



Seventh-day
Adventist® Church
NORTH AMERICAN DIVISION



TOGETHER

IN MISSION



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LETTER FROM YOUR NAD OFFICERS

Dear Fellow Leaders:

Welcome to the 2022 North American Division Year-end Meeting! What a joy to see all of you in person after two years of having our Year-end meetings virtually!

We are living in challenging times, but we can rest in the counsel of Philippians 4:6, “Be anxious for nothing, but in everything by prayer and supplication, with thanksgiving, let your requests be made known to God.”

As we come out of Covid-19, we are looking forward to a great surge in outreach activities and evangelism throughout the Division territory. We thank God for each of you and what you have done during these momentous times that we live in.

Your NAD leadership team is committed to providing you with resources, information, and inspiration to ensure that our time together is productive, invigorating, and spiritually uplifting.

We are praying that God’s holy presence will be with us to give us wisdom and discernment as we discuss our agenda, and that the blessings of peace and harmony rain down on us throughout our meetings!

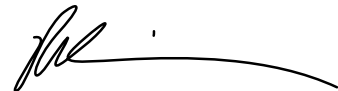
Together in mission,



G. Alexander Bryant,
President



Kyoshin Ahn,
Secretary



C. Randolph Robinson,
Treasurer



NAD OFFICERS

LEFT TO RIGHT:
KYOSHIN AHN, SECRETARY
G. ALEXANDER BRYANT, PRESIDENT
C. RANDOLPH ROBINSON, TREASURER

NOTICE

The 2022 North American Division Committee Year-end Meeting is being live streamed on the Internet and recorded for internal and archival purposes. Any other recording or transmission is unauthorized.



Kyoshin Ahn,
North American Division Secretary
October 2022

MISSION STATEMENT OF THE NORTH AMERICAN DIVISION

The mission of the **Seventh-day Adventist Church** in North America is: “To reach North America and the world with the distinctive, Christ-centered, Seventh-day Adventist message of hope and wholeness.”

This mission statement is a concise expression of the mission of the Seventh-day Adventist Church, which is: “To make disciples of all people, communicating the everlasting gospel in the context of the Three Angels’ messages of Revelation 14:6-12, leading them to accept Jesus as their personal Savior and unite with His remnant Church, discipling them to serve Him as Lord and preparing them for His soon return.”

SCHEDULE-AT-A-GLANCE

THURSDAY, OCTOBER 27: NAD YEAR-END MEETING BEGINS

8:00 a.m. – 6:00 p.m.	Registration (<i>Atrium</i>)
2:00 p.m. – 3:00 p.m.	New Member Orientation (<i>Amphitheater</i>)
3:00 p.m. – 5:00 p.m.	Business Session: G. Alexander Bryant, President, North American Division/Kyoshin Ahn, Executive Secretary, North American Division

FRIDAY, OCTOBER 28

7:00 a.m. – 7:45 a.m.	Steering Committee
7:30 a.m. – 7:50 a.m.	Prayer Time (<i>C. D. Brooks Prayer Chapel</i>)
7:30 a.m. – 1:30 p.m.	Registration/Check-in: (<i>Atrium</i>)
8:00 a.m. – 9:00 a.m.	Worship: Bradford Newton, President, Pacific Union Conference <i>The Power of Love (1 John 4:7–11)</i>
9:00 a.m. – 12:00 p.m.	Spouses' Meeting (<i>Amphitheater</i>)
9:00 a.m. – 1:00 p.m.	Business Session: G. Alexander Bryant, President, North American Division/Jorge A. Ramirez, Undersecretary, Secretariat
6:30 p.m. – 8:00 p.m.	Vespers: <i>Together in Mission: Media, Multiply, Mentorship</i> Rick Remmers, Assistant to the President, NAD Presidential Calvin Watkins, Vice President, North American Division José Cortes Jr., Associate Director, NAD Ministerial Association Paulo Macena, Director, NAD Leadership

*SUNSET: 6:10 P.M.

SABBATH, OCTOBER 29

8:30 a.m. – 9:00 a.m.	Prayer Time (<i>C. D. Brooks Prayer Chapel</i>)
9:15 a.m. – 10:30 a.m.	Sabbath School: Bonita J. Shields, Associate Secretary, North American Division
10:45 a.m. – 1:00 p.m.	Worship: G. Alexander Bryant, President, North American Division <i>"Lo, I AM With You Always" (Matthew 28:20)</i>
1:00 p.m. – 2:30 p.m.	Lunch (<i>Atrium/Café</i>)
5:00 p.m. – 6:30 p.m.	Vespers: Paul Llewellyn, President, SDA Church in Canada <i>Killing Weeds by Growing Grass (Philippians 4:8)</i>
6:30 p.m. – 7:30 p.m.	Concert: Takoma Academy Choir Reception (<i>Atrium</i>)

SUNDAY, OCTOBER 30

7:00 a.m. – 7:45 a.m.	Steering Committee
7:30 a.m. – 7:50 a.m.	Prayer Time (<i>C. D. Brooks Prayer Chapel</i>)
8:00 a.m. – 9:00 a.m.	Worship: Pierre Omeler, President, Atlantic Union Conference <i>Yet I Will Rejoice in the Lord (Habakkuk 3:16–19)</i>
9:00 a.m. – 12:00 p.m.	Spouses' Meeting (<i>Amphitheater</i>)
9:00 a.m. – 12:00 p.m.	Business Session: G. Alexander Bryant, President, North American Division/Kyoshin Ahn, Executive Secretary, North American Division
12:00 p.m. – 2:00 p.m.	Lunch (<i>Atrium/Café</i>)
2:00 p.m. – 5:00 p.m.	Business Session: G. Alexander Bryant, President, North American Division/Carolyn R. Forrest, Associate Secretary/Director, NAD Secretariat
6:00 p.m. – 9:00 p.m.	Nominating Committee (<i>Board Room, 4th Floor</i>)

MONDAY, OCTOBER 31

7:00 a.m. – 7:45 a.m.	Steering Committee
7:30 a.m. – 7:50 a.m.	Prayer Time (<i>C. D. Brooks Prayer Chapel</i>)
8:00 a.m. – 9:00 a.m.	Worship: Carlos Craig, President, Southwestern Union Conference <i>What Are We Doing (Acts 1:6–11)</i>
9:00 a.m. – 12:00 p.m.	Business Session: G. Alexander Bryant, President, North American Division/Kyoshin Ahn, Executive Secretary, North American Division
9:00 a.m. – 1:30 p.m.	Spouses' Community Service Day
12:00 p.m. – 2:00 p.m.	Lunch (<i>Atrium/Café</i>)
2:00 p.m. – 5:00 p.m.	Business Session: G. Alexander Bryant, President, North American Division/Bonita J. Shields, Associate Secretary, NAD Secretariat

TUESDAY, NOVEMBER 1

7:00 a.m. – 7:45 a.m.	Steering Committee
7:30 a.m. – 7:50 a.m.	Prayer Time (<i>C. D. Brooks Prayer Chapel</i>)
8:00 a.m. – 9:00 a.m.	Worship: Kenneth Denslow, President, Lake Union Conference <i>Lift Him Up (John 12:27–33)</i>
9:00 a.m. – 12:00 p.m.	Spouses' Meeting (<i>Amphitheater</i>)
9:00 a.m. – 12:00 p.m.	Business Session: G. Alexander Bryant, President, North American Division/Kyoshin Ahn, Executive Secretary, North American Division
12:00 p.m. – 2:00 p.m.	Lunch (<i>Atrium/Café</i>)
2:00 p.m. – 5:00 p.m.	Business Session: G. Alexander Bryant, President, North American Division/Jorge A. Ramirez, Undersecretary, North American Division

*SUNSET: 6:09 P.M.

Worship, vespers, and business sessions are in the auditorium.

SPOUSES' MEETING SCHEDULE

FRIDAY, OCTOBER 28

9:00 a.m. – 12:00 p.m.

Spouses' Meeting

SUNDAY, OCTOBER 30

9:00 a.m. – 12:00 p.m.

Spouses' Meeting

MONDAY, OCTOBER 31

9:00 a.m. – 1:30 p.m.

Spouses' Community Service Day

TUESDAY, NOVEMBER 1

9:00 a.m. – 12:00 p.m.

Spouses' Meeting

DEVOTIONAL SPEAKERS



BRADFORD C. NEWTON

FRIDAY, OCTOBER 28, 2022

In August of 2021, Pastor Newton took on the role of president of the Pacific Union Conference, which requires leadership of all church activities in a vast and diverse five-state region. Newton's long history in church leadership in the Pacific Union makes him particularly suited to this role.

For more than 25 years, he has served in various capacities in the Union: pastor in the Southern California Conference, president for the Nevada-Utah Conference, associate director of public affairs and religious liberty for the Pacific Union, and most recently as executive secretary and ministerial director for the Pacific Union—a role he held for 13 years.



PAUL LLEWELLYN

SABBATH, OCTOBER 29, 2022

EVENING VESPERS

Paul Llewellyn is the newly elected president of the Seventh-day Adventist Church in Canada, and hails from lovely Prince Edward Island (PEI). He grew up in a military household and was thankful to see God slowly bring his whole family to know Jesus.

Pastor Llewellyn started serving the church in the field of education and then moved into teaching Bible classes and serving as a chaplain. Eventually, Llewellyn moved into pastoral ministry and then into administration. "God has always led in a most amazing way," says Llewellyn, as he and his wife have learned to trust in His leading. "No matter where God plants us, we know that God will never leave us or give up on us."



PIERRE OMELER

SUNDAY, OCTOBER 30, 2022

Pierre E. Omeler is a third generation Seventh-day Adventist. Currently, he serves as the president of the Atlantic Union Conference, which has six conferences and 130,000 members. He is a consensus builder and a peacemaker with a burden for cross-cultural evangelism both nationally and internationally.

In 1984, he married his college sweetheart Myra Norman. They have been married for 37 years, have three adult children, and four grandchildren. Myra works as a registered nurse (RN) who always seeks to share God's love in the workplace.

DEVOTIONAL SPEAKERS



CARLOS J. CRAIG

MONDAY, OCTOBER 31, 2022

Carlos was born in Wichita, Kansas, on August 7, 1961. While growing up, he lived in Kansas, Florida, and Colorado. Pastor Craig graduated from Mile High Academy and completed a double major in Theology and Education from the University of Montemorelos in Mexico.

Pastor Craig has been married to Leticia Cordoba Wade for 38 years, and they have three adult children: Danette (37), David (36), and Daphne (31); six grandchildren: Daelyn (14), Dorian (14), Bea (4), Wyles (3), Charlie (2), and Whitley (4 months old). Pastor Craig earned an MDiv from Fuller Theological Seminary and is currently pursuing a master's degree in psychology, with an emphasis in Emotional and Behavioral Health from the University of Louisiana Monroe.

He has been in ministry for 33 years: Southern California Conference for 10 years; Texas Conference for 21 years; and Southwestern Union Conference for the last 18 months.



KENNETH DENSLOW

TUESDAY, NOVEMBER 1, 2022

Pastor Ken Denslow is the president of the Lake Union Conference of Seventh-day Adventists. Before assuming this position in 2021, he served as the assistant to the president of the North American Division of the Seventh-day Adventist Church. Pastor Denslow was instrumental in coordinating the construction of the new NAD headquarters office and the move from the GC building into the NAD building in Columbia. Prior to this role he served as president of the Illinois Conference of Seventh-day Adventists.

NORTH AMERICAN DIVISION YEAR-END MEETING

GENERAL AGENDA

Seq Admin

Presenter Num Yr Num Issue Title

GENERAL AGENDA

	1		CALL TO ORDER
	2		PRAYER
GAB	3	2022	CALL TO ORDER
KSA	4	2022	MISSION STATEMENT OF THE NAD CHURCH
KSA	5	2022	ADOPTION OF DAILY PROGRAM AND PROCEDURES
GAB	6	2022	PRESIDENT'S REPORT
KSA	7	2022	SECRETARY'S REPORT
RR	8	2022	TREASURER'S REPORT
GAB	9	2022	THE GREAT CONTROVERSY PROJECT
GAB	10	2022	CHRISTIAN RECORD SERVICES, INC. MEMBERSHIP MEETING
GAB	11	2022	NOMINATING COMMITTEE
KSA	12	2022	BREAKOUT SESSION #1: Education
KSA	13	2022	BREAKOUT SESSION #2: Online Churches
KSA	14	2022	BREAKOUT SESSION #3: Membership Database
MV	15	2022	MEDIA MINISTRIES REPORT
GAB	16	2022	NAD CORPORATION MEETING
KSA	17	2022	DEPARTMENT REPORTS
LP	18	2022	OAKWOOD UNIVERSITY REPORT
JAR	19	2022	NAD POLICY AMENDMENTS
JAR	20	2022	CONSENT AGENDA
BF	21	2022	ADVENTSOURCE REPORT
DG	22	2022	PPPA REPORT
ES	23	2022	NADEI REPORT
GAB	24	2022	A PRAYER FOR LEADERS
GAB	25	2022	NEW BELIEVER'S GIFT
KSA	26	2022	DOCTRINE OF DISCOVERY STATEMENT UPDATE
BK	27	2022	ADVENTIST REVIEW
GAB	28	2022	TOTAL MEMBER INVOLVEMENT (TMI)
GAB	29	2022	MULTIPLY
GAB	30	2022	URBAN MINISTRY FOCUS
RR	31	2022	REMUNERATION FACTOR AND ALLOWANCES
WE	32	2022	ADVENTIST MINISTRIES CONVENTION
AB/GAB	33	2022	COMPREHENSIVE HEALTH MINISTRY

NAD YEAR-END MEETING

POLICY AGENDA

Seq Admin

Init Num Yr Num Issue Title

POLICY AGENDA

1 CALL TO ORDER

2 PRAYER

JAR 3 BA 70 RETENTION AND SAFEGUARDING OF RECORDS--POLICY AMENDMENT

JAR 4 C 65 BUSINESS INTERNSHIP PLAN--POLICY AMENDMENT

JAR 5 C 68 PUBLIC AFFAIRS AND RELIGIOUS LIBERTY (PARL) INTERNSHIP PLAN--NEW POLICY

JAR 6 E 04 EMPLOYMENT BACKGROUND CHECKS--NEW POLICY

JAR 7 E 10 EMPLOYEES--ACCREDITING, TRANSFERRING, EMPLOYMENT REGULATIONS--POLICY AMENDMENT

JAR 8 E 70 RECORDING AND PRESERVING EMPLOYEES' SERVICE RECORDS--POLICY AMENDMENT

JAR 9 L 28 30 QUALIFICATION OF CANDIDATES FOR SPONSORSHIP--POLICY AMENDMENT

JAR 10 S 84 HISPANIC CHURCH BUILDING AND SCHOLARSHIP FUND--POLICY AMENDMENT

JAR 11 Y 23 05 MOVING ALLOWANCE--POLICY AMENDMENT

JAR 12 Y 33 EMPLOYEE DISABILITY INCOME PLAN--POLICY AMENDMENT

JAR 13 APPENDIX G -- GUIDELINES FOR PASTORS SERVING IN THE RESERVE COMPONENTS OF THE MILITARY

NORTH AMERICAN DIVISION YEAR-END MEETING

FINANCE AGENDA

Seq Admin

Init Num Yr Num Issue Title

FINANCE AGENDA

1 CALL TO ORDER

2 PRAYER

RR 3 REMUNERATION FACTOR AND ALLOWANCES

RR 4 AIM CHARGES TO UNIONS

RR 5 HISPANIC BUILDING FUND

RR 6 OAKWOOD UNIVERSITY

RR 7 REGIONAL CAPITAL REVERSION FUND ALLOCATIONS

RR 8 RESOURCE DEVELOPMENT COMMITTEE ALLOCATIONS

RR 9 eADVENTIST ALLOCATIONS

RR 10 SPECIAL ASSISTANCE FUND--2023 POLICY VARIANCE

RR 11 SPECIAL ASSISTANCE FUND

NORTH AMERICAN DIVISION YEAR-END MEETING

CONSENT AGENDA

Seq Admin

Init	Num	Yr	Num	Issue Title
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CONSENT AGENDA

	1			CALL TO ORDER
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	2			PRAYER
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JAR	3			2022-2026 AUTHORIZED MEETINGS
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JAR	4			2023- 2025 NAD CALENDAR OF OFFERINGS
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JAR	5			C 11 05 ADMINISTRATIVE PLAN--POLICY AMENDMENT
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JAR	6			C 47 30 TAX EXEMPTION STATUS & C 47 35 PERIODIC REVIEW--POLICY AMENDMENT
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JAR	7			HA 16 10 DISASTER AND FAMINE RELIEF--POLICY AMENDMENT
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2022 NAD YEAR-END MEETING

