

**YEAR-END MEETING
NORTH AMERICAN DIVISION COMMITTEE**

Silver Spring, Maryland
November 5, 1998 8:00 a.m.

DEVOTIONAL MESSAGE

Doug Batchelor, Speaker/Director, Amazing Facts Telecast, presented the devotional message. He began by reading Malachi 4:4, 5: "Remember the Law of Moses, my servant which I commanded him in Horeb for all Israel with the statutes and judgement. Behold I will send you Elijah the prophet before the great and dreadful day of the Lord comes and he will turn the hearts of the fathers to the children, and the hearts of the children to their fathers lest I come and strike the earth with a curse." This is a very important prophecy, and I believe it has more than one fulfillment. Of course we know that John the Baptist was, by Jesus' own explanation, Elijah. Gabriel said "He comes in the spirit and power of Elijah." But I believe there could be a last day application that in the same way that the Lord empowered John the Baptist to prepare a people for Christ's first coming, the Lord is looking for an army of Elijahs to prepare the world for Christ's second coming.

Now, John the Baptist was not the first one to receive the spirit and power of Elijah, it was Elisha. This is the subject of my devotion this morning.

Our story begins with Elijah who has just completed his ministry. Through divine revelation the Lord has told him that he is not going to die the death of other men. The Lord sends a special escort service to take him to glory. Before he ascends he goes about for a period of time and strengthens the disciples. Elisha's name is very similar to the name of Jesus. He was the servant or the apprentice for Elijah. Elijah means, my God is Jehovah.

When the Lord was about to take Elijah into heaven by a whirlwind, Elijah went with Elisha from Gilgal. Elijah said unto Elisha, Stay here please because the Lord has sent me on to Bethel. Elijah said "As the Lord lives and as you live, I will not leave you." So they went down to Bethel together. The word Gilgal means circle, and Bethel means House of God. I would like to suggest that this story of Elisha relentlessly following Elijah is a good example for you and me to follow. Because you already know that at the end he gets a double portion of Elijah's spirit, I think we need a double portion of that spirit as we are in the last days.

If we take a quick look at his example we can learn some lessons so that we might obtain that same spirit. He followed him in Gilgal (which means circles). Sometimes it seems the Lord is leading us in circles. When he went to Bethel, the House of God, he followed him there too. We ought to be with our Lord whenever he is in the House of God.

The sons of the prophets who are at Bethel, came out to Elisha and they said to him, "Do you not know that the Lord will take away your master from over you today?" He said "Yes I know it, keep silent, hold your peace." (See 2 Kings 2:3) In other words, they were saying, "Elisha, you no longer have Elijah telling you what to do!" Being an apprentice for a poor prophet—Elijah did not have a mansion. He lived by a creek and was fed by ravens. He had to depend on the hospitality of a starving widow. He also lived under a broom tree in the wilderness and was fed by angels. How would you like to be the servant of somebody who stayed in that motel? Here the other sons of the prophets are saying, "We hear today that the Lord is going to take him and you won't have him telling you what to do anymore." He said "Hold your peace, I don't want to hear about it. It is a joy for me to serve him." That is the attitude we should have about Christ where it is just a delight to be with Him and to serve Him regardless of what the circumstances are.

Elijah said to Elisha, "Stay here please because the Lord sent me to Jericho." He said, "As the Lord lives, and as your soul lives, I will not leave you!" So they went down to Jericho together.

And the sons of the prophets who were at Jericho came to Elisha and they said the same thing. "Do you not know the Lord will take away your master from you today?" He said "Yes I know, keep silent." Then Elijah said to him "Stay here, the Lord has sent me to the Jordan." Do you notice something? Elijah is not compelling Elisha to follow him. Elisha is following willingly. He wants to be with him. The Lord has sent him to Jordan. Now Jordan in the Bible means "descending." It is the symbol for baptism, a death, burial, and resurrection. Before the children of Israel got into the promised land they had to cross the Jordan.

It is interesting that God parted the Red Sea for them miraculously in advance, but before they crossed the Jordan they had to put their feet in the water. It took faith. The Jordan is a symbol of death. This is where John the Baptist baptized people and also baptized Jesus. He could have baptized in other bodies of water. The Jordan Valley is the lowest place on earth. Now Elijah says to Elisha, "Follow me to the Jordan." You and I sometimes need to follow Jesus to the Jordan. Unless we are crucified with Christ we can not live with Him. That is why Paul says, "I die daily." Elisha said, "As the Lord lives and as your soul lives, I will not leave you. I am going with you!" So the two of them went on together. I think that we can discover that one of the reasons Elisha received a double portion of Elijah's spirit was that he possessed a gift of resolve. He was determined! He was committed! He was relentless!

When I do a wedding, one of my favorite passages is from the book of Ruth where Naomi says, "Go on home, I am going back to Bethlehem." Ruth's sister-in-law, Orpah, went home. Naomi says, "Your sister-in-law is gone back to her people and her gods."

Return after your sister-in-law," but Ruth said, "Entreat me not to leave you or to turn back from following you. Wherever you go I will go, wherever you lodge I will lodge. Your people will be my people, your God my God; and where you die there will I die and there will I be buried. The Lord be so to me and more also that if anything but death parts you and me." (See Ruth 1:16, 17) Ruth, a woman, is a symbol of the Church that determines to follow Jesus.

I have heroes in history that I admire. One of them is Teddy Roosevelt. He was not perfect, but the thing I respected about the man was his determination. That fellow had incredible grit. He had a high whiney voice; he wasn't very tall, but he was so determined. You know how many times someone tried to build the Panama Canal? The first person to think of building the Panama Canal was Hernando Cortez, and then every nation from then on knew that it had to be done, but nobody did it. Several attempted and they went bankrupt or they were overcome with malaria. Finally Teddy Roosevelt said, "We will do it." They bought that little piece of land and everyone said that it was a sink hole and no one could ever finish it. He did not give up and it was because of his determination.

One time when he was campaigning for president, his car ran into a buggy. He was thrown 20 feet, landed on his head, and broke his jaw. He was on his way to deliver a campaign speech. They wanted to rush him to the hospital. But he said, "I am supposed to give a speech and that is where I am going as long as I can still talk." And he went with a broken jaw, and he gave his campaign speech. He was determined. When he did not get elected, he did not give up. He went on a three-year trip to Africa. Then he went to South America and discovered a tributary of the Amazon that no one had ever explored. Roosevelt was then 50 years old and they named the tributary after him. The thing I respected about Teddy Roosevelt was he did not give up.

I am frustrated as a pastor when members become so easily discouraged. If we are going to have a faith that will get us through, if we are to have an experience that will prepare us to be vessels to receive a double portion of God's spirit, then we need to be willing to follow Jesus wherever He goes. This must be our determination.

So Elijah said "The Lord has sent me to Jordan." As they went down to Jordan 50 men of the sons of the prophets went and stood facing Elijah at a distance while he and Elisha stood by the Jordan. Elijah then did something interesting. He took off his mantle, rolled it up, and he struck the water so that the two of them crossed over on dry ground. The water stopped miraculously the same way it had a few hundred years earlier, when Israel crossed over with the ark. Elijah is a type of Christ. What made it possible for them to cross this barrier of death and come up clean on the other side? It was the robe of Elijah. What makes

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it possible for you and me to get to the other side clean? It is the robe of Christ's righteousness.

After they crossed over, they were walking and talking together. If you and I want to be filled with a double portion of God's spirit, we need to know how to commune with Him, like a friend.

Elijah said, "Ask what I might do for you before I am taken away from you." This is the prophet who when he prays, it stops raining. He prays again and fire comes out of a cloudless sky, and when next he prays it pours! And now Elijah says to Elisha, "Is there something I can do for you before I go?"

Jesus is saying to you and me, "Up to now you have asked nothing, ask that your joy might be full." The Lord is much more willing to give us the Holy Spirit than we are to ask for it. It is the greatest unused power in the world.

As they continued walking and talking, suddenly a chariot of fire appears, with horses of fire and it separated the two of them and Elijah went up by a whirlwind into heaven. Elisha saw it and he cried out "My Father, My Father, the chariot of Israel and its horsemen," Elisha took hold of his own clothing and tore them in two pieces and took up the mantle of Elijah.

Friends this is the story of salvation. All of our clothing are like filthy rags. Elisha picked up what Elijah left behind. Elijah was going to Heaven. What would you be thinking about if angels were coming to take you to glory and somewhere between the earth and the heavens you are transformed in a moment, in a twinkling of an eye—you get your glorified body, you are on your way to Heaven. Elijah looked back at his son—his apprentice and he tossed his mantle down. The Bible says, "His mantle fell from him." Elijah is saying, "I want to make sure that you have my authority." The mantle represented the authority of the prophet, and Christ said I am going to my Father, but all authority is given unto me and I am giving it to you. Go ye therefore into all the world. We can go with confidence because He has given us His mantle, His authority to preach the gospel.

CALL TO ORDER

Harold W Baptiste, Vice-chair, called to order the sixth session of the 1998 North American Division Committee Year-end Meeting.

Prayer was offered by Larry Evans, President, Georgia-Cumberland Conference

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98YE to HWB

MCCLURE, ALFRED C—SPECIAL ACTION

Last evening, Elder Alfred C McClure, president of the North American Division, was experiencing discomfort so his family transported him to the hospital where he was admitted and kept for tests and observation. The members of the North American Division Committee wanted to show their concern and love for the President by taking the following action:

VOTED, To express our love and concern for Alfred C McClure and to assure him of our prayers for his return to good health.

PREn/NADCOA/NADOUP/98YE to CEH

508-98N YEAR OF RELIGIOUS FREEDOM—1999

VOTED, To designate the year 1999 as the Year of Religious Freedom for the North American Division.

NAD&UnTre/NADCOA/NADOUP/NAD&UnSec98YE/NAD&UnTre98YE/98YE to HWB

532-98N WORKING CAPITAL—POLICY AMENDMENT

VOTED, To amend NAD P 75 05, Working Capital, to read as follows:

P 75 05 Working Capital—In order that adequate financial resources will be available for the sound and effective operation of all organizations, the following provisions are outlined:

1. *Working Capital Definition*—Working capital - No change
2. *Formulas*—The recommended working capital of organizations shall be as follows: (See accounting manuals for detailed illustrations.)
 - a. North American Division - No change
 - b. Union Conferences—50 percent of the latest fiscal year's Unrestricted Income,** plus total Long-Term Payables, Capital Additions Fund Balances, and Temporarily

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Restricted Net Assets.* ~~(For Canada, in addition to the above, three times the disbursements for the latest complete fiscal year for the Supplemental Retirement Plan).~~

- c. Local Conferences - No change
- d. Local and Union Conference Associations - No change
- e. Home Health Education Service - No change
- f. Adventist Book Centers - No change
- g. Universities, Colleges, and Junior Colleges - No change
- h. Academies—15 percent - No change
- i. Health care Institutions—No change
- j. Publishing Houses—Equivalent - No change
- k. Risk Management Service, Including - No change
- l. Adventist Media Center—20 percent - No change

3. *Liquid Assets*—Liquid assets equivalent to the total of the current liabilities and certain allocated funds identified in the specific accounting manuals shall be maintained in the following items:

- a. P 30 40 items. - No change
- b. General Conference or other - No change
- c. Investment in union revolving loan fund.

e. d. Accounts Receivable from higher organization and, for conferences, accrued church remittances to the extent cash was received within the month following the

*Excludes temporarily restricted net assets that are associated with readily identifiable long-term assets.

