

**SIERRA PACIFIC SYNOD
EVANGELICAL LUTHERAN CHURCH IN AMERICA**

**SYNOD COUNCIL AGENDA
June 24-25, 2011
Office of the Bishop
9985 Folsom Blvd
Sacramento**

FRIDAY, JUNE 24

Present: Vice President Doug Miller, Secretary Pat Cash, Treasurer Lou Smith, Asst Treasurer Linda Lownes, Elaine Whitney, Pr Brian Malison, Rosie Ellis-Falik, Kristina Garabedian, Pr José Luis la Torre, Pr Susan Birkelo, Sue Hertless, Pr. Jeff Johnson, Perry Gray-Reneberg, Pr Tom Beck, James Andenberg, Steve Hertzfeldt, Bp Mark Holmerud, Pr Adisa Armand Miller

Absent: Kay Valler, Joseph Husary, Larry Struve, Mark Nelson

Staff: Pr Nancy Nelson, Bishop's Associate; Pr Harvey Blomberg, Director of Evangelical Mission; Pr Jim Goldsmith, Director of Administration and Finance and Assistant to the Bishop, Fresno; Karen Idler, AIM, Executive Assistant; Pr Cindy Beck, Synodical Consultant

Discipling Team Chairs: Ann Watkins, Kent Madsen

Guest: Irv Lownes

The meeting was **called to order** at 1:45pm by Vice-President Doug Miller.

Opening Devotions—Pr. Tom Beck led devotions based on Psalm 32 and words of Dietrich Bonhoeffer.

Welcome and Introductions— VP Miller asked that members of the group introduce themselves and share their home congregations. New members were specially welcomed

SC11.06.35 MSC (Johnson/ Daetz) to adopt the agenda with the addition of two items: Council orientation and a presentation by Pr Joe Barndt.

The **Behavioral Covenant** was read and discussed.

Approval of Minutes – May 12, 2011 Council Meeting

SC11.06.36 MSC (Daetz/la Torre) to approve the May 12 Council meeting minutes as corrected with the correct date noted on the heading and the deletion of the word 'greetings' prior to 'brought greetings' under Mark Meyers report

Reports Staff reports related to the changes in responsibilities/roles of staff members and the hiring of additional staff.

New Positions: Assistants to the Bishop for the Bay area and Sacramento. Pr Nancy shared that the Synod moved forward with the postings for Assistant to the Bishop positions. Job descriptions were vetted through CW Human Resources and REM and posted on the Bishops' list serve and ELCA website. Interviews will be scheduled for July with a special meeting in August planned for Council to extend the calls for the individuals

recommended. There are about 20 applicants to date with interest in both the Sacramento and Burlingame offices. The deadline for applicants is Friday June 24 at 5pm.

Growing into Gifts: The Synod Staff is committed to acknowledging and using the gifts that each brings to the table. Position responsibilities would change as additional staff and their gifts join in and all staff can serve in areas for which they are most strongly called. With new staff being brought on board, Pr. Nancy would continue as Bishop's Associate, along with continued involvement with mobility, take on Mission Support, continue with First Call theological education and questions surrounding candidacy.

SC11.06.37 MSC (Daetz/Birkelo) that Rev. Nancy Nelson fill the position of Director of Mission Support in addition to her other duties as previously described.

Assistant to the Bishop Pr. Jim Goldsmith, Director of Finance and Administration Work is being done to clear up questions regarding the offerings from 2010. Congregations are being asked to check that giving was recorded correctly. The second stage will be determining that in fact the funds went to the places they were designated.

Director of Evangelical Mission Pr. Harvey Blomberg reported that he has been in contact with several who are interested in doing presentations on reimagining, has had time for support networks meetings and has met at a few areas looking at possibilities for mission starts. As of March 1, he has gone to half time working just with SP Synod but is still assisting Oregon Synod during their transition period. The Partnership Report Review Table is mid July when ministries gather to discuss funding. Witness & Service DT submitted a request for \$80,000 in grants for several congregations. Mission Developer training will be held the end of July. Those who have been in the field for 6 months are being asked to bring a team.

Word and Sacrament Discipling team– Ann Watkins: Still actively seeking a Dean, at-large member and a District C representative. Ann shared plans for the Book of Faith workshops and updates on the Catechumenate (see attached)

Witness and Service Discipling team and the **Leadership Discipling Team** provided written reports (see attached)

Women of the ELCA Pat Cash announced the Synodical Women's Convention at Santa Nella, October 28-30, 2011.