NAD EXECUTIVE COMMITTEE MEMBERS

ATLANTIC UNION CONFERENCE

Marlene Alvarez, Education Director,
Atlantic Union Conference

Dora Baker, Layperson,
Bermuda Conference

Henry Beras, VP, Hispanic Ministries,
Atlantic Union

Gary Blanchard, President,
Northern New England Conference

Lazaro Cedano, Pastor,
Greater New York Conference

Miguel Crespo, President,
New York Conference

Collette Dieujuste, Layperson,
Northeastern Conference

Ivanhoe Douglas, Teacher,
Northeastern Conference

Robert Folkenberg, President,
Southern New England Conference

Ted Huskins, Secretary,
Atlantic Union Conference

Philip Johnson, Layperson,
Northern New England Conference

Jose Joseph, Vice President/Ethnic Coordinator,
Atlantic Union Conference

Abraham J. Jules, President,
Northeastern Conference

Bruce Knight, Layperson,
Southern New England Conference

Hugh Langley, Layperson,
New York Conference

Kenneth Manders, President,
Bermuda Conference

Michelle Mota, Pastor,
Northeastern Conference

Pierre Omeler, President,
Atlantic Union Conference

Jean Parisien, Pastor,
Southern New England Conference

Ingrid Pierre, Young Adult,
Northeastern Conference

Alanzo Smith, President,
Greater New York Conference

Karen Stoddard, Layperson,
Greater New York Conference

Dejuan Tull, Pastor,
Bermuda Conference

Elias Zabala, Sr., Treasurer/CFO,
Atlantic Union Conference

COLUMBIA UNION CONFERENCE

Jorge Agüero, President,
New Jersey Conference

Emmanuel Asiedu, Treasurer/CFO,
Columbia Union Conference

Timothy Bailey, President,
Mountain View Conference

Paul Bauer, Layperson,
Chesapeake Conference

Celeste R. Blyden, Secretary,
Columbia Union Conference

Frank Bondurant, Vice President,
Columbia Union Conference

Marvin Brown, President,
Allegheny West Conference

Lisa Burrow, Vice President,
Columbia Union Conference

Robert Cundiff, President,
Ohio Conference

Gabriela Escobar, Teacher,
Potomac Conference

Kleyton Feitosa, Pastor,
Chesapeake Conference

Terlegrand Filossaint, Layperson,
New Jersey Conference

Rich Fullmer, Layperson,
Mountain View Conference

Gary Gibbs, President,
Pennsylvania Conference

Keith Goodman, Pastor,
Allegheny West Conference

Myrna James, Teacher,
Allegheny East Conference

Oral John, Layperson,
Allegheny East Conference

Jerry Lutz, President,
Chesapeake Conference

Mariya Marton, Pastor,
Ohio Conference

Michael Monroig, Layperson,
Potomac Conference

Claudia Padilla, Young Adult,
New Jersey Conference

Rubén Ramos, Vice President/Ethnic Coordinator,
Columbia Union Conference

Marcellus Robinson, President,
Allegheny East Conference

Donovan Ross, Education Director, Columbia
Union Conference

Barbara Rutt, Layperson,
Pennsylvania Conference

Julio Santana, Layperson,
Ohio Conference

Weymouth Spence, President,
Washington Adventist University

Charles Tapp, President,
Potomac Conference

Janice Walker-Cleveland, Layperson,
Allegheny West Conference

David Weigley, President,
Columbia Union Conference

GUAM-MICRONESIA MISSION

Matthew Kirk, President,
Guam-Micronesia Mission

LAKE UNION CONFERENCE

Stephen Abrams, Sr., Layperson,
Lake Region Conference

Arlene Brown-Dominguez, Layperson,
Illinois Conference

Jonathan Burnett, Pastor,
Illinois Conference

Kenneth Denslow, President,
Lake Union Conference

Erik Freking, Pastor,
Indiana Conference

Garth Gabriel, President,
Lake Region Conference

John Grys, President,
Illinois Conference

Rodney Hahn, Layperson,
Wisconsin Conference

Chad Higgins, Teacher,
Michigan Conference

Ron Kelly, Pastor,
Michigan Conference

Ruth Letang Horton, Education Director,
Lake Union Conference

Carmelo Mercado, Vice President,
Lake Union Conference

James Micheff, President,
Michigan Conference

Titus Naftanaila, President,
Wisconsin Conference

Emeka Nwankpah, Layperson,
Michigan Conference

Luz Quiles, Layperson,
Indiana Conference

Elden Ramirez, Secretary,
Lake Union Conference

Glynn C. W. Scott, Treasurer/CFO,
Lake Union Conference

Vic Van Schaik, President,
Indiana Conference

Tricia Wynn-Payne, Pastor,
Lake Region Conference

MID-AMERICA UNION CONFERENCE

Lawrence Alfalah, Pastor,
Iowa-Missouri Conference

LaVerne Berkel, Layperson,
Central States Conference

Roger Bernard, Jr., President,
Central States Conference

Ron Carlson, President,
Kansas-Nebraska Conference

Matt Cook, Layperson,
Iowa-Missouri Conference

T. Dean Coridan, President
Iowa-Missouri Conference

Elena Cornwell, Young Adult,
Mid-America Union Conference

Roberto Correa, Ethnic Coordinator,
Mid-America Union Conference

Yvon Fils-Aime, Layperson,
Minnesota Conference

Delvin Hansen, Layperson,
Dakota Conference

Daniel Honore, President
Minnesota Conference

LouAnn Howard, Education Director,
Mid-America Union Conference

Hubert Morel, Jr., Secretary,
Mid-America Union Conference

Wayne Morrison, Pastor,
Rocky Mountain Conference

Eddie Polite, Pastor
Central States Conference

Casey Prindle, Teacher,
Kansas-Nebraska Conference

Darren Purdy, Pastor,
Dakota Conference

Vinita Sauder, President,
Union College

Kari Schebo, Teacher,
Minnesota Conference

Gary Thurber, President,
Mid-America Union Conference

Mic Thurber, President,
Rocky Mountain Conference

Carol Turk, Layperson,
Rocky Mountain Conference

David VandeVere, Treasurer/CFO,
Mid-America Union Conference

Chere Wehling, Layperson,
Kansas-Nebraska Conference

Mark Weir, President,
Dakota Conference

NORTH PACIFIC UNION CONFERENCE

Douglas Bing, President,
Washington Conference

Stephen Carlile, Pastor,
Montana Conference

Debra Daniel, Teacher,
Oregon Conference

Cesar DeLeón, Vice President/Ethnic Coordinator,
North Pacific Union Conference

Natalie Dorland, Pastor,
Washington Conference

Byron Dulan, Vice President/Ethnic Coordinator,
North Pacific Union Conference

Kevin Erich, Layperson,
Washington Conference

Lou Fitting, Pastor,
Idaho Conference

Linda Foxworth, Layperson,
Oregon Conference

John C. Freedman, President,
North Pacific Union Conference

Keith Hallam, Education Director,
North Pacific Union Conference

Trevor Haugen, Young Adult,
Walla Walla University

David Jamieson, President,
Upper Columbia Conference

Jim John, Pastor,
Oregon Conference

Matthew Leffler, Layperson,
Montana Conference

Dan Linrud, President,
Oregon Conference

Bill McClendon, Secretary,
North Pacific Union Conference

Jason McLin, Teacher,
Alaska Conference

John McVay, President,
Walla Walla University

Kevin Miller, President,
Alaska Conference

Kenneth Norton, President,
Montana Conference

Ruth Prato, Layperson,
Alaska Conference

David Prest Jr., President,
Idaho Conference

Mark Remboldt, Treasurer/CFO,
North Pacific Union Conference

Keith Walde, Layperson,
Upper Columbia Conference

Amanda Withers, Layperson,
Idaho Conference

PACIFIC UNION CONFERENCE

VicLouis Arreola, Vice President,
Pacific Union Conference

Gabriel Barraza, Layperson,
Northern California Conference

Leon Brown, Vice President,
Pacific Union Conference

Carlos Camacho, President,
Nevada-Utah Conference

Miryam Castaneda, Layperson,
Central California Conference

Virgil Childs, Vice President,
Pacific Union Conference

Melody Darrow, Pastor,
Nevada-Utah Conference

Joy Fehr, President,
La Sierra University

Lora Geriguís, Layperson,
Southeastern California Conference

Alberto Ingleton, Vice President,
Pacific Union Conference

Ed Keyes, President,
Arizona Conference

Francis Lopez, Layperson,
Arizona Conference

Benjamin Maxson, Pastor,
Central California Conference

Stephen Mayer, Treasurer/CFO,
Pacific Union Conference

Bradford Newton, President,
Pacific Union Conference

Joseph Oh, Pastor,
Southeastern California Conference

Jonathan Park, President,
Southeastern California Conference

Sandra Roberts, Secretary,
Pacific Union Conference

Velino Salazar, President,
Southern California Conference

Dan Serns, President,
Central California Conference

Shirley Tan, Layperson,
Southern California Conference

Madonna Tauau, Layperson,
Hawaii Conference

Sera Traczyk, Young Adult,
Hawaii Conference

Ralph Trecartin, President,
Pacific Union College

Erik Vandenburg, President,
Hawaii Conference

Berit von Pohle, Vice President/Education,
Pacific Union Conference

Brad Walton, Layperson,
Nevada-Utah Conference

Arkeisha Young-Lewis, Teacher,
Southern California Conference

Cyndee Westenrider, Teacher,
Northern California Conference

Marc Woodson, President,
Northern California Conference

Vincent Woolsey, Pastor,
Arizona Conference

SEVENTH-DAY ADVENTIST CHURCH IN CANADA

Loren Agrey, President,
Burman University

Charles Aguilar, President,
Manitoba-Saskatchewan Conference

Phil Antunes, Layperson,
British Columbia Conference

Betty Bayer, Education Director,
SDA Church in Canada

Ken Corkum, President,
Newfoundland/Labrador Mission

Mansfield Edwards, President,
Ontario Conference

Kalie Etheridge, Teacher,
Sandy Lake Academy

Ana-Maria Gascoyne, Layperson,
Newfoundland/Labrador Mission

Gary Hodder, President,
Alberta Conference

Anthony Kern, Pastor,
Alberta Conference

Ngoy Kyala, President,
Quebec Conference

Joan Legair, Layperson,
Quebec Conference

Paul Llewellyn, President,
SDA Church in Canada

Kelly Loxdale, Layperson,
Maritime Conference

Sereivudh Ly, Pastor,
Ontario Conference

Mwalundi Malekano, Layperson,
Alberta Conference

Shereen McFarlane, Layperson,
Ontario Conference

David Miller, President,
Maritime Conference

Cyril Millett III, Secretary,
SDA Church in Canada

Paul Musafili, Treasurer/CFO,
SDA Church in Canada

Campbell Page, Ethnic Coordinator,
SDA Church in Canada

Leidamae Solijon Muse, Teacher,
Fraser Valley Academy

Serina Thomson, Young Adult,
British Columbia Conference

Brad Thorp, President,
British Columbia Conference

Claude Trépanier, Pastor,
Quebec Conference

David Wiens, Layperson,
Manitoba-Saskatchewan Conference

SOUTHERN UNION CONFERENCE

Ryan Ashlock, Pastor,
Carolina Conference

Betty Bailey, Layperson,
South Atlantic Conference

Tim Baumgarten, Layperson,
Carolina Conference

Stephen Boone, Layperson,
Georgia-Cumberland Conference

Julio Chazzereta, Ethnic Coordinator,
Southern Union Conference

Murray Cooper, Education Director,
Southern Union Conference

Brian Danese, President,
Gulf-States Conference

James Davidson, Secretary,
Southern Union Conference

Sandra Fagre, Layperson,
Kentucky-Tennessee Conference

David Freedman, Treasurer/CFO,
Southern Union Conference

Jennifer Gennick, Teacher,
Gulf States Conference

Amalia Goulbourne, Pastor,
Florida Conference

Steve Haley, President,
Kentucky-Tennessee Conference

Lucious Hall, Pastor,
Southeastern Conference

Edwin Hernandez, President,
Adventist University of Health Sciences

Benjamin Jones, Jr., President,
South Central Conference

Leslie Louis, President,
Carolina Conference

Allan Machado, President,
Florida Conference

Rick Mann, Layperson,
Florida Conference

Bernell Mapp, Layperson,
Gulf States Conference

Terrica Mixon, Layperson,
South Central Conference

Michael Owusu, President,
Southeastern Conference

Shaun Paschal, Young Adult,
South Atlantic Conference

Calvin Preston, President,
South Atlantic Conference

Gary Rustad, President,
Georgia-Cumberland Conference

Juan Rymer-Alvarez, Pastor,
South Central Conference

Ken Shaw, President,
Southern Adventist University

Melissa Shoemaker, Teacher,
Kentucky-Tennessee Conference

Ronald C. Smith, President,
Southern Union Conference

SOUTHWESTERN UNION CONFERENCE

Tony Anobile, Vice President,
Southwestern Union Conference

Stephen Brooks, Secretary,
Southwestern Union Conference

Carlton Byrd, President,
Southwest Region Conference

Carol Campbell, Education Director,
Southwestern Union Conference

Lee-Roy Chacón, President,
Texico Conference

Carlos Craig, President,
Southwestern Union Conference

Elton DeMoraes, President,
Texas Conference

Pamela Dugano-Daphnis, Layperson,
Southwest Region Conference

Richard Dye, President,
Arkansas-Louisiana Conference

Sherry Fisher, Layperson,
Oklahoma Conference

Tom Grove, Pastor,
Texas Conference

Ann Marie Jacobs, Teacher,
Texas Conference

Terrell McCoy, Pastor,
Southwest Region Conference

Leonard Melendez, Young Adult,
Arkansas-Louisiana Conference

Pablo Olmedo, Layperson,
Texas Conference

John Page, Treasurer/CFO,
Southwestern Union Conference

Ana Patterson, President,
Southwestern Adventist University

Robert Quintana, Pastor,
Oklahoma Conference

Michael Razon, Pastor,
Texico Conference

Osvaldo Rigacci, Ethnic Coordinator,
Southwestern Union Conference

Miguel Rodriguez, Sr., Layperson,
Arkansas-Louisiana Conference

Sarah Shepherd, Teacher,
Oklahoma Conference

James Shires, President,
Oklahoma Conference

Gary Siebel, Layperson,
Texico Conference

NORTH AMERICAN DIVISION COMMITTEE MEMBERS

Kyoshin Ahn, Executive Secretary,
Secretariat

Philip Baptiste, Secretary/Treasurer,
ASI

Shawn Boonstra, Speaker/Director,
Voice of Prophecy

John Bradshaw, Speaker/Director,
It is Written

DeeAnn Bragaw, Director,
Women's Ministries

Angeline Brauer, Director,
Health Ministries

G. Alexander Bryant, President,
Presidential

Michael Campbell, Director,
Archives, Statistics, and Research

Claudio Consuegra, Director,
Family Ministries

Wendy Eberhardt, Vice President
Ministries

Tom Evans, Retired Treasurer/CFO,
Treasury

Adam Fenner, Director,
Adventist Learning Community/Education

Brad Forbes, President,
AdventSource

Brian Ford, Director,
eAdventist

Terry Forde, President,
Adventist Healthcare

Carolyn R. Forrest, Associate Secretary-Director,
Secretariat

Dale Galusha, President,
Pacific Press Publishing Association

Orna Garnett, Director,
Human Resource Services

John Geli, Speaker/Director,
LifeTalk Radio

Judy Glass, Undertreasurer,
Treasury

Omar Grieve, Speaker/Director,
La Voz de la Esperanza

Michael Harpe, Director,
Stewardship

Richard H. Hart, President,
Loma Linda University

Kerry Heinrich, CEO,
Adventist Health

Ernesto Hernandez, Director,
Office of Volunteer Ministries

Paul Hopkins, Director,
Data Analytics

Andetta Hunsaker, President,
Adventist-Laymen's Services and Industries

Roy Ice, Speaker/Director,
Faith for Today

Chariolett Johnson, Director,
Event Planning

Orlan Johnson, Director,
Public Affairs and Religious Liberty

Washington Johnson, Director,
Adventist Chaplaincy Ministries

Carl S. Johnston, Director,
Seminars Unlimited

Minnervino Labrador, Vice President,
Multilingual Ministries

Derrick Lea, Director,
Disaster Response/ACS

Andrea Luxton, President,
Andrews University

Sharon Mabena, Associate Treasurer,
Treasury

Paulo Macena, Director,
Leadership

Fred Mancher, CEO,
Kettering Health Network

Carl McRoy, Director,
Literature Ministries

Jiri Moskala, Dean,
SDA Theological Seminary

Arne Nielsen, Vice President for Education,
Presidential

C. Michael Park, Associate Treasurer,
Treasury

Jorge A. Ramirez, Undersecretary,
Secretariat

Rick Remmers, Assistant to the President,
Presidential

Randy Robinson, Treasurer/CFO,
Treasury

Edwin Romero, Administrator/CEO,
Adventist Retirement Plans

Milton Sand, Director,
IT Services (Interim)

Terry Shaw, CEO,
Adventist Health System

Bonita J. Shields, Associate Secretary,
Secretariat (Interim)

Debleaire Snell, Speaker/Director,
Breath of Life

Elizabeth Talbot, Speaker/Director,
Jesus 101 Biblical Institute

Diane Thurber, President,
Christian Record Services International Inc.

