appointed/called through a process determined in consultation with both the synod and the diocese.
- 8) That the discipline of clergy shall be as per the provisions of the church wherein they are rostered but in full consultation with the partner church.
- 9) That a provision for the termination of the joint ministry agreement be included, with such provision requiring the consent of both the synodical and diocesan bishops. Such provisions shall also address the equitable beneficiary of bequests and real property received over time.
- 10) That bylaws for internal organization consistent with the relevant canons and constitutions can be enacted to fit the circumstances of the congregation
- 11) That property held for the diocese or Lutheran congregation and/or synod shall be held in trust by a separate corporate entity created for this purpose. On termination of the agreement, the disposition of property between partners would be determined on a pre-determined pro-rated basis, or be conveyed to a separate corporate entity created for this purpose by diocesan/synodical arrangement
- 12) That liturgies of either or both churches can be used according to the needs of the worshiping community
- 13) That financial support to the diocese and synod will be determined as individually arranged.

CC-2012-06 That NCC approve the 2013 National Convention theme, “Together for the Love of the World”, and the following registration fees:

- Rostered or Lay Delegates \$1,290
- Youth Delegates \$ 645
- Visitors \$ N/C
- Bulletin of Reports (Printed Copy) \$ 30 **CARRIED.**

CC-2012-07 That NCC approve the following policies for the 2013 Joint Assembly:

- Policy on Corporate Sponsorship

2013 Joint Assembly
Anglican Church of Canada General Synod and Evangelical Lutheran Church in Canada National Convention
Policy on Corporate Sponsorship

Background, Consultation:

The following policy, adapted from a policy approved by the Evangelical Lutheran Church in Canada, was developed jointly by The Anglican Church of Canada and the Evangelical Lutheran Church in Canada.

Rationale:

Revenue diversification is a strong value in the philanthropic world. Corporate and business sponsorship is one way of increasing revenue that has been neglected by the national church. These sponsorships have the potential of providing additional support for areas of the church’s mission, and also explicitly linking corporations and businesses with the ministry of the church in a kind of evangelistic outreach, with financial benefit. It is important to note that there is a considerable difference between corporate and business philanthropy (the act of giving, sharing) and corporate and business sponsorship where money is given with expected benefits returning to the corporation or business.

Policy:

The Anglican Church of Canada (ACC) and the Evangelical Lutheran Church in Canada (ELCIC) affirm the importance of corporate and business sponsorship in supporting activities of the church and of other voluntary organizations. Consequently, the Anglican Church of Canada and the Evangelical Lutheran Church may solicit corporate and business sponsorships for events, programs and operations.

The Anglican Church of Canada and the Evangelical Lutheran Church in Canada acknowledge the care that it must take in considering corporate and business sponsorships and endorsements. The Anglican Church of Canada and the Evangelical Lutheran Church in Canada may consider in-kind, indirect, and monetary sponsorships. All such sponsorships will be agreed to by both parties in a signed letter of agreement.

The Anglican Church of Canada and the Evangelical Lutheran Church in Canada will publicly express appreciation for these sponsorships and endorsements in appropriate ways. In anticipation of such public acknowledgement, all sponsorships valued at more than \$5,000, or those where exclusivity is offered, must be reviewed by the ELCIC National Bishop and the ACC General Secretary in consultation with appropriate ACC and ELCIC staff, to ensure that acceptance complies with the churches’ public policy positions.

The Anglican Church of Canada and the Evangelical Lutheran Church in Canada reserve the right to refuse any corporate or business sponsorship.

Related Procedures:

Recognition of corporate and business sponsors through such vehicles as the website, print materials associated with the event, public announcements etc. will be stipulated in the agreement. Recognition may include a display of the sponsor’s name and logo, a few words of description, and/or a link to the sponsor’s website. Additional recognition, if considered appropriate, will depend on the amount of the sponsorship from this and other corporations and/or businesses.

Recognition does not imply endorsement of a sponsor’s product, and the sponsor may not suggest such endorsement or use the name of the Anglican Church of Canada or the Evangelical Lutheran Church in Canada for commercial purposes.

Sponsorship agreements will be drafted by a staff member of the ACC Department of Resources for Mission, following a template developed by the department and the ELCIC Director, Finance and Administration. The agreement will be with the sponsoring corporation or business directly. The agreement will be approved and signed by the General Secretary and the National Bishop or their designates and also signed by the sponsor's representative.

The sponsorship agreement will include:

- The nature and amount of the sponsorship;
- The planned use of the contribution;
- The recognition the sponsor will receive;
- Details about how the sponsor's logo, name and URL may be used;
- Details about how the sponsor may use the name, logo and the URL of the Anglican Church of Canada and the Evangelical Lutheran Church in Canada;
- When the payment will be made;
- The main contacts for the sponsoring organization and the churches;
- If there is an expectation of a report on the use of the sponsorship gift;
- When the agreement will terminate;
- How the agreement may be terminated in advance;
- Any exclusivity commitment.

Files relating to corporate and business sponsorship will be kept in locked cabinets to ensure privacy.

- Display Policy

Display Policy–2013 Joint Assembly–General Synod/National Convention

- Groups, which hold a position contrary to a stated position of the Anglican Church of Canada or the Evangelical Lutheran Church in Canada, will **not** be allowed to exhibit in the Display Area.
- The General Secretary of the General Synod of the Anglican Church of Canada and the National Bishop of the Evangelical Lutheran Church in Canada will have final authority in approving requests from exhibitors and in space assignment.
- Displays will be restricted to pre-assigned spaces. Priority will be given to General Synod/National Convention-related displays.
- Exhibitors will be required to pay fees for display space.
- Literature and other promotional material can be distributed in display areas only.