Treasurer Lou Smith– requested that Pr. Jim Goldsmith share the reports. Income is down \$20,500 for May. The transfer of the \$225,000 in funds for missions from the New and Renewing Congregations Fund has not yet occurred. Expenses were running ahead of income through the end of year without an increase in giving. Pr Goldsmith also provided an overview of the new format for financial reports.

Lou submitted his resignation as treasurer and requested that Asst. Treasurer Linda Lownes be appointed to serve as Treasurer pro tem. Pr. Nancy Nelson explained the obstacles Lou assisted in overcoming when he stepped in following Elaine Alexander's resignation and how he assisted with the transition of the handling of finances as the new offices and financial folks were put into place.

Sue Hertless announced an Evening with Mark Allan Powell at Good Shepherd, Concord, September 17, 2011. There will be room for 400 people for the presentation (at \$10/person) and room for 200 for dinner at \$20 per person.

Orientation— Secretary Cash led the Council members through the Council Orientation booklet, noting changes and suggestions to improve it along the way. Doug reviewed the corporate mind and behavioral covenant. The Behavioral Covenant and the item "Corporate Mind" will be reviewed updated. Those who agreed to work on the behavioral covenant/corporate mind are Pr Adissa Armand Miller, Perry Gray-Reneberg, Doug Miller and James Andenberg. It was suggested that Margie Schmidt Ager be consulted as well.

Unfinished Business

Remittance Policy-continue to September meeting

Bishop's Car The car is close to 100,000 miles and the battery life may be good for another 20,000 miles at most. There would likely be other major maintenance expenses as well coming soon.

SC11.06.38 MSC (Birkelo/Smith) to replace the bishop's car, purchasing a new Prius for not more than \$30,000 and selling the old car at the most favorable price. Steve Hertzfeldt will assist

Bishop's Life Insurance policy- it was suggested that the Synod should carry a life insurance policy on the CEO (i.e. the Bishop) to cover expenses needed for a special Assembly, to bring in an interim Bishop, etc. Walter May in Synodical relations CW offices can be a resource to assist.

SC11.06.39 MSC (Hertzfeldt/ Beck) to investigate the cost of an life insurance policy for the Bishop. Lou Smith and Doug Miler to work on it.

Sierra Pacific Fund for New and Renewing Congregations and Innovative Ministries: MS (Daetz/Beck) to approve the Fund policy. Questions were raised regarding item VII. 2. and the vagueness as to what would define financial exigency. A request was made for language to defines financial exigency

Additionally, the makeup of the committee needs to be in accord with the Synod's representational principles. **MSC** (Beck/Holmerud) to table until Saturday morning to allow the Task force time to make suggested changes.

Sierra Pacific Gift Acceptance Policy: MS (Daetz/ Beck) to approve the Gift Acceptance policy. Diversity in committee membership was raised again as was the need for some statement

regarding alerting people to the fact that the Synod and its funds can be named in wills. **MSC** (Johnson/Holmerud) to table until Saturday morning to allow for editing.

Investment Policy:

SC11.06.40 MS(Daetz/Beck) to accept this policy with the addition of inclusive committee membership language. Questions were raised regarding the term ‘socially responsible’ and also the list of ‘approved’ investment companies (some of which might not give the highest return). It was agreed to change VII 3 to state “*transfers out of the investment account shall be authorized in writing by individuals designated to do so by the Synod Council*” (for example; authorized check signers)

Under IX the word WILL it to be changed to SHALL

Motion **carried**

Recess for dinner.

Following the dinner break, Pr Joe Barndt shared the work of the **Racial and Ethnic Ministries Working Group**

He highlighted the three teams that comprise the working group: multicultural/cultural competence team, mission strategies team, and antiracism team. The group is directly accountable to the Council which recognizes that one of the most important needs of the Synod is to work toward becoming a multicultural/multiethnic synod and church.

It is 50 years since the signing of Civil Rights legislation but there is much very deep work necessary to undo the 500 years of segregation and discrimination. On every level, the gap between white and people of color is still large. He reminded the Council that 11am on Sunday mornings is the most segregated time in this country.