**Excludes matured wills and trusts.

close of the fiscal year. These liquid funds shall not be used for regular or special appropriations except in times of special financial crisis but shall be held as working capital with which to carry on the business of the organization.

PREn/98YE to BC

YEAR 2000 (Y2K) COMPLIANCE

Bjarne Christensen began by stating that, about 30 years ago computer programmers decided to save what was then expensive storage space by recording dates with only two digits (98) instead of four (1998) to designate a year. The practice continued over the next three decades, until the last few years. When computer clocks read 00 as in 2000 most mainframe computers will read this as 1900 and not 2000. Computer software and embedded chips that use date/time for calculations will fail. This is not just hardware but a software problem as well.

The NAD is preparing for Y2K by checking all hardware—servers, desktops, and notebooks. The software is being prepared by upgrading to WordPerfect 8.0, testing all macros, checking all network operating systems, and testing all third-party software. The General Conference has asked each division office to complete a fairly detailed report every six months and the first report has already been submitted. The software products that we produce here in the division office have been written to be Y2K compliant.

We are concerned about our external organizations, including businesses, being ready and Y2K compliant. We shall also be requesting a report from the unions and conferences regarding efforts to meet Y2K compliance. All vendors, banks, and suppliers should provide a report concerning their Y2K compliance.

The North American Division Y2K web site is: <http://www.sdacc.org/year2000>. (This is the official NAD Y2K web site sponsored by Canada.) The topics discussed on this site are: 2000 explained, SDA software, hardware, operating systems, free tools, and resources.

VOTED, To record this report in the minutes of the 1998 Year-end Meeting.

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TREn/NADOUP/NAD&UnTre98YE/98YE to JRP

527-98N SPECIAL ASSISTANCE FUND ALLOCATIONS 1999

VOTED, To approve the following schedule for the Special Assistance Fund to Conferences for 1999:

	Assistance on Basis of Tithe <u>Per Capita</u>	Assistance On Basis of <u>Total Tithe</u>	Special Assistance	Reduction By Policy <u>Limitation</u>	Total Assistance <u>1999</u>	1999 Assistance <u>Less 3.8%</u>
ATLANTIC UNION						
Greater New York	0	0	75,000 S	0	75,000	73,935
New York	0	0	25,000 @	0	55,000	54,219
			30,000 S			
Northeastern	398,691	0	0	0	398,691	393,030
Total	398,691	0	130,000	0	528,691	521,180
CANADIAN UNION						
Alberta	11,328	0	13,700 S	0 &	25,028	24,673
British Columbia	1,523	0	13,700 S	(1,523)	13,700	13,505
Manitoba-Saskatchewan	13,054	247,789	12,600 S	0	273,443	269,560
Maritime	20,516	374,780	0	0	395,296	389,683
Ontario	58,356	0	0	0 +	58,356	57,527
Quebec	173,742	269,689	0	0	443,431	437,134
Newfoundland	8,686	463,576	0	(126,141) #	346,121	341,206
Total	287,204	1,355,835	40,000	(127,664)	1,555,375	1,533,288
COLUMBIA UNION						
Allegheny East	0	0	25,000 @	0	25,000	24,645
Allegheny West	301,860	0	0	0	301,860	297,573
Mountain View	0	202,221	0	0	202,221	199,349
Total	301,860	202,221	25,000	0	529,081	521,567

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	Assistance on Basis of Tithe Per Capita	Assistance On Basis of Total Tithe	Special Assistance	Reduction By Policy Limitation	Total Assistance 1999	1999 Assistance Less 3.8%
LAKE UNION						
Lake Region	655,145	0	0	0	655,145	645,842
Total	655,145	0	0	0	655,145	645,842
MID-AMERICA UNION						
Central States	414,150	0	0	0	414,150	408,269
Dakota	0	0	25,000 @	0	55,000	54,219
			30,000 S			
Kansas-Nebraska	0	0	25,000 @	0	25,000	24,645
Minnesota	0	0	12,500 @	0	12,500	12,323
Total	414,150	0	92,500	0	506,650	499,456
NORTH PACIFIC UNION						
Alaska	0	79,349	75,000 S	0	154,349	152,158
Idaho	0	0	18,750 @	0	18,750	18,484
Montana	124	129,255	25,000 @	0	154,380	152,187
Union Regional Min	0	0	17,626	0	17,626	17,376
Total	124	208,604	136,376 *	0 *	345,105	340,205
PACIFIC UNION						
Arizona	54,767	0	0	0	54,767	53,989
Hawaii	0	0	25,000 @	0	100,000	98,580
			75,000 S			
Nevada-Utah	0	0	30,000 S	0	30,000	29,574
Southeastern California	271,813	0	0	(158,474) a	113,339	111,730
Southern California	886,116	0	0	(358,859) a	527,257	519,770
Union Regional Min	0	0	958,578 S	0	958,578	944,966
Total	1,212,697	0	1,088,578	(517,333)	1,783,941	1,758,609

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	Assistance on Basis of Tithe Per Capita	Assistance On Basis of Total Tithe	Special Assistance	Reduction By Policy Limitation	Total Assistance 1999	1999 Assistance Less 3.8%
SOUTHERN UNION						
South Atlantic	868,108	0	0	0	868,108	855,781
South Central	713,078	0	0	0	713,078	702,952
Southeastern	436,542	0	0	0	436,542	430,343
Total	2,017,730	0	0	0	2,017,728	1,989,076
SOUTHWESTERN UNION						
Oklahoma	0	0	20,000 S	0	20,000	19,716
Southwest Region	493,620	0	0	0	493,620	486,610
Texico	0	0	10,000 S	0	10,000	9,858
Total	493,620	0	30,000	0	523,620	516,184
Grand Total	5,781,219	1,766,659	1,542,454	(644,997)	8,445,336	8,325,411
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NOTES:

1. Minimum Annual Tithe: \$2,664,000 [1998 factor (\$2,010) divided by 1997 factor (\$1,964) = 102.34216% X \$2,592,000 rounded up to next amount divided by 12 in the thousands column.]
2. Tithe Per Capita: \$633.96
3. For 1999 local conferences and missions will contribute 1% of annual tithe receipts in excess of \$2,664,000.
4. 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 member ship for SE Calif & Southern Calif are included in the "Special Assistance" amount for Union Reg Min.

SPECIAL ASSISTANCE:

- @ Academy assistance per qualifying formula.
- S Special non-formula assistance.

LIMITATIONS:

- # 100% of total tithe for previous year if membership less than 1,000.
- = 15% of tithe shortage if membership over 10,000.
- + No assistance if tithe in excess of \$5,328,000 unless tithe per capita is less than \$570.54.
- & No assistance if assistance calculation results in less than \$5,000.
- * Reported membership adjusted.

URBAN EVANGELISM—REPORT

Amazing Facts Net New York City 99 Report

Doug Batchelor, Speaker/Director of Amazing Facts, reported that with the new Millennium fast approaching, interest in Bible prophecy has reached an all time high! That is why in the Fall of 1999 Amazing Facts, along with the North American Division, will present NET New York '99. Using a newly designed and expanded version of the popular "Storacles of Prophecy" seminar lessons, Batchelor will present this evangelistic event, live from Manhattan, by satellite to New York City and thousands of locations around North America and beyond. All of our churches in New York City are not equipped to take advantage of the satellite evangelism. The maroon folders which were distributed have a sample lesson and other materials will be sent later. Carl Johnston, Seminars Unlimited, will make the materials as inexpensively as possible.

Amazing Facts is a purely evangelistic organization with 20,000 people enrolled in Bible lessons. It has a Bible school as well as radio and television programs. Batchelor's main focus while he is in New York City will be to preach to the people. Why New York City? For one thing it is considered the world's capital. Have you noticed how many movie catastrophes are focused on New York City? These movies are translated into many languages and everyone around the world knows about New York City. Broadcasting from this city gives us incredible credibility. New York City was once the capital of the United States from 1778 to 1790.

There is a religious diversity there. The Jewish faith and Catholicism are the two largest religions in New York City. It is almost impossible to find a building you can afford to rent in New York City for public evangelism because everything is unionized. It was going to cost us \$30,000/day to rent an auditorium in which we could videotape. The only non-union building in New York City, the Manhattan Production Center with satellite uplink, is \$10,000 a day and is in the very middle of Manhattan with everything we need to produce this program. By God's grace we happened upon it and found it available at the time we needed it.

Ebony Evangelism

Alvin Kibble, chairperson for the regional leadership of the Ebony Caucus, introduced Alex Bryant, president of the Central States Conference which has become a focus point for Ebony evangelism.

This has been the most comprehensive approach to evangelism in our recent history. We have intentionally targeted the entire year for Ebony Evangelism. We did not want it to

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just be a summer phenomenon. Therefore, we have emphasized preparation for six months and follow through for an additional six months. We have gone with a long-term approach realizing that all fruit doesn't ripen at the same time.

We are past the halfway point and the Lord is really blessing. The camp meeting theme was on evangelism. A special consecration service was conducted by E E Cleveland and a special training session for all pastors was conducted by E C Ward. We have conducted 14 evangelistic campaigns and will conduct eight more in the fall. Thus far there have been 300 baptisms and we have had one hundred percent pastor participation. Twenty-six of our thirty-five churches are involved in evangelism. Our office staff is involved and guest evangelists have been invited to participate. The president and personal ministries director of the Central States Conference each conducted a tent evangelistic meeting.

Conference office secretaries have worked as Bible workers and the publishing department was used to infiltrate new territories. Three new churches have been organized in the conference in Waterloo, Iowa; Sikeston, Missouri; and Omaha, Nebraska (Hispanic).

A non-denominational congregation crossed over to Adventism, including the pastor, who will be attending Oakwood College in 1999. He was the first one baptized in his congregation, setting the example for the rest of his congregation.

A Hispanic evangelistic campaign was conducted by a Hispanic pastor resulting in our first Hispanic congregation this summer.

We have two months left in the year. We are looking for a great harvest of souls. We thank our brethren for the opportunity to experience Ebony Evangelism in our field this year.

Real Truth Ministries

In 1999, Real Truth Ministries is planning to conduct four or five evangelistic campaigns in the NAD and abroad. It is designed to reach people at the level of their needs and lead them to Christ. It emphasizes team work, lay involvement, through preparation and follow up and most of all, dependence on divine agencies. It operates under the auspices of the South Central Conference where Joseph McCoy serves as president.

The evangelistic projects are conducted and coordinated by evangelists Tim Lewis and William C Scales, Jr, along with a small team of experienced evangelistic workers. During the past 17 years, the evangelistic efforts have resulted in over 10,000 baptisms and the establishment of over 21 new churches. In the past year Real Truth Ministries has focused its efforts in Nashville, Tennessee where over 200 persons have been baptized and a new church has been established in South Nashville. Tim Lewis is conducting a Revelation seminar at this

time with over 100 nonmembers attending on a regular basis. The harvest of souls from this seminar will be added to the new church that has been established in South Nashville.

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OGC/NADOUP/OGC/OHR/OGC/OHR/OGC/OHR/OGC/OHR/OGC/OHR/OGC/OHR/
OGC/RMS/NAD&UnSec94YE/94YE/NAD&UnSec/NADCOA/NADOUP/95YE/NADCOA/
NAD&UnSec/NADOUP/98YE to HWB

**512-98N SEXUAL MISCONDUCT IN CHURCH RELATIONSHIPS
INVOLVING DENOMINATIONAL EMPLOYEES AND
APPROVED VOLUNTEERS—MODEL PROCEDURES -
NEW POLICY**

VOTED, To adopt a new policy, NAD D 80, Sexual Misconduct in Church Relationships Involving Denominational Employees and Approved Volunteers—Model Procedures, which reads as follows:

**D 80 Sexual Misconduct in Church Relationships
Involving Denominational Employees and Approved Volunteers—Model Procedures**

D 80 05 Introduction—1. *Appearances of Wrongdoing*—Denominational employees and volunteers shall exemplify a Christlike life and avoid all appearances of wrongdoing. They must not engage in behavior that is harmful to themselves or others. Denominational employees and volunteers should respect every individual. To do otherwise is not consistent with the Christian life.