Sherri Uhrig, Director,
Children's Ministries

Calvin Watkins, Vice President,
Evangelism

Rohann Wellington, Director,
Professional Services

Nick Wolfer, Director,
Production Services

Ivan C. Williams, Director,
Ministerial Association

Tracy Wood, Director,
Young Adult Ministries

GC REPRESENTATIVES TO NAD YEAR-END

Paul Douglas, CFO/Treasurer,
General Conference

Maurice Valentine, Vice President,
General Conference

Gerson Santos, Associate Secretary,
General Conference

GC EXECUTIVE COMMITTEE MEMBERS FROM NAD

Mari Escudero, Layperson,
Southwestern Union Conference

Leslie Pollard, Pastor/President,
Oakwood University

Walt Kalkan, Layperson,
Seventh-day Adventist Church in Canada

Randy Roberts, Pastor,
Loma Linda University Church

Mileen Loeffler, Layperson,
North Pacific Union Conference

James Winegardner, President,
Adventist Risk Management

GC OFFICE OF GENERAL COUNSEL

Karnik Doukmetzian, General Counsel,
Office of General Counsel

Todd McFarland, General Counsel,
Office of General Counsel

INVITEES

Peter Cincala, Director,
Institute of Church Ministry

Carmela Monk-Crawford, Editor,
Message Magazine

Brent Hardinge, Director,
Adventist Information Ministry

Ed Schmidt, Director,
NAD Evangelism Institute

COVID-19 GUIDELINES

FOR VISITORS AND GUESTS AT THE NAD HEADQUARTERS

The health and safety of North American Division employees and guests is our top priority. We encourage you to care for your health and the health of others. The NAD cannot guarantee that its participants, volunteers, visitors, or others in attendance will not become infected with COVID-19. Therefore, please carefully consider and follow the guidelines below.

1. If exposed to COVID-19 but not experiencing symptoms, we encourage you to wear a mask in the building.
2. If showing COVID-19-related symptoms before or during the meeting, we encourage you to take a COVID-19 test. If you test negative, we ask you to wear a mask while in the building. If you test positive, we ask you to isolate at home or in your hotel room and avoid coming into the NAD building.
3. Masks are not required while in the NAD building but are welcomed.
4. For information about COVID-19, please [click here](#).

STEERING COMMITTEE

G. ALEXANDER BRYANT, CHAIR, KYOSHIN AHN, SECRETARY

Carlos Craig, Kenneth Denslow, Paul Douglas, Wendy Eberhardt, Carolyn R. Forrest, John Freedman, Judy Glass, Chariolett Johnson, Minner Labrador, Paul Llewellyn, Sharon Mabena, Kimberly Maran, Todd McFarland, Bradford Newton, Arne Nielsen, Pierre Omeler, Michael Park, Jorge A. Ramirez, Rick Remmers, Randy Robinson, Milton Sand, Gerson Santos, Bonita J. Shields, Ronald Smith, Duane Sterner, Gary Thurber, Maurice Valentine, Calvin Watkins, David Weigley, Nick Wolfer.

NOMINATING COMMITTEE

G. ALEXANDER BRYANT, CHAIR, KYOSHIN AHN, SECRETARY

Jorge Agüero, Betty Bailey, Tim Baumgarten, LaVerne Berkel, Doug Bing, Arlene Brown-Dominguez, Carlton Byrd, Carlos Craig, Kenneth Denslow, Sandra Fagre, Joy Fehr, John Freedman, Dale Galusha, John Geli, Jennifer Gennick, Lora Geriguis, Gary Gibbs, Paul Llewellyn, Francis Lopez, Kelley Loxdale, Rick Mann, Bradford Newton, Pierre Omeler, Michael Owusu, Ana Patterson, Ingrid Pierre, Leslie Pollard, Randy Robinson, Gary Rustad, Gary Siebel, Ron Smith, Gary Thurber, Sarah Traczyk, DeJuan Tull, Vic Van Schaik, Janice Walker-Cleveland, Brad Walton, Dave Weigley, Amanda Withers, Marc Woodson.

ADDITIONAL INFORMATION

Purpose of the NAD Year-end Meeting

At the Year-end Meeting of the North American Division Committee, members consider budget requests, make appropriations, adopt policies necessary in the operation of the Division, and transact other business as necessary.

Overview of Material Members Received

The program booklet you received contains the agenda for the NAD Year-end Meeting and the backup material for each agenda item where applicable. Please note any changes to agenda documents will be distributed in electronic format during the business session.

Importance of Executive Committee Participation

Committee members should not be afraid to speak. When it is appropriate to speak, go to a microphone and wait to be called on. If you wish to influence a decision, you need to move that your proposal be adopted. Only then will the chairperson proceed with your motion. It is likely nothing will happen if you simply express your conviction and sit down.

Chairman and Secretaries for Business Sessions

The North American Division President serves as the Chairman of the business sessions. The North American Division Secretary and the Associate Secretaries serve as the Secretary on a rotating basis for the business sessions. Recording secretaries are assigned from Secretariat to record the motions of each session.

ANNOUNCEMENTS

Registration Hours

All NAD Year-end Meeting attendees are required to complete on-site registration at the North American Division Headquarters of the Seventh-day Adventist Church. Registration will be held in the Atrium during the following hours:

Wednesday, October 26, 2022	12:00 a.m. – 6:00 p.m. (Atrium)
Thursday, October 27, 2022	8:00 a.m. – 6:00 p.m. (Atrium)
Friday, October 28, 2022	7:30 a.m. – 1:30 p.m. (Atrium)

Business Center

The North American Division offers our guests a courtesy Business Center during the Year-end Meeting. The Business Center is located behind the front desk and has regular office hours while the Year-end Meeting is in session. Services at the Business Center include fax, mail, messages, copying, etc.

Business Center Hours:

Thursday, October 27, 2022	8:00 a.m. – 6:00 p.m.
Friday, October 28, 2022	7:30 a.m. – 2:00 p.m.
Sunday, October 30, 2022	8:00 a.m. – 6:00 p.m.
Monday, October 31, 2022	8:00 a.m. – 6:00 p.m.
Tuesday, November 1, 2022	8:00 a.m. – 6:00 p.m.

Voting Keypads

NAD Executive Committee members will be given voting keypads for electronic voting during the business sessions. Individuals will be charged a \$50 fee for lost or non-returned keypads.

FRIDAY NIGHT AND SABBATH INFORMATION

Location

Vespers on Friday night and Sabbath services will be held in the Auditorium (1st Floor).

Friday Vespers	6:00 p.m. – 8:30 p.m. EDT
Sabbath School	9:15 a.m. – 10:30 a.m. EDT
Divine Worship	10:45 a.m. – 12:30 p.m. EDT
Vespers	5:00 p.m. – 6:30 p.m. EDT

GLOSSARY OF MOST FREQUENTLY USED ACRONYMS

AC	Annual Council of General Conference
ACS	Adventist Community Services
ACM	Adventist Chaplaincy Ministries
ADCOM	Administrative Committee of General Conference
ADMIN	NAD Administrative Committee
AMC	Adventist Media Center
ASTR	Archives, Statistics, and Research
AWR	Adventist World Radio
COMn	NAD Communication Department
CRS	Christian Record Services
GC	General Conference
GCC	General Conference Committee
GCDO	General Conference and Division Officers
GCDOP	General Conference & Division Officers & Union Presidents
GCS	General Conference Session
HMn	Health Ministries Department
MINn	Ministerial Department
NAD	North American Division
NADUn&GCO	North American Division, Union & GC Officers
NADCOA	North American Division Committee for Administration
NADCOM	North American Division Committee
NADO	North American Division Officers
NADOUP	North American Division Officers and Union Officers
NAD&UnPre	NAD President and Union Presidents
NAD&UnSec	NAD Secretary and Union Secretaries
NAD&UnTre	NAD Treasurer and Union Treasurers
PARLn	Public Affairs and Religious Liberty Department
PREn	NAD Presidential
PSI	Philanthropic Service for Institutions
PUBn	NAD Publishing Department
PRev&Dev	Policy Review and Development Committee
SM	Spring Meeting of General Conference
SECn	NAD Secretariat
TREn	NAD Treasury
WHT	Ellen G White Estate Inc.
YEM	NAD Year-end Meeting

AGENDA AND MINUTES

AGENDA DEVELOPMENT

Agenda Secretary

Kyoshin Ahn

Assistant

Melissa R. Gottlieb

Support Material Control

Marialyce Fordham

MINUTES PRODUCTION

Recording Secretary

Sharri Davenport

Editor of Actions

Carolyn R. Forrest
Sharon Mabena
Bonita J. Shields

Approval Minutes, Clearance

Carolyn R. Forrest

GENERAL SERVICE ASSIGNMENTS

Agenda

Kyoshin Ahn
Melissa Gottlieb

Announcements

Kyoshin Ahn

Audio Visual

Nick Wolfer

NAD Policy Items Via Screen Presentation

Jorge A. Ramirez
Gladys Guerrero
Jericho Castro

Technical Assistance

Jericho Castro

Committee Meeting Scheduling

Maricel Pascual

Distribution of Materials

Secretariat

Steering Committee

G. Alexander Bryant, Chair
Kyoshin Ahn, Secretary

Auditorium Receptionists

Ana Guerrero
Valerie Robbins

Program Booklet

Secretariat
Professional Services

SABBATH SCHOOL

SABBATH, OCTOBER 29, 2022 | 9:15 A.M. – 10:30 A.M.

“Sabbath School: Living in Community”

Congregational Song

“I’ll Go Where You Want Me to Go”

Vernon Rogers, Benefits Assistant, Adventist Retirement Plans

Welcome and Opening Prayer

Bonita J. Shields, Associate Secretary, NAD Secretariat

Music

“All Creatures of Our God and King”

The Tsikirai Family

Fellowship

(Connecting with God, Others, and Self)

Rudy Salazar, Associate Director, NAD Stewardship Ministries

Bible Study

(Understanding Jesus & His Teaching)

“Panel Discussion on Spiritual Leadership”

Paulo Macena, Director, NAD Leadership

Gilda Roddy, Associate Director, NAD Adventist Chaplaincy Ministries

Bonita J. Shields, Associate Secretary, NAD Secretariat

Ivan Williams, Director, NAD Ministerial Association

Mission

(Serving in God’s Mission of Revelation & Reconciliation)

Ernesto Hernandez, Director, NAD Office of Volunteer Ministries

Musical Selection

“The Lord’s Prayer”

The Tsikirai Family

Closing Prayer

Colette Newer, Associate Director, Adventist Community Services

DIVINE WORSHIP

SABBATH, OCTOBER 29, 2022 | 10:45 A.M. – 12:30 P.M.

Music in Fellowship

The Tsikirai Family

Welcome & Introduction

Kyoshin Ahn, Secretary, North American Division

Call to Worship

Bettina Krause, Editor, Liberty magazine

Invocation

Paulo Macena, Director, NAD Leadership

Hymn of Praise

“Standing on the Promises”

Anika Anderson, Armando Miranda, Karen Miranda

Intercessory Prayer

Washington Johnson, Director, Adventist Chaplaincy Ministries

Ministry of Gratitude

Randy Robinson, Treasurer/CFO, North American Division

Offertory

“The Old Rugged Cross”

Zoe Cepeda and Heim Cepeda

Scripture Reading

“Isa 41:1–3, 10; Matt 28:20”

Evelyn Sullivan, Director, Early Childhood Education

Sermonic Meditation

“Goodness of God”

Sara Devaraj

Ministry of God’s Word

G. Alexander Bryant, President, North American Division

“Lo, I AM With You Always”

Hymn of Dedication

“Watch Ye Saints”

Anika Anderson, Armando Miranda, and Karen Miranda

Benediction

Sherri Uhrig, Director, Children’s Ministries

Postlude

Edmond Charles



From left to right: Tino, Timothy, Tapo, Erica (mom), Jaison (dad), Tendo, Tata.

THE TSIKIRAI FAMILY

The Tsikirai Family is a vocal and instrumental group made up of five siblings. Originally from Zimbabwe in Southern Africa, they are based in the Pacific Northwest. The Tsikirai Family love to harmonize and play multiple instruments together. Although they are all pianists, they also sing together. Tino often accompanies the group and sings soprano. Tendo also sings soprano, and she plays the cello and harp. Tata sings alto, and plays the viola, harp, and piano. Tapo also sings alto, plays the violin, and harp. Timothy, the youngest member of the group, plays the violin, and trumpet.

Together with their parents, Jaison and Erica, the Tsikirai Family has been blessed to perform in various settings across the West Coast, including the Oregon Conference Camp Meeting, North Pacific Union events, hospitals, nursing homes, churches, and mission trips. They also shared their musical talents with the world church at the last two General Conference Sessions. The Tsikirai Family enjoy arranging music together and love to use their gifts to the glory of God!

NAD YEAR-END MEETING

POLICY AGENDA

Seq Admin

Init Num Yr Num Issue Title

POLICY AGENDA

1 CALL TO ORDER

2 PRAYER

JAR 3 BA 70 RETENTION AND SAFEGUARDING OF RECORDS--POLICY AMENDMENT

JAR 4 C 65 BUSINESS INTERNSHIP PLAN--POLICY AMENDMENT

JAR 5 C 68 PUBLIC AFFAIRS AND RELIGIOUS LIBERTY (PARL) INTERNSHIP PLAN--NEW POLICY

JAR 6 E 04 EMPLOYMENT BACKGROUND CHECKS--NEW POLICY

JAR 7 E 10 EMPLOYEES--ACCREDITING, TRANSFERRING, EMPLOYMENT REGULATIONS--POLICY AMENDMENT

JAR 8 E 70 RECORDING AND PRESERVING EMPLOYEES' SERVICE RECORDS--POLICY AMENDMENT

JAR 9 L 28 30 QUALIFICATION OF CANDIDATES FOR SPONSORSHIP--POLICY AMENDMENT

JAR 10 S 84 HISPANIC CHURCH BUILDING AND SCHOLARSHIP FUND--POLICY AMENDMENT

JAR 11 Y 23 05 MOVING ALLOWANCE--POLICY AMENDMENT

JAR 12 Y 33 EMPLOYEE DISABILITY INCOME PLAN--POLICY AMENDMENT

JAR 13 APPENDIX G -- GUIDELINES FOR PASTORS SERVING IN THE RESERVE COMPONENTS OF THE MILITARY

1 AStR/PR&Dev/UNSec/NADOUP/22YE

2 **BA 70 RETENTION AND SAFEGUARDING OF RECORDS—POLICY AMENDMENT**

3
4 RECOMMENDED, To revise BA 70 Retention and Safeguarding of Records as presented:
5

6 **BA 70 Retention and Safeguarding of Records**

7 **BA 70 05 Records Management**—The normal operation of denominational organizations and
8 institutions results in the production and the accumulation of a large volume of files and records
9 of varying degrees of administrative and historical value. In order to preserve documents of
10 permanent value and to avoid the unnecessary preservation of unneeded materials, each
11 organization will find it advantageous to establish a records management program.

12 Administrators, business managers, and other employees in all organizations should evaluate
13 the legal, financial, and cultural worth of various types of files and records produced in all offices.
14 The political unrest through which the world is constantly passing seriously affect property rights,
15 for example, and demand the proper preservation of denominational property records. Corporate
16 papers and board minutes not only tell the history of an organization but may be called upon in
17 cases of litigation. Many other documents and general files that seem to be of little value beyond
18 their initial retention period grow rapidly in historical value as time passes and even serve future
19 administrators in restudying issues and problems.