The SPS should be leading the ELCA in this arena. We have changed peoples hearts but not our institutions. At San Damiano November 17-19th, the next Anti-racism training event will be held. Susan Birkelo suggested that part of the job description for Council members should be to attend/ have attended the antiracism workshop and that folks then be prepared to discuss anti-racism as their common responsibility in the synod. The workshop is transformative. Something happens as white people come to realize who the authority of the topic of racism is and as they learn about white privilege.

Pr. Susan Birkelo was tasked with preparing a statement for the Synod Council Member requirements to include training at an Antiracism workshop.

Campus Ministry The Executive Committee is tasked with establishing a team to create a document/policy regarding a Campus Ministry program in the SP Synod.

Communication with Congregations

Pr Tom Beck had shared concerns via e-letter with respect to a failure on the part of the Council to clearly communicate to congregations the process of eliminating the Outreach Fund Policy and creating the New and Renewing Congregations Fund, referred to as the "Fund". It had been agreed that the information be disseminated to congregations, but that didn't happen. Decisions made by the council need to be communicated better. A variety of ideas were shared including posting Action Items until minutes are approved, offer a link from the e-newsletter for readers to locate current decisions, encourage the sharing of news within congregations, set up blog for Synod and have some primary authors submitting to the Blog, people from all different perspective.

It was decided that a summary of Council actions be approved at close of the meeting tomorrow and at future meetings. This will then be included in the e-newsletter via link.

SC11.06.41 MSC (Whitney/Armand Miller) to review all Council minutes via e-mail and then approve by e-vote.

Unfinished Assembly Business

SC11.06.42 MSC(Daetz/Johnson) to appoint Merle Hanson and Rev Richard Rubio Bowley to the Consultation Committee

SC11.06.43 MSC (Daetz/Malison) to appoint Glenda Voss, Kathy Hamm, Rev Frank Espegren, Rev. Diane Bowers to the Discipline Committee

Resolution 2011.04 Regarding Bullying, Harassment and Related Violence

SC11.06.44 MSC (Whitney/Daetz) with one 'no' vote to adopt the following:

RESOLVED that the Sierra Pacific Synod encourages new partnerships among our congregations, the synods, the Churchwide Organization, outdoor ministries, campus ministries, Lutheran School Associations, Lutherans Concerned/North America, Lutheran Social Services organizations, public schools, counseling centers and other governmental organizations in order to support and offer preventative programs addressing bullying, harassment, and other related violence, especially with higher risk populations; and be it further

RESOLVED that these partnerships be encouraged to create or join with existing preventative programs which:

- a. utilize positive, inclusive, empowering and developmentally appropriate materials,
- b. raise participants' awareness about the issue,
- c. focus on prevention,
- d. seek to change bystander behavior into ally behavior,
- e. create partnerships between youth and adults, and; be it further

RESOLVED that these partnerships seek funding for these efforts from sources not otherwise accessible individually (such as foundation grants, synod and other Lutheran organizational grants, private and governmental funding sources,) and;

RESOLVED that the Sierra Pacific Synod memorialize the 2011 ELCA Churchwide Assembly to encourage, support, and publicize new partnerships in ministry that emerge in our church addressing the prevention of bullying, harassment and related forms of violence, especially with higher risk populations.

There was some question regarding the term “new partnerships” as to how to define it and where this responsibility would be placed. This resolution states that the church should take a visible lead in action against bullying, harassment and related violence. We will ask the makers to take a lead in helping the synod understand these questions and provide guidelines. Council will check in on this resolution in six months, placing it on the agenda for the January meeting.

Resolution 2011.05 Energy Stewardship

SC11.06.45 MSC (Beck/ Daetz) to adopt the following:

RESOLVED that the Sierra Pacific Synod acknowledge its shared commitment to a substantive reduction of our carbon footprint by 2020, and be it further

RESOLVED that the Sierra Pacific Synod Green Team be invited to share stories of ways in which our congregations, administrative offices, and individual members have taken significant steps to consume responsibly, recycle, move toward a neutral carbon foot print, and protect our planet at the 2012 Sierra Pacific Synod Assembly.

Discussion focused on whether we are communicating the resolutions to our congregations and the difficulty in tracking accountability.

