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### NORTH AMERICAN DIVISION COMMITTEE ON ADMINISTRATION

July 5, 1979, 10:55 a.m.

### MEMBERS PRESENT

C E Bradford, Joseph Espinosa, D H Baasch, W S Banfield, C L Brooks, W J Brown, G O Bruce, G T Carter, D R Christman, V H Cooper, C O Franz, C O Frederick, A E Gibb, F E J Harder, C B Hirsch, D S Johnson, H D Johnson, M E Kemmerer, W R Lesher, N W Litchfield, M E Loewen, Alf Lohne, Alice Lowe, C D Martin, S D Meyers, W L Murrill, M S Nigri, R L Pelton, A H Roth, D A Roth, W C Scales, A E Schmidt, H D Singleton, P G Smith, W M Starks, E H J Steed, Ella May Stoneburner, L R Van Dolson, Ruth M White, Roy F Williams, W H Wilson.

### OTHERS PRESENT

Karl H Bahr

MINUTES of the meeting held June 28, 1979, were approved.

From Communication Internship Comm/ADCOM/NADCA to JE

### COMMUNICATION INTERNSHIP

VOTED, To grant the following Communication Internship:

# Christian Record Braille Foundation

Treolo, John

Beginning July 1, 1979.

From NAD/ADCOM/NADCA to JE

GRAN, DAVID--MINISTER FROM ANOTHER DENOMINATION, ASSISTANCE

VOTED, To grant David Gran of the Wisconsin Conference, financial assistance for six months in harmony with the policy, beginning July 1, 1979. (NAD L 35). David Gran was a minister of the Congregational Church.

Adjourned Dismissal prayer by C L Brooks

> C E Bradford, Chairman Joseph Espinosa, Secretary Martha Horn, Recording Secretary

#### NORTH AMERICAN DIVISION COMMITTEE ON ADMINISTRATION

July 12, 1979, 10:45 a.m.

### MEMBERS PRESENT

M S Nigri, Joseph Espinosa, T M Ashlock, G P Babcock, W S Banfield, C E Bradford, G T Carter, J E Chase, D R Christman, N R Dower, C O Franz, A E Gibb, E G Gomez, F E J Harder, R H Henning, C B Hirsch, E W Howse, J N Hunt, F L Jones, M E Kemmerer, J C Kinder, N W Litchfield, M E Loewen, Alf Lohne, Alice Lowe, E H Mack, C D Martin, R F Mattison, R L Pelton, A V Pinkney, H F Rampton, Leo Ranzolin, R L Reynolds, A H Roth, H D Singleton, E H J Steed, Ella May Stoneburner, L R Van Dolson, Ruth M White, A S Whiting, Bruce M Wickwire, Roy F Williams, W H Wilson.

MINUTES of the meeting held July 5, 1979, were approved.

From Treasury/ADCOM/NADCA to MEK

CENTRAL UNION - LINCOLN HOUSING ALLOWANCE
ADJUSTMENT

VOTED, To increase the housing allowance for workers in the Lincoln, Nebraska area from \$50 to \$75 per month, effective July 1, 1979.

From Secretariat (NAD)/ADCOM/NADCA to JE

A 2702 HOUSEKNECHT, GERALD E - MINISTER FROM ANOTHER DENOMINATION, ASSISTANCE

VOTED, To grant assistance to the Greater New York Conference for six months beginning December 1978 in behalf of former Lutheran minister, Gerald E Houseknecht (NAD L 35), and beginning June 1, 1979 to approve Seminary studies for four quarters according to policy.

From Retirement Plan/ADCOM/NADCA to WLM

A 2900 SUMMIT RIDGE RETIREMENT CENTER - DENOMINATIONAL INSTITUTION

VOTED, To designate the Summit Ridge Retirement Center, Oklahoma Conference, as a denominational institution.

79-90 July 12, 1979

From ADCOM/NADCA to JE

MINISTERIAL SCHOLARSHIPS

VOTED, To grant the following Ministerial Scholarships:

Canadian Union

Atkinson, Alan J--Manitoba-Saskatchewan Conference
Beginning June 1, 1980. Union quota.
Sauder, Randy--Alberta Conference
Beginning September 1, 1979. Union quota.

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Lake Union

Anlauf, Patrick A--Michigan Conference

Beginning March 31, 1979. Union quota.

North Pacific Union

Sharp, Douglas L--Washington Conference

Beginning January 1, 1979. Union quota.

Pacific Union

Whitaker, Lee C--Central California Conference

Beginning September 1, 1979. Union quota.

