

**Evangelical Lutheran Church in Canada  
Minutes of the National Church Council Meeting  
September 4–6, 2014  
Hampton Inn Winnipeg Airport, 730 Berry St., Winnipeg, MB**

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 Bruce Cook Rev. Dr. Cameron Harder Cindy Hoppe Cynthia Haines-Turner Rev. Dr. Marc Jerry Allyn Langager Pat Lovell	Rev. Kathy Martin Rev. Heather Spencer Rev. Jeffrey Smith Jeanie Stann Rev. Brian Wilker-Frey Judy Wry
Synod Bishops:	Bishop Greg Mohr, BC Synod Bishop-Elect Sidney Haugen, SK Synod Bishop Larry Kochendorfer, ABT Synod	Bishop Michael Pryse, Eastern Synod Bishop Elaine Sauer, MNO Synod
Staff:	Rev. Paul Gehrs, Assistant to the Bishop, Justice and Leadership Rev. André Lavergne, Assistant to the Bishop, Ecumenical and Interfaith Rev. Lyle McKenzie, Assistant to the Bishop, Worship Trina Gallop Blank, Director of Communications and Stewardship Gloria McNabb, Director of Finance and Administration Desiree Mendoza, Meetings and Communications Assistant	
Guest:	Bishop Elizabeth A. Eaton, Evangelical Lutheran Church in America (ELCA)	
ELCIC-GSI (Sept. 5 only)	Lisa Thiessen, Executive Director Jackie Dojack, Chairperson	
Regrets:	Vanessa Bergeron	

**THURSDAY, SEPT. 4, 2014, 7:00 P.M .**

Opening Worship led by meeting chaplain, Rev. Dr. Marc Jerry.

Co-chair Sheila Hamilton called the meeting to order.

Bishop Susan introduced Bishop-elect Sidney Haugen of the SASK Synod and Bishop Elizabeth A. Eaton, Presiding Bishop of the Evangelical Lutheran Church in America (ELCA) to NCC.

M/S That NCC adopt the amended agenda. **CARRIED.**

Declaration of Conflicts of Interest – No conflicts declared.

M/S That NCC approve the March 6–8, 2014 meeting minutes. **CARRIED.**

M/S That NCC approve the May 8, May 13, July 2 and August 28 e-vote meeting minutes. **CARRIED.**

**CC-2014-36** The NCC approve the May 8, 2014 e-vote meeting minutes for e-vote #1 – That NCC approve the 2013 audited financial statements. **CARRIED.**

**CC-2014-37** That NCC approve the May 8, 2014 e-vote meeting minutes for e-vote #2 – That NCC approve the appointment of Ernst & Young as the ELCIC auditors for the 2014 fiscal year. **CARRIED.**

**CC-2014-38** That NCC approve the May 13, 2014 e-vote meeting minutes for e-vote #3 – That NCC approve to extend a call to special service to Rev. André Lavergne to serve as Assistant to the Bishop, Ecumenical and Interfaith for the term July 1, 2014 to August 31, 2015. **CARRIED.**

**CC-2014-39** That NCC approve the July 2, 2014 e-vote meeting minutes for e-vote #4 – That NCC approve to extend a call to special service to Rev. Stephan Wagner to serve as a chaplain with the Canadian Forces. **CARRIED.**

**CC-2014-40** That NCC approve the August 28, 2014 e-vote meeting minutes for e-vote #5 That NCC appoint Rev. Doug Reble (Eastern Synod) and Cheryl Bauer-Hyde (SK Synod) to the CLWR Board for a three-year term 2014–2017 and re-appoint Lisa Janke (MNO Synod) to the CLWR Board for a second three-year term 2014–2017. **CARRIED.**

### **Report of the National Bishop**

Bishop Susan Johnson gave an oral report to NCC including the global mission task force; National Bishop's video in response the ALS #IceBucketChallenge; letters written to government officials regarding various issues; CLAY gathering; and others.

**CC-2014-41** That Rebekah Ludolph be appointed as the ELCIC Observer to the Primate's World Relief and Development Fund Board (PWRDF) for a three-year term beginning in November, 2014. **CARRIED.**

**CC-2014-42** That Bishop Larry Kochendorfer be appointed as a replacement for Bishop Cindy Halmarson on the Faith, Order and Doctrine committee for the remainder of the two-year term until September 1, 2015. **CARRIED.**

**CC-2014-43** That NCC endorse the Joint Assembly Declaration Work Plan. **CARRIED.**

*Note: Bishop Susan explained that this needs to be a joint action by both churches.*

### **LWF Twelfth Assembly Budget**

NCC affirmed their commitment to pay the increased LWF Member Church Assembly Fees (ELCIC assessment is 11,435 USD).