- Code of Conduct Concerning Sexual Misconduct for Participants at the Joint Assembly of General Synod and National Convention.

CODE OF CONDUCT CONCERNING SEXUAL MISCONDUCT FOR PARTICIPANTS AT THE JOINT ASSEMBLY OF GENERAL SYNOD AND NATIONAL CONVENTION Ottawa, July 3–7, 2013

This document outlines our expectations for participant behavior at assemblies organized by our churches and the consequences for unacceptable behavior.

SCOPE

All assembly participants (delegates, staff, volunteers, committees, displayers and sponsors) must, as a condition of service, agree in writing to abide by this code of conduct at the assembly and all assembly related social events.

All assembly participants are expected to comply with the established policy on Sexual Misconduct.

Any actions contrary to the church policy will be dealt with swiftly and may include disciplinary action up to, and including termination, as well as legal ramifications when applicable.

PREAMBLE

- The Bible affirms that women and men of all cultures, nations and religions are created equally in the image of God. Each human being has received his or her dignity as a gift of God.

- Fundamental human rights shall be respected without discrimination of any kind and irrespective of social status, ethnicity, color, religion, gender, sexual orientation, age, marital status, political affiliation or disability.
- The church recognizes that every person has the right to be treated with dignity and respect as a child of God, and therefore the right to freedom from all forms of sexual misconduct.
- The church has a zero tolerance policy on sexual misconduct. These convictions are shared in the church throughout all its activities. No one should be subjected to sexual abuse, harassment, assault or exploitation from any participant at events organized by the church. The General Secretary of General Synod and the National Bishop of the ELCIC are the designated authorities responsible for overseeing the administration of this Code of Conduct and are the only media spokespersons with respect to any incident of sexual misconduct.

EXPECTED BEHAVIOR

- Be considerate, respectful and caring, and refrain from sexual misconduct of any kind.
- Those who hold position of trust or power do not take advantage of or abuse that trust or power.
- Be sensitive to cultural and social differences and practices.
- Refuse any inappropriate gesture or contact. Show that such behaviour is not welcome.
- Do not cross boundaries set by others. If someone indicates “No”, even without words, respect it.
- Be alert to contexts which may encourage unacceptable behaviour for some being in unfamiliar circumstances away from home, for example, or drinking too much alcohol.
- Draw public attention if harassment occurs in public places.
- Share your concern with someone you trust.
- Do not falsely accuse anyone of sexual misconduct
- Respond at once if you experience, witness, or are accused of sexual misconduct.

WHAT IS SEXUAL MISCONDUCT?

In this Policy *sexual misconduct* includes *sexual harassment*, *sexual exploitation* and *sexual assault*.

Sexual harassment means any behaviour of a sexual nature a) that is unwanted or unwelcome or ought reasonably to be known to be unwanted or unwelcome b) that may create a poisoned psychological or emotional environment for those who work in, or participate in any activity of, the church

Sexual harassment may involve behaviour that is unintentional as well as intentional. It is defined by its impact on others rather than by the intent of the person engaged in the behaviour. It may consist of a single incident or persistent and repeated behaviour. It may be only verbal innuendo or subtle suggestion. It includes telling or circulating offensive jokes or stories, displaying or circulating offensive material such as pictures or cartoons, the stereotyping of individuals or groups on the basis of gender or sexual orientation, or persistent unwanted or unwelcome contact after the end of a consensual relationship.

Sexual harassment does not include a) interactions between consenting adults b) consensual relationships c) expressions of affection between friends.

Sexual exploitation may consist of • conduct that places or that may reasonably be perceived as placing, or attempting to place, a condition of a sexual nature on any opportunity in any church activity

- the making of an express or implied promise of reward for complying with a sexually oriented suggestion
- a reprisal or denial of opportunity, or an express or implied threat of reprisal or denial of opportunity, for a refusal to comply with a sexually oriented suggestion
- taking advantage, or attempting to take advantage, of the vulnerability of a person under one’s pastoral care or other guidance or leadership
- taking advantage, or attempting to take advantage, of the vulnerable party in a power relationship for pleasure or gain

Sexual assault means an intentional application of force to another person *without that person’s consent*. It also includes an attempt or a threat to apply force to another person. Kissing, fondling and sexual intercourse, in the absence of consent, are sexual assaults.

PRINCIPLES APPLICABLE TO COMPLAINTS

A person against whom a complaint is made will be presumed innocent of the alleged misconduct until it is admitted or substantiated by clear and convincing evidence. Every complaint will be taken seriously and will be processed as quickly as possible. Complaints of sexual assault or abuse of children or other vulnerable persons must be reported to the appropriate authorities as required by law. Complainants and those against whom complaints are made are entitled to seek legal or other counsel. The Officers of the General Synod and/or the

Officers of the ELCIC will cooperate in any investigation of a complaint of sexual misconduct by the police or any other external authority.

COMPLAINT PROCEDURES

- All Complaints, whether written or verbal, will be investigated and may be resolved either a) informally, between the parties b) with the help of a mediator or c) by any other means directed by the designated authority.
- Throughout the process, pastoral care will be provided to the complainant, and the defendant.
- Confidentiality and discretion will be maintained to the extent possible to protect the innocence and identity of those involved.
- No investigation or mediation will be commenced or continued if an investigation is made by an external authority.