Southern Union

Schuster, Craig A--Alabama-Mississippi Conference

Beginning September 1, 1979. Union quota.

From ADCOM/NADCA to JE

MINISTERIAL SCHOLARSHIPS--CANCELLED

VOTED, To cancel the following Ministerial Scholarships:

Pacific Union

Laub, Richard L--Southern California Conference

Began September 1, 1978, discontinued

May 15, 1979. Union quota.

Southwestern Union

Pugh, Gerald M--Texas Conference

Began September 1, 1977. Union quota.

From BOFC/NADCA to FLJ

BORROWING OF FUNDS

VOTED, To approve the following:

- Pacific Union--Central California Conference, Fresno Central Church Total cost \$521,850, borrowing up to \$260,000 (7½ years)
- Pacific Union--Central California Conference, Monterey Bay Academy Church Total cost \$465,500, borrowing up to \$100,000 (3 years)
- Pacific Union--Central California Conference, Sonora Auditorium Total cost \$616,000, borrowing up to \$308,000 (62 years)
- Pacific Union--Northern California Conference, Crescent City School & Dorcas Total cost \$395,390, borrowing up to \$130,000 (7½ years)
- Pacific Union--Northern California Conference, El Dorado Jr Academy Total cost \$370,000, borrowing up to \$170,000 (7½ years)
- Pacific Union--Northern California Conference, Tracy Church Total cost \$252,000, borrowing up to \$110,000 (8 years)

From Reg Scholarship Comm/NADCA to MEK

REGIONAL FUND SCHOLARSHIP GRANTS

VOTED, To grant the following scholarships:

Allegheny East Conference

Dorris B Dennis, Jr - 1st year, M Education, Maryland Univ \$1,000

South Central Conference

Robert Bernard Thomas - Sophomore, Dentistry, Meharry Med Coll 2,000

Adjourned Dismissal prayer by Ruth M White

M S Nigri, Chairman Joseph Espinosa, Secretary Martha Horn, Recording Secretary

## NORTH AMERICAN DIVISION COMMITTEE ON ADMINISTRATION

July 19, 1979, 10:55 a.m.

#### MEMBERS PRESENT

Richard Hammill, J W Bothe, T M Ashlock, D H Baasch, W S Banfield, J E Chase, D R Christman, D A Delafield, Joseph Espinosa, E G Gomez, P A Gordon, C D Henri, E W Howse, D S Johnson, G C Johnson, F L Jones, M E Kemmerer, J C Kinder, N W Litchfield, M E Loewen, Alice Lowe, E H Mack, C D Martin, R F Mattison, M S Nigri, P F Pedersen, R L Pelton, A V Pinkney, H F Rampton, A H Roth, M C Sawvel, W C Scales, H D Singleton, Clark Smith, P G Smith, W M Starks, Ella May Stoneburner, L R Van Dolson, F C Webster, A S Whiting, Roy F Williams, W H Wilson, K H Wood.

MINUTES of the meeting held July 12, 1979, were approved.

From Administration/ADCOM/NADCA to MEK

A 2903 FINANCIAL REQUEST--NEW YORK METRO MINISTRY

VOTED, To appropriate from the North American Division Contingency Fund the amount of \$3,000 for the New York Metro Ministry to assist in continuing the services of a ministerial worker for three months.

From Administration/ADCOM/NADCA to MEK

A 2904 ATLANTIC UNION-GREATER NEW YORK--SPECIAL EVANGELISM FUNDS

VOTED, To join the Atlantic Union on an equal basis in providing \$25,000 (NADCA appropriation \$12,500) from the Faith-Action Advance Fund to assist in neighborhood area evangelism in New York City boroughs. A report of the results of this special endeavor is requested.

From Treasury/ADCOM/NADCA to MEK

A 2905 ATLANTIC UNION CONFERENCE REVOLVING FUND POLICY

VOTED, To approve the Atlantic Union Conference Revolving Fund Policy. A copy of this policy is on file with the minutes of this meeting.

79-94 July 19, 1979

From Secretariat (NAD)/ADCOM/NADCA to JWB

A 2909 ALLEN, JOHN E - MINISTER FROM ANOTHER DENOMINATION, ASSISTANCE

VOTED, To grant assistance to the Carolina Conference, Southern Union, in behalf of former Southern Baptist minister, John E Allen, and to authorize Seminary expense according to policy (NAD L 35) beginning March 1, 1979, for four quarters.