2. *Violations of Christian Principles*—Sexual misconduct is a violation of Christian principles. Sexual misconduct is never condoned by the Seventh-day Adventist Church. Denominational employees and volunteers are entrusted with sacred responsibilities which include refraining from sexual misconduct. It is expected that persons functioning in these roles will not engage in such behavior.

3. *Improper Actions Compromise the Church and Its Message*—The Church and its message are compromised by improper actions of denominational employees and volunteers. The Church seeks to respond to situations where the fitness of a person for service to the Church is called into question due to accusations of sexual misconduct. The Church also seeks to advance the healing and integrity of all persons influenced by the ministry of the Church.

D 80 10 Purpose—1. *Model Procedures*—The purpose of this policy is to provide model procedures for use by church entities that respond effectively to allegations of sexual

misconduct against denominational employees and volunteers. The North American Division strongly recommends that all local conferences, union conferences, educational, and health care institutions, and all other North American Division church-related entities and boards establish procedures to address sexual misconduct.

2. *Implementation*—Organizations which adopt these procedures shall inform those responsible regarding the implementation of such procedures. These organizations shall also take reasonable steps to inform members, denominational employees, volunteers, students, and others of these procedures. All church organizations must determine and comply with the abuse reporting requirements of their state or province. If government agencies or authorities become involved in allegations pertaining to sexual misconduct, all individuals are reminded of their duty to cooperate.

3. *Policy Limitation*—This policy is not intended to supersede any conflicting provisions in existing personnel policies, valid contracts, or any provisions of the *Seventh-day Adventist Church Manual*. In the event of any such conflict, the organization or entity enacting procedures to address sexual misconduct should consult legal counsel to eliminate the conflict. Where a conflict exists, the provisions of the personnel policy, contract, or the *Seventh-day Adventist Church Manual* shall prevail.

D 80 15 Definitions—1. *Accuser*—Any person, regardless of church membership, alleging sexual misconduct by a denominational employee or volunteer. An accuser may also be a minor's parent or guardian, or any other representative recognized by the Sexual Ethics Committee (SEC), or the legal representative of an incompetent adult.

2. *Accused*—A denominational employee or volunteer who is alleged to have committed sexual misconduct while in the course and scope of his/her employment or volunteer status.

3. *Church*—For this policy, "church" means the local conference, union conference, or the North American Division, of which the employing or appointing entity or organization is a part.

4. *Denominational Employee*—Any individual who is employed by the Church.

5. *Designated Officer*—The person at the local conference, union conference, or North American Division of which the employing or appointing organization or entity is a part, who is responsible for initiating the procedures set forth in this policy.

6. *Discipline Committee*—The group responsible for the discipline of church employees or volunteers.

7. *Incompetent Person*—A person, who because of health, age, or mental capacity, is legally unable to consent.

8. *Perpetrator*—An accused who is determined by the Sexual Ethics Committee (SEC) to have committed sexual misconduct.

9. *Sexual Ethics Pool (SEP)*—A group comprised of qualified appointees, from which Sexual Ethics Committees are selected as needed. (See Selection of Sexual Ethics Pool).

10. *Sexual Ethics Committee (SEC)*—The five member committee that is appointed from the Sexual Ethics Pool (SEP) by the designated officer to consider a complaint.

11. *Sexual Ethics Committee Chair (SEC Chair)*—A member of the Sexual Ethics Committee, appointed by the designated officer to assume administrative responsibilities for the Sexual Ethics Committee as necessary.

12. *Sexual Harassment*—Any unwelcome sexual advance, request for sexual favors, and/or other verbal or physical conduct, which may include, but is not limited to sexually suggestive comments or jokes, crude language, and unwelcome physical contact which is gender specific or of a sexual nature:

a. Made either explicitly or implicitly a condition of employment or volunteer relationship;

b. Used as a basis for affecting those relationships; and/or

c. Creates an intimidating, hostile, and/or offensive environment.

13. *Sexual Misconduct*—Improper sexual behavior including any of the following:

a. Actual or attempted sexual contact with a minor or with any person where there exists a relationship with inequality of power,

b. Actual or attempted rape or sexual contact by force, threat, or intimidation.

c. Criminal behavior of a sexual nature.

14. *Victim*—An accuser becomes a victim when the accused is determined by the Sexual Ethics Committee (SEC) to have committed sexual misconduct.

15. *Volunteer*—Any individual whose labor or service is requested by and donated to the Church, and is under the Church's direction or supervision. The existence of a monetary stipend for reimbursement of expenses does not negate volunteer status.

D 80 20 Guiding Principles and Concepts Underlying the Development of This Policy—1. *Serious Treatment of Accusations*—All accusations of sexual misconduct shall be taken seriously and carefully investigated by the Sexual Ethics Committee (SEC). No accusation shall be dismissed without a response, and all shall be processed in a timely manner. The accused and the accuser shall be treated with respect.

2. *Presumptions*—The filing or failure to file a complaint or denial shall not be deemed to be conclusive evidence of any issue, but may be considered as part of the evidence received by the SEC.

3. *Protection of All Involved*—The confidentiality of those involved, including the accuser and the accuser's family, the accused and the accused's family, shall be respected.

4. *Discipline*—A denominational employee or volunteer who has engaged in sexual misconduct is subject to discipline as outlined in the North American Division *Working Policy*, *Seventh-day Adventist Church Manual*, applicable personnel policies, or employment contracts.

5. *Expenses*—The expenses incurred to implement this policy should usually be borne by the church or by agreement with one of its entities or organizations. The goal of this policy is the protection of the members and the work of the church, therefore, a primary beneficiary of these procedures is the church and its members.

6. *Unbiased Considerations*—To protect the integrity of the proceedings outlined in this policy, the designated officer and the members of the SEC shall be free of actual or apparent bias, prejudice, predisposition or conflict of interest that may be material to the issues, proceedings, or individuals involved. Any of these individuals who are or appear to be biased, prejudiced, predisposed, or have a conflict of interest, shall be replaced or excluded from appointment. The discipline committee should also be free of actual or apparent bias, prejudice, predisposition, or conflict of interest that may be material to the issues, proceedings, or individuals involved.

D 80 25 Selection of Sexual Ethics Pool (SEP)—1. The Sexual Ethics Pool (SEP) shall be selected by the local conference, union conference, or division executive committee and to the extent practicable, reflect the diversity of the Church.

2. **Members Qualifications**—Members selected to serve on the SEP shall:
 - a. Be members of the Church in good standing;
 - b. Be free of predisposition, bias or conflict of interest that may be material to the proceedings or issues involved; and
 - c. Have knowledge of the subject of sexual misconduct.
3. **Confidentiality Agreement**—Each member of the SEP shall sign a confidentiality agreement to ensure that the member understands the duty, extent, and nature of confidentiality. Confidentiality of the SEP is of utmost importance.

D 80 30 Preliminary Process—1. *Activate the Process*—Upon receiving a report or learning of alleged sexual misconduct by a denominational employee or volunteer, the accused's immediate supervisor or chief administrative officer of the institution or entity involved, in addition to any other duties or obligations he/she may have, shall activate the following process by immediately:

- a. Notifying the designated officer of the report or knowledge; and
- b. Timely reporting all allegations or knowledge of sexual misconduct to:
 - 1) Local authorities as necessary to comply with applicable abuse reporting statutes; and
 - 2) Adventist Risk Management, Inc. and applicable liability insurance carriers.

2. *Meeting With Accuser*—When notified, the designated officer shall immediately convene a meeting with the accuser to:

- a. Hear the allegations.

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NAD Year-end Meeting

b. Request the accuser to file a written complaint which shall include the name of the accused, details including the date(s), place(s), nature of the offense(s), and verification by the accuser. The complaint shall be verified as follows:

I, _____, do verify and affirm
that the within factual accusations of sexual misconduct
are true and correct to the best of my knowledge.

Dated this _____ of _____, 19____,

At _____
(City)

(State or province)

(Signature of accuser)

(Signature of designated officer)

c. Request permission from the accuser to use the written complaint and his/her name in discussion with the accused.

d. Request the accuser to appear before the SEC; and

e. Explain to the accuser the process to be followed in response to the complaint and provide a copy of this policy.

f. Report the initiation of these proceedings:

1) For an accused employee, to the accused's employing entity or organization and the local conference, union conference, or the North American Division of which it is a part; or

2) For a volunteer, to the accused's appointing organization and the church board of the congregation of which the volunteer is a member.

g. Explain to the accuser that if the accuser at any time chooses not to participate, the process shall continue if there appears to be sufficient evidence to believe that an act of sexual misconduct has occurred.

3. *Meeting With the Accused*—As soon as practicable, the designated officer shall convene a meeting with the accused to:

- a. Present the accused with the verified written complaint.
- b. Explain to the accused the process to be followed in response to the complaint and provide a copy of this policy; and
- c. Request that the accused submit a verified written response to the complaint and discuss with the designated officer any additional verbal response the accused may wish to have considered. The written answer shall be verified as follows:

I, _____, do verify and affirm
that the within factual statements and denials set
forth in this answer are true and correct to the
best of my knowledge.

Dated this _____ of _____, 19____,

At _____
(City)

(State or province)

(Signature of accused)

(Signature of designated officer)

4. *Meeting With the Accused*—After meeting with the accused, the designated officer shall immediately begin the process of selecting the five-member SEC.

5. *Integrity of the Affected Entities*—The designated officer shall take steps to maintain the integrity of the affected institution or entity and those involved in the dispute. This may include recommending to the disciplinary body that the accused be placed on administrative leave with pay and without prejudice, or that a volunteer be prohibited from carrying on his/her volunteer duties. Under such circumstances, the accused shall not engage in any church-related duties until the SEC has issued its findings. Other prudent courses of action must also be considered.

6. *Investigative Process Omitted*—Should the designated officer, in consultation with the selected SEC members and the concurrence of a majority of those members, determine that the allegations of the accuser are of a nature that could be best resolved between the parties, and there is no factual dispute, then the investigative process may be omitted, provided the accuser, accused, and disciplinary body agree. The notification procedure contained in the decision process, and the disciplinary process, shall be followed as necessary. Should this process not be successful, the matter shall be referred back to the designated officer, who shall then initiate the investigative process.

D 80 35 Investigative Process—The Sexual Ethics Committee, meeting as a group only, shall fully investigate the allegations through information and documentation from the accuser, the accused, and other appropriate sources. The SEC shall meet with parties and witnesses, receive and consider written documents, photographs, and other relevant materials; consider any court or administrative proceedings, including criminal convictions and pleas; and may determine at its own discretion the manner and form in which such evidence is received. Because these proceedings are administrative in nature, the SEC shall have complete control over the hearing format including whether cross-examination of parties will be prohibited, and what evidence will be admitted.