20 **BA 70 10 Records Retention**—1. Each organization and institution shall establish a records
21 center, that is, a storage place to protect documents from fire, deterioration, and unauthorized
22 access. This records center shall house those noncurrent documents or files designated for either
23 short-term or permanent storage. The records center is not to be used for the storage of current
24 files, that is, those that are consulted several times a year in the normal course of business.

25 2. A records retention schedule, available from the ~~General Conference~~ North American
26 Division Office of Archives, Statistics, and Research, shall be considered by the respective
27 denominational organizations and institutions and, with revisions that may be indicated by local
28 needs or varying legal requirements, be adopted by their governing boards or committees.

29 3. Documents and files stored in the records center awaiting later destruction shall be boxed in
30 such a way as to make clear the date of their destruction, under the provision of a records retention
31 schedule approved by the organization's executive committee or board.

32 4. Documents and files to be preserved permanently may be kept in hard copy, microform, or
33 digital form, at the discretion of the appropriate governing body. Hard copy and microform may
34 be stored in the same storage facility with less permanent items but should be physically separated
35 from them and clearly labeled. In the event of digital storage, copies of vital records, including
36 executive officer correspondence and major committee minutes, should also be stored offsite.
37 Guidelines for digitization of records including best practices can be obtained from the North
38 American Division Office of Archives, Statistics, and Research.

39 5. Organizational units (see B10) with sizable collections of records, aged fifty years or older,
40 shall make provision to create an historical archive, where measures can be taken for long-term
41 preservation and for making documents accessible to researchers. Organizational units may
42 designate an Adventist tertiary institution as their historical archive, with the agreement of the
43 institution.

44 6. Planned Giving & Trust Services programs, trusts, wills, charitable gift annuities, and other
45 estate planning documents shall be retained permanently in their original form. Other documents

including information worksheets, accounting reports, tax returns, correspondence, email messages and other routine materials may be retained in a secure and accessible electronic form. This policy shall be reviewed, at a minimum, every five years or as the regulatory agency requires.

7. Human resource records will follow all state, provincial and federal record retention guidelines as published by the local, county, state, provincial, federal, or country regulatory agency.

BA 70 12 Records Manager— ~~At divisions and unions, a records manager should be designated who will be responsible to~~ The North American Division Office of Archives, Statistics, and Research is responsible as the records manager to the division secretary (see BA 70 30) for implementing the records management program and, in particular, the provisions of the records retention schedule.

BA 70 15 Vital Records—1. All organizations and institutions shall give special attention to the preservation and security of their own vital records, such as articles of incorporation, constitutions and bylaws, minutes of boards or governing committees, property records and other legal documents.

2. The secretary of each union conference shall forward to the North American Division Office of Archives, ~~and Statistics, and Research~~ the following:

a. A true copy of governing documents, including by-laws, of all those union conference organizations and legal bodies within the union conference of which the union executive committee or union conference officers from the constituency, are owners, or are members.

b. Division executive committee minutes.

c. Board minutes of division institutions.

3. The treasurer/chief financial officer of each union conference in the North American Division shall forward to the General Conference Office of Archives, Statistics, and Research properly indexed and identified copies of property records as follows in microform or photocopy:

a. All deeds, mortgages, contracts, and other documents covering the acquisition and holding of real property by any Seventh-day Adventist organization or institution within the union's territory, excluding those of local churches and elementary (primary) schools. It is understood that local conference and/or union conference treasurers/chief financial officers will keep all property records on file including those of local churches and elementary (primary) schools.

b. A list or index of such documents, with a brief description stating the location, name of legal body holding title, original cost, date acquired, and summary of major improvements or additions. Property records are to be brought up to date annually by reports to the General Conference Office of Archives, Statistics, and Research as additional property is acquired, major improvements are affected, or property is disposed of.

BA 70 20 Ownership of Records—1. When an organization records ideas and information on paper or other medium, it retains the ownership of that record. Both the information and medium on which it is recorded are a resource to be protected and pre-served, or destroyed, according to approved records management principles.

2. All records, files, and documents (including emails and other correspondence) created by the employee in the course of employment are the property of the employing organization and shall at all times continue in the ownership and control of the employing organization for its use, preservation, or destruction according to its records management policies. On leaving employment, the individual shall transfer copies of all such documents relating to their official duties to the secretary (or designee) of the employing or parent organizational unit.

1 a. The term “records” includes, but is not limited to, information recorded on or transmitted
 2 by paper, film, audio and video tape, email, or other electronic media or sound media, as well as
 3 charts, drawings, and maps.

4 b. Excluded from this policy are materials closely related to an employee’s professional career
 5 or graduate education such as sermons and sermon files and graduate research materials.

6 3. In addition to the informational value of organizational documents, files, and other records,
 7 some items have a literary value. Although this value also resides with the employer, it may, by
 8 written agreement, be vested in the employee or shared with the employee. (See B 70 25, Literary
 9 Property Interests.)

10 **BA 70 25 Literary and Other Property Interests**—1. *Ownership*—Literary and computer
 11 software property interests in any work prepared on the job by an employee within his/her
 12 employment shall vest in the legal employing church entity. Such legal entity shall hold title to
 13 any copyright, trademark, patent, or other legal property interest without responsibility for royalty
 14 or reimbursement other than the regular salary and benefits earned by the employment.

15 2. *Exclusion*—This policy is not intended to cover sermons and graduate-study materials.

16 3. *Exception*—The legal employing church entity by written agreement signed by all parties
 17 may exempt an employee from any portion of this policy. Any such agreement must be approved
 18 by majority vote of the executive committee/board of the legal church entity, and an original copy
 19 of the agreement must be filed with the official minutes of such board.

20 **BA 70 30 Implementation**—The secretary of a local conference/mission, union or division
 21 shall be responsible for the implementation of this policy in his/her respective field and in its
 22 subsidiary organizations except for those portions specifically designated as being the
 23 responsibility of the treasurer/chief financial officer. In the case of institutions, the secretary may
 24 delegate this responsibility to the institution’s chief executive officer.

HRS/PR&Dev/UNSec/NADOUP/22YE

C 65 BUSINESS INTERNSHIP PLAN—POLICY AMENDMENT

RECOMMENDED, To revise C 65 Business Internship Plan as presented:

C 65 Business Internship Plan

C 65 05 Plan Adopted—A business internship plan has been adopted to encourage graduates of Seventh-day Adventist colleges/universities majoring in Business Administration and Accounting to make denominational employment their life work.

C 65 10 Employment—Union and local conferences are encouraged to employ graduates of the business administration courses of Seventh-day Adventist colleges/universities on an internship basis, whereby they may be given supervised training in a variety of positions in denominational business lines.

C 65 15 Salary and Expenses—The salary and expenses of the intern shall be shared by the union and the employing organization on a monthly basis, as follows:

Union	30% Remuneration Factor 1 st year
	20% Remuneration Factor 2 nd year
Employing Organization	Balance of remuneration and all other allowances and expenses

Effective January 2, 2005:

	<u>NAD</u>	<u>Union</u>	<u>Conference</u>
Conference	20%	15%	Balance
Intern			
Union Intern	20%	Balance	

(Note: Percentage factors are calculated using NAD Remuneration Factor. Balance payments are based on salary, allowances, and expenses.)

C 65 20 Eligibility—Requirements for eligibility to these internships shall include the satisfactory completion of a four-year liberal arts curriculum with a Bachelor's degree, with a major in Accounting or Business Administration, ~~and recommendation from the faculty of colleges/universities as to Christian experience, scholastic accomplishments, and potential for future service.~~

C 65 25 Initial Twelve Months—The intern shall be appointed for twelve months' full-time service with the approval of the respective union committee, and under the direct supervision of the organizations to which he/she may be assigned for training.

C 65 30 Second Year—At the end of the first year of internship the participating organizations shall review the intern's work and experience, and if, in their judgment, it is decided to continue internship for the second year, training assignments shall be continued, and

- 1 the individual shall be considered to be available at any time for regular appointment to a
- 2 position in denominational business lines, as openings may become available.
- 3 **C 65 35 Training Emphasized**—During the entire internship period, and until the intern is
- 4 appointed to regular employment in a permanent position, the training feature of the assignments
- 5 shall be emphasized, to provide as wide and varied an experience as possible in the business
- 6 activities of various types of denominational organizations and institutions.

SECN/ADMIN

**C 68 PUBLIC AFFAIRS AND RELIGIOUS LIBERTY (PARL) INTERNSHIP PLAN—
NEW POLICY**

Recommended, To approve **C 68 Public Affairs and Religious Liberty (PARL) Internship Plan**—New Policy as shown:

C 68 05 Plan Adopted – A public affairs and religious liberty internship plan has been adopted to encourage graduates of Seventh-day Adventist colleges/universities participating in a Pre Law curriculum or majoring in political science, journalism, public policy, or in other related areas, to make denominational employment their life work.

C 68 10 Employment – Union and local conferences are encouraged to employ graduates of Pre Law, public policy, political science, or journalism courses of Seventh-day Adventist colleges/universities on an internship basis, whereby they may be given supervised training in the public affairs and religious liberty ministry.

C 68 15 Salary and Expenses – The salary and expenses of the intern shall be shared by the Division, union and employing organization on a monthly basis as follows:

	NAD	Union	Conference
1. Conference Intern	20%	15%	Balance
2. Union intern	20%	Balance	

(Note: percentage factors are calculated using NAD Remuneration Factor. Balance payments are based on salary, allowances, and expenses.)

C 68 20 Eligibility – Requirements for eligibility to these internships shall include satisfactory completion of a college/university degree in the area of political science, public policy, journalism: or in other related areas.

C 68 25 Initial Twelve Months – The intern shall be appointed for twelve months' full-time service with the approval of the respective union committee, and under direct supervision of the organizations to which he/she may be assigned for training.

C 68 30 Second Year – At the end of the first year of internship the participating organization shall review the intern's work and experience, and if, in their judgment, it is decided to continue internship for the second year, training assignments shall be continued, and the individual shall be considered to be available at any time for regular appointment to a position in denominational PARL service, as openings become available.

C 68 35 Training Emphasized – During the entire internship period, the training feature of the assignments shall be emphasized, to provide as wide and varied experience as possible in the Public Affairs and Religious Liberty activities of the denomination.

HRS/PR&Dev/UNSec/NADOUP/22YE

E 04 EMPLOYMENT BACKGROUND CHECKS—NEW POLICY

RECOMMENDED, To approve new policy **E 04 Employment Background Checks** to read as follows:

Employing organizations and institutions shall conduct pre-employment background checks after securing a signed release, for all new employees joining their organization or institution in accordance with federal, state, provincial, and local laws, or statutes. Pre-employment background checks include such things as verification of employment and/or experience, education, certification and/or skills, criminal background screening, insurability, references, church membership, and tithing, as deemed necessary by the employing organization or institution.

E 10 EMPLOYEES—ACCREDITING, TRANSFERRING, EMPLOYMENT REGULATIONS—POLICY AMENDMENT

RECOMMENDED, To approve **E 10 EMPLOYEES—ACCREDITING, TRANSFERRING, EMPLOYMENT REGULATIONS—Policy Amendment** to read as follows:

All employees will be governed by employer policy, the applicable state, provincial, and federal employment laws with the employer being the Local Conference.

The issuing of credentials and licenses comes with an expectation that employees will have a singular focus for the mission of the Church. They will also not engage in any known conflict of interest between the church organization and other non-denominational entities (see E 85 05). No individual will be credentialed who works for an organization that is not denominationally owned, with the exception of chaplains as noted in E 10 80.

E 10 Credentials and Licenses—Method of Issuing

E 10 05 Issued for Definite Period—Credentials and licenses and other papers are issued for a designated period.

E 10 10 Local Conference Employees—By the local conference or mission to its employees, including literature evangelists and those entitled to papers in conference institutions except as otherwise provided by action of NADCOM.

E 10 20 Union Conference Employees—By the union conference to its employees, to employees entitled to papers in union institutions and to other employees within its territory as may be provided for by action of NADCOM.

~~**E 10 30 Interunion/General Conference Institutions**—By the union conference to employees serving in interunion institutions located within that union, excepting those employees who receive papers directly from the division or the General Conference; but including employees of such institutions residing outside the union where the institution is located, in which case the home union of the institution will consult with the union of the employee's residence before issuing his/her papers.~~

E 10 40 General Conference Employees—By the General Conference to employees under General Conference direction including ex-presidents of the General Conference and the officers of the divisions and to employees in General Conference institutions.

~~**E 10 45 Special Employees**—By the General Conference to such employees as in the judgment of the Committee should receive such credentials.~~

E 10 50 International Service Appointees—By the General Conference to international service employees to cover the period of their preparation and travel to the field.

E 10 55 Permanent Returnees/Chaplains—By the General Conference for one year to permanently returned international service employees and endorsed chaplains who have not been employed by any conference or institution and whose current papers do not cover a period of one year, provided they are in regular standing.

E 10 60 Emeritus Credentials—International service employees, or those who have been in General Conference employ, who, though in regular standing, are without employment in denominational work for a period of one year from the time their employment ceased, shall be referred to the union conference in which they reside. Emeritus credentials may be issued to them by the union conference committee and renewed from time to time at its discretion.

E 10 65 General Conference Retired Personnel—Elected members of the General Conference, including division presidents who end their service with and retire from General Conference employment, shall receive emeritus credentials from the General Conference. Emeritus credentials may also be granted to such other employees who end their service with and retire from the General Conference and who in the judgment of the committee should receive such credentials.

E 10 70 Retirement Plan Beneficiaries—All other employees receiving benefits from the Retirement Plan and retired military chaplains receiving military retirement pay, if entitled to credentials or other papers, are to receive the same from the union conference in which they reside.

E 10 80 Employees—Credentials/licenses shall be issued, upon commencement of employment, to denominational employees and to those under the supervision of conferences/missions/~~regions/field stations~~ or denominationally-owned institutions. Credentials/licenses terminate for any reason at the time employment with the issuing organization, ~~for any reason, has ended. Including the employee's ceasing to work for the mission of that particular entity (see NAD E 10 10). Divisions~~ The Division is ~~are~~ authorized to determine eligibility based on full-time or part-time employment. ~~In special cases, a grant~~ credentials/licenses may be issued to a non-denominationally employed individual only while serving the Church under the supervision of a denominational organization, e.g., Adventist Chaplaincy Ministries for a chaplain. to chaplains who are employed in non-denominationally owned organizations.

E 10 95 Bible Society Employees—A Seventh-day Adventist minister, who is invited to serve the United Bible Society or comparable institutions devoted to the distribution of Scripture, on an employment basis, may be issued a credential/license while he/she serves that institution. Such credential/license shall normally be issued by the division in whose territory the individual serves, however, when the territory of responsibility covers more than one division, the General Conference shall issue the papers. Such employment shall not accrue denominational service credit.

E 70 10 Definition of Employee—All individuals receiving remuneration from denominational organization payrolls are for the purposes of the E 70 policy considered employees. However, the following employees are not required to have formal service records opened.

E 80 20 Faithful Return of Tithe—

3. Adherence to the basic beliefs *and practices* of the Church is a condition of employment for all credentialed/licensed Seventh-day Adventist employees. Because of the importance of tithing as a principle and the spiritual experience it represents, no church organization shall employ a Seventh-day Adventist who is not returning a faithful tithe.

E 85 05 Conflict of Interest and/or Commitment Defined— Conflict of interest shall mean any circumstance under which an employee or volunteer by virtue of financial or other personal interest, present or potential, directly, or indirectly, may be influenced or appear to be influenced by any motive or desire for personal advantage, tangible or intangible, other than the success and well-being of the denomination.

RET/SECn/PR&Dev/UnSec/NADOUP/22YE

E 70 RECORDING AND PRESERVING EMPLOYEES' SERVICE RECORDS— POLICY AMENDMENT

RECOMMENDED, To revise **E 70 Recording and Preserving Employees' Service Records** as follows:

E 70 05 Service Records—The purpose of the service record for all denominational employees is to provide a permanent historical summary of Church employment. It shall be detailed enough to meet the needs of the denominational Retirement Plan in which the employee participates. The service record shall be kept on the standard form (pre-2000), or in a digital format ~~approved by General Conference Secretariat~~ adopted by North American Division, which provides the same data and is readily understood across denominational lines. There shall be duplicate copies, either standard form or digital format, that are durable and secure.