SATURDAY, JUNE 25

9:00am

Morning Devotions were led by Pastor Tom Beck

The SPS New and Renewing Congregations Fund 2011-001 was removed from the table **MSC**(Daetz/Beck) to substitute the original document with the revised document. Discussion continued on the topic of the definition of ‘emergency’

MSC (Armand Miller/laTorre) to amend VII 2 to read: *The Synod Council may utilize such portion of the corpus of the Fund as is necessary, by two-thirds (2/3) vote, in the event of an unforeseen hardship or emergency.*

SC11.06.46 Motion to adopt Policy 2011-001 as amended **Carried**

The SPS Gift Acceptance Policy 2011-002 was removed from the table.

SC11.06.47 MSC (Daetz/Johnson) to substitute and adopt the revised policy.

Resolution 2011.01 Regarding Appropriate Pastoral Compensation

The motion on the floor at the assembly was to strike the words “Bishop of the Sierra Pacific Synod”

SC11.06.48 Council vote on the motion failed

MS (Daetz/Johnson) to amend the resolve to read *that the Bishop of the SPS, presidents of congregations and candidates for call be cautioned against signing pastoral Letters of Call with compensation levels at less than Synod guidelines.*

SC11.06.49 Motion to amend **passed** with one no vote.

SC11.06.50 MSC (Daetz/Johnson) to adopt amended Resolution 2011.01: Regarding Appropriate Pastoral Compensation, third Resolve:

that the Bishop of the SPS, presidents of congregations and candidates for call be cautioned against signing pastoral Letters of Call with compensation levels at less than Synod guidelines.

New Business

SC11.06.54 MSC (Armand Miller/Daetz) to accept with regret Lou Smith's resignation as Synod Treasurer

SC11.06.55 MSC (Berkelo/Armand Miller) to appoint Linda Lownes as Treasurer Pro Tem.

SC11.06.51 MSC (Daetz/Johnson) to adopt the Consent Calendar as follows:

On Leave From Call: Pr Daniel Powell, Pr Ronald Kreiensieck, Pr David Holmquist

Call to Special Ministry: Pr Dawn Roginski (Associate Coordinator for the Bay Area Coalition of Welcoming Congregations), Pr. Paul Brenner (Interim Ministry)

Appointments to Elder Care Alliance: Dr Kathleen Hurty (Corporate Sponsor Representative); Rev F Noreen Meginness (ECA Board of Directors)

Ratification of E-Vote to appoint Sue Hertless to complete the term for Lay Female, District A

Approval of Constitutions/ByLaws for Faith, Marysville; St John's, Antioch; St Paul, Oakland

A review of the **Synod Insurance policy** will be done by the DFM and Finance committee.

Executive Committee Nominees for the 2011-12 Synod Council Executive Committee were Pr Adissa Armand Miller, Pr Newt Kerney and Pr Jeff Johnson

SC11.06.52 MSC (Anderberg/Daetz) that nominations be closed and the nominees be elected.

SC11.06.53 MSC (Johnson/Beck to approve on leave from call status for Pr Steve Simmonds

Ministry Liaison Appointments

PLTS	Elaine Whitney	Mission Coalition	Pr Brian Malison
LOM Mt Cross	Gisela Daetz	Campus Ministry	Steve Hertzfeldt
Elder Care Alliance	Pr Newt Kerney	LAMN	Larry Struve
LSS	Sue Hertless	LOPP	James Anderberg
Assembly Planning	Perry Gray-Reneberg Kristina Garabedian	Council of Deans	Pr José Luis la Torre
Warner Trust	Rosie Ellis-Falik Pr Tom Beck	Global Mission	Pr Jeff Johnson
Candidacy	Pr Susan Birkelo	Racial/Ethnic Ministry	Kay Valler Joseph Husary Mark Nelson Pr Adisa Armand Miller

Conference Liaison Assignments

Redwood	Perry Gray- Reneberg	East Bay	Rosie Ellis-Falik
Vineyard	Pr Newt Kerney	S. Alameda	Doug Miller
Gateway	Pat Cash	Peninsula	Joseph Husary
Delta Diablo	Sue Hertless	Santa Clara	Gisela Daetz
N. Mt Valley	TBA	Monterey Bay	Mark Nelson,
Sierra Nevada	Pr Tom Beck	Sierra San Joaquin	Steve Hetfeldt
Foothill	Kay Valler, James Andenberg	South Valley	Pr Brian Malison
Sacramento	Pr José Luis LaTorre	Central Valley	Steve Hertzfeldt, Kristina Garabedian
San Francisco	Elaine Whitney	Central San Joaquin	Kristina Garabedian

Prayer Partners were also assigned.