DISCIPLINE

When sexual misconduct is admitted or substantiated, the designated authority, in consultation with the officers of General Synod and/or the Officers of the ELCIC, will determine the appropriate disciplinary action, which can be up to and including expulsion from the assembly and or termination of a position. The designated authorities shall destroy any confidential record when five years have elapsed after both the complainant and the person complained against have ceased to be either employees or volunteers. Anyone who is or has been an assembly participant is entitled to access to any records with respect to complaints made against them.

After reading the policy document carefully, please complete and sign the form below and return to the registrar or the person responsible for your committee or group.

**ACKNOWLEDGMENT FORM
 CODE OF CONDUCT CONCERNING SEXUAL MISCONDUCT
 FOR PARTICIPANTS AT THE JOINT ASSEMBLY
 OF GENERAL SYNOD AND NATIONAL CONVENTION
 Ottawa, July 3-7, 2013**

I have read the churches’ policy on “*Code of Conduct Concerning Sexual Misconduct for Participants at the Joint Assembly of General Synod and National Convention in Ottawa in July 2013*”.

I understand that this policy is part of the churches’ commitment to ensure the church provides a safe environment for all. I also understand that it is a condition of participation at the Joint Assembly that all participants indicate their adherence to this policy.

As a participant at the 2013 Joint Assembly, I agree to comply with this policy.

Name: _____

Address: _____

City, Province, Postal Code _____

Participant/Committee/Position: _____

_____ Signature Date

CARRIED.

CC-2012-08 That the Candidacy Manual be amended by adding the following description for “Relator’s Role” to Section A “Candidacy in the ELCIC.”

Relator Role

Each candidate granted an endorsement will be assigned a Relator. This person serves as a liaison between the committee and the candidate. The role of the Relator is unique and distinct from the role of a Supervising Pastor and/or Mentor relationship.

The role of the Relator is designed to provide consistency in the Candidacy process. Students will have a regular point of contact at interviews and the Candidacy Committee will benefit by having a designated person following the student's progress throughout the candidacy process.

Specifically the role of the Relator includes:

- Being present (whenever possible) at all interviews with the student
- Writing the final report for the Examining Committee
- Providing information to the student if, and/or, as requested by the student **CARRIED.**

CC-2012-09 That NCC refer the matter of mandatory continuing education to the Future of Theological Education Task Force. **CARRIED.**

CC-2012-10 To adopt the amended ELCIC Policy on Displays at National Conventions. **CARRIED.**

Policy on Displays at National Convention PROPOSED POLICY

Displays at National Convention are encouraged as a service to the church. National Convention display space will be made available to organizations with which the Evangelical Lutheran Church in Canada has a relationship. Exhibitors will be required to pay the fee for display space.

Organizations that sponsor some part of the National Convention will be acknowledged. Displays will not be permitted for industries such as, but not limited to, tobacco products, alcoholic beverages, drug paraphernalia and those which promote any form of gambling.

Displays which may conflict with the interests of the ELCIC, as for example, the solicitation of funds for causes that either duplicate existing programs of the ELCIC or conflict with them, will not be permitted.

Display space will be approved for a prescribed time during the National Convention with the understanding that the responsibility for setting up, dismantling and removing displays lies with the exhibitor. The exhibitor will supply all tools and other materials needed for the display. Literature and other promotional materials can only be distributed in the display areas.

Exhibitors will be required to confirm their adherence to the Evangelical Lutheran Church in Canada's Code of Conduct for Event Participants.

Contact information (names, address, congregations, etc.) for attendees at events will not be provided to exhibitors by the ELCIC.

The Evangelical Lutheran Church in Canada will not be responsible for any damage or loss that may occur to the goods and properties of the exhibitor during transport, setup, display or removal of an exhibit.

CURRENT POLICY

National Convention display space will be made available, cost to be determined, to organizations with which the Evangelical Lutheran Church in Canada has an official relationship such as but not limited to Global Hunger and Development Appeal (GHDA), Evangelical Lutheran Women (ELW), Canadian Lutheran World Relief (CLWR), ELCIC church schools and seminaries etc. Display space will not be granted to other organizations either of a religious or secular nature.

Exceptions may be made to organizations that sponsor some part of the National Convention; for example, an organization providing refreshments breaks may be permitted signage.

Adopted by National Church Council

November 2003

CC-2012-11 To adopt the amended Policy for Reimbursement of Expenses for Those Traveling for ELCIC Purposes. **CARRIED.**

Policy for Reimbursement of Expenses for those Traveling for ELCIC Purposes

Reviewed by Finance Committee: ~~September 12, 2008~~ February 3, 2012

Approved by NCC: ~~March 7, 2009~~

Management is responsible for developing and managing budgets. When requesting reimbursement of expenses incurred on behalf of the ELCIC, the expense report must be authorized by the manager responsible for the expenditure area. The budget should be established based upon known or best estimates of travel requirements in the coming year. An agenda of the travel should be submitted to the manager responsible for the expenditure area at the beginning of the year. Any changes must be authorized prior to expenses being incurred.

The expense report submitted for reimbursement must include the following information:

- Name and mailing address of the person claiming reimbursement
- Name and dates of event attended, or the purpose and dates of travel
- If a non-ELCIC event, the name of other ELCIC-sponsored attendees should be listed
- Expense reports are to be submitted to the national office within 30 days of the trip.