1. *Convene Meeting of All Parties*—After reviewing the verified written complaint of the accuser and the response of the accused, the SEC shall convene a meeting of the parties to gather information to determine whether the factual allegations as set forth in the verified written complaint were more likely to be true than untrue.

a. The parties may bring other persons who have knowledge of the allegations and who may provide statements under oath. The SEC shall hear and consider the allegations and receive any such additional evidence necessary to support or defeat the verified written complaint. Written statements provided by either party should have notarized signatures, as provided for in the written complaint and denial.

b. Members of the SEC may ask questions as necessary. The SEC may, upon a determination of good cause, prohibit cross-examination of parties or witnesses. If cross-examination is not allowed, the SEC shall accept written questions from the accused or accuser, and the SEC shall question the party(ies) or witness(es) protected from cross-examination.

2. *Attendance at Meeting of SEC*—The SEC members, the accuser, the accused, as well as the parents/guardians, or legal representatives of a minor or an incompetent adult, and with permission of the SEC, qualified therapists of the accuser and/or the accused, or legal counsel of the accuser or the accused, may attend the SEC meetings. Any other individual

may attend only upon invitation of the SEC, consent of both parties, or while giving testimony or providing other evidence. The SEC may seek counsel and advice from therapists, attorneys, or any other experts to assist the SEC in its investigation of the charges or administration of the proceedings.

3. *Additional Meetings of SEC*—The SEC may convene additional meetings as may be necessary to fulfill its duties and responsibilities. Reasonable efforts will be made to provide notice to both the accuser and the accused of these meetings.

4. *Witness Invitation or Recall*—The SEC may invite or recall witnesses on its own initiative or at the request of the accuser or the accused as often as is necessary to ensure a fair outcome.

5. *Recording of SEC Meetings*—The SEC meetings shall not be recorded by videotaping, audiotape recording, or the preparation of a verbatim transcript by a court reporter or stenographer.

6. *Reporting of Verdict*—Upon any criminal disposition adverse to the accused, whether by verdict or pleas of guilt or no contest, of charges based upon sexual misconduct, the SEC shall presume the allegations involving the disposition substantiated and the designated officer shall report the finding to the disciplinary body for appropriate disciplinary action. A finding of not guilty in the criminal court will not of itself affect the process, findings, or disposition under this policy.

7. *Uncooperative Accuser*—If the accuser at any time chooses not to cooperate, the process shall continue if there appears to be sufficient evidence to believe that an act of sexual misconduct has occurred.

8. *Resignation of volunteer*—If the accused volunteer chooses to resign his/her membership and volunteer position, the SEC shall consult with and seek the advice of an attorney regarding legal issues concerning continued disciplinary action against the volunteer.

D 80 40 Decision Process—The SEC shall determine whether the charges contained in the accuser's complaint are supported by evidence showing that the charges are more likely than not to be true. Unless otherwise agreed to by the parties in writing, the SEC shall issue a finding within thirty (30) business days from the date of the final hearing.

1. *SEC Actions*—Based upon its conclusion, the SEC shall take one of the following actions:

a. If the allegations of sexual misconduct are found to be more likely untrue than true, no further investigatory action shall take place, and reasonable efforts shall be made to exonerate the accused and clear his/her name, including placing the SEC's findings in the accused's personnel file, if applicable. These findings may also be placed in the accuser's records as appropriate. The SEC and the designated officer shall communicate and explain the SEC findings with the accuser and the accused, separately. All entities or organizations which were notified of the initiation of these proceedings, shall also be notified of the SEC findings to the satisfaction of the SEC in consultation with the accused.

b. If the allegations of sexual misconduct are found to be more likely true than not, the SEC shall report its findings to the designated officer, who shall then relay the findings to the appropriate disciplinary body. Upon request, the SEC shall make its members available to meet with the discipline committee. All entities and organizations which were notified of the initiation of these proceedings, shall also be notified of the SEC findings.

D 80 45 Disciplinary Process—1. *Factors to Consider*—The discipline committee shall consider the following factors in determining the appropriate discipline:

- a. Severity of the offense(s)
- b. Frequency of the offense(s)
- c. Severity of the injury(ies)
- d. Number, age(s), and gender of victim(s).
- e. Attitude of the perpetrator (is he/she contrite?)
- f. Duration of the injury(ies); and
- g. Nature of the relationship between the parties.

2. *Discipline May Include*—Based upon these factors, discipline shall be imposed, and may include one or more of the following:

- a. Educative warning
- b. Written reprimand
- c. Public censure

- d. Mandatory counseling
- e. Suspension and/or
- f. Termination of employment or volunteer relationships
- g. Require that the perpetrator reimburse the expenses incurred by the parties or the SEC.

3. *Discipline Committee to Communicate with All Parties*—The discipline committee will communicate with the victim(s) and the perpetrator, separately, to explain the action(s) taken. Upon the request of the discipline committee, the SEC and the designated officer shall be available for assistance.

4. *Personnel File Record*—If the perpetrator is a denominational employee, the designated officer shall ensure that notations have been placed in his/her personnel file that a complaint had been made, the findings of the SEC, and the action taken by the discipline committee.

5. *Volunteer Perpetrators*—If the perpetrator is a volunteer, the findings of the SEC and any action taken by the discipline committee shall be reported by the designated officer to the church entity or organization which appointed him/her as a volunteer and to the church board and local conference in which he/she holds membership.

D 80 50 Responses—Once the discipline committee has made its determination and decided upon the disciplinary action, the following steps shall be taken:

1. *Response to the Accused*—a. An appropriate individual shall be made available to the accused early in the process to serve as an interpreter of the process.
 - b. Inform the accused regarding the disciplinary decision of the discipline committee.
 - c. Implement discipline committee action.
 - d. Remove the accused employee from service.
 - e. Assuming continuation of employment is possible, require therapeutic counseling and/or treatment to be utilized in combination with any of the responses listed above. A therapist who is qualified to deal with sexual misconduct, and who is sensitive

to issues of professional ethics, should be selected by the accused and approved by the designated officer. Assistance shall be made available for the spouse and family where needed and approved. The therapy requirement shall be clearly communicated and monitored as appropriate.

f. For minor offenses where it is concluded that the accused is sufficiently capable of effective service again, possible reinstatement of the accused shall be dependent upon the recommendation(s) of the therapist, supervisor, and members of the discipline committee.

g. Limit the service of the accused during the rehabilitation process and appoint a trained supervisor to monitor his/her duties. Any such rehabilitation plan needs to be approved by a qualified therapist to protect other potential victims.

2. *Response to the Accuser(s)*—a. The designated officer shall name an appropriate person as an interpreter for the accuser early in the process. This person shall be available at the accuser's discretion.

b. A list of qualified therapists shall be provided to the accuser(s) to be utilized at his/her/their choice. While this does not imply financial responsibility on the part of the organization, financial support for this purpose may be offered without implying guilt.

3. *Response to the Congregation, Institution, or Church-related Entity*—a. The designated officer of the discipline committee shall meet with the officers of the conference, church, institution, or church-related entity to communicate the results of the hearing process. At this meeting special attention shall be given to the disciplinary action taken and its implications.

b. A trained resource person from the SEC shall be made available to assist the institution or congregation in whatever ways necessary to address their concerns and to bring healing.

4. *Response in Situations Involving Minors*—a. In the event that a complaint involves allegations of sexual misconduct with a minor, the person who receives the complaint is required by law to:

(1) Immediately report the suspicion of sexual abuse against a minor to the local law enforcement authority (i.e., district attorney, child protection services, etc.);

(2) Proceed with the church's investigation outlined in this policy.

b. If charges are filed involving criminal acts against a minor and the accused is prosecuted, two members of the SEC may be assigned to monitor the trial proceedings and report regularly to the commission.

c. If the accused is convicted in court of criminal charges against a minor, the SEC shall recommend to the discipline committee permanent removal from denominational employment or service.

d. If the complainant does not choose to pursue a formal written complaint with the conference, the designated officer shall continue the investigation if there appears to be sufficient evidence that sexual misconduct has occurred such as to cause concern for the well-being of other minors.

D 80 55 Appeal—Because sexual misconduct policies are developed to make the process as fair and impartial as possible, the findings of the SEC are considered final, resulting in no further recourse through appeals through the church.

D 80 60 Education and Prevention—The North American Division seeks to educate employees and volunteers that sexual misconduct is disapproved by the Church and violates the law of the land. To carry out this educational goal, the North American Division publishes this policy for its office and field, institutions, boards, and church-related entities and affiliates; develops appropriate sanctions for sexual misconduct; and endeavors to inform all employees, volunteers, and members of their right to complain of sexual misconduct.

The North American Division encourages the establishment of education and prevention programs in churches, schools, and other institutions. Lists containing names of employee and lay resource persons who have indicated that they can provide seminars, sermons, and educational programs may be obtained from the Sexual Ethics Commission of the North American Division.

Cal&Offn/NADOUP/NAD&UnSec98YE/NADUn&GCO98YE/98YE to KLN

**502-98Na CALENDAR OF OFFERINGS—
NORTH AMERICAN DIVISION 1999—REVISION**

VOTED, To revise the Calendar of Offerings for the North American Division for 1999 to read as follows:

98-230

November 5, 1998, a.m.

NAD Year-end Meeting

JANUARY

Outreach/Church Budget	January 2	LocCh
Religious Liberty	January 9	* NAD
Church Budget	January 16	LocCh
Local Conference Advance	January 23	LocConf
Local or Union Conference Designated	January 30	

FEBRUARY

Outreach/Church Budget	February 6	LocCh
Adventist Television Ministries	February 13	* NAD
Church Budget	February 20	LocCh
Local Conference Advance	February 27	LocConf

MARCH

Outreach/Church Budget	March 6	LocCh
Adventist World Radio	March 13	* World
Church Budget	March 20	LocCh
Local Conference Advance	March 27	LocConf

APRIL

Outreach/Church Budget	April 3	LocCh
Christian Record Services	April 10	* NAD
Church Budget	April 17	LocCh
Local Conference Advance	April 24	LocConf

MAY

Outreach/Church Budget	May 1	LocCh
Disaster & Famine Relief	May 8	* World
Church Budget	May 15	LocCh ¹
Local Conference Advance	May 22	LocConf
NET Evangelism	May 29	* NAD

JUNE

Outreach/Church Budget	June 5	LocCh
Multilingual Ministries	June 12	* NAD
Church Budget	June 19	LocCh
Local Conference Advance	June 26	LocConf

JULY

Outreach/Church Budget	July 3	LocCh
Women's Ministries	July 10	* NAD
Church Budget	July 17	LocCh
Local Conference Advance	July 24	LocConf
Local or Union Conference Designated	July 31	

AUGUST

Outreach/Church Budget	August 7	LocCh
Oakwood College/Andrews University/Loma Linda University . . .	August 14	* NAD
Church Budget	August 21	LocCh
Local Conference Advance	August 28	LocConf

SEPTEMBER

Outreach/Church Budget	September 4	LocCh
Missions Extension	September 11	* World
Church Budget	September 18	LocCh
Local Conference Advance	September 25	LocConf

OCTOBER

Outreach/Church Budget	October 2	LocCh
Voice of Prophecy	October 9	* NAD
Church Budget	October 16	LocCh
Local Conference Advance	October 23	LocConf
GC Session Special Project-10/40 Window	October 30	* World

98-232

November 5, 1998, a.m.

NAD Year-end Meeting

NOVEMBER

Outreach/Church Budget	November 6	LocCh
Annual Sacrifice	November 13	* World
Church Budget	November 20	LocCh
Local Conference Advance	November 27	LocConf

DECEMBER

Outreach/Church Budget	December 4	LocCh
Inner City	December 11	* NAD
Church Budget	December 18	LocCh
Local Conference Advance	December 25	LocConf

THIRTEENTH SABBATH OFFERINGS—1999

Northern Asia-Pacific Division	March 27	+
Southern Asia-Pacific Division	June 26	+
Africa-Indian Ocean Division	September 25	+
South American Division	December 18	+

MISSION INVESTMENT PROJECTS—1999

Pacific Union	+
Mid-America Union	+

*Special Materials Provided +Special Project Development

¹Some Hispanic churches will take an offering to support the Hispanic Centennial on this Sabbath. Those funds should be returned through regular church channels.