E 70 10 Definition of Employee—No Change

E 70 15 Responsibility for Service Records—No Change

E 70 16 Service Record Management System—No Change

E 70 20 Service Record Formats—No Change

E 70 25 Sensitive Information—No Change

E 70 30 Preserving and Transferring Service Records—1. Organizational Responsibility—The denominational employer shall be responsible for beginning/obtaining and maintaining a service record for each employee. 2. Change of Position/Type of Work—When an employee's position or type of work is changed, the new position/type of work shall be recorded on the service record. 3. Transfer Between Denominational Organizations—When an employee is transferred from one denominational organization to another, the organization for which he/she has been working shall verify the service record with the employee prior to his/her departure and prepare two copies of the original service record and computerized printout, one for its files, and one for the employee.

a. A prospective employer may request in writing a copy of an employee's service record if the employee has signed a form giving the prospective employer permission to receive the record.

b. The original service record shall be forwarded to the new employer with 90 days after the date of transfer. The new employer shall request the original service record and access the establish the transferring employee computerized service record according to the instructions provided by the North American Division. The new employer shall verify the service record with the employee upon his/her arrival or when the original service record arrives from the previous employer.

c. No signatures are required between employers for computerized (post-1999) service records.

1 4. Discontinuance of Denominational Service—When an employee discontinues denominational
2 service for other than retirement reasons, the organization shall record an appropriate action
3 relating to the discontinuance of service and the particulars of any financial settlement made and
4 shall continue to maintain both the original manual service record for years prior to 2000 and the
5 computerized record for all years of service credit.

6 5. Retirement—When an employee who is eligible for benefits from the Retirement Plan retires
7 from denominational service, the service record together with the retirement application as
8 specified by the Retirement Plan shall be certified by an authorized employer representative and
9 forwarded to the secretary of the Retirement Plan Committee.

10 6. Requests for Service Records—Only written requests for service records shall be honored.
11 Requests for assistance in obtaining service records between divisions shall be directed to the
12 Secretariat of the North American Division of the General Conference.

13 7. Inquiries Regarding Service Record Policies—Inquiries regarding the application of service
14 record policies shall be directed to the Secretary of the North American Division.

15 8. Copies to Employee—Each employee shall be given a copy of his/her record not less than
16 every two years and at the following times:

17 a. At his/her request at any time.

18 b. By the last employing organization each time he/she transfers.

19 c. At the time he/she leaves denominational employment. The original service record
20 shall not be given to the employee under any circumstances.

TREn/PR&Dev

L 28 30 QUALIFICATIONS OF CANDIDATES FOR SPONSORSHIP—POLICY AMENDMENT

RECOMMENDED, To revise L 28 30 Qualifications of Candidates for Sponsorship to read as follows:

1. Eligibility for these sponsorships shall include:

~~a. A genuine Christian experience~~

~~b. A personal call to ministry~~

ea. Completion of an accredited Bachelor of Arts degree, with a major in theology or religion, or the equivalent as evaluated by the Theological Seminary.

~~d. If the candidate is a theology graduate of an SDA college or university within the past five years, recommendation from the college/university attended as to religious attitude and experience, studiousness, and industry~~

eb. Recommendations by the local and union conference committees for acceptance by NADCOA.

~~f. Adaptability and willingness to work~~

~~g. Aptitude for public speaking and labor~~

2. The primary aim is to benefit candidates under thirty years of age; though in exceptional cases they may be accepted up to 35 years of age. However, one who entered denominational service in some line other than the ministry before reaching age 40 and who later completed college/university training for the ministry may be eligible.

3. The Ministerial Sponsorship Plan is not designed for those whose prior work experience qualifies them to enter the ministry with a reasonable assurance of success. Such individuals are expected to meet the basic Qualifications of Candidates as outlined above, to be placed with a mentor who will guide them in ministry, and embark on an educational track that will meet the basic expectations of one in ministry. Programs such as the NAD sponsored MAPM through SDATS are designed to fulfill this educational requirement.

TREn/PR&Dev/UNSec/NADOUP/22YE

S 84 HISPANIC CHURCH BUILDING AND SCHOLARSHIP FUND—POLICY ADJUSTMENT

RECOMMENDED, To revise S 84 Hispanic Church Building and Scholarship Fund as presented:

S 84 Hispanic Church Building and Scholarship Fund

S 84 05 Purpose—The Hispanic Church Building and Scholarship Fund was established to provide financial assistance to Hispanic churches in obtaining church buildings and to Hispanic students in obtaining a graduate degree.

1. *Funding*—a. The North American Division shall allocate an amount equivalent to 6 percent of the tithe retained by to the North American Division from Hispanic churches, excluding Hispanic churches in the regional conferences.

b. The union shall allocate an amount equivalent to 10 percent of the union portion of the tithe from Hispanic churches, excluding Hispanic churches in the regional conferences.

2. *Allocation*—The funds shall be allocated as follows:

Church building assistance 85%

Scholarship assistance 15%

3. *Hispanic Church Building Fund*—The Church Building Fund shall be allocated to each union based on Hispanic membership and tithe, excluding Hispanic churches in the regional conferences, administered according to the following guidelines:

—a. Requests for assistance shall be supported by recommendations from the respective local conference and union.

—b. Allocations shall be recommended to the North American Division Committee for Administration (NADCOA) and shall be granted on the basis of need, taking into consideration the following factors:

1) Location of the church. Priority shall be given to the inner city churches.

2) Membership and tithe per capita of the church.

4. *Hispanic Scholarship Fund*—The Scholarship Fund shall be administered according to the following guidelines:

a. Requests for assistance from graduate students shall be supported by recommendations from the respective local and union conferences.

b. Allocations shall be recommended to the North American Division Committee for Administration (NADCOA) and shall be granted on the basis of need.

5. *Coordination with Union Plan*—The provision of this plan shall be deducted in unions where a similar plan is in operation.

S 84 10 Seventh-day Adventist Church in Canada (SDACC)—In order to comply with Canadian Institute of Chartered Accountants (CICA) and Revenue Canada interpretations for non-profit organizations, funds reverted to the SDACC or its subsidiary organizations and institutions shall be considered unrestricted. The allocation of such funds shall be by action of the SDACC Board of Trustees.

TREn/PR&Dev/UNSec/NADOUP/22YE

Y 23 05 MOVING ALLOWANCE—POLICY AMENDMENT

RECOMMENDED, To amend Y 23 Moving Allowance to read as follows:

Y 23 Moving Allowance

Y 23 05 Employee Moving Allowances—1. *Assistance*—When an employee is requested by an employing organization to move to a new location or a person is being called into denominational service, the employer may provide the following assistance:

a. An amount to cover freight/van charges and insurance up to maximums established by the employer.

b. Travel expense and a per diem as per current policy and 100 percent of the regular mileage allowance to move the employee's car or up to two cars for employee and spouse to the new field of employment.

c. A flat amount rounded up to the nearest \$10 to cover packing and other moving costs as follows: ~~Employee—16.5 percent of the Remuneration Factor; Spouse—16.5 at 33 percent of the Remuneration Factor. A single parent with dependent children may be granted 33 percent of the Remuneration Factor as a moving allowance.~~

d. Automobile Registration and Excise Tax—Employees who are called to another state and who are required to pay duplicate excise tax/sales tax, license, and certification/inspection fees may report such expense on one car if they register their car within 90 days of moving to the new area. If the employee has a spouse, the above expenses may also be reported on a second car.

e. In cases where it may be necessary to negotiate a bridge loan in order to secure a home at the new location, the bridge loan interest may be reimbursed by the new employer for the same time period during which the employee is eligible to receive duplicate housing allowances in addition to the duplicate and special housing allowance. This bridge loan interest would be considered outside of the ceiling for which special assistance may be given.

1 TREN/PR&Dev/UNSec/NADOUP/22YE

2 **Y 33 EMPLOYEE DISABILITY INCOME PLAN**

3

4 RECOMMENDED, To revise **Y 33 20 Eligibility** as follows:

5

6 **Y 33 20 Eligibility**—1. All regular full-time denominational employees ~~working an average of at~~
7 ~~least 35 hours per week~~ (as determined by employer) shall be eligible to participate in the
8 Employee Disability Income Plan commencing with the first day of employment.

1 ACM/SECn/PR&Dev/UNSec/NADOUP/22YE

2 **GUIDELINES FOR PASTORS SERVING IN THE RESERVE COMPONENTS OF THE**
 3 **MILITARY—GUIDELINE AMENDMENT**

4
 5 RECOMMENDED, To revise **Appendix G Guidelines for Pastors Serving in the Reserve**
 6 **Components of the Military** to read as follows:

7
 8 Adventist ministers who are denominationally employed and serve in the Reserve Components
 9 of the military shall inform the hiring organization of their military obligations and provide copies
 10 of written orders requiring their deployment for any period exceeding one month.

11 Denominational employers will comply with the intent of national laws governing the
 12 employment and re-employment of military reservists, such as the Uniformed Services
 13 Employment and Reemployment Rights Act of 1994 (USERRA) in the United States.

14 Reservists' terms for active duty are being prolonged for periods, in some cases, exceeding one
 15 year. This has brought pressure on the reservists as well as their families in a number of areas
 16 including financial concerns.

17 When activated, reservists receive remuneration and benefits from the military. Effective dates
 18 are documented by the armed forces. Such dates become the basis for determining when the
 19 reservist returns to denominational employment.

20 *Salary and Economic Research Institute, Inc. (ERI):* Employers cannot deny an employee's
 21 right to serve in the reserves nor can they negatively impact their employees serving in the reserves.
 22 Reservists receive minimal compensation for the monthly drills they participate in when not called
 23 to active service. Such compensation should have no bearing on their denominational
 24 remuneration. However, when mobilizations are longer than one month, except for mandatory
 25 training orders, denominational employers need only compensate the difference, if any, between
 26 the military basic salary and the normal denominational pay. For example, a pastor with military
 27 reserve obligations may be mobilized to attend special training or deployed for four months and
 28 receive only a sergeant's pay from the military, which would be considerably less than his/her pay
 29 from the conference. The conference should extend to him/her the difference.

NORTH AMERICAN DIVISION YEAR-END MEETING

FINANCE AGENDA

Seq Admin

Init Num Yr Num Issue Title

FINANCE AGENDA

1 CALL TO ORDER

2 PRAYER

RR 3 REMUNERATION FACTOR AND ALLOWANCES

RR 4 AIM CHARGES TO UNIONS

RR 5 HISPANIC BUILDING FUND

RR 6 OAKWOOD UNIVERSITY

RR 7 REGIONAL CAPITAL REVERSION FUND ALLOCATIONS

RR 8 RESOURCE DEVELOPMENT COMMITTEE ALLOCATIONS

RR 9 eADVENTIST ALLOCATIONS

RR 10 SPECIAL ASSISTANCE FUND--2023 POLICY VARIANCE

RR 11 SPECIAL ASSISTANCE FUND

1 REMUNERATION FACTOR AND ALLOWANCES— ~~2022~~ 2023

2
3 RECOMMENDED, 1. To effect a salary increase of up to 5.4% 6.0% for the United States and
4 Bermuda on July 1, ~~2022~~ 2023 which may be implemented as early as January 1, 2023, and a
5 ~~2.00% 4.0%~~ for Canada on January 1, 2023 and an additional 4.0% on August 1, ~~2022~~ 2023.

6
7 2. The SDACC remuneration factor and pension factor is decided in September and
8 November. Therefore, NAD Year-end is requested to grant NADCOM the authority to approve
9 the pension factor for SDACC.

10
11 3. To approve the remuneration factor and allowances effective July 1, ~~2022~~ 2023
12 for the United States and Bermuda, and ~~September~~ January 1, 2023 and August 1, 2022 2023 for
13 Canada as follows:

14 Remuneration Factors

Remuneration Factor			
U.S. and Bermuda		Canada	
July 1, 2022 <u>2023</u>		September 1, 2022 <u>January 1, 2023</u>	
US\$4,963	<u>US\$5,261</u>	C\$5,344	<u>C\$5,558</u>
		<u>August 1, 2023</u>	
		<u>C\$5,772</u>	

25
26
27
28 Note: As of July 1, 2003, the Remuneration Factor (RF) is the standard base factor for
29 denominational remuneration in NAD.

30 Seminarian Remuneration Rate

31 Traditional Track

32 While attending Seminary:

33 30% of the Remuneration Factor

34 Effective July 1, ~~2022~~ 2023

~~US\$1,489~~ US\$1,578

35 While participating in Evangelistic Programs:

36 8% of the Remuneration Factor

37 Per week for up to six weeks.

38
39 For Canadian and Bermudian ~~scholarship~~ sponsorship recipients: when the spouse
40 accompanies the intern but is unable to obtain a work permit, the remuneration will be up to 60%
41 of the remuneration factor or ~~US\$2,978~~ US\$3,156 as of July 1, ~~2022~~ 2023.

REMUNERATION FACTOR AND ALLOWANCES – ~~2022~~ 2023- Page 2

1 Parsonage Exclusion (U.S.)

2
3 The parsonage exclusion is available to ministerial employees in harmony with
4 E 05. Each union in the North American Division will be responsible for establishing a
5 Parsonage Exclusion ceiling within its territory. The Parsonage Exclusion (US) shall not exceed
6 80% of the Ordained Minister annualized salary, including cost-of-living, rounded to the nearest
7 thousand dollars. The total exclusion is limited by Internal Revenue Service regulations such as
8 fair rental value and actual expense.

10 Travel Expense Allowances, Effective January 1, ~~2022~~ 2023 in USA and July 1, 2022 in 11 Canada

13 Mileage:

	U.S./Bermuda	Canada
14 Auto travel rates, per mile	US\$ 0.42 <u>\$0.45</u>	
15 Per kilometer (up to 5,000 km)		€\$56 <u>C\$61</u>
16 Per kilometer (over 5,000 km)*		€\$50 <u>C\$55</u>

17 Gas Cost \$2.50 \$2.70 \$2.90 \$3.10 \$3.30 \$3.50 \$3.70 \$3.90 \$4.10 \$4.30 \$4.50 \$4.70 \$4.90 \$5.10

18 Mileage Reimbursement \$0.37 \$0.38 \$0.39 \$0.40 \$0.41 \$0.42 \$0.43 \$0.44 \$0.45 \$0.46 \$0.47 \$0.48 \$0.49 \$0.50

19 *Entities may set lower rates per kilometer for reported travel above 24,000 per year.

23 Per Diem Rates (meals and incidental expenses):

24 Full per diem	US\$ 54.00 \$56.00	€\$57.00 <u>C\$60.00</u>
25 When fully entertained	19.00 20.00	19.00 <u>20.00</u>
26 Family authorized travel:		
27 Worker and spouse	81.00 84.00	100.00
28 When fully entertained	27.00 28.00	25.00
29 Each dependent accompanying child	27.00 28.00	25.00
30 When fully entertained	11.00	

31
32
33 U.S. per diem limited up to the minimum latest Internal Revenue Service published per diem
34 (meals and incidental expenses), rounded up to the nearest dollar. See the most recent rate at
35 <https://www.gsa.gov/travel/plan-book/per-diem-rates>.

36 Accompanying child per diem reimbursement should be authorized by controlling body.

REMUNERATION FACTOR AND ALLOWANCES – ~~2022~~ 2023- Page 3

Area Travel Allowance

The Area Travel Allowance (U.S./Bermuda) is a monthly allowance which is calculated at up to a maximum of 1,000 miles times the mileage rate. Each union in the United States is authorized to adjust the area travel rate up or down but not to exceed the maximum of 1,000 miles times the mileage rate. In Canada the Area Travel Allowance is a flat C\$500 (2022) increased to C\$550 per month for 2023 as per the recommendation of the SDACC Board.

Area travel allowance is defined as a flat allowance for travel by administrative personnel within a restricted geographical area not more than U.S. 50 miles and Canada ~~50~~ 80 km in radius (100 miles/160 km round-trip) from the workers' home or place of employment, as may be defined by the employing organization. No auto mileage may be reported for trips to points within such area. Any variations to this policy must have NADCOM approval.

Pension Factors Effective January 1, ~~2022~~ 2023

General Church Retirement Plan – U.S.	US\$ 2,803 <u>US\$2,971 (6.0%)</u>
General Church Retirement Plan – Canada+	C\$ 2,475 TBA (2.00)
Hospital Retirement Plan	US\$ 3,248 <u>US\$ 3,329 (2.5%)</u>

ADVENTIST INFORMATION MINISTRY (AIM) CHARGES TO UNIONS—2023

RECOMMENDED, To approve the following allocations for AIM in 2023.