The following authorized expenses will be reimbursed:

- Airfare: the best available economy fare and agency service fee not to include travel luxuries such as seat selection fees, over limit baggage fees. Travelers are expected to choose the airline offering the best fare where a choice is available. Travelers should use their discretion if choosing the best fare incurs additional costs such as overnight hotels, additional meals etc.
- Mileage: authorized mileage will be reimbursed at 80% of the Treasury Board rate. Department of Finance and Administration (DFA) will adjust rates annually as part of the normal budget process.
- Mileage for the National Convention: authorized mileage rate will be 50% 35% of the ELCIC authorized mileage rate for the year up to the equivalent cost of an air ticket based on the excursion rate approved for the convention plus an additional \$0.03 \$0.02 per kilometer per additional delegate in the vehicle
- Car rentals: Car rentals will be reimbursed only if necessary and less costly than using taxis; reason for necessity must be noted;
- Transportation to and from the airport (Taxi or shuttle service or mileage and airport parking if less expensive);
- Meals: guidelines for specific meals are \$12 for breakfast, \$17 for lunch and \$25 for dinner. If purchasing meals for others, the names of the other people and the reason for purchasing the meal must be noted on the back of the receipt;
- Phone calls made in the course of ELCIC business. The ELCIC will not be responsible for incidental expenses such as but not limited to personal phone calls, laundry, newspapers etc.

Mileage Rates for 2012 2009 (based on Oct. 1, 2011 2008 Federal Treasury Board Travel Directives)

General Travel—40 cents/km

Convention Delegate Travel—20 14 cents/km

Motion: That NCC approve the proposed “Criteria for Creative Mission Initiatives” as the basis for the use of up to \$200,000.00 of excess funds above cap of \$14 M of CECF capital funds.

Amended to include **for the years 2013-2015 CARRIED.**

CC-2012-12 That NCC approve the proposed “Criteria for Creative Mission Initiatives” as the basis for the use of up to \$200,000.00 of excess funds above cap of \$14 M of CECF capital funds for the years 2013-2015.
CARRIED.

ELCIC Church Extension Capital Fund
Proposed Criteria for Creative Mission Initiatives
February 16, 2012
For consideration by National Church Council

The Church Extension and Capital Fund of the ELCIC has made funds available for groups within the ELCIC to inspire creative expressions of being faith communities in mission.

Toward this end, the CECF is making available maximum grants of \$100,000, with funding scaled over three years. It is proposed that a total of \$200,000 will be made available for creative mission initiatives over a three year period. The amount and time frame were chosen to provide for solid reliable support to the successful projects considering that they may initially include a significant degree of risk, given their creative nature.

The CECF is inviting groups to submit imaginative proposals based on the following criteria:

- Work in cooperation or partnership with other non-profit organizations, ecumenical groups and/or businesses, particularly if they are locally based.
- Offer a meaningful service to neighbourhood.
- Connect with those who are relatively less church or faith involved.
- Utilize a substantial volunteer component.
- Plan to maintain a sense of community connectedness
- Plan to be in relationship with the wider church

The applications must contain sufficient detail to demonstrate how the criteria can be achieved, such as the results of the research conducted by the applicant to substantiate social data, information concerning means of cooperation with other organizations, availability of funds from other sources, etc. The applications must also include a three year budget, along with development benchmarks based on development progress, fiscal considerations, competencies and vibrancy, which will be reviewed each year to qualify for subsequent funding.

Applications will be submitted to Synod Mission Consultants. Interested applicants are encouraged to contact their synod office as soon as possible so that mission consultants can provide information and support on how to prepare an effective application. The CECF Advisory Board will award the grants in February, 2013.

Administrative considerations:

- Annual progress and financial reporting will be required.
- Annual reports will be submitted to Synod mission consultant by September 30 each year, and will be forwarded to the CECF Advisory Board.
- Synod mission consultants will help identify a supervision strategy.

CC-2012-13 That NCC appoint the following persons, as nominated by synod bishops, to the CECF Advisory Board for terms to expire September 30, 2013:

Eastern Synod: Mark Harris
Synod of Alberta & Territories: Larry Kochendorfer
Manitoba/Northwestern Ontario Synod: Larry Ulrich
Saskatchewan Synod: Linda Hall
British Columbia Synod: Eric Krushel **CARRIED.**

Motion: That NCC forward the CECF Advisory Board's questions to the National Implementation Team as information.

Amended to read, strike as information and add with a request for recommendations to National Church Council by March 2013. **CARRIED.**

CC-2012-14 That NCC forward the CECF Advisory Board's questions to the National Implementation Team with a request for recommendations to National Church Council by March 2013. **CARRIED.**

The Advisory Board discussed the implications of restructuring for the CECF Advisory Board and the Canadian Mission Consultation. The makeup of the Advisory Board and the policies in the CECF Management Handbook are based on five synods. The Advisory Board offers the following question for NCC to consider:

1. If synods merge, what will be the effect on the makeup of the Advisory Board and on the allocation of funding?

2. In a structurally renewed church, would Canadian Mission and the work of CECF benefit from a “national strategy on mission” to guide this work?

3. In a structurally renewed church, would nationally coordinated training in the area of mission benefit leadership in newly constituted

These questions are offered in a spirit partnership, trusting NCC to use them as information for on-going processes.

Synod Bishops’ Report

NCC members raised questions pertaining to the reports from the Synod Bishops

Discussion and questions regarding budgets took place. National Staff were asked to speak about their areas of work and what the cuts to the budget would mean. Synod Bishops were asked to respond as well on what the cuts would mean to the Synods.

Dwelling in the Word-Cindy Hoppe

Friday, March 9, 2012

Opening prayer-meeting chaplain, Jeff Buhse

Visioning with Jeff Pym

Dwelling in the Word-Rev. Heather Spencer

Visioning with Jeff Pym

Visioning conclusions will be turned over to NCC Officers to compile into workable goals and strategies. Next step is to bring to staff for feedback, than take to NCC for approval.