Cal&Offn/NAD&UnSec98YE/NADUn&GCO98YE/98YE to KLN

502-98Nb CALENDAR OF SPECIAL DAYS— NORTH AMERICAN DIVISION 1999—REVISION

VOTED, To revise the Calendar of Special Days for the North American Division for 1999, to read as follows:

November 5, 1998, a.m.
NAD Year-end Meeting

JANUARY

Curriculum Focus for the Month—Friendship Evangelism+

Day of Prayer January 2
Religious Liberty Week January 16-23 *

FEBRUARY

Curriculum Focus for the Month—Family Life+

Black History Week February 6-13
Christian Home and Marriage Week February 13-20 *
Health Ministries Sabbath February 20 *

MARCH

Curriculum Focus for the Month—Women in the Church+

Women's Day of Prayer March 6
Adventist Youth Week of Prayer March 13-20 *
Disabilities Awareness Sabbath March 27

APRIL

Curriculum Focus for the Month—Stewardship+

Missionary Magazines (*Signs, Message, El Centinela*
La Sentinelle) April 3 *
Stewardship Sabbath April 3
Literature Evangelism Sabbath April 10 *
Education Sabbath April 17 *

MAY

Curriculum Focus for the Month—Community Services+

Community Services Sabbath May 1
Youth Sabbath May 15

JUNE

Curriculum Focus for the Month—Church Growth and Evangelism+

Women's Ministries Emphasis Day June 12

98-234

November 5, 1998, a.m.

NAD Year-end Meeting

JULY

Curriculum Focus for the Month—Adventist Lifestyle+

Home Study International Promotional Day July 10

AUGUST

Curriculum Focus for the Month—Spiritual Gifts+

SEPTEMBER

Curriculum Focus for the Month—Family Life+

Men's Day of Prayer September 4

Nurture Periodicals (*Adventist Review, Insight, Guide,*
Primary Treasure, Little Friend) September 4-11

Family Togetherness Week September 11-18 *

Hispanic Heritage Week September 18-25

OCTOBER

Curriculum Focus for the Month—Adventist Heritage+

Children's Sabbath October 2

Health Education Week (*Vibrant Life*) October 2-9 *

Spirit of Prophecy Sabbath October 16 *

Pathfinder Sabbath October 23 *

Ingathering Campaign Begins October 30 *

NOVEMBER

Curriculum Focus for the Month—Health+

Stewardship Sabbath November 6

Week of Prayer November 6-13 *

Human Relations Sabbath November 13

Welcome Home Sabbath November 20 *

Bible Sabbath November 27 *

November 5, 1998, a.m.
NAD Year-end Meeting

DECEMBER

Curriculum Focus for the Month—Christian Hospitality+

Ingathering Sabbath December 4 *
Ingathering Campaign Ends December 25

+Curriculum resource materials are published in NAD church resource journals—*Adventist Witness*, *Sabbath School Leadership*, *Celebración*, *Célébration*, *Kids Stuff*, and *Cornerstone Youth Resource Journal*.

* Special Materials Provided

Cal&Offn/NAD&UnSec98YE/NADUn&GCO98YE/98YE to KLN

503-98Na CALENDAR OF OFFERINGS— NORTH AMERICAN DIVISION 2000

VOTED, To adopt the Calendar of Offerings for the North American Division for 2000 to read as follows:

JANUARY

Church Budget	January 1	LocCh
Religious Liberty	January 8	* NAD
Church Budget	January 15	LocCh
Local Conference Advance	January 22	LocConf
Local or Union Conference Designated	January 29	

FEBRUARY

Church Budget	February 5	LocCh
Adventist Television Ministries	February 12	* NAD
Church Budget	February 19	LocCh
Local Conference Advance	February 26	LocConf

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November 5, 1998, a.m.

NAD Year-end Meeting

MARCH

Church Budget	March 4	LocCh
Adventist World Radio	March 11	* World
Church Budget	March 18	LocCh
Local Conference Advance	March 25	LocConf

APRIL

Church Budget	April 1	LocCh
Christian Record Services	April 8	* NAD
Church Budget	April 15	LocCh
Local Conference Advance	April 22	LocConf
GC Session Special Project - 10/40 Window	April 29	* World

MAY

Church Budget	May 6	LocCh
Disaster & Famine Relief	May 13	* World
Church Budget	May 20	LocCh
Local Conference Advance	May 27	LocConf

JUNE

Church Budget	June 3	LocCh
Chaplaincy Ministries	June 10	* NAD
Church Budget	June 17	LocCh
Local Conference Advance	June 24	LocConf

JULY

Church Budget	July 1	LocCh
GC Session Special Project - 10/40 Window	July 8	* World
Church Budget	July 15	LocCh
Local Conference Advance	July 22	LocConf
Women's Ministries	July 29	* NAD

November 5, 1998, a.m.
NAD Year-end Meeting

AUGUST

Church Budget	August 5	LocCh
Oakwood College/Andrews University/Loma Linda University	August 12	* NAD
Church Budget	August 19	LocCh
Local Conference Advance	August 26	LocConf

SEPTEMBER

Church Budget	September 2	LocCh
Missions Extension	September 9	* World
Church Budget	September 16	LocCh
Local Conference Advance	September 23	LocConf
Local or Union Conference Designated	September 30	

OCTOBER

Church Budget	October 7	LocCh
Voice of Prophecy	October 14	* NAD
Church Budget	October 21	LocCh
Local Conference Advance	October 28	LocConf

NOVEMBER

Church Budget	November 4	LocCh
Annual Sacrifice	November 11	* World
Church Budget	November 18	LocCh
Local Conference Advance	November 25	LocConf

DECEMBER

Church Budget	December 2	LocCh
Inner City	December 9	* NAD
Church Budget	December 16	LocCh
Local Conference Advance	December 23	LocConf
Local or Union Conference Designated	December 30	

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November 5, 1998, a.m.

NAD Year-end Meeting

THIRTEENTH SABBATH OFFERINGS—2000

South Pacific Division	March 25	+
Eastern Africa Division	June 24	+
Trans-European Division	September 30	+
South American Division	December 30	+

MISSION INVESTMENT PROJECTS—2000

North Pacific Union	+
Lake Union	+

*Special Materials Provided

+Special Project Development

Cal&Offn/NAD&UnSec98YE/NADUn&GCO98YE/98YE to KLN

503-98Nb CALENDAR OF SPECIAL DAYS— NORTH AMERICAN DIVISION 2000

VOTED, To adopt the Calendar of Special Days for the North American Division for 2000, to read as follows:

JANUARY

Curriculum Focus for the Month—Friendship Evangelism+

Day of Prayer	January 1
Religious Liberty Week	January 8-15 *

FEBRUARY

Curriculum Focus for the Month—Family Life+

Black History Week	February 6-12
Christian Home and Marriage Week	February 13-19 *
Health Ministries Sabbath	February 19 *

November 5, 1998, a.m.
NAD Year-end Meeting

MARCH

Curriculum Focus for the Month—Women in the Church+

Women's Day of Prayer	March 4
Adventist Youth Week of Prayer	March 5-11 *
Disabilities Awareness Sabbath	March 25

APRIL

Curriculum Focus for the Month—Stewardship+

Missionary Magazines (<i>Signs, Message, El Centinela</i> <i>La Sentinelle</i>)	April 1 *
Stewardship Sabbath	April 1
Literature Evangelism Sabbath	April 15 *
Education Sabbath	April 22 *

MAY

Curriculum Focus for the Month—Community Services+

Community Services Sabbath	May 6
Youth Sabbath	May 20

JUNE

Curriculum Focus for the Month—Church Growth and Evangelism+

Women's Ministries Emphasis Day	June 17
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JULY

Curriculum Focus for the Month—Adventist Lifestyle+

Home Study International Promotional Day	July 15
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AUGUST

Curriculum Focus for the Month—Spiritual Gifts+

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November 5, 1998, a.m.

NAD Year-end Meeting

SEPTEMBER

Curriculum Focus for the Month—Family Life+

Men's Day of Prayer	September 2
Nurture Periodicals (<i>Adventist Review, Insight, Guide, Primary Treasure, Little Friend</i>)	September 3-9
Family Togetherness Week	September 10-16 *
Hispanic Heritage Week	September 17-23

OCTOBER

Curriculum Focus for the Month—Adventist Heritage+

Children's Sabbath	October 7
Health Education Week (<i>Vibrant Life</i>)	October 8-14 *
Spirit of Prophecy Sabbath	October 21 *
Pathfinder Sabbath	October 28 *

NOVEMBER

Curriculum Focus for the Month—Health+

Ingathering Campaign Begins	November 4 *
Stewardship Sabbath	November 4
Week of Prayer	November 4-11 *
Human Relations Sabbath	November 11
Welcome Home Sabbath	November 18 *
Bible Sabbath	November 25 *

DECEMBER

Curriculum Focus for the Month—Christian Hospitality+

Ingathering Sabbath	December 2 *
Ingathering Campaign Ends	December 30

+ Curriculum resource materials are published in NAD church resource journals—*Adventist Witness, Sabbath School Leadership, Celebración, Célébration, Kids Stuff, and Cornerstone Youth Resource Journal*.

* Special Materials Provided

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NAD Year-end Meeting

NADOUP/NAD&UnSec/NADOUP/NAD&UnSec96YE/NADUn&GCO96YE/NADOUP/
NADCOA/NAD&UnSec/NADCOA/NADOUP+NADUn&GCO97/NADOUP/50-97Na/
97YE/NADCOA/NAD&UnSec/NADCOA/NADOUP/NAD&UnSec98YE/
NADUn&GCO98YE/98YE to HWB

501-98Na AUTHORIZED MEETINGS NAD 1998—REVISION

VOTED, To revise the updated list of Authorized Meetings NAD 1998 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>
<u>November 1998</u>			
1	Sun	Message Advisory	Silver Spring MD
1	Sun	Higher Education Cabinet	Silver Spring MD
1(eve)-5	Sun	NAD Year-end Meeting	Silver Spring MD
3	Tue	NAD Hispanic Union Leaders Advisory	Silver Spring MD
8	Sun	Pathfinder Camporee Committee	Denver CO
13	Fri	LifeTalk Radio Executive Committee	Yakima WA
20-22	Fri	Adventist Singles Ministries Board	Smyrna GA
<u>December 1998</u>			
2-3	Wed	NAD Education Advisory	Solvang CA
2-3	Wed	Assoc of Adv Camp Professionals Board	Pine Sprgs Ranch CA
3-5	Thu	NAD Assoc of Adv Camp Professionals Conv	Pine Sprgs Ranch CA
4-8	Fri	NAD Curriculum Committee	Solvang CA
6, 7	Sun	Camping Convention	San Diego CA
7-9	Mon	Regional Evangelism Council	Huntsville AL
9,10	Wed	NAD Camp Committee Meeting	San Diego CA
29-Jan 3	Tue	FHES Convention & Workshop	Florida

NADCOA/NAD&UnSec/NADCOA/NADOUP/501-98Nb/97YE/NADCOA/NAD&UnSec/
NADCOA/NADOUP/NAD&UnSec98YE/NADUn&GCO98YE/98YE to HWB

501-98Nb AUTHORIZED MEETINGS NAD 1999—REVISION

VOTED, To revise the updated list of Authorized Meetings NAD 1999 with the understanding that attendance at these meetings must also be approved by the administration of each entity as follows:

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November 5, 1998, a.m.