**AIM CHARGES TO UNIONS
FOR 2023**

Union	Membership Dec 31, 2021	Rate	Invoice Total
Atlantic	129,073	\$ 0.120	\$ 15,489
Canadian	74,079	\$ 0.120	\$ 8,889
Columbia	151,317	\$ 0.120	\$ 18,158
Lake	88,675	\$ 0.120	\$ 10,641
Mid-America	65,011	\$ 0.120	\$ 7,801
North Pacific	102,086	\$ 0.120	\$ 12,250
Pacific	218,863	\$ 0.120	\$ 26,264
Southern	317,416	\$ 0.120	\$ 38,090
Southwestern	119,288	\$ 0.120	\$ 14,315
	<u>1,265,808</u>		<u>\$ 151,897</u>

HISPANIC BUILDING FUND ALLOCATION FOR 2023

RECOMMENDED, To approve the following allocations for the 2023 Hispanic Building Fund:

\$ 1,022,850

	2021 ¹ Membership		2021 ² Tithe		Average		2023 ³ Total
Atlantic	21,937	9.5%	\$ 14,573,157	10.5%	10.0%	\$	102,226
Canadian	2,152	0.9%	\$ 1,210,775	0.9%	0.9%	\$	9,219
Columbia	35,885	15.5%	\$ 19,163,111	13.9%	14.7%	\$	149,934
Lake	12,267	5.3%	\$ 5,969,160	4.3%	4.8%	\$	49,103
Mid-America	8,121	3.5%	\$ 4,735,315	3.4%	3.5%	\$	35,405
North Pacific	15,572	6.7%	\$ 5,655,031	4.1%	5.4%	\$	55,225
Pacific	48,093	20.7%	\$ 32,396,804	23.4%	22.1%	\$	225,768
Southern	46,725	20.1%	\$ 30,277,625	21.9%	21.0%	\$	214,918
Southwestern	41,327	17.8%	\$ 24,335,493	17.6%	17.7%	\$	181,052
Total	232,079	100.0%	\$ 138,316,471	100.0%	100.0%	\$	1,022,850

¹ Figure for 2021 membership came eAdventist.² Figure for 2021 tithe came from the final remittance system Hispanic church tithe and does not include Hispanic tithe in the Regional Conferences as it is included with the Regional Conference tithe.³ The total amount to distribute comes from the formula for Hispanic tithe distribution.

OAKWOOD UNIVERSITY FINANCIAL ALLOCATIONS—2023

RECOMMENDED, To approve the following Oakwood University Allowances for 2023:

**OAKWOOD UNIVERSITY
Allocation for 2023**

ORGANIZATION	2021 Tithe	2023 ALLOTMENT (3.0% OF TITHE)
ATLANTIC UNION:		
Northeastern Conference	48,102,837	1,443,085
COLUMBIA UNION:		
Allegheny East Conference (2.125%)	38,175,658	811,233
Allegheny West Conference	8,205,885	246,177
	<u>46,381,542</u>	<u>1,057,410</u>
LAKE UNION:		
Lake Region Conference	12,013,587	360,408
MID-AMERICAN UNION:		
Central States Conference	5,061,880	151,856
NORTH PACIFIC UNION:		
Alaska Conference Churches	190,423	5,713
Oregon Conference Churches	414,835	12,445
Upper Columbia Conference Churches	141,730	4,252
Washington Conference Churches	813,157	24,395
	<u>1,560,145</u>	<u>46,805</u>
PACIFIC UNION:		
Arizona Conference Churches	838,887	25,167
Central California Conf Churches	1,298,779	38,963
Nevada-Utah Conf Churches	713,432	21,403
Northern California Conf Churches	2,189,190	65,676
Southeastern California Conf Churches	4,377,134	131,314
Southern California Conf Churches	4,791,650	143,750
	<u>14,209,072</u>	<u>426,273</u>
SOUTHERN UNION:		
South Atlantic Conference	26,368,587	791,058
South Central Conference (5.0%)	23,425,717	1,171,286
Southeastern Conference	28,790,030	863,701
	<u>78,584,334</u>	<u>2,826,045</u>
SOUTHWESTERN UNION:		
Southwest Region Conference	<u>13,337,518</u>	<u>400,126</u>
TOTALS	<u>219,250,915</u>	<u>6,712,008</u>

REGIONAL CAPITAL REVERSION FUND ALLOCATIONS

RECOMMENDED, To approve the allocation of Regional Capital Reversion Funds available for 2023 as follows:

<u>Organization</u>	<u>2023</u>
Tithe Base Year	2021
Allegheny East	476,871
Allegheny West	476,871
Southwest Region	476,871
	<u>1,430,613</u>

RESOURCE DEVELOPMENT COMMITTEE ALLOCATIONS FOR 2023

RECOMMENDED, To approve the following allocations for the Resource Development Committee for 2023:

Union	Tithe 2021	%	Membership 2021	%	Ave.	RDC Allotment
Atlantic	117,297,245	9.7%	129,073	10.2%	10.0%	24,928
Canadian	72,494,006	6.0%	74,079	5.9%	5.9%	14,844
Columbia	156,426,644	13.0%	151,317	12.0%	12.5%	31,188
Lake	86,465,281	7.2%	88,675	7.0%	7.1%	17,737
Mid-America	66,388,732	5.5%	65,011	5.1%	5.3%	13,315
North Pacific	115,519,979	9.6%	102,086	8.1%	8.8%	22,078
Pacific	209,227,913	17.4%	218,863	17.3%	17.3%	43,342
Southern	274,459,959	22.8%	317,416	25.1%	23.9%	59,849
Southwestern	105,334,784	8.8%	119,288	9.4%	9.1%	22,719
Total	1,203,614,543	100.0%	1,265,808	100.0%	100.0%	250,000

Note: For purposes of this allocation, tithes and membership do not include NAD and Guam.

eADVENTIST MEMBERSHIP ALLOCATIONS FOR 2023

RECOMMENDED, To approve the following allocations for eAdventist Membership Billing for 2023:

Union	Membership 2021	\$	Amount
Atlantic	129,073	\$0.22	\$28,396
Canadian	74,079	\$0.22	\$16,297
Columbia	151,317	\$0.22	\$33,290
Lake	88,675	\$0.22	\$19,509
Mid-America	65,011	\$0.22	\$14,302
North Pacific	102,086	\$0.22	\$22,459
Pacific	218,863	\$0.22	\$48,150
Southern	317,416	\$0.22	\$69,832
Southwestern	119,288	\$0.22	\$26,243

Members 2021* 1,265,808

Union Expense \$278,478

*4th quarter Membership 2021

TREn/22YE

SPECIAL ASSISTANCE FUND—2023 POLICY VARIANCE

RECOMMENDED, To approve a policy variance for S 74 05 Source of Fund (Special Assistance Fund for Conferences) for 2023 for local conferences and mission to contribute 80% of one percent (.80%) of annual tithe receipts in excess of \$4,524,000, effective January 1, 2023. For Union Conferences the contribution will be 80% of one percent (.80%) on the amounts contributed by the local conferences and missions.

SPECIAL ASSISTANCE ALLOCATIONS FOR 2023

RECOMMENDED, To appropriate \$10 million, per the following schedule

SPECIAL ASSISTANCE FUND
Allocations for 2022 - \$9,500,000 plus Immigrant Groups - \$500,000

	Frozen Assistance per Agree 2013	% of 2013	2013 Total by % of '2013	2014 Total by % of '2013	2015-2022 Total by % of '2013	2023 Total by % of '2013	Message Magazine Amount
Atlantic Union							
Greater New York	150,000	1.25%	137,364	124,876	118,633	118,633	
New York	90,000	0.75%	82,418	74,926	71,180	71,180	
Northeastern	100,795	0.84%	92,304	83,913	79,717	79,717	23,500
Total	340,795		312,087	283,715	269,529	269,529	23,500
Canadian Union	-	0.00%	-	-	-	-	
Manitoba-Sask	127,513	1.06%	116,771	106,156	100,848	100,848	
Maritime	427,429	3.56%	391,423	355,839	338,047	338,047	
Quebec	86,020	0.72%	78,774	71,613	68,032	68,032	
Newfoundland	541,721	4.51%	496,087	450,988	428,439	428,439	
Total	1,182,683		1,083,055	984,595	935,366	935,366	-
Columbia Union							
Allegheny East	-	0.00%	-	-	-	-	23,500
Allegheny West	499,472	4.16%	457,397	415,815	395,025	395,025	20,000
Mountain View	382,422	3.18%	350,207	318,370	302,452	302,452	
Total	881,894		807,604	734,186	697,476	697,476	43,500
Lake Union							
Lake Region	1,548,231	12.89%	1,417,810	1,288,918	1,224,472	1,224,472	22,000
Total	1,548,231		1,417,810	1,288,918	1,224,472	1,224,472	22,000
Mid-America Union							
Central States	611,121	5.09%	559,641	508,764	483,326	483,326	20,000
Dakota	-	0.00%	-	-	-	-	
Total	611,121		559,641	508,764	483,326	483,326	20,000
North Pacific Union							
Alaska	265,872	2.21%	243,475	221,341	210,274	210,274	
Idaho	30,000	0.25%	27,473	24,975	23,727	23,727	
Montana	50,000	0.42%	45,788	41,625	39,544	39,544	
Union Regional Min	261,598	2.18%	239,561	217,783	206,894	206,894	10,000
Total	607,470		556,297	505,725	480,439	480,439	10,000
Pacific Union							
Arizona	367,060	3.06%	336,139	305,581	290,302	290,302	
Central California	116,442	0.97%	106,633	96,939	92,092	92,092	
Hawaii	37,500	0.31%	34,341	31,219	29,658	29,658	
Nevada-Utah	70,500	0.59%	64,561	58,692	55,757	55,757	
Southeastern Calif	200,842	1.67%	183,923	167,203	158,843	158,843	
Southern California	36,448	0.30%	33,378	30,343	28,826	28,826	
Union Regional Min	827,772	6.89%	758,041	689,128	654,672	654,672	15,000
Total	1,656,564		1,517,017	1,379,106	1,310,151	1,310,151	15,000

GENERAL AGENDA

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	Frozen Assistance per Agree 2013	% of 2013	2013 Total by % of '2013	2014 Total by % of '2013	2015-2022 Total by % of '2013	2023 Total by % of '2013	Message Magazine Amount
Southern Union							
South Atlantic	1,008,323	8.39%	923,383	839,439	797,467	797,467	23,500
South Central	1,063,018	8.85%	973,470	884,973	840,724	840,724	22,000
Southeastern	1,509,381	12.57%	1,382,232	1,256,575	1,193,746	1,193,746	23,500
Total	3,580,722		3,279,085	2,980,987	2,831,937	2,831,937	69,000
Southwestern Union							
Oklahoma	60,000	0.50%	54,946	49,951	47,453	47,453	
Southwest Region	1,201,119	10.00%	1,099,938	999,944	949,946	949,946	22,000
Texico	341,269	2.84%	312,521	284,110	269,904	269,904	
Total	1,602,388		1,467,404	1,334,004	1,267,304	1,267,304	22,000
Sub-Total	12,011,868	100.00%	11,000,000	10,000,000	9,500,000	9,500,000	225,000

Funds for immigrant groups going forward in conferences per new program. \$ 500,000 \$ 500,000

Grand Total	<u>12,011,868</u>	<u>100.00%</u>	<u>11,000,000</u>	<u>10,000,000</u>	<u>10,000,000</u>	<u>10,000,000</u>
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Newfoundland Mission 2023 to 100% 2021 tithe remitted. Membership under 1,000		\$ 97,933
Newfoundland Mission 2022 to 100% 2020 tithe remitted. Membership under 1,000	\$ 96,214	
Newfoundland Mission 2021 to 100% 2019 tithe remitted. Membership under 1,000	\$ 80,925	
Newfoundland Mission 2020 to 100% 2018 tithe. Membership under 1,000	\$ 86,972	
Newfoundland Mission 2019 to 100% 2017 tithe. Membership under 1,000	\$ 95,935	
Newfoundland Mission 2018 to 100% 2016 tithe. Membership under 1,000	\$ 10,782	
Newfoundland Mission 2017 to 100% 2015 tithe. Membership under 1,000	\$ 59,915	
Newfoundland Mission 2016 to 100% 2014 tithe. Membership under 1,000	\$ 115,373	
Newfoundland Mission 2015 to 100% 2013 tithe. Membership under 1,000	\$ 152,482	

NOTES:

1. Minimum Annual Tithe: \$4,524,000 [2022 factor (\$4,963) divided by 2021 factor (\$4,709) = 105.45% X (Last year) \$4,291,000—then divide by 12 and round up to get the monthly amount.
2. Tithe Per Capita Rounded to Next Highest Dollar:
3. For 2023 local conferences and missions will contribute .80% of annual tithe receipts in excess of \$4,524,000—if the recommended variance is voted.

SPECIAL ASSISTANCE:

S Special non-formula assistance.

Note a: Reduction for Southeastern California and Southern California Conferences in column M is the difference between the calculation as shown based on total membership and tithe and a calculation without regional membership and tithe for these conferences. Regional tithe and membership for SE Calif & Southern Calif are included in the "Special Assistance" amount for Union Regional Ministries.

NORTH AMERICAN DIVISION YEAR-END MEETING

CONSENT AGENDA

Seq Admin

Init	Num	Yr	Num	Issue Title
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CONSENT AGENDA

	1			CALL TO ORDER
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	2			PRAYER
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JAR	3			2022-2026 AUTHORIZED MEETINGS
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JAR	4			2023- 2025 NAD CALENDAR OF OFFERINGS
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JAR	5			C 11 05 ADMINISTRATIVE PLAN--POLICY AMENDMENT
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JAR	6			C 47 30 TAX EXEMPTION STATUS & C 47 35 PERIODIC REVIEW--POLICY AMENDMENT
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JAR	7			HA 16 10 DISASTER AND FAMINE RELIEF--POLICY AMENDMENT
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22Na AUTHORIZED MEETINGS—2022

RECOMMENDED, To approve the list of Authorized Meetings North American Division 2022 with the understanding that attendance at these meetings must also be approved by the administration of each entity, as follows:

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
Oct 6	Thu	ECE Advisory	TBD
Oct 6-12	Thu	Annual Council	Silver Spring MD
Oct 12-16	Wed	Society Adventist Communicators Annual Conv.	Columbia MD
Oct 12	Wed	Evangelism Advisory	Virtual
Oct 15	Sat	Global Public Campus Ministries (PCM)	Virtual
Oct 15	Sat	Church Planting Committee	Virtual
Oct 16	Sun	Oakwood Board	Huntsville AL
Oct 16	Sun	Breath of Life Executive Committee	Huntsville AL
Oct 16	Sun	NextGen Pastor Advisory	Virtual
Oct 17	Mon	Women Clergy Prayer and Praise	Virtual
Oct 18	Tue	Adventist Media Ministries	TBD
Oct 18-19	Tue	TDEC	Phoenix AZ
Oct 24	Mon	Multilingual Advisory Coordinator	Columbia MD
Oct 25	Tue	Union Multilingual Ministries	Columbia MD
Oct 26	Wed	Hispanic Ministries Committee	Columbia MD
Oct 25	Tue	Presidents Council	Columbia MD
Oct 25	Tue	Union Secretaries Council	Columbia MD
Oct 25	Tue	Union Treasurers Council	Columbia MD
Oct 26	Wed	NADOUP	Columbia MD
Oct 26	Wed	Board of Ministerial & Theological Educators	Virtual
Oct 26-27	Wed	AACU	Columbia MD
Oct 27	Thu	PreK-12 Board of Education	Columbia MD
Oct 27	Thu	NAD Higher Education Cabinet	Columbia MD
Oct 27-Nov 1	Thu	Year-end Meeting	Columbia MD
Nov 8	Tue	ALC Executive Committee	Columbia MD
Nov 10	Thu	ECE	TBD
Nov 12	Sat	Recovery Sabbath	Virtual
Nov 13	Sun	Summit on Abuse	Virtual
Nov 14	Mon	NAD Women Clergy Advisory	Virtual
Nov 15	Tue	Church Planting Committee	Virtual
Nov 16	Wed	NextGen Pastor Advisory	Virtual
Nov 17	Thu	Union/Conference Ministerial Dir Adv Qtly Mtg	Virtual
Nov 18	Fri	Curriculum Collaboration	Denver CO
Nov 29-Dec 1	Tue	New Conference President's Orientation	Columbia MD
Nov 30-Dec 4	Wed	AACP Camp Convention	Crandell GA
Dec 5-8	Mon	NAD Education Curriculum Committee	Phoenix AZ
Dec 6	Tue	Adventist Retirement Board	Columbia MD