Adjourned Dismissal prayer by J M Coetzee

Richard Hammill, Chairman J W Bothe, Secretary Martha Horn, Recording Secretary

## ATLANTIC UNION CONFERENCE REVOLVING LOAN FUND POLICY

VOTED to recommend approval of the following guidelines in the establishment of a Revolving Fund for the Atlantic Union Conference territory to provide a vehicle for the specific investment of revocable trust funds as provided by the 1977 Annual Council action.

- 1. The fund will be used to assist in the financing of approved capital improvement projects in churches and institutions in the Atlantic Union Conference. The funds will be developed as a vehicle for the use of specifically invested trusts of which participating organizations are trustees. In such cases the investment of funds may be made by the trustee after receipt of cash from the trustor, or the individual may make the investment directly and then transfer the note as an asset of the trust.
- 2. The principal amount of the Revolving Fund in the Atlantic Union shall be \$2,000,000.00.
- 3. The principal obligation of the fund shall be evidenced by 90-day demand or term notes bearing interest at a rate not to exceed 6% per annum. Term notes shall not exceed 20 years from date of issue, and all notes are callable at any time by action of the Union Committee. At the option of the Union, when term notes are issued, a penalty provision may be inserted in the plan covering early withdrawals. Notes are to be issued primarily to members of the Seventh-day Adventist Church, and denominational entities and the plan will be promoted only within the Atlantic Union Conference territory.
- 4. To provide liquidity, a minimum of five per cent of the Revolving Fund shall be invested in short-term investments.
- 5. The loans shall be evidenced by promissory notes bearing interest at the rate of not less than two per cent more than the maximum interest currently being paid on Union Revolving Fund notes and executed by the borrowing organization. Loans to churches and institutions currently shall bear interest at the rate of eight per cent per annum. Health-care institutions and their affiliates are not eligible to receive loans from the fund.
- 6. Loans from the Revolving Fund shall be made by the Union only to churches, local conferences, and institutions located within the Union territory and owned and operated by the Union or by its constituent local conferences. In the case of churches and local conference institutions, such notes shall be guaranteed in writing by the local conference concerned and shall be recorded by said local conference as a contingent liability. Applications for loans shall be made on prescribed forms and be approved by the local conference committee for churches and local conference institutions, and by the Union Conference Committee for Union conference institutions. Loans to local churches shall be repayable in monthly installments over a period not to exceed the maximum time provided by policy.

# ATLANTIC UNION CONFERENCE REVOLVING LOAN FUND POLICY (Cont.)

- 7. Loans to churches and other projects will contain provision that the loan is callable on a 90-day notice. In such situations the guaranteeing organization will secure a loan from a commercial lending institution if necessary.
- 8. Loans shall be made to churches or institutions within a conference only to a maximum limit as determined by the amount of Revolving Fund notes issued to members or organizations within that conference. If any conference is not using the maximum permitted, it may release its "borrowing power" to any other organization.
- 9. A sinking fund shall be established from 75% of the difference between the interest income and the interest expense of the fund. Records shall be kept to reflect the interest income of each conference in the sinking fund. Interest earned on the sinking fund shall be added to the sinking fund.
- 10. Loans to the Revolving Fund, and additions and withdrawals therefrom shall be in multiples of \$500.00.
- 11. Interest on notes shall be paid quarterly. If funds are received by the tenth of any month, interest shall be paid from the first. If funds are withdrawn within six months, interest shall be paid to the end of the previous quarter; after six months, interest will be paid to the end of the preceding month. In the event of the early withdrawal of term notes, interest shall be reduced to the appropriate time rate.
- 12. Loans to approved projects may be made on a "draw" basis during the course of construction of a project, and payments on all loans shall begin not later than six months following the initial draw. The payment schedule shall be on a monthly basis and shall be due on the first of each month and become delinquent on the tenth of each month. To cover the extra costs of servicing delinquent payments, a "late charge" of five per cent of the payment shall be charged.
- 13 In the event a loan becomes three months delinquent, the fund may require the guaranteeing organization to pay the loan in full.
- 14. The conference treasurer shall be designated as the local representative for the fund in each area; however, such duty may be assigned to any other officer of the conference or association. Responsibility of the fund representative will be but not limited to the following:

Coordinating loans to churches. Servicing Revolving Fund notes.

15. Interest on Revolving Fund notes held by the local conference association as trustee shall be paid to the trustee and not directly to the trustor.

### NORTH AMERICAN DIVISION COMMITTEE ON ADMINISTRATION

July 26, 1979, 10:15 a.m.