NAD Year-end Meeting

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>January 1999</u>			
7-11	Thu	College Pastors	_____
11(eve)	Mon	Signs Board of Editorial Consultants	_____
13	Wed	NAD Asian-Pacific Advisory	Westlake Village CA
14-19	Thu	NAD Department Advisories	San Diego CA
18-22	Mon	NAD Science/Health Steering Committee	_____
19-23(pm)	Tue	NAD Ministries Convention	San Diego CA
19	Tue	Breath of Life Advisory	_____
19	Tue	Regional Presidents Council	_____
20,21	Wed	Presidents Cabinet	San Diego CA
21 (pm)	Thu	Church Resources Consortium	San Diego CA
27-29	Wed	NAD Union Directors of Education	Loma Linda CA
<u>February 1999</u>			
1(pm)	Mon	Adventist Information Ministry Board	Simi Valley CA
1	Mon	Assoc of Adv Col & Univ Pres (AACUP)	Loma Linda CA
2 (am)	Tue	Board of Education K-12	Loma Linda CA
2 (pm)	Tue	NAD Higher Education Cabinet	Loma Linda CA
3	Wed	Evangelism and Media Board	Loma Linda CA
4, 5	Thu	NAD Officers & Union Presidents	Loma Linda CA
4 (pm)	Thu	AMC & Media Ministries Boards of Trustees	Loma Linda CA
5	Fri	ASI Missions Inc Board	_____
5	Fri	NAD Portuguese Advisory	Orlando FL
5-7	Fri	ASI Retreat	_____
7	Sun	ASI Board	_____
7-10	Sun	Conference Presidents' Retreat	Orlando FL
8	Mon	LLU Board	Loma Linda CA
10	Wed	LLUMC Board	Loma Linda CA
19(am)	Fri	ABC Subcommittee and Workshop	Nampa ID
19-23	Fri	PPPA and R&H ABC Marketing Seminar	Nampa ID
22	Mon	Andrews University Board	Berrien Springs MI
22(eve)	Mon	NAD Aviation Committee	Berrien Springs MI
23(am)	Tue	NADEI Finance and Executive Board	Berrien Springs MI
24	Wed	Christian Record Services Inc Board	Lincoln NE
<u>March 1999</u>			
1	Mon	NAD Portuguese Advisory	Silver Spring MD
3	Wed	Adventist Risk Management Board	Silver Spring MD

November 5, 1998, a.m.
NAD Year-end Meeting

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>March 1999</u> contd			
7	Sun	Faith For Today Executive Committee	Simi Valley CA
8(am)	Mon	La Voz Executive Committee	Simi Valley CA
8(pm)	Mon	AMC Support Services Executive Committee	Simi Valley CA
9	Tue	Voice Of Prophecy Executive Committee	Simi Valley CA
10(pm), 11	Wed	NAD Publishing Board	East Coast
11	Thu	Breath Of Life Executive Committee	Simi Valley CA
11-15	Thu	NAD Survey	Silver Spring MD
15	Mon	Commission for People with Disabilities	Silver Spring MD
15	Mon	NAD Hispanic Union Leaders Advisory	Silver Spring MD
16	Tue	Sexual Ethics Commission	Silver Spring MD
16-20	Tue	Bible Textbook Steering Committee (1-4)	Orlando FL
17	Wed	Human Relations Advisory	Silver Spring MD
17-20	Wed	NAD Campus Ministries	Pine Springs CA
17-20	Wed	NAD Collegiate Adventists Better Living	Pine Springs CA
18	Thu	Human Relations Directors	Silver Spring MD
22	Mon	LifeTalk Radio Executive Committee	Yakima WA
22-26	Mon	NAD FHES Week, Student Recruiting	Huntsville AL
28-30	Sun	PARL Advisory	Silver Spring MD
31, Apr 1	Wed	Spring Meeting	Berrien Springs MI
<u>April 1999</u>			
6(am)	Tue	R&H Board	Hagerstown MD
7	Wed	It is Written Executive Committee	Simi Valley CA
8	Thu	PPPA Board	Nampa ID
8	Thu	Trust Services Manual Committee	San Diego CA
9(am)	Fri	Trust Services Materials Committee	San Diego CA
11	Sun	Trust Services Standing Committee	San Diego CA
12-13	Mon	NAD Union Treasurers Council	San Diego CA
12-14	Mon	Technical Standards Committee	San Diego CA
12-14	Mon	NAD Union, GC and Conf Secretaries Council	Mid-America Union
14(am)	Wed	NAD Risk Management Committee	
16-22	Fri	NAD Leadership Advance Training and Recruiting	West Coast
19-24	Mon	GC Colloquium & Travel Moratorium	Silver Spring MD
25-29	Sun	Trust Services Basic Seminar	Berrien Springs MI
26	Mon	NAD Deaf Ministries Advisory	
30-May 12	Fri	Trust Services Advanced Seminar	Berrien Springs MI

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November 5, 1998, a.m.

NAD Year-end Meeting

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>May 1999</u>			
3, 4	Mon	Oakwood College Board	Huntsville AL
3, 4	Mon	NAD Franco Haitian Advisory	Silver Spring MD
10	Mon	LLU Board	Loma Linda CA
11	Tue	NAD AY Honors Committee	Berrien Springs MI
11-14	Tue	NAD Union Directors of Education	Calgary CAN
12-13	Wed	NAD Pathfinder Committee	Berrien Springs MI
12	Wed	LLUMC Board	Loma Linda CA
14	Fri	Camporee Committee	Berrien Springs MI
14-18	Fri	NAD Beginners Training	High Springs FL
16	Sun	NAD Hispanic Education Advisory	Silver Spring, MD
17	Mon	NAD Youth Caucus Advisory	Silver Spring MD
17	Mon	NAD La Voz de la Esperanza Advisory	Silver Spring MD
17	Mon	NAD Hispanic Union Leaders Advisory	Silver Spring MD
17-19	Mon	NAD K-12 Ed Advisory	Red Deer CAN
18, 19	Tue	NAD Hispanic Advisory	Silver Spring MD
26	Wed	Adventist Risk Management Board	Silver Spring MD
31, June 1	Mon	NAD Presidents Cabinet	
<u>June 1999</u>			
2	Wed	Church Resource Consortium Board	Silver Spring MD
3	Thu	Mission Strategy Council	Silver Spring MD
7-25	Mon	NAD Summer Curriculum Workshops	
8-12	Tue	Seeds 99	Berrien Springs MI
9(pm)	Wed	GC Staff Day	Gaithersburg MD
23-27	Wed	Retirees Convocation	Angwin CA
<u>July 1999</u>			
9-16	Fri	Auditors Seminar	Cohutta Springs GA
12, 13	Mon	Retirement Seminar	Orlando FL
18(eve)	Sun	NAD Aviation Committee	Berrien Springs MI
19	Mon	Andrews University Board	Berrien Springs MI
19(eve)	Mon	NADEI Finance and Board	Berrien Springs MI
25-31	Sun	NAD Hispanic Evangelism Council	S Lancaster MA
<u>August 1999</u>			
2	Mon	NAD Commission on Accreditation	Silver Spring MD
2	Mon	ASI Missions, Inc Board	Orlando FL

November 5, 1998, a.m.
NAD Year-end Meeting

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>August 1999</u> contd			
3	Tue	ASI Board	Orlando FL
4-7	Wed	ASI Convention	Orlando FL
6	Fri	LifeTalk Radio Executive Committee	Orlando FL
9	Mon	Regional Presidents Council	_____
10	Tue	Evangelism and Media Board	_____
10-14	Tue	Pathfinder Camporee	Oshkosh WI
11	Wed	AHA Cabinet	Loma Linda CA
11, 12	Wed	NAD Officers & Union Presidents	Loma Linda CA
15-18	Sun	Business Professional Growth Seminar	Berrien Springs MI
16	Mon	LLU Board	Loma Linda CA
18	Wed	LLUMC Board	Loma Linda CA
19	Thu	PPPA Board	Nampa ID
25, 26	Wed	Adventist Risk Management Board	Burlington VT
<u>September 1999</u>			
7	Tue	Ingathering Editorial Committee	Silver Spring MD
9-15	Thu	NAD Union Directors of Education	_____
13-15	Mon	Adventist Risk Management Conference	_____
14(am)	Tue	R&H Board	Hagerstown MD
16	Thu	Human Resources Workshop	_____
16-18	Thu	NAD Subscription Literature Advisory	East Coast
16-18	Thu	HHES/FHES Subcommittee and Workshops	East Coast
19	Sun	ABC Subcommittee and Workshops	East Coast
17	Fri	NAD Risk Management Committee	_____
19	Sun	Faith For Today Executive Committee	Simi Valley CA
20(am)	Mon	La Voz Executive Committee	Simi Valley CA
20(pm)	Mon	AMC Support Services Executive Committee	Simi Valley CA
20-22	Mon	Technical Standards Committee	Silver Spring MD
20-24	Mon	NAD K-12 Bible Steering Committee	_____
21(am)	Tue	Voice Of Prophecy Executive Committee	Simi Valley CA
27	Mon	Breath Of Life Executive Committee	Silver Spring MD
27	Mon	NAD Korean Advisory	Denver CO
28(eve)-Oct 7	Tue	Annual Council	Silver Spring MD
<u>October 1999</u>			
11	Mon	LLU Board	Loma Linda CA
12	Tue	It Is Written Executive Committee	Simi Valley CA

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NAD Year-end Meeting

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>October 1999</u> contd			
13	Wed	LLUMC Board	Loma Linda CA
17, 18	Sun	Oakwood College Board	Huntsville AL
25	Mon	NAD Union Presidents Council	Silver Spring MD
25	Mon	NAD Union Secretaries Council	Silver Spring MD
25	Mon	NAD Union Treasurers Council	Silver Spring MD
26	Tue	NAD, Union & GC Officers	Silver Spring MD
27-30	Wed	NAD Summit on Race Relations	Silver Spring MD
31	Sun	Message Advisory	_____
31	Sun	Higher Education Cabinet	Silver Spring MD
31(eve)-Nov 4	Sun	NAD Year-end Meeting	Silver Spring MD

November 1999

12	Fri	LifeTalk Radio Executive Committee	Yakima WA
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December 1999

1, 2	Wed	NAD Education Advisory	_____
1	Wed	Adventist Risk Management Board	Silver Spring MD
3-7	Fri	NAD Curriculum Committee	_____
6-8	Mon	Regional Evangelism Council	Huntsville AL
28-Jan 2	Tue	FHES Convention and Workshops	East Coast

SECn/NADCOA/NAD&UnSec/NADCOA/NADOUP/NAD&UnSec98YE/
NADUn&GCO98YE/98YE to HWB

501-98Nc AUTHORIZED MEETINGS NAD 2000

VOTED, To approve the updated list of Authorized Meetings NAD 2000 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>
<u>January 2000</u>			
6-10	Thu	College Pastors	_____
10(eve)	Mon	Signs Board of Editorial Consultants	_____
12	Wed	NAD Asian-Pacific Advisory	Westlake Village CA