1	<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
2	<u>Cont</u>			
3				
4	<i>Dec 12-13</i>	<i>Mon</i>	<i>LLU Board and Committees</i>	<i>Loma Linda CA</i>
5	<i>Dec 12-13</i>	<i>Mon</i>	<i>LLU Health Board Trustees</i>	<i>Loma Linda CA</i>
6				
7				
8				
9				
10	Last Updated 10/24/2022			

22Nb AUTHORIZED MEETINGS—2023

RECOMMENDED, To approve the list of Authorized Meetings North American Division--2023 with the understanding that attendance at these meetings must also be approved by the administration of each entity, as follows:

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
Jan 8-11	Sun	Adventist Ministries Convention	Greensboro NC
Jan 26	Thu	ALC Executive Committee	Columbia MD
Jan 31	Tue	TDEC	Virtual
Feb 2	Thu	TDEC	Virtual
Feb 6-9	Mon	Annual Conf. Presidents' Retreat	Daytona Bch FL
Feb 12	Sun	Evangelism Advisory	Virtual
Feb 13-15	Mon	eHuddle	Portland OR
Feb 14-16	Tue	UDOE	Austin TX
Mar 20-21	Mon	Assoc. of Adventist Colleges and Univ. (AACU)	Loma Linda CA
Feb 21-24	Mon	Travel Moratorium	Columbia MD
Feb 27-28	Mon	LLU Health Board of Trustees	Loma Linda CA
Mar 6	Mon	AIM Board	Columbia MD
Mar 13	Mon	Christian Record Services Finance and Board	Lincoln NE
Mar 13	Mon	AdventSource Finance	Lincoln NE
Mar 14	Tue	AdventSource Board	Lincoln NE
Mar 14	Tue	Church Planting Committee	Virtual
Mar 15	Wed	Pacific Press Finance	Nampa ID
Mar 15	Wed	NextGen Pastor Advisory	Virtual
Mar 16	Thu	Pacific Press Board	Nampa ID
Mar 19	Sun	BMTE	Loma Linda CA
Mar 19	Sun	Adventist Colleges Abroad (ACA)	Loma Linda CA
Mar 20-21	Mon	AACU Constituency	Loma Linda, CA
Mar 20	Mon	Office of Human Relations Advisory	Columbia MD
Mar 21	Tue	ACS Board Meeting	Columbia MD
Mar 21	Tue	Office of Human Relations Steering Committee	Columbia MD
Apr 2-8	Sun	Health Summit	Lexington KY
Apr 6-10	Thu	Sonscreen Film Festival	Loma Linda CA
Apr 10-11	Mon	GC Spring Meeting	Silver Sprg MD
Apr 11-12	Tue	GC Spring Meeting	Silver Sprg MD
Apr 13-15	Thu	Sonscreen Film Festival	Loma Linda CA
Apr 13	Thu	LLU Health Organizing Boards	Loma Linda MD
Apr 16-17	Sun	Oakwood Board	Huntsville AL
Apr 21-22	Fri	Pathfinder Bible Experience (PBE)	Tampa Bay FL
Apr 23-25	Sun	HR Convention	Columbia MD
Apr 25	Tue	ALC Executive Committee	Columbia MD

<u>DATE</u> <u>Cont.</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
Apr 26-27	Wed	Secretaries Council	Columbia MD
May 1	Mon	It is Written Executive Committee	Columbia MD
May 1	Mon	Faith for Today	Columbia MD
May 2	Tue	La Voz de la Esperanza Executive Committee	Columbia MD
May 2	Tue	Breath of Life Executive Committee	Columbia MD
May 3	Wed	Voice of Prophecy Executive Committee	Columbia MD
May 3	Wed	Jesus 101 Executive Committee	Columbia MD
May 4	Thu	Life Talk Radio Executive Committee	Columbia MD
May 15-18	Mon	Education Advisory Committee/ UDOEC	Providence RI
May 22-23	Mon	LLU Health Board of Trustees	Loma Linda CA
Jun 12-23	Mon	NAD Summer Curriculum	TBD
Jun 20	Tue	ACS Board Meeting	Columbia MD
Jul 10	Mon	Christian Record Services Finance and Board	Lincoln NE
Jul 11	Mon	NAD Picnic	Columbia MD
Jul 31- Aug 3	Mon	Nonprofit Leadership Certification Program	Kansas City MO
Jul 31- Aug 5	Mon	ASI Convention	Kansas City MO
Jul 31	Mon	NAD Commission of Accreditation	Virtual
Aug 7-10	Mon	Teacher/Education Convention	Phoenix AZ
Aug 8	Tue	NAD Picnic	Columbia MD
Aug 8	Tue	NADOUP	Phoenix AZ
Aug 9	Wed	Union Secretaries	Phoenix AZ
Aug 14	Mon	AIM Board	Berrien Spgs MI
Aug 14	Mon	NADCOM	Columbia MD
Aug 16	Wed	Pacific Press Finance	Nampa ID
Aug 17	Thu	Pacific Press Board	Nampa ID
Aug 21-24	Mon	Travel Moratorium	Columbia MD
Aug 22	Tue	Church Planting Committee	Virtual
Aug 23	Wed	NextGen Pastor Advisory	Virtual
Aug 24	Thu	ALC Executive Committee	Columbia MD
Aug 28-29	Mon	LLU Health Board of Trustees	Loma Linda CA
Aug 28-31	Mon	Presidents of Large Conferences Retreat	TBD GA
Aug 28-31	Mon	Annual Hispanic Advisory	Columbia MD
Sep 5	Tue	ACS Board Meeting	Columbia MD
Sep 6	Wed	Jesus 101 Executive Committee	Riverside CA
Sep 7-8	Thu	Faith for Today Exec. Com.	Riverside CA
Sep 7	Thu	La Voz de la Esperanza Executive Committee	Riverside CA
Sep 11	Mon	It Is Written Executive Committee	Chattanooga TN

<u>DATE</u> <u>Cont.</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
Sep 11	Mon	Life Talk Radio Executive Committee	Chattanooga TN
Sep 11-13	Mon	Adventist Risk Management Conference	Fort Myers FL
Sep 13	Wed	Voice of Prophecy Executive Committee	Loveland CO
Sep 18	Mon	Christian Record Services Finance and Board	Lincoln NE
Sep 18	Mon	AdventSource Finance	Lincoln NE
Sep 18	Mon	NAD Evangelism Advisory	Virtual
Sep 19	Tue	AdventSource Board	Lincoln NE
Sep 19-21	Mon	NAD Church Planters Advisory	Virtual
Sep 26-28	Tue	UDOE	Quebec Canada
Oct 1-4	Sun	NAD Women Clergy Retreat	TBD
Oct 5-11	Thu	GC Annual Council	Silver Spg MD
Oct 9-12	Mon	Women Clergy Retreat	TBD
Oct 10-11	Tue	TDEC	Columbia MD
Oct 15-17	Sun	Oakwood University Board	Huntsville AL
Oct 15	Sun	Breath of Life Executive Committee	Huntsville AL
Oct 17	Tue	AMM Board	Columbia MD
Oct 19-22	Thu	Society of Adventist Communicators	TBD
Oct 25	Wed	NADOUP	Columbia MD
Oct 26-31	Thu	NAD Year End Meeting	Columbia MD
Nov 9	Thu	ALC Executive Committee	Columbia MD
Dec 4-6	Mon	NAD Education Curriculum/UDOE	San Diego CA
Dec 6	Wed	NADCOM	Columbia MD
Dec 11-12	Mon	LLU Health Board of Trustees	Loma Linda CA
Dec 12	Tue	ACS Board Meeting	Columbia MD

Last Updated 10/24/2022

22Nc AUTHORIZED MEETINGS—2024

RECOMMENDED, To approve the list of Authorized Meetings North American Division--2024 with the understanding that attendance at these meetings must also be approved by the administration of each entity, as follows:

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
Jan 9	Tue	ALC Executive Committee	Columbia MD
Jan 23-25	Tue	TDEC (FETC)	Orlando FL
Feb 1	Thu	NADCOM	Columbia MD
Feb 5-8	Mon	Annual Conference Presidents' Retreat	TBD
Feb 11	Sun	Evangelism Advisory	Virtual
Feb 12-13	Mon	Registrars Committee	San Antonio TX
Feb 13-15	Tue	UDOEC	San Antonio TX
Feb 12-17	Mon	eHuddle	Virtual
Feb 20-23	Tue	Travel Moratorium	Columbia MD
Feb 26-27	Mon	LLU Health Board of Trustees	Loma Linda CA
Mar 7-10	Thu	NAD Church Planters BootCamp East/West	Virtual
Mar 11	Mon	AIM Board	Columbia MD
Mar 12	Tue	Church Planting Committee	Virtual
Mar 13	Wed	NextGen Pastor Advisory	Virtual
Mar 17	Sun	Adventist Colleges Abroad (ACA)	College Pl WA
Mar 18-19	Mon	AACU Constituency	Angwin CA
Mar 18-19	Mon	Association of Adventist Colleges & Univ.	College Pl WA
Mar 18	Mon	AdventSource Finance Committee	Lincoln NE
Mar 18	Mon	Christian Record Services Finance and Board	Lincoln NE
Mar 20	Wed	Pacific Press Publishing Assoc. Finance Cmte	Nampa ID
Mar 21	Thu	Pacific Press Publishing Association Board	Nampa ID
Mar 25	Mon	Office of Human Relations Advisory	Columbia MD
Mar 26	Tue	Office of Human Relations Steering Committee	Columbia MD
Apr 8-9	Mon	GC Spring Meeting	Silver spring MD
Apr 9-10	Tue	GC Spring Meeting	Silver Spg MD
Apr 21	Sun	Oakwood Board	Huntsville AL
Apr 24-25	Wed	Secretaries Council	TBD
Apr 25	Thu	ALC Executive Committee	Columbia MD
May 5-9	Sun	Pastor Evangelism BootCamp	Virtual
May 6	Mon	It Is Written Executive Committee	Columbia MD
May 6	Mon	Faith for Today	Columbia MD
May 7	Tue	La Voz de la Esperanza Executive Committee	Columbia MD
May 7	Tue	Breath of Life Executive Committee	Columbia MD

GENERAL AGENDA

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FINANCE AGENDA

CONSENT AGENDA

May 8	Wed	Voice of Prophecy Executive Committee	Columbia MD
May 8	Wed	Jesus 101 Executive Committee	Columbia MD
May 9	Thu	Life Talk Radio Executive Committee	Columbia MD
May 9	Thu	AMM Board of Directors	Columbia MD
May 20-21	Mon	LLU Health Board of Trustees	Loma Linda CA
May 20-23	Mon	Education Advisory Cmt & UDOEC	Kansas City MO
Jun 11	Tue	NADCOM	Columbia MD
Jul 15	Tue	Christian Record Services Finance and Board	Lincoln NE
Jun 17-28	Mon	NAD Summer Curriculum Committee	TBD
Jul 29-Aug 1	Mon	Nonprofit Leadership Certification Program	Orlando FL
Jul 29-Aug 3	Mon	ASI Convention	Orlando FL
Jul 29	Mon	Commission of Accreditation	Virtual
Aug 1	Thu	NADOUP (In conjunction with Camporee)	TBD
Aug 5-11	Mon	International Pathfinder Camporee	Gillette WY
Aug 7	Wed	Pacific Press Publishing Assoc. Finance Cmte	Nampa ID
Aug 8	Thu	Pacific Press Publishing Association Board	Nampa ID
Aug 12	Mon	AIM Board	Berrien Sprgs MI
Aug 12	Mon	NADCOM	Columbia MD
Aug 12-17	Mon	Pathfinder Camporee-Believe the Promise	TBD
Aug 22	Mon	ALC Executive Committee	Columbia MD
Aug 26-27	Mon	LLU Health Board of Trustees	Loma Linda CA
Aug 26-29	Mon	Presidents of large Conferences Retreat	TBD
Aug 26-30	Mon	Hispanic Advisory Meeting	Columbia MD
Aug 27	Tue	Church Planting Committee	TBD
Aug 28	Wed	NextGen Pastor Advisory	Virtual
Sep 11	Wed	Jesus 101 Executive Committee	Riverside CA
Sep 12	Thu	La Voz	Riverside CA
Sep 12	Thu	Faith for Today	Riverside CA
Sep 16	Mon	NAD Evangelism Advisory	Virtual
Sep 16	Mon	It is Written	Chattanooga TN
Sep 16	Mon	Life Talk Radio	Chattanooga TN
Sep 17-19	Tue	Church Planters Advisory	Virtual
Sep 18	Wed	Voice of Prophecy	Loveland CO
Sep 23	Mon	AdventSource Finance Committee	Lincoln NE
Sep 23	Mon	Christian Record Services Finance and Board	Lincoln NE
Sep 24	Mon	AdventSource Board	Lincoln NE
Sep 24-26	Tue	UDOEC	SL City UT
Oct 8-9	Tue	TDEC	Columbia MD
Oct 10-16	Thu	Annual Council	Silver Spg MD
Oct 20-21	Sun	Oakwood Board	Huntsville AL
Oct 20	Sun	Breath of Life Executive Committee	Huntsville AL

<u>DATE</u> <u>Cont.</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
Oct 22	Tue	AMM Board	Columbia MD
Oct 22	Tue	Board of Trustees	Columbia MD
Oct 31-Nov 5	Thu	NAD Year End Meeting	Columbia MD
Nov 8-10	Fri	Volunteer Lay Pastors BootCamp	TBD
Nov 14	Thu	ALC Executive Committee	Columbia MD
Nov 19	Virtual	Church Planting Committee	Virtual
Nov 20	Wed	NextGen Pastor Advisory	Virtual
Dec 4	Wed	NADCOM	Columbia MD
<i>Dec 9-10</i>	<i>Mon</i>	<i>LLU Health Board of Trustees</i>	<i>Loma Linda CA</i>
Dec 9-11	Mon	NAD Education Curriculum Committee/UDOEC	Tampa FL

Last updated 10/24/2022

22N AUTHORIZED MEETINGS—2025

RECOMMENDED, To approve the list of Authorized Meetings North American Division--2025 with the understanding that attendance at these meetings must also be approved by the administration of each entity, as follows:

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
Jan 9	Thu	ALC Executive Committee	Columbia MD
Feb 23	Sun	NAD Evangelism Advisory	Virtual
Feb 24-26	Mon	eHuddle	Virtual
Mar 6-9	Thu	NAD Planters BootCamp East/West	Virtual
Mar 10	Mon	AIM Board	Columbia MD
Mar 11	Tue	Church Planters Committee	Virtual
Mar 12	Wed	NextGen Pastor Advisory	Virtual
Mar 16	Sun	Adventist Colleges Abroad	Takoma Park MD
Mar 17-18	Mon	AACU Constituency	Keene TX
Mar 17	Mon	AdventSource Finance Committee	Lincoln NE
Mar 17	Mon	Christian Record Services Finance and Board	TBD
Mar 18	Tue	AdventSource Board	Lincoln NE
Mar 19-20	Wed	PPPA Finance & Board	TBD
Apr 7-8	Mon	Spring Meeting	Silver Sprng MD
Apr 13-14	Sun	Oakwood Board	Huntsville AL
Apr 20-22	Sun	NAD HR Convention	TBD
Apr 23-24	Wed	Secretaries Council	TBD
Apr 22	Tue	ALC Executive Committee	Columbia MD
May 5	Mon	It is Written Exec Cmte	Columbia MD
May 5	Mon	Faith for Today Exec Cmte	Columbia MD
May 6	Tue	La Voz de la Esperanza Executive Committee	Columbia MD
May 6	Tue	Breath of Life Exec Cmte	Columbia MD
May 7	Wed	Voice of Prophecy Exec Cmte Columbia MD	
May 7	Wed	Jesus 101 Exec Cmte	Columbia MD
May 8	Wed	Life Talk Radio Exec Cmte	Columbia MD
May 8	Thu	AMM Board Directors	Columbia MD
May 12	Mon	AMM Board Directors	Columbia MD
Jun 10	Tue	NADCOM	Columbia MD
Jul 3-12	Thu	GC Session	St. Louis MO
Jul 14	Mon	Christian Record Services Finance and Board	TBD
Jul 28-31	Mon	Nonprofit Leadership Certification Program	Orlando FL
Jul 28-Aug 2	Mon	ASI Convention	TBD