The March NCC meeting agreed by consensus to have the NCC Officers proceed with the next steps regarding the visioning.

Refer to appendices #1 ELCIC Vision 2017, #2 Strategy Evaluation Summary, and #3 NCC Visioning March 9

Bishop Susan Johnson thanked Jeff Pym for his work regarding the visioning workshop conducted with the NCC members and staff.

Dwelling in the Word-Cynthia Haines Turner

Saturday, March 10, 2012

Opening prayer led by meeting chaplain, Jeff Buhse

There was some discussion on many actions arising from the Structural Renewal Task Force Report. During the discussion Matthew Diegel declared a conflict of interest.

CC-2012-15 That NCC communicate through the National Bishop with MNO Synod Council respectfully asking that they reconsider their action of March 7, 2012 and requesting an opportunity for the National Bishop and Vice President of the ELCIC meet with MNO Synod Council or Executive at the earliest possible opportunity.

CARRIED.

Budget Discussion

M/S to move to an in-camera session. **CARRIED.**

M/S to move from an in-camera session. **CARRIED.**

That the motions from the in-camera session be moved to the public session. **CARRIED.**

CC-2012-16 That NCC approve the revised budget as per tab 7. **CARRIED.**

Motion: That NCC approve reductions to the proposed budget as per tab 8 except for the following proposed reductions:

- a. Support for schools -- \$6750
- b. Worship -- \$6000
- c. Stewardship -- \$1500
- d. Youth ministry -- \$8,000

Amendment: That NCC amend the previous motion by removing support for schools -- \$6750, and add the wording of thereby carrying a deficit budget for 2012 of \$15,500.00. **CARRIED.**

CC-2012-17 That NCC approve the amended motion, namely, to approve reductions to the proposed budget as per Tab 8 except for the following proposed reductions:

- a. Worship -- \$6000
- b. Stewardship -- \$1500
- c. Youth ministry -- \$8,000

thereby carrying a deficit budget for 2012 of \$15,500.00 **CARRIED.**

CC-2012-18 That NCC, through the National Bishop, communicate with the Synod Councils our vision of the ELCIC as not only a church in mission for others but a church in mission together and that the Synod Councils reflect on the importance of this partnership in mission as they work through their 2012-2014 budgets and consider increasing their benevolence offerings. **CARRIED.**

Committee Reports

Constitution Committee met and will have a report ready for the September, 2012 NCC meeting.

NCC requested the Constitution Committee to consider a way forward regarding restructuring for constitutions for the synods and national and bring to the National Convention.

Audit Committee

CC-2012-19 That NCC appoint the auditors of Ernest and Young for the 2012 year. **CARRIED.**

Governance Committee

Committee has sought some feedback from Synods and will be reporting at the September 2012 meeting.

Conference of Bishops-No Report

Correspondence

The letter from Pam Radunsky will be deferred to the September NCC meeting. National Bishop Susan Johnson will write a letter to Pam Radunsky letting her know her letter will be brought to the September NCC meeting.

National Bishop Susan Johnson will respond to the letter from Arnie Reimer, re global warming.

Letter from Fran Schmidt regarding her intent to end her mission work was distributed.

Comments from ELCA Guest and ACC Council Rep:

Personal greetings were brought from ELCA Bishop Mark Hanson by ELCA guest The Rev. Don McCoid. The Rev. McCoid reported on the state and work of the ELCA.

Report from Anglican Church of Canada COGS given by Cynthia Haines Turner (ACC Rep). The ACC is looking toward visioning and planning for the future.

Closing prayer led by meeting chaplain, Jeff Buhse.

Next Meetings:

September 6-8, 2012	-Chaplain-Rev. Heather Spencer
	-Dwelling in the Word Rev. Trish Schmermund
	Rev. Kathy Martin
	Jeanie Stann
March 7-9, 2013	-Chaplain-
	-Dwelling in the Word
September 5-7, 2013	NCC Meeting

2012 NATIONAL OFFICE BUDGETS

Operating Fund

The operating budget for 2012 was drafted in the autumn of 2010 and was approved by the convention in July 2011. A review of this budget has been done as a result of a projected decline in benevolence and updated program directed income and expenses for the ministries of the national office; the following table contains the revisions to the 2012 budget. These changes to the operating budget are to be reviewed by the Finance Committee at their February meeting for presentation at the NCC meeting in March 2012.

The Evangelical Lutheran Church in Canada’s 2012 revised operating budget for the National Office is a balanced budget with revenues and expenses projected at \$2,541,100.

The details of the revised 2012 operating budget are attached along with a revised Analysis of Expenditures from Benevolence and Undesignated Revenues.

Revenues - Revisions to revenues are as follows:

REVISIONS TO 2012 OPERATING BUDGET			
REVENUES			
Benevolence	Benevolence - decreased by \$50,000 rather than \$25,000 in original budget	-\$25,000	
Undesignated Revenues	Investments & Other Income - increased based on investment funds available & revised other income	\$15,700	
	Praise Appeal - decreased from \$60,000 to \$50,000	-\$10,000	-\$19,300
Directed Income			
Directed Income	Global Mission - End of Thailand missionary term	-\$21,700	
	Governance - decreased as SRTF work completed	-\$13,000	
	Special Projects - New - revenues for National Implementation Team meetings and legal expenses	\$43,000	
	Special Projects - New - Future of Theological Education Task Force meetings	\$15,000	
	Worship - revised revenue projection for royalties & resources	-\$5,000	
	Compassionate Justice - additional revenues available for program expenditures and support to partner expenses - short term (2 years)	\$83,500	
	Communications - fewer promo sales	-\$500	
	Information Technology - fewer software licenses	-\$2,100	
	Support to Ministries - CSC Contract Ended	-\$7,400	\$91,800
Self Supported Activities	Worship Conference revised revenue projection		\$6,000
Total Changes to 2012 Revenues			\$78,500

