

NORTH AMERICAN DIVISION COMMITTEE

September 30, 2002, 1:00 p.m.

PRESENT

Don C Schneider (Ch), Harold W Baptiste (Sec), George Brill, Larry R Evans, James W Gilley, Daniel E Herzel, J Alfred Johnson II, Gerald Kovalski, Nancy Lamoreaux, Mary Maxson, Kermit Netteburg, Willie Oliver, Kenneth W Osborn, Juan R Prestol, G Edward Reid, Lincoln E Steed, Manuel Vasquez, Jere Wallack.

PRAYER Don C Schneider

MINUTES of the meetings held on September 18, 2002 were approved.

TREn/NADCOM to JRP

**WORLD AUDITING BOARD—APPROVAL OF POLICIES
TO BE AUDITED ANNUALLY—REQUEST**

VOTED, To request of the World Auditing Board the approval of the following list of policies to be audited annually as part of the Agreed-upon Procedures compliance report provision for all entities in the North American Division if the entities choose to do so. All other policies should be tested on a cyclical basis at the discretion of GCAS.

I 55 50	Denominational Retail Stores—Accountability
P 05 25	Financial Support—Financial Reports
P 15 15	Care and Responsibility in Financial Operations—Budget Plan
P 15 55	Care and Responsibility in Financial Operations—Financial Control
P 15 60	Care and Responsibility in Financial Operations—Debt Control
P 20	Union Revolving Loan Fund
P 25 10	Trust Services—gift Annuity Agreements
P 25 15	Trust Services—Trust Agreements
P 25 18	Trust Services—Revocable Trusts
P 27 05	Borrowing of Funds From Church Members
P 30 40	Safeguarding the Funds of the Cause and Investments—Investment of Funds
P 30 45	Safeguarding the Funds of the Cause and Investments—Other Investments

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P 30 50 Safeguarding the Funds of the Cause and Investments—Investment Policy
by Denominational Entity

P 30 60 Safeguarding the Funds of the Cause and Investments—Secured Real Estate
Investments

P 35 05 Conflict of Interest—Statement of Policy

P 62 05 Review of Local Church Financial Records—Local Church

P 62 10 Review of Local Church Financial Records—Other Local Church
Organizations

P 75 05 Working Capital—Working Capital

T 10 05 Sharing the Tithe—Support of Worldwide Work

U 15 Sabbath School Offerings

U 30 Annual Week of Sacrifice Offering

X 10 05 Basic Remuneration Scale—Regular Denominational Factor

X 10 10 Basic Remuneration Scale—Alternate Remuneration Factor

X 15 Travel Expenses and Per diem

X 22 Employee Health Care Assistance Plan

X 23 Moving Allowance

X 24 Tuition Assistance for Children of Employees

X 26 Annual Travel Allowance for Spouse

X 30 Automobile Policy

X 40 15 Termination Settlements—Eligibility Requirements

X 40 20 Termination Settlements—Service Record

X 40 30 Termination Settlements—Settlement

X 40 35 Termination Settlements—Health Care Benefits

X 40 40 Termination Settlements—Termination Settlement Expense

X 45 19 Benefits for Retired Employees—Funding for Health Care Assistance and
Death Benefit

Z 10 25 Organizations—Sources of Funding

Z 10 30 Organizations—Remittances

ARP Administrative Manual

ACN/ADMn/NADCOM to DCS

**GEMMELL, DAVID—ASSOCIATE DIRECTOR OF ADVENTIST
COMMUNICATION NETWORK—APPOINTMENT**

VOTED, To appoint David Gemmell as Associate Director of Adventist Communication
Network effective October 1, 2002.

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ACN/ADMn/NADCOM to DCS

**JOHNSON, GEORGE—ASSISTANT DIRECTOR OF
COMMUNICATION FOR MEDIA RELATIONS—
APPOINTMENT**

VOTED, To appoint George Johnson as Assistant Director of Communication for Media Relations, effective date to be determined.

Adjourned

Don C Schneider, Chairman
Harold W Baptiste, Secretary
Esther Jones, Recording Secretary

