

AFRO-MIDEAST DIVISION

OFFICERS' MEETING HELD OCTOBER 1, 1970

9:15 A.M.

PRESENT: M. E. Lind, R. L. Jacobs, C. E. Schmidt, D. K. Bazarra

DR. ASHTON - CALL TO ETHIOPIA

AGREED, To request the Tanzania Union to release Dr. N. S. Ashton and make him available to the East African Union for service in Ishaka, subject to approval by the Tanzania Union and the East African Union.

LETTER HEADS

AGREED, To authorize the printing of two reams bond and 5 reams onion skin letter head paper in harmony with the design presented by Manoug Nazirian.

GARY FRESK - RENT CEILING

AGREED, To approve the rental of the apartment reserved for Gary Fresk, with the understanding that the Division will pay the entire subsidy above the regular 10% until December 31, 1970. The question of the rent ceilings for the Beirut area will be studied at the yearend meetings and payment for the ensuing year will be in harmony with the policy adopted.

HARATUNE NAZIRIAN - REQUEST FOR LOAN

AGREED, To advise Haratune Nazirian that the policy does not permit the Division to grant him the loan he has requested.

GWENYTH L. DAVIS - CALL

AGREED, To advise the Trans-Africa Division that it is the plan to use Miss Gwenyth L. Davis within the Afro-Mideast Division territory, and therefore a call for her would not be welcomed.

ITINERARIES - M. E. LIND, D. K. BAZARRA

AGREED, To authorize M. E. Lind and D. K. Bazarra to visit Cyprus before the yearend meetings.

OFFICERS' MEETING, October 1, 1970 (Continued)

GARBIS BEDELIAN - ASSISTANCE ON LOSS

AGREED, To make up the loss of LL 175.00 of Division funds suffered by Garbis Bedelian while on Division business, and apply for reimbursement from the insurance company.

AFRO - MIDEAST DIVISION

OFFICERS' MEETING HELD OCTOBER 2, 1970

7:40 A.M.

PRESENT: M. E. Lind, R. L. Jacobs, C. E. Schmidt, D. K. Bazarra

ABDULLA MELKI - MEDICAL EXPENSE

AGREED, To loan LL 1500.00 to Abdulla Melki, employee of the Middle East Press, required for his trip to Russia for a cornea transplant. The plane fare will be considered reportable as medical expenses and the remainder will be returned in monthly payments or immediately if he is able to sell property he owns.

GARDEN PLOTS

AGREED, To assign to each family requesting it, a small garden plot.

Adjourned.

AFRO-MIDEAST DIVISION

OFFICERS' MEETING HELD OCTOBER 7, 1970

2:00 P.M.

PRESENT: M. E. Lind, R. L. Jacobs, C. E. Schmidt, D. K. Bazarra

RELIEF FOR JORDAN

VOTED, To authorize A. H. Brandt to travel to Jordan to appraise the needs for relief supplies and further to investigate the possibility of securing such items as may be required from Denmark.

SUB-COMMITTEES - YEAREND MEETINGS

AGREED, To approve the schedule for subcommittee meetings to be held in connection with the yearend committee meeting, as presented by D. K. Bazarra.

AFRO-MIDEAST COMMITTEE - DATE

AGREED, To call a meeting of the Afro-Mideast Division committee for Tuesday, October 13.

DISTRIBUTION OF LABOR COMMITTEE

AGREED, To recommend to the Afro-Mideast Division committee that the following subcommittee on distribution of labor be named to serve in connection with the year-end meetings: M. E. Lind, D. K. Bazarra, C. D. Henri, R.L. Jacobs, Middle East Union President, Hugo Palm, L. C. Robinson, C. E. Schmidt.

R. F. WADDELL - INVITATION TO EMPRESS ZAUDITU MEMORIAL HOSPITAL INAUGURATION

AGREED, To pass on to the General Conference the request of the Ethiopian Union for R. F. Waddell, M.D. to attend the opening of the new Empress Zauditu Memorial Hospital.

WORKERS IN SYRIA

Careful study was given to the situation of our ministers in Syria, and it was

AGREED, That Gabriel Katrib be advised to remain in his own country where he can be supported in harmony with a verbal agreement of the Afro-Mideast Division officers to be communicated personally to the members concerned, and further

OFFICERS' MEETING OCTOBER 7, 1970 (Continued)

That the treasurer be authorized to advance two months salary to each of the ministers pending the implementation of the above plan.

WATER HEATERS

VOTED, To approve the purchase of three additional water heaters.

W. A. HOWE - VISIT POSTPONEMENT

VOTED, To advise the General Conference that it would be preferable to postpone the visit of W. A. Howe to the Afro-Mideast Division until such time as the Educational Secretary can be established in his work and have acquaintance with the field.