Expenses - Revisions to expenses are as follows:
 ELCIC National Church Council
 March 8-10, 2012 Minutes

EXPENSES			
Salaries	Transfer from convention back to salaries	\$5,300	
Administration	Revised projections for expenses	-\$14,800	
Governance	NCC Meetings - Laureates Landing no longer available	\$6,400	
	Conference of Bishops - to reflect actual meeting expenses	\$3,000	
	National/Synodical Conferences - no SRTF meetings	-\$13,000	-\$13,100
Programs			
Programs	Global Mission - End of Thailand missionary term	-\$32,000	
	Special Projects - New - expenses for National Implementation		
	Team meetings and legal expenses	\$43,000	
	Special Projects - New - Future of Theological Education Task Force meetings	\$15,000	
	Worship - revised expense projections for meetings & resources	-\$6,900	
	Compassionate Justice - additional revenues available for program expenditures - short term (2 years)	\$66,200	
	Communications - New - spiritual renewal expenses	\$5,500	
	Lutheran Planned Giving - expenses reduced	-\$5,000	
	Leadership - training and meeting expenses reduced	-\$3,500	
	Youth - meeting and website expenses reduced	-\$3,000	
	Ecumenical - meeting expenses reduced	-\$7,000	\$72,300
Support to Partners			
Support to Partners	Global Mission Churches - remove international relations travel	-\$4,000	
	KAIROS - Compassionate Justice additional short term funds available	\$15,000	
	Justice Partners - Compassionate Justice additional short term funds available	\$2,300	\$13,300
Self Supported Activities			
Self Supported Activities	Worship Conference - revised expense projections		\$6,000
Total Changes to 2012 Expenses			\$78,500

CECF Fund

The CECF budget for 2012 was also drafted in the autumn of 2010 and was approved by the convention in July 2011. A review of this budget has been done and projections for revenues and expenses have been updated. The CECF budget for 2012 is a surplus budget with revenues projected at \$425,000 and expenses projected at \$380,900 for a net income of \$44,100. The revised 2012 CECF budget will be reviewed at the CECF Advisory Board meeting on January 26, 2012 and is attached.

LIFE Fund

The LIFE fund budget that was approved at the convention was reviewed and updated based on revised projections. The revised budget is a surplus budget with revenues projected at \$201,750 and expenses projected at \$159,800. This revised budget is also attached.

Evangelical Lutheran Church in Canada
PROPOSED REVISED 2012 OPERATING FUND BUDGET

DESCRIPTION	2009	2010		2011	2012	2012	2012
	Actual	Revised Budget	Actual	Revised Budget	Budget	Revised Budget	Changes
REVENUES							
Benevolence from Synods	1,034,293	1,023,345	990,233	998,400	973,400	948,400	-\$25,000
Investment & Other Income	202,065	63,500	90,851	81,000	84,200	99,900	\$15,700
ELCIC Praise Appeal	81,070	61,000	66,946	50,000	60,000	50,000	-\$10,000
Directed Income	629,161	756,230	598,226	659,400	638,300	730,100	\$91,800
Self Supported Activities	1,061,002	809,050	578,162	799,500	706,700	712,700	\$6,000
Total Revenues	3,007,591	2,713,125	2,324,418	2,588,300	2,462,600	2,541,100	\$78,500
EXPENSES							
Salaries							
Salaries & Benefits	649,310	575,240	556,751	594,500	615,200	620,500	\$5,300
Administration							
Rent	80,390	77,400	61,911	69,600	69,600	65,400	-\$4,200
Office Expenses	35,202	39,400	29,731	34,700	34,700	33,800	-\$900
Insurance	9,637	10,500	9,858	15,000	15,000	10,400	-\$4,600
Amortization	63,842	66,305	65,209	25,000	20,000	17,000	-\$3,000
Information Technology	39,328	65,930	35,143	63,600	59,600	57,500	-\$2,100
	228,398	259,535	201,853	207,900	198,900	184,100	-\$14,800
Governance							
National Church Council	65,995	81,400	81,039	85,800	76,800	83,200	\$6,400
Conference of Bishops	4,419	7,500	10,531	7,500	7,500	10,500	\$3,000
National/Synodical Conferences	26,047	9,000	24,998	19,500	13,000	0	-\$13,000
Professional Fees	50,265	47,250	71,742	50,100	50,100	50,100	\$0
	146,726	145,150	188,310	162,900	147,400	143,800	-\$3,600
Programs							
Global Mission	267,756	227,550	212,636	214,100	214,100	182,100	-\$32,000
Special Projects	10,334	10,500	17,027	17,000	0	58,000	\$58,000
Worship	14,281	41,000	19,320	25,500	34,500	27,600	-\$6,900
Compassionate Justice	16,590	119,500	65,255	114,100	115,800	182,000	\$66,200
Communications	20,391	29,600	23,376	40,100	30,100	35,600	\$5,500
Stewardship & Planned Giving	70,313	91,675	45,279	41,000	36,000	31,000	-\$5,000
Leadership	10,578	14,275	5,221	14,000	14,000	10,500	-\$3,500
Youth	11,106	18,000	5,639	17,500	14,500	11,500	-\$3,000
Ecumenical	56,922	74,100	50,719	53,200	48,200	41,200	-\$7,000
	478,271	626,200	444,472	536,500	507,200	579,500	\$72,300
Support to Partners							
Colleges & Schools	15,500	16,750	15,250	17,000	17,000	17,000	\$0
Seminaries	37,256	35,000	33,200	35,000	35,000	35,000	\$0
Global Mission Churches	115,454	87,700	74,128	77,700	77,700	73,700	-\$4,000
KAIROS	75,000	75,000	75,000	75,000	75,000	90,000	\$15,000
Lutheran World Federation	50,000	50,000	50,000	50,000	50,000	50,000	\$0
World Council of Churches	10,000	10,000	10,000	10,000	10,000	10,000	\$0
Canadian Council of Churches	18,000	18,000	18,000	16,800	16,800	16,800	\$0
Justice Partners	5,400	5,500	5,500	5,500	5,700	8,000	\$2,300
	326,610	297,950	281,078	287,000	287,200	300,500	\$13,300
Self Supported Activities							
Canada Lutheran	209,198	242,800	242,941	263,400	263,400	263,400	\$0
Convention	393,407	25,000	13,052	470,800	15,000	15,000	\$0
Youth Gathering & Project	34,310	462,000	294,825	45,000	355,000	355,000	\$0
Worship Conference	5,503	65,000	27,952	6,000	44,000	50,000	\$6,000
Diaconal Formation Event	0	0	12,370	0	15,000	15,000	\$0
Cora Martinson Memorial Fund	5,753	14,250	2,554	14,300	14,300	14,300	\$0
GHDA & CLWR	384,240	0	0	0	0	0	\$0
	1,032,411	809,050	593,694	799,500	706,700	712,700	\$6,000
Total Expenses	2,861,727	2,713,125	2,266,158	2,588,300	2,462,600	2,541,100	\$78,500
NET INCOME (LOSS)	145,864	0	58,260	0	0	0	\$0