November 5, 1998, a.m.
NAD Year-end Meeting

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>January 2000</u> contd			
17-21	Mon	NAD Science/Health Steering Committee	_____
18(am)	Tue	NAD Department Advisories	_____
18	Tue	Breath of Life Advisory	_____
19	Wed	Regional Presidents Council	Silver Spring MD
26-28	Wed	NAD Union Directors of Education	Loma Linda CA
31(pm)	Mon	Adventist Information Ministry Board	Simi Valley CA
31	Mon	Assoc of Adv Col & Univ Pres (AACUP)	Loma Linda CA
<u>February 2000</u>			
1	Tue	Board of Education K-12	Loma Linda CA
1(am)	Tue	Higher Education Cabinet	Loma Linda CA
2(pm)	Wed	Evangelism and Media Board	Loma Linda CA
3, 4	Thu	NAD Officers & Union Presidents	Loma Linda CA
4	Fri	ASI Missions Inc Board	_____
4-6	Fri	ASI Retreat	_____
6	Sun	ASI Board	_____
7-10	Mon	Conference Presidents' Council	Pine Springs CA
7	Mon	<i>LLU Board</i>	<i>Loma Linda CA</i>
9	Wed	<i>LLUMC Board</i>	<i>Loma Linda CA</i>
21	Mon	<i>Andrews University Board</i>	<i>Berrien Springs MI</i>
21(eve)	Mon	NAD Aviation Committee	Berrien Springs MI
22(am)	Tue	NADEI Finance and Executive Board	Berrien Springs MI
23	Wed	<i>Christian Record Services Inc Board</i>	<i>Lincoln NE</i>
25-29	Fri	<i>PPPA and R&H ABC Marketing Seminar</i>	<i>West Coast</i>
28	Mon	NAD Portuguese Advisory	Silver Spring MD
<u>March 2000</u>			
1	Wed	<i>Adventist Risk Management Board</i>	<i>Silver Spring MD</i>
5	Sun	Faith For Today Executive Committee	Simi Valley CA
6(am)	Mon	La Voz Executive Committee	Simi Valley CA
6(pm)	Mon	AMC Support Services Executive Committee	Simi Valley CA
7	Tue	Breath Of Life Executive Committee	Simi Valley CA
8(pm), 9	Wed	NAD Publishing Board	East Coast
8	Wed	Voice Of Prophecy Executive Committee	Simi Valley CA
9	Thu	It Is Written Executive Committee	Simi Valley CA
13	Mon	Commission for People with Disabilities	Silver Spring MD
13	Mon	NAD Hispanic Union Leaders Advisory	Silver Spring MD

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NAD Year-end Meeting

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>March 2000</u> contd			
14	Tue	Sexual Ethics Commission	Silver Spring MD
14-18	Tue	Bible Textbook Steering Committee (1-4)	Orlando FL
15	Wed	Human Relations Advisory	Silver Spring MD
15-18	Wed	NAD Campus Ministries	Pine Springs CA
15-18	Wed	NAD Collegiate Adventists Better Living	Pine Springs CA
16	Thu	Human Relations Directors	Silver Spring MD
20	Mon	LifeTalk Radio Executive Committee	Yakima WA
20	Mon	NAD Portuguese Advisory	Silver Spring MD
29, 30	Wed	<i>Spring Meeting</i>	<i>Berrien Springs MI</i>
<u>April 2000</u>			
3-5	Mon	NAD Union, and GC Secretaries Council	
4(am)	Tue	<i>R&H Board</i>	<i>Hagerstown MD</i>
6	Thu	<i>PPPA Board</i>	<i>Hagerstown MD</i>
6	Thu	Trust Services Manual Committee	Toronto ON
7(am)	Fri	Trust Services Materials Committee	Toronto ON
9	Sun	Trust Services Standing Committee	Toronto ON
10-11	Mon	NAD Union Treasurers Council	Toronto ON
12(am)	Wed	NAD Risk Management Committee	Toronto ON
17-22	Mon	<i>GC Colloquium & Travel Moratorium</i>	<i>Silver Spring MD</i>
23-27	Sun	Trust Services Basic Seminar	Berrien Springs MI
28-May 10	Fri	Trust Services Advanced Seminar	Berrien Springs MI
<u>May 2000</u>			
1, 2	Mon	<i>Oakwood College Board</i>	<i>Huntsville AL</i>
1, 2	Mon	NAD Franco Haitian Advisory	
8	Mon	<i>LLU Board</i>	<i>Loma Linda CA</i>
9-12	Tue	NAD Union Directors of Education	
10	Wed	<i>LLUMC Board</i>	<i>Loma Linda CA</i>
14	Sun	NAD Hispanic Education Advisory	Silver Spring MD
15(am)	Mon	La Voz Advisory	Silver Spring MD
15(pm)	Mon	NAD Hispanic Union Leaders Advisory	Silver Spring MD
15	Mon	NAD Hispanic Youth Advisory	Silver Spring MD
15-17	Mon	NAD Education Advisory	
16-17	Tue	NAD Hispanic Advisory	Silver Spring MD
24	Wed	<i>Adventist Risk Management Board</i>	<i>Silver Spring MD</i>

November 5, 1998, a.m.
NAD Year-end Meeting

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>May 2000</u> contd			
29, 30	Mon	NAD Presidents Cabinet	
31	Wed	Church Resource Consortium Board	Silver Spring MD
<u>June 2000</u>			
1	Thu	Mission Strategy Council	Silver Spring MD
5-23	Mon	NAD Summer Curriculum Workshops	
7(pm)	Wed	GC Staff Day	Gaithersburg MD
21-24	Wed	Seeds 2000	Berrien Springs MI
25-29	Sun	World Ministerial Council	Toronto CAN
29-Jul 8	Thu	GC Session	Toronto CAN
<u>July 2000</u>			
11-17	Tue	NAD Auditors Seminar	
14	Fri	Andrews University Board Finance Committee	Berrien Springs MI
16(eve)	Sun	NAD Aviation Committee	Berrien Springs MI
17	Mon	Andrews University Board	Berrien Springs MI
17(eve)	Mon	NADEI Finance and Board	Berrien Springs MI
31	Mon	NAD Commission on Accreditation	Silver Spring MD
31	Mon	ASI Missions, Inc Board	Grand Rapids MI
<u>August 2000</u>			
1	Tue	ASI Board	Grand Rapids MI
2-5	Wed	ASI Convention	Grand Rapids MI
4	Fri	LifeTalk Radio Executive Committee	Grand Rapids MI
7	Mon	Evangelism and Media Board	
8	Tue	Regional Presidents Council	
9	Wed	AHA Cabinet	Loma Linda CA
10, 11	Thu	NAD Officers & Union Presidents	Loma Linda CA
10-14	Thu	National Trust Services Seminar	
13-16	Sun	NAD K-12 Teachers Convention	Dallas TX
14	Mon	LLU Board	Loma Linda CA
16	Wed	LLUMC Board	Loma Linda CA
17	Thu	PPPA Board	Nampa ID
21	Mon	Christian Record Services Board	Lincoln NE
23, 24	Wed	Adventist Risk Management Board	Stowe VT

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NAD Year-end Meeting

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>September 2000</u>			
3	Sun	NAD Korean Advisory	_____
5	Tue	Ingathering Editorial Committee	Silver Spring MD
7-13	Thu	NAD Union Directors of Education	_____
11-13	Mon	<i>Adventist Risk Management Conference</i>	_____
12(am)	Tue	<i>R&H Board</i>	Hagerstown MD
14	Thu	<i>Human Resources Workshop</i>	_____
15	Fri	NAD Risk Management Committee	_____
17	Sun	Faith For Today Executive Committee	Simi Valley CA
18(am)	Mon	La Voz Executive Committee	Simi Valley CA
18(eve)	Mon	Adventist Media Productions Executive Com	Simi Valley CA
18	Mon	Voice Of Prophecy Executive Committee	Simi Valley CA
18(pm)	Mon	AMC Support Services Executive Committee	Simi Valley CA
19	Tue	It Is Written Executive Committee	Simi Valley CA
24	Sun	Breath Of Life Executive Committee	Silver Spring MD
26(eve)-Oct 3	Tue	<i>Annual Council</i>	Silver Spring MD
<u>October 2000</u>			
9	Mon	<i>LLU Board</i>	Loma Linda CA
11	Wed	<i>LLUMC Board</i>	Loma Linda CA
15, 16	Sun	<i>Oakwood College Board</i>	Huntsville AL
23	Mon	NAD Hispanic Union Leaders Advisory	Silver Spring MD
24, 25	Tue	NAD Union Presidents Council	Silver Spring MD
24, 25	Tue	NAD Union Secretaries Council	Silver Spring MD
24, 25	Tue	NAD Union Treasurers Council	Silver Spring MD
26, 27	Thu	NAD, Union & GC Officers	Silver Spring MD
29	Sun	Message Advisory	Silver Spring MD
29	Sun	Higher Education Cabinet	Silver Spring MD
29(eve)-Nov 2	Sun	NAD Year-end Meeting	Silver Spring MD
<u>November 2000</u>			
3	Fri	NAD Risk Management Committee	Silver Spring MD
10	Fri	LifeTalk Radio Executive Committee	Yakima WA
29	Wed	<i>Adventist Risk Management Board</i>	Silver Spring MD
29-30	Wed	NAD Education Advisory	_____

November 5, 1998, a.m.
NAD Year-end Meeting

<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>	<u>LOCATION</u>
<u>December 2000</u>			
1,4,5	Fri	NAD Curriculum Committee	_____
4-6	Mon	Regional Evangelism Council	Huntsville AL

STEW/NAD&UnTre98YE/NADUn&GCO98YE/98YE to KLN

554-98N PERSONAL GIVING PLAN MATERIALS REVISION PROPOSAL

There are four major challenges to stewardship education and practice today. They are:

1. A lack of Biblical understanding of stewardship. People think stewardship involves bills, budgets, and building projects rather than a covenant relationship with Jesus Christ.
2. The big picture is not seen by some members. Members tend to be congregational in their focus and support. More attention is given to parking lots and choir robes than to the gospel commission.
3. Many pastors do not teach stewardship. Surveys show that many members haven't heard a stewardship sermon in years. Pastors say they can not teach tithing when there are single parents who are financially disadvantaged.
4. Some pastors can not manage their own finances. Pastors do not feel that they have been given adequate training in the area of money management and frequently, because of student loans and other debts, are in trouble financially themselves.

To meet these stewardship challenges, the North American Division Stewardship Department with the encouragement of conference and union treasurers, and the NAD Administration, has set the following goals:

1. To revise and repackage the Personal Giving Plan (PGP) materials for a fresh, up-to-date look, with contemporary colors, graphic design, quality paper and presenting a unified message. The PGP revision should include the basic biblical principles of stewardship as well as the systematic giving guidelines.

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NAD Year-end Meeting

2. To prepare the new materials in a way that will give the true Biblical stewardship plan as the method God has chosen to help people develop a trust relationship with Him.

3. To teach the larger picture of working together as a sisterhood of churches to corporately fulfill God's mission. To demonstrate that the system we have developed and followed has allowed a relatively small group to operate in more countries in the world than any other group.

Therefore, it was

VOTED, 1. To revise and update the Personal Giving Plan materials as requested by North American Division treasurers and the administration.

2. To produce and distribute these materials to leaders, pastors, and members throughout the North American Division.

3. To underwrite funding for the development, printing, and distribution from the offering promotion account.

NOMINATING COMMITTEE REPORT

MINISTERIAL ASSOCIATION STRUCTURE

For several months the North American Division leadership has been considering the restructuring of the Ministerial Association. The Nominating Committee considered a proposal restructuring the Ministerial Association to be served by a consortium with a Secretary and three Associate Secretaries, one of whom will serve as the office manager. The ministerial secretary and the other two associates will continue to serve in their pastoral positions thereby maintaining the link between the Ministerial Association and the work of the pastors in the churches. A ministerial advisory made up of pastors from differing backgrounds and experience will be a part of the structure. This group will meet once or twice per year and will provide opportunity for broad input and wider consultation in the operation of the Association, making it more responsive to the needs of the field.