E. J. GREGG - AUTHORIZE TRAVEL TO SALISBURY

AGREED, To authorize E. J. Gregg to travel to Salisbury to pick up records pertaining to the Afro-Mideast Division.

AHMAD FARNOODY - SETTLEMENT

AGREED, To approve the recommendation of the Iran Section to make final settlement with Ahmad Farnoody, in harmony with the provisions of the former Middle East Division policy.

COMMITTEE ON POLICY AND CONSTITUTION AND BY-LAWS

AGREED, To expand the name of the Committee on Policy to the Committee on Policy and Constitution and By-laws, since this committee will be expected to deal not only with working policy but with the constitution and by-laws at the time of the year-end meetings.

OFFICE ASSIGNMENTS

AGREED, To provide office space for new workers as follows:

1. Construct a division approximately one meter behind the cashier's window, thus providing a place for the receptionist who will care for the telephone switchboard, the mail, and make petty cash disbursements, etc.
2. Close the receptionist's window, and assign this office to George Nehme.
3. Assign the office occupied by George Nehme to E. J. Gregg.
4. Move the library into the end of the committee room and assign this room to R. W. Taylor.

Adjourned

OFFICERS' MEETING OF THE AFRO-MIDEAST DIVISION

October 13, 1970

9:10 A.M.

PRESENT: M. E. Lind, R. L. Jacobs, C. E. Schmidt, D. K. Bazarra

H. N. SHEFFIELD - VISIT ETHIOPIA

AGREED, To request H. N. Sheffield to spend approximately three weeks in Ethiopia in connection with his return to Nairobi following the Division committee meetings.

COON FAMILY TRANSPORTATION

AGREED, To grant to the Coon family, leaving Wollega, Ethiopia on April 20, 1971 on permanent return, a flat travel allowance equivalent to the cost of direct air tickets purchased through our Beirut agent.

TURKEY SECTION - OHANNES DELICE

AGREED, To approve the recommendation of the Turkey Section that the salary of Ohannes Delice be set at 60%, but to inform the Section that the question of an increase in base will be referred to the year-end committee.

E J GREGG - REQUEST TRAVEL BEIRUT FOR TREASURY WORK

AGREED, To request E. J. Gregg to come immediately to Beirut to assist the treasurer in the preparation of materials required for the year-end meetings.

OCTOBER 14, 1970 9:00 A.M.

PRESENT: M. E. Lind, R. L. Jacobs, C. E. Schmidt, D. K. Bazarra

SCHOLARSHIP FUND FOR EGYPTIAN STUDENTS

AGREED, That a scholarship fund be set up in the Afro-Mideast Division for the benefit of Egyptian students attending Middle East Secondary School and Middle East College. Disbursements from this fund shall be only for school expenses including tuition, books, board, room and laundry and for transportation when required for school attendance, and shall be disbursed only by order of the administration of the Egypt Section.

Adjourned.

OFFICERS' MEETING OF THE AFRO-MIDEAST DIVISION

October 15, 1970 8:00 A.M.

PER DIEM ALLOWANCE

AGREED, To recommend to the Afro-Mideast Division committee that the per diem allowance for Division officers and departmental secretaries be set at LL. 16.00, with the understanding that this rate be reported until official Division action is taken.

STEWARDSHIP AND CHURCH DEVELOPMENT SECRETARY

AGREED, To recommend to the Afro-Mideast Division that D.K. Bazarra be named as Stewardship Secretary and that Bekele Heye be named Church Development Secretary.

LEBANON SECTION - REASSIGNMENT OF RESERVE FOR BOURJ-HAMMOUD

AGREED, To recommend to the Afro-Mideast Division that the request of the Lebanon Section to have the balance of the Boucherieh Church construction fund reassigned to be used for the repair of the roof of the Bourj-Hammoud Church, it being understood that repairs may be made immediately.

DISPLACED WORKERS - SALARY BASE

AGREED, That Saad Khilla and Habib Banna, who were called from Egypt to Syria but remained but a short time before being displaced to Lebanon, be paid for two months at the Syrian rate and the remaining time while living in Lebanon at the Lebanese rate.

* KENNETH OSTER - TRANSPORTATION

AGREED, That Kenneth Oster come to the Middle East under the provisions of Class A, since it is not desired to install denominational furniture in rented quarters, and further

That Brother Oster be requested to proceed to the field by air since it is urgent that Mrs. Oster arrive to teach the Bohannon children beginning in January.

Adjourned.

Schmidt

70 - 24

OFFICERS' MEETING OF THE AFRO-MIDEAST DIVISION

October 20, 1970 3:45 P.M.

PRESENT: M. E. Lind, R. L. Jacobs, C. E. Schmidt, D. K. Bazarra

R. W. TAYLOR - DEPRECIATION ADVANCE

VOTED, To grant R. W. Taylor an advance equal to two years car depreciation for the purchase of an automobile.