Operating Fund Budget Analysis of Expenditures from Benevolence and Undesignated Revenues					
Description	2010 Revised Budget	2011 Revised Budget	2012 Budget	2012 Revised Budget	2012 Changes
Benevolence & Other Income	\$1,147,845	\$1,129,400	\$1,117,600	\$1,098,300	-\$19,300
Expenditures					
Salaries	\$575,240	\$594,500	\$615,200	\$620,500	\$5,300
Administration	\$149,505	\$94,700	\$85,700	\$80,400	-\$5,300
Governance	\$136,150	\$143,400	\$134,400	\$143,800	\$9,400
Programs	\$178,950	\$187,700	\$173,100	\$148,300	-\$24,800
Support to Partners	\$108,000	\$109,100	\$109,200	\$105,300	-\$3,900
Self Supported Activities	\$0	\$0	\$0	\$0	\$0
Sub Total	\$1,147,845	\$1,129,400	\$1,117,600	\$1,098,300	-\$19,300
Unrestricted Net Income (Loss)	\$0	\$0	\$0	\$0	\$0
Total	\$1,147,845	\$1,129,400	\$1,117,600	\$1,098,300	-\$19,300

**Evangelical Lutheran Church in Canada
PROPOSED REVISED 2012 CECF FUND BUDGET**

DESCRIPTION	2009	2010		2011	2012	2012	2012
	Actual	Revised Budget	Actual	Revised Budget	Budget	Revised Budget	Changes
Revenues							
Mortgage Interest Income	285,463	264,000	218,901	231,000	231,000	231,600	600
Investment Income	383,264	170,000	155,059	173,300	173,300	175,900	2,600
Canadian Mission Consultation Fees	3,100	3,100	3,500	3,500	3,500	2,500	-1,000
Gain on Sale of Property	127,181	0	0	0	0	0	0
Mineral Rights	160	0	7,367	4,000	4,000	15,000	11,000
Total	799,167	437,100	384,827	411,800	411,800	425,000	13,200
Expenses							
Mortgage Interest Rebates	142,561	130,000	148,855	157,400	157,400	148,500	-8,900
Interest Rebates to Synods	344,938	153,000	139,553	156,000	156,000	158,300	2,300
Administration	45,000	45,000	45,000	45,000	45,000	45,000	0
Real Estate Consultant	6,361	7,500	5,079	7,500	7,500	7,500	0
CECF & Canadian Mission Meetings	7,594	8,500	12,327	8,500	8,500	15,000	6,500
Ecumenical Shared Ministries	0	0	0	2,000	2,000	2,000	0
National Initiatives	511	1,500	597	1,500	1,500	1,500	0
Database Programming	0	2,000	2,695	2,000	2,000	2,000	0
Mineral Rights Expenses	720	0	720	750	750	750	0
Printing & Mailing	21	300	38	300	300	300	0
Corporation Filing Fee	50	50	153	50	50	50	0
Total	547,756	347,850	355,018	381,000	381,000	380,900	-100
Net Income (Loss)	251,411	89,250	29,809	30,800	30,800	44,100	13,300