The employment costs for those associates who will continue to serve as pastors will be shared by the Division and the conference(s) involved as arranged, and the travel expenses in connection with the work for the Division will be the responsibility of the Division.

November 5, 1998, a.m.
NAD Year-end Meeting

VOTED, To approve the proposal to restructure the Ministerial Association as indicated above so that it will be operated with a Ministerial Secretary and three associates who will also serve as pastors.

**OSBORNE, DAVID—MINISTERIAL ASSOCIATION
SECRETARY - APPOINTMENT**

VOTED, To appoint David Osborne to the position of Secretary of the North American Division Ministerial Association (Art II of the GC Bylaws).

**BRILL, DEBRA CLEMENTS—VICE PRESIDENT FOR
MINISTRIES - APPOINTMENT**

VOTED, To appoint Debra Clements Brill to the position of Vice President for Miniseries (Art II of the GC Bylaws).

SpiritEmphStyPln/NADCOA/NADOUP/NAD&UnSec98YE/NAD&UnTre98YE/
NAD&UnPre98YE/NADUn&GCO98YE/98YE to CM

**533-98N SPIRITUAL EMPHASIS STUDY PLAN FOR THE
NORTH AMERICAN DIVISION**

VOTED, To approve the Spiritual Emphasis Study Plan for the North American Division, which reads as follows:

Spiritual Emphasis Study Plan For Individuals And Families

Individuals and Families

The need for daily individual and family spiritual nourishment should once again be emphasized. In an effort to encourage our members in the prayerful study of the Bible and the spirit of prophecy, the following priorities are encouraged:

- The highest priority should be given to once again urging that every Adventist family have daily family worship, with the importance and value of morning and evening family worship being stressed.

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NAD Year-end Meeting

- Families should be encouraged to set specific times for morning and evening family worship, recognizing that this may necessitate some changes in the schedules of individual family members in order to meet this crucial spiritual priority.
- Materials presenting a Seventh-day Adventist perspective on how to conduct family worship should be utilized.
- Families should be encouraged to pray during family worship, not only for their own individual and family needs, but also for the needs of their own local congregation as well as for the extended work of the Seventh-day Adventist Church worldwide.
- Families should be encouraged to study the Sabbath School lesson daily, including the appropriate materials that have been prepared specifically for children and youth. This may be done as part of the morning or evening family worship, or at some other time during the day.
- All members should be encouraged to spend quality personal time each day studying the Bible and the spirit of prophecy, in addition to daily family worship. It is recognized that the amount of time available for this personal study will vary depending upon each individual's daily schedule.
- Members should be encouraged to make use of the various devotional books prepared each year. Every fall these books are made available to churches at discounted prices. This fact could be mentioned by pastors when stressing the importance of family and individual devotions in their churches.

SPIRITUAL EMPHASIS STUDY PLAN FOR CHURCHES AND PASTORS

Pastors

Pastors can motivate church members to read the Bible and spirit of prophecy by setting an example for them, as follows:

- Pastors should be encouraged to spend more time reading Scripture and the spirit of prophecy to feed their own souls.

- Pastors should be encouraged to listen to the reading of the Bible and the spirit of prophecy on tapes as they travel between appointments.
- Pastors should be encouraged to listen to good expository sermons on tapes as they travel between appointments, e.g. a tape of the month club.
- Pastors should experiment with opening up passages of Scripture for their congregations by doing more expository preaching.
- Pastors should be encouraged to attend continuing education seminars on preaching.
- Pastors should be encouraged to periodically reread *Testimonies to Ministers*, *Pastoral Ministry*, and *Evangelism*.

Local Congregations

Pastors should encourage their congregations in the use of the Bible and the spirit of prophecy during the worship service by the following:

- Families should be encouraged to once again bring their Bibles to church and follow Bible passages as they are read from the pulpit.
- Pew Bibles should be provided where congregations so desire, thus encouraging everyone in the congregation to use the Bible during the worship service.
- Pastors should train local elders to read Scripture meaningfully during worship services.
- Pastors should train their congregations in various methods of responsive reading from Scripture.
- A spirit of prophecy quotation that relates to the sermon topic can be printed in the church bulletin. The quotation could be read publicly sometime during the worship service.
- References to additional spirit of prophecy statements that pertain to the sermon can be printed in the church bulletin.

- Time can be given to members for testimonies regarding biblical verses or spirit of prophecy passages that have brought them a blessing during the previous week.
- Begin reading groups where chapters or entire small books from the Bible can be read with little or no commentary. When a passage or book is finished, members of the group may then share their insights and impressions.
- Consideration should be given to inductive reading of the Bible.

Local Conferences

Local conferences should facilitate a return to the study of the Bible and the spirit of prophecy, as follows:

- Conferences should be encouraged to challenge pastors to do more expository preaching.
- Recordings of exceptionally good expository sermons given by local pastors can be duplicated and circulated.
- Pastors' meetings should occasionally be devoted to Bible-based expository preaching.
- Conferences should be encouraged to choose one Ellen G White book a year and send discount coupons to members for the purchase of that book at the conference Adventist Book Center (ABC).
- Conferences should be encouraged to give each newly baptized member a discount coupon for the purchase of an Ellen G White book of their choice at the conference ABC. The coupon could be enclosed in the letter sent by the conference president to each new member at the time they are welcomed into the conference family.
- Conferences should be encouraged to include demonstrations showing the power of properly reading Scripture publicly at pastors' meetings and teachers conventions.
- Better communication needs to be established with church members about discount promotions on spirit of prophecy books (such as the October "Spirit of

Prophecy Month" annual discount program). New members especially need to be informed about special discount promotions.

- Discounts on spirit of prophecy books need to be linked directly to study programs. Having a printed study guide to accompany promoted spirit of prophecy books may actually help some people to read the books they have purchased.

Adult Sabbath School Bible Study Guides:

Because the study of the weekly Sabbath School lesson is the only serious Bible study that many of our people do throughout the week, and because only a thorough knowledge of Scripture and of the counsel found in the spirit of prophecy will enable people to stand firm for truth in the face of the most cunning deceptions at the close of the great controversy, it is urged

- That all church members be encouraged to participate in daily lesson study.
- That one additional page of pertinent Ellen G White quotes be added at the end of each lesson. These quotes can be identified with the daily study to which they relate. This page is not to replace the use of Ellen G White quotes within the text of the weekly lesson, nor the suggested reading from the spirit of prophecy at the beginning of Friday's lesson. While the statement "Adult Sabbath School Bible Study Guide" has been added to the cover of the adult quarterly, the spirit of prophecy quotes are considered as tools to be used within this guide.
- That consideration be given to using an expository format for the study of the Bible at least two out of the four quarters each year. As a rule the format for each weekly study is topical, and this may be necessary for the study of some subjects. With an expository format, Sabbath School members would benefit from in-depth study of biblical passages.

Sabbath School Classes:

As far as the adult Sabbath School program is concerned, we are counseled that it should become the main thrust for soul-winning. In hopes of helping to foster deeper study and application of the principles found in the Bible and the spirit of prophecy the following is highlighted:

- That the North American Division support the Sabbath School Action unit for conducting the adult Sabbath School program. This small group format would not only encourage greater participation by class members in discussing the Bible as covered in that week's lesson, but it would also mobilize each adult class for the nurturing of its members, reclamation of missing members, and soul-winning.
- That several specific union conferences be invited to pilot this project and develop a promotional strategy to bring this plan to the attention of all NAD churches.

SPIRITUAL EMPHASIS STUDY PLAN FOR ELEMENTARY, SECONDARY, AND OF HIGHER EDUCATION

Elementary, Secondary, and Higher Education Faculty

In an effort to challenge our educators to a deeper study of the Bible and the spirit of prophecy, it is suggested that

- Educators should be encouraged to spend personal time each day reading the Scriptures and the spirit of prophecy to feed their own souls.
- Teachers should be encouraged to train students on how to read Scripture meaningfully in public.
- Teachers should train students in various methods of responsive reading from Scripture.
- Educators should be encouraged to periodically reread *Education, Fundamentals of Christian Education*, and *Counsels to Parents, Teachers, and Students*.
- Educators should be encouraged to listen to audio tapes of the Bible and the spirit of prophecy in their car or home.
- A special spirit of prophecy discount incentive program for educators should be implemented. It could be jointly underwritten by the union conference, local ABC, and the publishing houses.

- Faculty members should be encouraged to team up with other faculty members to pray for students and themselves.
- At least one spirit of prophecy book should be used each year in the teacher's enrichment reading program.
- All schools should be encouraged to have daily faculty worship each morning which should include reading and discussing of the Scriptures and the spirit of prophecy.

Elementary, Secondary, and Higher Education Classrooms

In the hope of encouraging educators to better motivate their students to read the Bible and the spirit of prophecy, it is urged to

- Include more use of the Bible and spirit of prophecy in the formal curriculum so teachers would utilize these vital resources in their classrooms.
- Use more spirit of prophecy and books about Ellen G White as assigned reading for students.
- Paraphrase spirit of prophecy books for children and youth to understand them such as was done in *Steps to Jesus* (an adaptation of *Steps to Christ*). Suggested books to begin with would include *The Desire of Ages*, *The Great Controversy*, *Thoughts From the Mount of Blessing*, and *Christ's Object Lessons*. Consideration should be given to dividing the *Desire of Ages* and *Great Controversy* into three or four volumes each to make them more reader friendly.
- Prepare youth study guides for the above adapted spirit of prophecy books for teachers to use.
- Prepare a study guide to accompany the "Keepers of the Flame" video series.
- Encourage parents to give spirit of prophecy books to their children at each birthday and Christmas along with their other gifts. Young people will read them more if they have their own personal books, plus soon they would have a complete library of their own.

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NAD Year-end Meeting

***Books about Ellen White for young people
that are currently in print:***

*Charlie Horse & Mrs. White's Sock
Tig's Tale & Where's Moo Cow
Ellen: the Girl with Two Angels
God Spoke to a Girl
Stories of My Grandmother
Meeting Ellen White
Reading Ellen White
Ellen White's World*

***New books about Ellen White now in
progress:***

*Why Betsy Laughed & Camp Meeting Angel
Scuba Ventures (Steps to Christ)
Great Controversy theme (Juniors)
Great Controversy theme (Primary)
[Both *The Great controversy* and *The Desire of
Ages* are currently being put into contemporary
English. Also, the White Estate is working on a
new compilation for youth that will be changed
somewhat into more contemporary English.]*

Booklet

North American Division Officers and Union Presidents approved the publication of a 96-page booklet, entitled, "Getting Ready for Jesus to Come" based on the adequacy of prepublication orders. This booklet will encourage a more prayerful study of the Bible and the spirit of prophecy. "Getting Ready for Jesus to Come" was distributed at the 1998 Year-end Meeting. The bulk price of this booklet will be fifty-five cents per booklet.

PRAYER REQUESTS

Lynn Martell and Noelene Johnsson offered prayer and were requested to remember Alfred C McClure, victims of the hurricane in Central America, and Herb Broeckel who is to undergo a kidney transplant. Robert Smith, lost his sister yesterday, and will travel to Georgia for the funeral.

Adjourned

Harold W Baptiste, Vice Chair
Rosa T Banks, Secretary
Clarence C Hodges, Editorial Secretary
Marialyce Gibson, Devotional Recording Secretary
Carolyn Rochester, Recording Secretary