<u>DATE</u> <u>Cont</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
Jul 31	Thu	NADOUP	TBD
Aug 6-7	Wed	Pacific Press Finance & Board	TBD
Aug 11	Mon	AIM Board	Berrien Sprs MI
Aug 19	Tue	Church Planting Committee	Virtual
Aug 21	Thu	ALC Executive Committee	Columbia MD
Aug 25-28	Mon	Hispanic Advisory Meeting	TBD
Sep 10	Wed	Jesus 101 Executive Committee	Riverside CA
Sep 11	Thu	La Voz de la Esperanza Exe. Cmte	Riverside CA
Sep 11	Thu	Faith for Today	Riverside CA
Sep 15	Mon	It is Written Executive Committee	Chattanooga TN
Sep 15	Mon	NAD Evangelism Advisory	Virtual
Sep 15	Mon	Life Talk Radio Executive Committee	Chattanooga TN
Sep 17	Wed	Voice of Prophecy Exec. Committee	Loveland CO
Sep 18	Thu	NAD Church Planters Advisory	Virtual
Sep 22	Mon	AdventSource Finance Committee	Lincoln NE
Sep 22	Mon	Christian Record Services Finance and Board	TBD
Sep 23	Tue	AdventSource Board	Lincoln NE
Oct 9-15	Thu	Annual Council	Silver Sprng MD
Oct 19-20	Sun	Oakwood Board	Huntsville AL
Oct 19	Sun	Breath of Life Exec. Committee	Huntsville AL
Oct 21	Tue	AMM Board of Trustees	Columbia MD
Oct 30-Nov 4	Thu	Year End Meeting	Columbia MD
Nov 13	Thu	ALC Executive Committee	Columbia, MD
Nov 18	Tue	Church Planting Committee	Virtual
Nov 19	Wed	NextGen Pastor Advisory	Virtual

Last Updated 10/24/2022

22Ne AUTHORIZED MEETINGS—2026

RECOMMENDED, To approve the list of Authorized Meetings North American Division--2026 with the understanding that attendance at these meetings must also be approved by the administration of each entity, as follows:

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
May 4	Mon	It is Written Exec. Committee	Columbia, MD
May 4	Mon	Faith for Today Exec. Committee	Columbia MD
May 5	Tue	La Voz de la Esperanza	Columbia, MD
May 5	Tue	Bread of Life Exec. Committee	Columbia, MD
May 6	Wed	Voice of Prophecy Exec. Committee	Columbia, MD
May 6	Wed	Jesus 101 Exec. Committee	Columbia, M
May 7	Thu	Life Talk Radio Executive Committee	Columbia, MD
May 7	Thu	AMM Board of Directors	Columbia, MD
Aug 24-27	Mon	Hispanic Advisory Meeting	TBD
Sep 9	Wed	Jesus 101 Executive Committee	Riverside, CA
Sep 10	Thu	La Voz Executive Committee	Riverside, CA
Sep 10	Thu	Faith for Today Exec. Committee	Riverside, CA
Sep 14	Mon	It is Written Exec. Committee	Chattanooga, TN
Sep	Mon	Risk Management Conference	TBD
Sep 16	Wed	Voice of Prophecy Exec. Committee	Loveland, CO
Oct 18	Sun	Bread of Life Exec. Committee	Huntsville, AL
Oct 20	Tue	AMM Board of Trustees	Columbia, MD

CALENDAR OF OFFERINGS—NORTH AMERICAN DIVISION 2023

RECOMMENDED, To adopt the Calendar of Offerings for the North American Division for 2023 which reads as follows:

JANUARY

Local Church Budget	January 7
Religious Liberty* (NAD)	January 14
Local Church Budget	January 21
Conference Advance	January 28

FEBRUARY

Local Church Budget	February 4
Adventist Television Ministries Evangelism* (NAD)	February 11
Local Church Budget	February 18
Local Conference Advance	February 25

MARCH

Local Church Budget	March 4
World Budget Adventist World Radio (GC)	March 11
Local Church Budget	March 18
Local Conference Advance	March 25

APRIL

Local Church Budget	April 1
Hope Channel International, Inc. (GC)	April 8
Local Church Budget	April 15
Local Conference Advance	April 22
Local Church Budget	April 29

MAY

Local Church Budget	May 6
Disaster & Famine Relief* (GC and NAD)	May 13
Local Church Budget	May 20
Local Conference Advance	May 27

JUNE

Local Church Budget	June 3
Women's Ministries* (NAD)	June 10
Local Church Budget	June 17
Local Conference Advance	June 24

JULY

Local Church Budget	July 1
World Budget (GC)	July 8
Local Church Budget	July 15
Local Conference Advance	July 22
Local Church Budget	July 29

AUGUST

Local Church Budget	August 5
Christian Record Services* (NAD)	August 12
Local Church Budget	August 19
Local Conference Advance	August 26

SEPTEMBER

Local Church Budget	September 2
World Budget (Emphasis: Radio Ministries) (GC)	September 9
Local Church Budget	September 16
Local Conference Advance	September 23
Local Church Budget	September 30

OCTOBER

Local Church Budget	October 7
Union Designated.....	October 14
Local Church Budget	October 21
Local Conference Advance	October 28

NOVEMBER

Local Church Budget	November 4
Annual Sacrifice for Global Mission (GC)	November 11
Local Church Budget	November 18
Local Conference Advance	November 25

DECEMBER

Local Church Budget	December 2
Adventist Community Services* (NAD)	December 9
Local Church Budget	December 16
Local Conference Advance	December 23
Union Designated.....	December 30

THIRTEENTH SABBATH OFFERINGS—2023

East-Central Africa Division (ECD).....	March 31	+
Inter-European Division (EUD).....	June 30	+
Trans-European Division (TED)	September 30	+
West-Central Africa Division (WAD)	December 30	+

52 Sabbaths

Local church – 27
 Conf. Adv. – 12
 Union – 2
 NAD – 5
 WB - 6

MISSION INVESTMENT PROJECTS—2023

Lake Union	+
Columbia Union	+

*Special Materials Provided

+Special Project Development

Edited August 18, 2021

For Reference Only – Voted at the 2021 Year-end Meetings

CALENDAR OF OFFERINGS—NORTH AMERICAN DIVISION 2024

RECOMMENDED, To adopt the Calendar of Offerings for the North American Division for 2024 which reads as follows:

JANUARY

Local Church Budget	January 6
Religious Liberty* (NAD)	January 13
Local Church Budget	January 20
Conference Advance	January 27

FEBRUARY

Local Church Budget	February 3
Adventist Television Ministries Evangelism* (NAD)	February 10
Local Church Budget	February 17
Local Conference Advance	February 24

MARCH

Local Church Budget	March 2
World Budget Adventist World Radio (GC)	March 9
Local Church Budget	March 16
Local Conference Advance	March 23
Local Church Budget	March 30

APRIL

Local Church Budget	April 6
Hope Channel International, Inc. (GC)	April 13
Local Church Budget	April 20
Local Conference Advance	April 27

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Local Church Budget	May 4
Disaster & Famine Relief* (GC and NAD)	May 11
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Local Church Budget	November 2
Annual Sacrifice for Global Mission (GC)	November 9
Local Church Budget	November 16
Local Conference Advance	November 23
Union Designated	November 30

DECEMBER

Local Church Budget	December 7
Adventist Community Services* (NAD)	December 14
Local Church Budget	December 21
Local Conference Advance	December 28

THIRTEENTH SABBATH OFFERINGS—2024

Southern Asia Division (SUD)	March 30	+
Euro-Asia Division (ESD)	June 29	+
Inter-American Division (IAD)	September 28	+
North American Division (NAD)	December 28	+

MISSION INVESTMENT PROJECTS—2024

Atlantic Union	+
Canadian Union	+
Southwestern Union	+

52 Sabbaths

Local church – 27
 Conf. Adv. – 12
 Union – 2
 NAD – 5
 WB - 6

*Special Materials Provided

+Special Project Development

Edited September 6, 2022

CALENDAR OF OFFERINGS—NORTH AMERICAN DIVISION 2025

RECOMMENDED, To adopt the Calendar of Offerings for the North American Division for 2025 which reads as follows:

JANUARY

Local Church Budget	January 4
Religious Liberty* (NAD)	January 11
Local Church Budget	January 18
Conference Advance	January 25

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Local Church Budget	February 1
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Local Conference Advance	May 24
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Local Church Budget	November 1
Annual Sacrifice for Global Mission (GC)	November 8
Local Church Budget	November 15
Local Conference Advance	November 22
Union Designated	November 29

DECEMBER

Local Church Budget	December 6
Adventist Community Services* (NAD)	December 13
Local Church Budget	December 20
Local Conference Advance	December 27

THIRTEENTH SABBATH OFFERINGS—2025

Northern Asia-Pacific Division (NSD)	March 29	+
Southern Asia-Pacific Division (SSD)	June 28	+
Southern Africa-Indian Ocean Division (SID)	September 27	+
South American Division (SAD)	December 27	+

MISSION INVESTMENT PROJECTS—2025

Mid-America Union	+
North Pacific Union	+
Pacific Union	+

52 Sabbaths

Local church – 27
 Conf. Adv. – 12
 Union – 2
 NAD – 5
 WB - 6

*Special Materials Provided

+Special Project Development

Edited September 6, 2022

The North American Division follows the Personal Giving Plan. A key component of the plan is encouraging members to be systematic in giving a percentage of their income to support the worldwide work of the Seventh-day Adventist Church—all through one offering, a World Budget offering. The following information is the North American Division authorized percentage breakdown of the entities and ministries supported by World Budget giving as of January 2018.

World Budget Distribution

Offering Recipient	Percentage
GENERAL CONFERENCE	
Weekly Sabbath School	57.00
Thirteenth Sabbath	16.00
Birthday Thank	4.00
Annual Sacrifice for Global Mission	4.00
Disaster & Famine Relief**	1.75
Fall Mission Appeal	1.00
Spring Mission Appeal	.75
Adventist World Radio	.375
Hope Channel International	.375
Andrews University	.375
Loma Linda University	.375
NORTH AMERICAN DIVISION	
Adventist Television Ministries*	3.00
Voice of Prophecy	3.00
Oakwood University*	.75
Adventist Community Services (Formerly Inner City)*	.75
Christian Record	.75
Multilingual Ministries	.375
Adventist Chaplaincy Ministries	.375
UNION CONFERENCES	
Local College	5.00
TOTAL	100.00

****In Canada these offerings go to special Canadian projects.***

*****The offering is split — 50% ADRA and 50% Adventist Community Services***

February 15, 2018

SECN/PR&Dev/UNSec/NADOUP/22YE

C 11 05 ADMINISTRATIVE PLAN—POLICY AMENDMENT

RECOMMENDED, To approve **C 11 05 Administrative Plan—Policy Amendment** to read as follows:

C 11 05 Administrative Plan—The administrative plan of the North American Division shall be on the following basis:

1. No change
2. The North American Division Committee shall be constituted as follows:
 - a. President of the North American Division, Chair.
 - b. Presidents of North American Division union conferences.
 - c. President, secretary, treasurer/chief financial officer, and general vice presidents of the General Conference.
 - d. Secretary, undersecretary, and associate secretary of the North American Division.
 - e. Treasurer/chief financial officer, undertreasurer, and associate treasurers/~~chief financial officers~~ of the North American Division.
 - f. Division vice presidents and field secretaries.
 - g. Assistants to the president of the North American Division.
 - h. Directors of all departments, associations, services, agencies, and offices in the North American Division.
 - i. Secretaries, treasurer/chief financial officers, vice presidents and union ethnic coordinators of North American Division union conferences.
 - j. Presidents of NAD-sponsored institutions.
 - k. Presidents of North American Division local conferences or missions.
 - l. Chief executive officers of denominationally affiliated colleges/universities located in the North American Division territory.
 - m. The president and the secretary-treasurer/chief financial officer of Adventist-Laymen's Services and Industries.
 - n. North American Division ministers and laypersons who are members of the General Conference Executive Committee.
 - o. Dean of Andrews Theological Seminary.
 - p. One layperson from each conference or mission, who is not employed by the denomination or related institutions. These individuals shall be elected by the union conference/Division executive committees at the first meeting following each General Conference Session.
 - q. Four pastors from each North American Division union conference to be selected by the union conference executive committees; a minimum of one of whom should be a woman.
 - r. Education directors of the North American Division union conferences.
 - s. Two classroom teachers from each North American Division union conference to be selected by the union conference executive committees; at least one of whom should be a woman.
 - t. Any other member of the General Conference Executive Committee present.
 - u. President/CEO of each Adventist health care system/ network.
 - v. One young adult layperson from each Union.
 - w. Such other persons as may be named by NADCOM not to exceed 5% of the total membership.

Members of NADCOM provided for in paragraphs *o*, *p*, *r*, and *t* above, shall serve except for resignation or other termination from the time of their selection until the conclusion of the first Year End meeting following the year after a General Conference session.

3. The North American Division officers may issue a standing request for the following invitees to attend each annual Year-end Meeting:

a. Editors of the *Adventist Review*, *El Centinela* magazine, *Message* magazine, and *Signs of the Times*.

b. The directors of the North American Division Evangelism Institute, the Institute of Church Ministry, ~~AdventSource~~, Adventist Information Ministry, and resource centers fully recognized by the North American Division officers.

c. Chairpersons of General Conference institutional boards.

d. The ranking officers of General Conference and North American Division institutions.

C 47 30 TAX EXEMPTION STATUS & C 47 35 PERIODIC REVIEW—POLICY AMENDMENT

RECOMMENDED, To approve **C 47 30 Tax Exemption Status & C 47 35 Periodic Review—Policy Amendment** to read as follows:

C 47 30 Tax Exemption Status—1. Organizations that operate under the 501(c)(3) group exemption held and administered by the General Conference shall obtain the approval of the North American Division before applying for their own 501(c)(3) tax exemption.

2. Denominational organizations that do not operate under the 501(c)(3) group exemption held and administered by the General Conference shall be listed in the *Seventh-day Adventist Yearbook* with a notation explaining the tax status of the organization or institution.

3. Denominational organizations in Canada shall be responsible for obtaining and maintaining tax exempt status under Section 149.1 of the Canadian Income Tax Act-, R.S.C. 1985.

C 47 35 Periodic Review—The North American Division may conduct a periodic review of organizations on which it confers denominational status. All denominational organizations that are required to file Internal Revenue Service Forms 990 or 990-T shall annually submit a copy of the form(s) to the Secretary of the North American Division within 30 days subsequent to the form(s) being filed with the Internal Revenue Service (or in Canada Form T 30 10 to ~~Revenue Canada~~ Canada Revenue Agency).

SECN/PR&Dev/UNSec/NADOUP/22YE

HA 16 10 DISASTER AND FAMINE RELIEF OFFERING—POLICY AMENDMENT

RECOMMENDED, To revise **HA 16 10 Disaster and Famine Relief Offering** as follows:

HA 16 10 Disaster and Famine Relief Offering—1. Description—An offering known as the Disaster and Famine Relief Offering shall be received annually on a date approved by the North American Division Committee (NADCOM). The date offering shall be included in the North American Division Calendar of Offerings Weekly Appeal.

2. *Purpose*—This offering shall be used for disaster response operations including planning, preparedness, and implementation. Appropriate activities involve training, development, staffing, volunteer support, response operations and survivor assistance or other program enhancements.

3. *Distribution of Funds*—The total amount of the offering received shall be remitted monthly to the General Conference and shall be distributed as follows:

~~a. Year 2015—Thirty percent (30%) of the total amount received in the North American Division will be appropriated by the General Conference to Adventist Community Services North America, Inc. Seventy percent (70%) of the total amount received in the North American Division will be appropriated by the General Conference to Adventist Development Relief Agency International (ADRA). In addition, another ten percent (10%) of the ADRA International offering will be available to ACS North America for specific project requests.~~

~~—b. Year 2016—Forty percent (40%) of the total amount received in the North American Division will be appropriated by the General Conference to Adventist Community Services North America, Inc. Sixty percent (60%) of the total amount received in the North American Division will be appropriated by the General Conference to Adventist Development Relief Agency International (ADRA). In addition, another ten percent (10%) of the ADRA International offering will be available to ACS North America for specific project requests.~~

~~—c. Year 2017 and beyond—~~a. Fifty percent (50%) of the total amount received in the North American Division will be appropriated by the General Conference to Adventist Community Services North America, Inc. b. Fifty percent (50%) of the total amount received in the North American Division will be appropriated by the General Conference to Adventist Development Relief Agency International (ADRA).

Adventist Community Services North America, Inc. (ACS) will assist in developing innovative community outreach programs for Canada.

Thank you for allowing us to serve you
at the 2022 NAD Year-end Meeting!

FROM YOUR NORTH AMERICAN DIVISION FAMILY



Seventh-day
Adventist Church
NORTH AMERICAN DIVISION

9705 Patuxent Woods Drive, Columbia, MD 21046