### **Report of the Lutheran-Reformed Joint Commission between the Lutheran World Federation (LWF) and the World Communion of Reformed Churches (WCRC), 2006—2012**

NCC recommended the Report of the Lutheran-Reformed Joint Commission to be sent to the Joint Anglican Lutheran Commission (JALC), the seminaries in the ELCIC, and to Lutheran-Presbyterian-United shared ministries with a request for comment by March 2015.

### **Closing Worship for the Day**

Chaplain Rev. Dr. Marc Jerry led the group in Closing Prayer.

## **FRIDAY, SEPTEMBER 5, 9:00 A.M.**

**Opening Worship** led by meeting chaplain, Rev. Dr. Marc Jerry.

Bishop Susan Johnson called the meeting to order.

### **Report of the ELCIC Officers**

Vice-President Sheila Hamilton presented an oral report to NCC. She mentioned that the plan for the evaluation of the National Bishop will be determined this fall and that the process will be reported out in March 2015.

### **Reports of the Synod Bishops**

Synod Bishops were asked to give their oral reports to NCC. They shared Synod Convention highlights; how Spirited Discipleship, Healthy Church, Compassionate Justice and Effective Partnerships are being lived out in their synods; and any challenges of which NCC needed to be aware.

### **COGS Report**

Cynthia Haines-Turner presented an oral report of the Conference of General Synod (COGS) to NCC.

### **Conference of Bishops Report**

Bishop Greg Mohr presented the Conference of Bishops Report to NCC.

### **Women of Faith Fund Report**

Marie-Laure Collet presented the Women of Faith Fund Report to NCC.

**CC-2014-44** That NCC reappoint Margaret Olson for a second term on the Advisory Committee of the Women of Faith Fund for 2014–2016. **CARRIED.**

**CC-2014-45** That NCC appoint Lenore Rieck and Sharon Bell for a first term on the Advisory Committee of the Women of Faith Fund for 2014-2016. **CARRIED.**

### **Work Plan Update**

National Bishop Susan Johnson presented the updated work plan for implementing the strategic plan.

### **National Convention 2015**

Bishop Susan Johnson discussed with NCC the key things that would be relevant for our 2015 National Convention.

### **National Convention 2017**

**CC-2014-46** That NCC receive the invitations of the MNO Synod and BC Synod to host the 2017 National Convention. **CARRIED.**

*Note: A decision as to venue will be made after the site of the proposed 2019 Joint Assembly with the Anglican Church of Canada is decided.*

### **Follow-Up on Officers' Consultation**

Sheila Hamilton reported to NCC the common themes discussed during the March 2014 meeting. A survey was given to NCC in August 2014 regarding the things discussed during the synodical officers' consultation meeting. NCC members noted common themes they would like to discuss further.

### **Meeting of the Sole Member of the ELCIC Group Services Inc.**

ELCIC-GSI representatives Lisa Thiessen, Executive Director and Jackie Dojack, Chairperson presented to NCC.

*See Appendix for the Minutes of Information Session with ELCIC Group Services, Inc.*

### **Greetings From Bishop Elizabeth Eaton, Presiding Bishop of ELCA**

Bishop Elizabeth Eaton delivered her greetings to NCC. She shared her appreciation for the work of the ELCIC and for our shared work in the region and in the LWF.

### ***Eternity for Today App***

Trina Gallop Blank, Director for Communications and Stewardship presented the *Eternity for Today* App to NCC. The app is now in its soft launch stage and will be officially launched to the wider church at a later time.

### ***Pray, Read, Study—Gender Justice Policy***

The Bible Study was facilitated by Bishop Susan Johnson.

## **Correspondence—**

### **Email from Martti Hyhko**

*Note: NCC requested that Bishop Susan draft a letter in response to Martti Hyhko's email.*

### **Letter from Bishop Michael J. Pryse**

Bishop shared the following Eastern Synod Assembly Action:

That the Eastern Synod in Assembly petition the National Church Council of the Evangelical Lutheran Church in Canada to develop a social statement or policy resolution to address concerns related to the criminal justice and correctional system in Canada (ES-14-14)

**CC-2014-47** That NCC request the National Bishop to develop a policy resolution addressing concerns of criminal justice and correctional system in Canada to be presented to NCC in March 2015. **CARRIED.**

### **Draft 2014–2017 ELCIC Communications Strategy**

Trina Gallop Blank, Director for Communications and Stewardship presented the Draft 2014–2017 ELCIC Communications Strategy to NCC.

