

NORTH AMERICAN DIVISION COMMITTEE

June 19, 2003

1:00 p.m.

PRESENT

Don C. Schneider (Ch), Rosa T Banks (Sec), Debra C Brill, Del Johnson,
Kermit L Netteburg, C Michael Park, Juan R Prestol, Halvard B Thomsen,

PRAYER Don C Schneider

MINUTES of the meeting held on April 17, 2003 were approved.

RET/NADCOA/NADCOM to RJH

**ADVENTIST RETIREMENT PLAN BOARD—
MEMBERSHIP ADJUSTMENT**

VOTED, To adjust the membership of the Adventist Retirement Plan Board, as follows:

Add: Cauley, Michael F, President, Pennsylvania Conference

EDUn/NADCOA/NADCOM to RJH

**COMMISSION ON ACCREDITATION (COA) (NAD-Comm)—
MEMBERSHIP ADJUSTMENT**

VOTED, To adjust the membership of the Commission on Accreditation (COA) (NAD-Comm) as follows:

Delete	Warren, Barry
Add	Reeve, Derral

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PREn/NADCOM to KLN

**LIFETALK RADIO MINISTRY INTERIM EXECUTIVE
COMMITTEE (LTRInterm) (NAD-S)—APPOINTMENT**

VOTED, To appoint the LifeTalk Radio Ministry Interim Executive Committee (LTRInterim) (NAD-S) as follows:

MEMBERS

GILLEY, JAMES, CHAIR

Howard, Roscoe J III
Netteburg, Kermit L
Prestol, Juan R
Schneider, Don C

PARL/NADCOA/NADCOM to RJH

**LIBERTY EDITORIAL BOARD (Liberty) (NAD-B)—
MEMBERSHIP ADJUSTMENT**

VOTED, To adjust the membership of the Liberty Editorial Board (Liberty) (NAD-B) as follows:

Delete

Baptiste, Harold W
Evans, Larry R, Vice Chair
Hevener, Don C

Add

Howard, Roscoe J III
Kovalski, Gerald
Thomsen, Halvard, Vice Chair

PSI/NADCOA/NADCOM to KWO

BOGGS, HEIDI R—APPOINTMENT

VOTED, To appoint Heidi R. Boggs as Associate Director for the North American Division Philanthropic Service for Institutions (PSI), effective June 2, 2003.

ITS/NADCOA/NADCOM to KWO

DUNN, DANIEL—TRANSFER OF POSITION

VOTED, To transfer Daniel Dunn's position from Systems/Software Engineer to Network Administrator effective April 2003.

PARLn/NADCOA/NADCOM to KWO

REID, MELISSA—APPOINTMENT

VOTED, To appoint Melissa Reid as Marketing Director for *Liberty Magazine*, effective May 12, 2003.

ITSn/NADCOA/NADCOM to KWO

MICROSOFT OFFICE SUITE-GUIDELINES FOR IMPLEMENTATION

VOTED, To approve the following guidelines to implement Microsoft Office Suite in the North American Division by January 1, 2004:

Whereas: News.com on March 11, 2003, states that Microsoft is preparing to sell its stake in Corel at a loss of more than \$100 million; and

Whereas: Corel has slashed 20% of its workforce this past year, this has been a pattern for the past 3 years; and

Whereas: A Giga Information Group survey quoted in the September 2, 2002 issue of eWeek states that Microsoft has 94% of the office productivity suite market and Corel WordPerfect has 1% with the balance made up of several other suites; and

Whereas: The value of a single office suite throughout the North American Division would reduce costs and enhance the transfer of documents from office to office and ease the orientation of new and existing employees in a highly mobile work force; and

Whereas: The SUN accounting software has complete integration with the Microsoft Office Suite; and

Whereas: The General Conference office has voted to use Microsoft Office Suite as the standard office suite, it is:

The requirements are as follows:

1. To require the North American Division office to be using the Microsoft Office Suite for sending all new documents internally and externally by January 1, 2004.
2. To work toward the conversion of all existing documents in other office suites to the Microsoft Office Suite by January 1, 2005.
3. To support the most current version of the Microsoft Office Suite as well as the first previous version at all the North American Division offices.