Adjourned.

AFRO-MIDEAST DIVISION

Officers' Meeting Held 08:45, 26-10-70

Present: M. E. Lind, C. E. Schmidt, D. K. Bazarra, Ray L. Jacobs, E. J. Gregg

Prayer: D. K. Bazarra

S. D. OTIENO INVITED TO YEAR-END MEETING Voted to invite S. D. Otieno, Administrative Secretary of the Tanzania Union to attend the 1970 year-end meetings. (RLJ)

DIAMOND
JAN 1 1971
FBI

MBNY



DIAMOND
JAN 1 1971
FBI

AFRO-MIDEAST DIVISION

Officers' Meeting Held 08:00, 23-10-70

Present: M. E. Lind, D. K. Bazarra, Ray L. Jacobs, C. E. Schmidt, E. J. Gregg

MID-YEAR MEETING OF THE DIVISION MEETING. It was recommended that a mid-year meeting of the Division Committee be held. Suggested dates May 3-6, 1971.

TRANSPORTATION WORKERS' CHILDREN TO SCHOOLS. It was recommended that the sub-committee on policy be asked to prepare a policy which would govern the granting of assistance to workers whose children must travel to Middle East College and the Beirut Overseas School.

FILM, "TEACH US TO LIVE" Recommended that the film, "Teach us to Live" be purchased from the Evangelistic fund.

LEAVE OF ABSENCE--LESLIE ANDERSON. Recommended that, inasmuch as the Ethiopian Union and the Northern European Division had already granted a one month leave of absence to Leslie Anderson, we concur in this action.

L. C. MILLER FURNITURE, SALE OF. Voted to authorize the sale of the furniture purchased from L. C. Miller provided the officers of the Turkey Section agree.

RECORDING SECRETARY--YEAR END MEETING. Recommended that Mrs. Donna Bohannon be asked to serve as the recording secretary for the 1970 year-end meeting.

TRAVEL ACCIDENT INSURANCE. Recommended a policy be formulated which will provide Travel Accident Insurance cover for those workers required to travel extensively. The cover to be arranged through the General Conference Insurance Service with the employing organization bearing the cost of \$10,000.00 cover. Any additional coverage above this amount to be the expense of the individual worker.

PERSONAL EFFECTS FLOATER INSURANCE. Recommended that a policy be formulated which would provide for personal effects insurance for workers who travel. This coverage to be arranged through the General Conference Insurance service with the cost being shared equally by the worker and his employing organization. \$1,000.00 limit.

PERSONAL PROPERTY INSURANCE. Recommended that a policy be formulated which will grant assistance to workers in the insurance of their household effects against loss by fire, theft, and other hazards. The assistance not to exceed 50% of the premium cost on values up to the following limits:

- \$3,000.00 for families in furnished homes
- 5,000.00 for families in unfurnished homes
- 1,000.00 for singles workers in furnished homes
- 3,000.00 for single workers in unfurnished homes.

AFRO-MIDEAST DIVISION

Officers' Meeting Held 08:00, 23-10-70, page 2

CALL FOR DIVISION OFFICE ACCOUNTANT Recommended that a call be placed with the General Conference for a single lady to serve as an accountant in the Afro-Mideast Division office.

DIAMOND

UNION STAR

MADE IN GERMANY



2550 F 112

Sch.

70-28

AFRO-MIDEAST OFFICERS AND UNION PRESIDENTS CAUCUS

October 27, 1970 8:30 A.M.

LANGUAGE STUDY

VOTED, To recommend to the A.M.D. committee that careful study be given to the implementation of policies on language study.

UNION COMMITTEE MINUTES

AGREED, To request the unions to send copies of Union Minutes to the Division officers and departmental secretaries. Four copies should be sent airmail and seven copies by surface mail.

A.M.D. PERSONNEL TRAVELING WITH UNION AND LOCAL WORKERS

AGREED, That when Division personnel travel with union and local workers, they be expected to pay the following:

1. Hotels and other expenses where payment must be made.
2. Share expense of travel in car and mission plane, excepting when the trip is made solely for the Division worker, when he will pay the entire cost.

He will make no payment for lodging and entertainment in Mission Stations or in workers' homes which are reported to their employing organizations.

LOCAL FIELDS - TERMINOLOGY

AGREED, To recommend to the A.M.D. committee that the terms "local fields" and "conferences" be employed when referring to the segments which compose a union.

ELECTIVE MEMBERS TO A.M.D. COMMITTEE

AGREED, To recommend to the A.M.D. committee that one elective national member from each union be named to the A.M.D. committee to serve on a rotating basis for a period of two years in harmony with the policy of the General Conference.

UNENTERED TERRITORIES

AGREED, To recommend to each union that definite plans be formulated in view of entering all unentered territories during the ensuing quennium.