**CC-2014-48** That NCC approve the draft 2014–2017 ELCIC Communications Strategy and refer it to Finance Committee for budget consideration. **CARRIED.**

## **Reports—**

### **Audit Committee**

Cindy Hoppe presented the report of the Audit Committee and the report of the Compliance Officer to NCC.

**CC-2014-49** That NCC approve the audit fees of \$22,500 for the 2014 fiscal year end to be conducted by Ernst & Young. **CARRIED.**

### **Department of Finance and Administration Report**

Gloria McNabb, Director for Finance and Administration presented the Report of the Department of Finance and Administration to NCC.

Ken Day, ELCIC Treasurer presented an oral report including the Policy for Reimbursement of Expenses for ELCIC Purposes.

**CC-2014-50** That NCC adopt the revised Policy for Reimbursement of Expenses for ELCIC Purposes as presented.

### **EVANGELICAL LUTHERAN CHURCH IN CANADA Policy for Reimbursement of Expenses for ELCIC Purposes**

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
- Receipts for all expenditures.

The following authorized expenses will be reimbursed upon submission of receipts:

- Airfare: the best available economy fare and agency service fee not to include travel luxuries such as seat selection fees or over the limit baggage fees. Travelers are expected to choose the airfare 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% 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 per kilometer per additional delegate in the vehicle.
- Car rentals: Car rental 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 \$15 for breakfast, \$20 for lunch and \$30 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 personal **or** incidental expenses such as but not limited to personal phone calls, laundry, newspapers, etc. No reimbursement will be made for alcoholic beverages.

Mileage Rates for 2014 (based on Oct.1, 2013 Federal Treasury Board Travel Directives)

General Travel – 40 cents/km  
Convention Delegate Travel – 20 cents/km

**CARRIED.**

## **Governance Committee**

Sheila Hamilton presented the Report for the Governance Committee to NCC.

**CC-2014-51** That NCC adopt the Constitution Committee/Council Relationship Description in the Governance Manual.

### **GS 4.10 Constitution Committee/Council Relationship Description**

#### **1. AUTHORITY**

The Constitution Committee is a Committee of Council members which is appointed by the Council for the biennium for the purpose of helping Council achieve effective governance.

Membership of the Constitution Committee shall consist of no less than three and no more than six members, all of whom shall be members of the Council.

A majority of members shall constitute a quorum.

## **2. LIMITATIONS OF AUTHORITY**

The Committee shall advise the Council on matters of the constitution. The Committee may not, without additional authorization by the Council:

- Manage the day-to-day operations of the church;
- Give management direction to the National Bishop or the National Bishop's staff;
- Monitor management performance not covered in the Governance Manual; and
- Request reports not required for the monitoring of governance policies.

## **3. RESPONSIBILITIES**

The Committee shall:

- Advise Council respecting its constitution;
- Recommend to Council changes to the Constitution and Bylaws of this church;
- Review amendments to synod constitutions;
- Direct the creation, revision and adoption of the national constitution of the ELCIC;
- Create model constitutions for the national, synodical and congregational levels of the ELCIC;
- Provide orientation for new Committee members; and
- Oversee adherence to the constitution.

## **4. EXPECTATIONS**

Meetings will be held at least once per year at the call of the chair. Members of the Committee are expected to attend all meetings of the Committee.

## **5. ACCOUNTABILITIES**

The Constitution Committee shall be accountable to Council.

The Constitution Committee shall report at least annually to Council the following:

- Dates of meetings and Committee members present; and
- Decisions, actions and recommendations of the Committee.

**CARRIED.**

## **Faith, Order and Doctrine**

Rev. Dr. Marc Jerry presented the report on Faith, Order and Doctrine (Study Guide on Word and Sacrament Ministry).

## **Closing Worship for the Day**

Chaplain Marc Jerry led the group in Closing Prayer.

## **SATURDAY, SEPT. 6, 9:00 A.M.**

Opening Worship led by meeting chaplain, Rev. Dr. Marc Jerry.

Bishop Susan Johnson called the meeting to order.

### **Reports—**

#### **Constitution Committee**

Murray Walter, ELCIC Secretary presented an oral report on behalf of the Constitution Committee to NCC.

**CC-2014-52** That NCC adopts the amended Part XVIII Transition of the ELCIC Administrative Bylaws for the purpose of presenting it to the 2015 National Convention for adoption.