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4. To negotiate with the North American Division Department of Education to follow the above recommendation.

OGC/SECn/NADCOM to RJH

GOOD NEIGHBOR HOUSE—DENOMINATIONAL STATUS

VOTED, To record the action of December 15, 1998 with approval of denominational status for the Good Neighbor House located at 844 South Patterson Boulevard, Dayton, Ohio 45402. The effective date is December 30, 1999. The good Neighbor House will be tax exempt under its own 501(c)(3) of the United States Internal Revenue Code. This organization will not participate in a retirement plan administered by the North American Division.

OGC/SECn/NADCOM to RJH

**FRIENDS-R-FUN CHILD DEVELOPMENT CENTER, INC.—
DENOMINATIONAL STATUS—CORRECTION**

VOTED, To correct the minutes of July 31, 2002, wherein the Friends-R-Fun Child Development Center, Inc. was granted denominational status but will be tax exempt under its own 501(c)(3) of the United States Internal Revenue Code and not as a subsidiary of the General Conference of Seventh-day Adventists.

TREn/NADCOM to JRP

ATLANTIC UNION CONFERENCE —APPROPRIATION

VOTED, To provide \$50,000 as a special (one-time) appropriation to the Atlantic Union Conference from #71000 Undesignated Projects.

TREn/NADCOM to JRP

ATLANTIC UNION CONFERENCE—POLICY VARIANCE

The new NAD X 20 05-2 requires that when housing is provided by the employer, rental charge should be at current community rates or at the rate indicated by ERI/Statistics Canada, whichever is less. Any variance to this recommendation is to be approved by the next higher organization.

The Atlantic Union Conference confronts the situation that the amount they charge for rental needs to increase drastically in order to comply with policy. Their request for a variance seeks to arrange for increases that will be workable with their employees (parsonage renters) over time. The union intends to increase the parsonage rental to be equal to 60% of the ERI Relocation Assessor's

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Housing/Utilities/Property Tax total for 2003, and then continue increasing the rental until it is in full compliance with the policy requirement.

VOTED, To grant a variance to NAD X 20 05-2 to the Atlantic Union Conference in harmony with the provision of NAD Working Policy.

TREn/NADCOM to JRP

**NORTH AMERICAN DIVISION EVANGELISM INSTITUTE—
APPROPRIATION**

VOTED, To appropriate \$42,000 to the North American Division Evangelism Institute (NADEI) for Natural Church Development and Church Planting efforts from # 15190 Evangelism.

TREn/NADCOM to JRP

GEOSCIENCE RESEARCH INSTITUTE—APPROPRIATION

VOTED, To appropriate \$5,000 to the Geoscience Research Institute of the General Conference in order to assist in the financing of the 2003 Sabbath/Creation consultation.

TREn/NADCOM to JRP

**GREATER NEW YORK CONFERENCE—LA RED SATELLITE
EVANGELISM—APPROPRIATION**

VOTED, To appropriate \$40,000 to the Greater New York Conference La Red Satellite Evangelism from functions #13666, #13667 and #13526.

TREn/NADCOM to JRP

KEN COX EVANGELISM PROGRAM—APPROPRIATION

On February 28, 2002, the North American Division Committee appropriated \$25,000 for the Ken Cox Evangelism Program in keeping with a recommendation from the Union Presidents.

VOTED, To authorize the appropriation of \$25,000 per year for the years 2003 – 2005 to be funded from Tithe Contingency #55050. These funds will be routed through the Illinois Conference.

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TREn/NADCOM to JRP

LIFETALK RADIO—LINE OF CREDIT GUARANTEE

VOTED, To offer a guarantee to the Adventist Media Center of up to \$200,000 to cover the cash needs of LifeTalk Radio until the sale of the Louisville, Kentucky; Cincinnati, Ohio; and the Niles, Washington stations is completed. The Adventist Media Center will make the funds available from their pool investment fund.

Adjournment

Don C Schneider, Chair
Rosa T Banks Secretary
Esther Jones, Recording Secretary