**Evangelical Lutheran Church in Canada
PROPOSED REVISED 2012 LIFE FUND BUDGET**

DESCRIPTION	2009	2010		2011	2012	2012	2012
	Actual	Revised Budget	Actual	Revised Budget	Budget	Revised Budget	Changes
Revenues							
Investment Income	283,703	46,310	66,444	69,800	69,800	88,100	18,300
Mortgage Interest Income	61,360	83,400	56,086	68,800	68,800	51,600	-17,200
Bequests	0	0	52,100	0	0	0	0
ELCIC Women of Faith Fund	0	0	0	35,000	35,000	37,150	2,150
LIFE Fund Reserves	32,657	27,740	38,945	41,800	24,800	24,900	100
Total	377,719	157,450	213,575	215,400	198,400	201,750	3,350
Expenses							
Interest Expense	47,725	43,200	47,039	47,150	47,150	43,400	-3,750
Stewardship	33,750	45,000	5,200	7,500	7,500	7,500	0
Administration	45,000	45,000	45,000	45,000	45,000	45,000	0
Program Grants	10,334	10,500	17,027	17,000	0	0	0
ELCIC Women of Faith Fund	0	0	0	35,000	35,000	37,150	2,150
Annuity Contracts	11,316	11,900	11,919	11,900	11,900	12,200	300
Global Mission Partner Churches	11,006	0	10,000	12,900	12,900	12,700	-200
Computer Programming	0	1,000	1,031	1,000	1,000	1,000	0
Memberships	600	600	560	600	600	600	0
Printing & Mailing	13	250	2,135	250	250	250	0
Bequest Distribution	0	0	33,865	0	0	0	0
LWF Endowment Fund	0	0	5,210	0	0	0	0
Total	159,744	157,450	178,985	178,300	161,300	159,800	-1,500
Net Income (Loss)	217,975	0	34,590	37,100	37,100	41,950	4,850

Report to National Church Council Proposed Additional 2012 Budget Revisions

The 2012 operating budget passed by National Convention in July was reviewed by management and adjustments of \$78,500 to this budget were proposed. The Finance Committee at its meeting in February reviewed these adjustments and recommended to NCC that these adjustments be approved. These revisions appear in a separate document.

The week prior to the Finance Committee, the National Office received a letter from the Alberta Synod indicating that their benevolence for 2012 would decrease to \$140,000 or 17% of the ABT Synod benevolence from 28% of ABT Synod benevolence. This will result in a shortfall in benevolence in the 2012 operating budget as follows:

ABT Synod benevolence	\$263,600
Anticipated benevolence reduction	<u>(25,000)</u>
Budgeted 2012 ABT Synod benevolence	\$238,600
Revised ABT projection – February 2012	<u>(140,000)</u>
Shortfall in benevolence	<u>\$ 98,600</u>

Due to timing, there was not sufficient time to prepare another revised budget for the Finance Committee. The National Bishop met with the Finance Committee to discuss options on how to handle this shortfall. The Finance Committee recommended that the National Bishop and Director, Finance and Administration prepare a list of options for NCC regarding this shortfall. It was noted that some of the proposed adjustments may include program changes for the National Office and would therefore require the approval of NCC. Some items listed below may not see complete savings this year but will provide savings in future years. The following outlines the list of options to cover this benevolence shortfall:

Description	Amount	Comments
REVENUES		
Shortfall in Benevolence	(\$98,600)	ABT Synod reduction from 28% to 17%
Interest Income	10,000	Revised projection based on 2011 actual
Other Donations	10,000	History of donations from Deaconess Community
Admin Fee Compassionate Justice	9,550	Increase admin fee from 5% to 10%
Stewardship	1,500	Increase cost recovery from congregations for materials
IT – Increase user fee for email	1,400	Fee increase from \$105 to \$130
IT – Synod Support	1,500	Fee of \$300 per Synod re support for maintenance & development of corporate databases. Total costs are currently \$100,000
TOTAL - REVENUES	(\$64,650)	
EXPENSES		
Global Ministries		
2012 Programming	\$ 15,300	Reduced programming re Global Mission Event, training and service for L. Endress. Recall of Fran Schmidt and Brian Rude in 2012. No savings in 2012 due to notice period and reorientation costs but certainly a cost saving in future years. Contributions received in support of missionaries have been decreasing and the reserve for missionaries will run out in 2013.
2013 & Future Programming		
National Ministries		
Conference of Bishops (COB) – Meeting with House of Bishops	\$ 8,100	National Office will fund expenses for COB meetings held in conjunction with NCC. House of Bishops meeting expenses will be at own expense.

Description	Amount	Comments
Support to Schools – Luther College and LCBI	\$ 6,750	Cancel last two quarterly payments in 2012. No funding for future years. Campus Ministry and FIM Bursaries to continue as they are self funded through endowment interest.
Worship	\$ 6,000	Discontinue Program Committee for Worship (\$5,000) and Worship Memberships (\$1,000). Some worship activities will continue with Assistant to Bishop and others will be taken up by other staff, i.e., Eternity for Today. We will form worship task groups as needed. Need to end the Companion of the Worship Arts in future years (\$3,000).
Synodical Ministries		
Lutheran Planned Giving	\$ 10,000	Synod Responsibility.
Stewardship 2012 2013	\$ 1,500	Reduced staff travel in 2012. Synod Responsibility. For the future, National Office to continue with report covers only, no materials (\$6,000) or Ecumenical Stewardship Centre (\$3,000).
Youth Ministry	\$ 8,000	Synod Responsibility. Discontinue Program Committee for Youth Ministry (\$5,000). No expenses for staff travel (\$2,000) or communication (\$1,000). National staff to continue with Luther League Fund, Leadership Development and CLAY.
Support to Ministries		
Office Administration & Maintenance	\$ 3,000	Revised projections for expenses.
Partnerships		
JALC	\$ 3,500	Revised projection based on past experience. Need to consider having only one meeting per year in consultation with ACC. Potential savings \$2,500.
Administration & Staff Travel	\$ 2,500	Revised projection based on 2011 actual.
TOTAL – EXPENSES	\$ 64,650	

It should be noted that the time of writing of this document, we have not received notice from the other four Synods regarding their benevolence commitments for 2012.