#### **PART XV111    TRANSITION**

- Section 1.    Where the provisions of Part XVIII conflict with provisions contained elsewhere in the Administrative Bylaws, the provisions of Part XVIII shall prevail.
- Section 2.    The terms of all officers, National Church Council members, Court of Appeal members and ECIC Group Services Inc., elected at convention in 2015 shall be four years.
- Section 3.    The convention of this church following 2015 shall be in 2017.
- Section 4.    The terms of all officers, National Church Council members, Court of Appeal members and ELCIC Group Services Inc. directors elected at convention in 2017 shall be five years.
- Section 5.    The convention of this church following 2017 shall be in 2019.
- Section 6.    The term of the Bishop if elected in 2019 shall be six years. The terms of all other officers, National Church Council members, Court of Appeal members and ELCIC Group Services Inc. directors elected in 2019 shall be three years.
- Section 7.    The convention of this church following 2019 shall be in 2022.

#### **CARRIED.**

**CC-2014-53** That NCC approves the revised Eastern Synod Constitution. **CARRIED.**

#### **Officers' Consultation / Results of the NCC Survey**

Sheila Hamilton facilitated the discussion and opened the floor for feedback and/or questions.

1. Integrated communications strategy across the three expressions of the church.
2. The need for grassroots participation across the three expressions of the church in order to help identify the key priorities for mission.



3. Minor language shift from “The National Church” to “Our National Church”
4. Transparency: What does this mean and how do we do this?
5. Different ecclesiology and missiology continue to be different; how do we address these?
6. How can we use our dollars to do mission (CECF)?

**CC-2014-54** That NCC request the CECF Advisory Board to review the current fund cap and current criteria list, and to bring recommendations to NCC in March. **CARRIED.**

### **New Business**

NCC discussed talking points they wanted to include in a follow-up communication piece.

### **NEXT MEETINGS:**

March 5-7, 2015

- Chaplain: MNO Synod council members
- Bible Study: MNO Synod council members

November 13–15, 2015 (joint meeting with ACC)

Closing worship – Rev. Dr. Marc Jerry

Meeting adjourned.

**Minutes of Information Session with ELCIC Group Services Inc.**

September 5, 2014, Hampton Inn & Suites

Present:

- |                  |  |  |
|------------------|--|--|
| Officers of NCC: | Bishop Susan Johnson, President<br>Sheila Hamilton, Vice-President<br>Ken Day, Treasurer<br>Murray Walter, Secretary   |  |
| Synod Bishops:   | Bishop-Elect Sidney Haugen<br>Bishop Larry Kochendorfer<br>Bishop Greg Mohr  | Bishop Michael Pryce<br>Bishop Elaine Sauer  |
| NCC Members:     | Rev. Chris Bishopp<br>Jeff Buhse<br>Marie-Laure Collet<br>Bruce Cook<br>Cynthia Haines-Turner<br>Rev. Dr. Cameron Harder<br>Cindy Hoppe<br>Rev. Dr. Marc Jerry<br>Allyn Langager | Pat Lovell<br>Rev. Kathy Martin<br>Rev. Jeffrey Smith<br>Rev. Heather Spencer<br>Jeanie Stann<br>Rev. Brian Wilker-Fre<br>Judy Wry |
| NO Staff:        | Rev Paul Gehrs<br>Rev Lyle McKenzie<br>Trina Gallop Blank  | Rev André Lavergne<br>Desiree Mendoza<br>Gloria McNabb   |
| ELCA Guest:      | Bishop Elizabeth Eaton   |  |
| GSI:             | Lisa Thiessen,<br>Executive Director   | Jackie Dojack,<br>Chairperson  |
| Regrets:         | Vanessa Bergeron   |  |

Motion:

That NCC adopt the minutes of the ELCIC-GSI September 5, 2013. **CARRIED.**

Motion:

That NCC adopt the sole member of The Sole Member of the ELCIC Group Services, Inc.

RESOLUTION OF THE SOLE MEMBER  
of  
ELCIC GROUP SERVICES INC.  
(herein called the "Corporation")

**BE IT RESOLVED THAT:**

- (1) As recommended by the Board of Directors of ELCIC Group Services Inc., that the financial statements of the Corporation and the Pension Plan for Clergy and Lay Workers (consisting of a Statement of Financial Position as at December 31, 2013 and Statement of Operations and Net Assets for the financial year then ended) together with the report of comments of the auditors thereby received; and

(2) As recommended by the Board of Directors of ELCIC Group Services Inc. that PriceWaterhouseCoopers LLP is hereby appointed auditor of the Corporation to hold office until the next annual meeting of members at such remuneration as may be fixed by the directors, the directors being hereby authorized to fix such remuneration; and

The foregoing resolution is hereby signed by the sole member of the Corporation entitled to vote thereon at a meeting of the member.

DATED the 5<sup>th</sup> day of September, 2014.

EVANGELICAL LUTHERAN CHURCH IN CANADA

Per: \_\_\_\_\_

Per: \_\_\_\_\_

**CARRIED.**

DRAFT