### MEMBERS PRESENT

W Duncan Eva, Roy F Williams, J J Aitken, D H Baasch, W S Banfield, W J Brown, G O Bruce, J E Chase, N R Dower, G O Engen, P A Gordon, V S Griffiths, F E J Harder, C B Hirsch, J N Hunt, H D Johnson, F L Jones, M E Kemmerer, R E Klimes, N W Litchfield, M E Loewen, C D Martin, M S Nigri, R W Olson, P F Pedersen, Elbio Pereyra, H F Rampton, R L Reynolds, A H Roth, M C Sawvel, H D Singleton, Clark Smith, P G Smith, W M Starks, E H J Steed, Ella May Stoneburner, F C Webster, A S Whiting, Cecil A Williams, W H Wilson.

MINUTES of the meeting held July 19, 1979, were approved.

From NAD Union Presidents/Administration/ADCOM/NADCA to NRD

A 2809 PREACH PROGRAM--CONTINUATION 1980, 1981

VOTED, To continue the PREACH program for another two years--1980 and 1981--with the understanding that financial arrangements will be worked out between the unions and the General Conference.

From ADCOM/NADCA to JE

MINISTERIAL SCHOLARSHIPS

VOTED, To grant the following Ministerial Scholarships:

### Southern Union

Cress, David C--Florida Conference

Beginning September 1, 1979. Union quota.

## Southwestern Union

Chambers, Bobby G, Jr--Arkansas-Louisiana Conference
Beginning June 1, 1979. Special

Howard, Gary P--Texas Conference

Beginning September 1, 1979. Union quota.

79-96 July 26, 1979

From BOFC/NADCA to FLJ

BORROWING OF FUNDS

VOTED, To approve the following:

North Pacific Union--Portland Adventist Hospital
Borrowing up to \$31,500,000 (refinancing of borrowing previously approved)

### NAD INTER-UNION CALLS

Record of the North American Division inter-union calls voted by the Administrative Committee, procedure as authorized by the North American Division Committee on Administration, June 6, 1974 (NADCA 74-63):

## July 2, 1979

- Aalborg, Bruce (Minnesota) -- Associate pastor, Georgia-Cumberland Conference
- Anderson, Clinton (Forest Lake Aca) -- English/Art teacher, Campion Academy, Colorado Conference
- Griffen, Richard (Upper Columbia Aca) -- Assistant Dean of Boys, Rio Lindo Adventist Academy, Northern California Conference
- Griffith, Alfred (Idaho) -- Pastor to the deaf, Northern California Conference
- Hall, Debbie (PPPA) -- Teacher, Business Education, Mountain View Academy, Central California Conference
- Hill, Byron (Lake Region) -- Bible teacher, Rio Lindo Adventist Academy, Northern California Conference
- Jones, Joseph (South Central) -- Pastor, Northern California Conference Luke, Richard (Florida) -- Choral Director, Campion Academy, Colorado Academy
- McVay, William (Southeastern California) -- Ministerial Secretary, North Pacific Union Conference
- Rogers, Kip (Washington) -- Teacher, Fortuna Junior Academy, Northern California Conference
- Windemuth, Tim (Southeastern California) -- Dean of Boys, Campion Academy, Colorado Conference

## July 9, 1979

Jaerszke, Reinhart (Atlantic Un Coll) -- Director, Flight Center, Pacific Union College

Klinger, Don (Indiana) -- Pastor, Chesapeake Conference

Rand, David (South Atlantic) -- Associate pastor, Michigan Confer-

Shorter, Roland L (So California) -- Pastor, Montana Conference

## (NAD Calls - contd)

## July 16, 1979

Allen, Eston (Illinois) -- Sabbath School Director, Upper Columbia Conference

Bell, O M (Iowa) -- Pastor, Oregon Conference Chilson, James (Nebraska) -- Youth pastor, Potomac Conference Gallimore, Steve (Carolina) -- Pastor, Potomac Conference Jackson, Carlton (New Jersey) -- Stewardship Director, Upper Columbia Conference

Pollett, Dale (Ontario) -- Evangelist, Carolina Conference
Pollett, Lyle (Ontario) -- Evangelist, Carolina Conference
Watson, Don (Iowa) -- Pastor, Carolina Conference
Whitsett, Tom (Colorado) -- Pastor, Pennsylvania Conference
Young, Milton (Cen States) -- District pastor, Southwest Region
Conference

# July 23, 1979

Schulze, Gerald (Nevada-Utah) -- Pastor, Montana Conference Tibbits, Richard (So New England) -- Chaplain, Mile High Academy, Colorado Conference

Adjourned
Dismissal prayer by N R Dower

W Duncan Eva, Chairman Roy F Williams, Secretary Martha Horn, Recording Secretary