Warner Trust Policy: MS (Garabedian/ Birkelo) to adopt proposed changes to the time line set forth in the Policy

SC11.06.56 Amendments MSC (Birkelo/Johnson) to amend the deadline to December 15 .

SC11.06.57 MSC (Birkelo/ Armand Miller) to change the application consideration period to Dec 15-Jan 15,. This was proposed so that the grants can be approved at the January Council meeting

SC11.06.58 the amended timeline carried.

SC11.06.59 MSC (Johnson/Holmerud) to reword the first bullet under Criteria to read: *Ordinarily grants will not be made for less than \$500 or more than \$2000. No more that \$2000 can be requested per year by the same church organization.*

SC11.06.60 MSC (Kristina, Gisela) that the amended criteria to be added to policy. (*see attached*)

Pr Jeff Johnson offered to arrange for an electronic survey to determine which date will be best for the specially called Council meeting in August at which assistants to the Bishop will be approved.

Meeting location was discussed and the consensus was that the Sacramento office space works well and local accommodations are comfortable and well priced.

Secretary Cash offered a draft of the Council actions from this meeting which were approved by consensus for publication.

Assessment of Assembly—a brief discussion was held around the topic of the recent assembly with respect to the speakers, workshops, etc. The Bishop and Assembly Planning liaisons took note of the input

Meeting Evaluation-Kristina Garabedian will provide an electronic format for meeting evaluation for the Council and report back at the September meeting.

Closing Devotions were led by Pr Tom Beck.

Meeting adjourned at 12:18pm

Respectfully submitted,
Pat Cash, Secretary

Upcoming Dates

2011		2012	
August TBA	Special Meeting	Jan 27-28	Synod Council
Sep 23-24	Synod Council Sacramento	May 17	Synod Council
Dec TBA	SC + Finance Committee (& Ministry Partners?) re: 2013 Budget	May 18-20	Synod Assembly, Marriott, San Jose
		June 22-23	Synod Council
		Sep 21-22	Synod Council

Warner Trust Policy

Timeline

Applications accepted September 1- December 15

Team considers application from December 15-January 15

E-Vote from Synod Council by February 7

Distribution of gifts begin February 15

Announcement to recipients and email to declines by February 14

Criteria for application

Ordinarily grants will not be made for less than \$500 or more than \$2000. No more than \$2000 can be requested per year by the same church organization.

There is approximately \$8,000 available to be awarded each year. The amount varies based on the interest earned. The interest is what is awarded in grants each year. The Warner Grant Committee can choose to award the entire amount available or to save it for the following year.

We will not award a grant to the same church/organization two years in a row.

These grants are designed to help in the areas of youth and Christian education. A grant may be requested for youth projects, school and pre-schools and education ministries. These grants will not be awarded to fund salaries, mission trips, national or synodical youth gathering or building maintenance.

Application

1. Name and address of congregation or agency
2. Name, address, phone or e-mail of contact person
3. Dollar amount requested
4. Tangible item(s) for which funds are requested
5. Description of the services to be provided
6. Demographic make-up of persons to be served
7. Have you received a Warner Grant in the past? If yes, when, what amount and for what reason.
8. How will this grant help in the areas of youth and Christian education?
9. Do you agree to submit a follow-up report within 60 days of completion of the grant?
10. Any additional comments

Amended June, 2011

Policy 2011 – 001 The Sierra Pacific Synod Fund for New and Renewing Congregations and Innovative Ministries

- I. NAME: The Sierra Pacific Synod Fund for New and Renewing Congregations and Innovative Ministries (the “Fund”).
- II. PURPOSE OF THE FUND: The purpose of the Fund is to enhance the ministries of the Sierra Pacific Synod (the “Synod”), including, but not limited to: the development of new congregations and ministries, the strengthening and redevelopment of existing congregations and ministries within the Synod, and support for and encouragement of innovative approaches to ministry.
- III. FUND ASSETS
 1. The initial assets of the Fund shall be those of the Sierra Pacific Synod Outreach Fund.

The real estate assets of the Outreach Fund shall be transferred by action of the Synod Council, as soon as practical, into a separate management portfolio.

The market value of the real estate assets of the Outreach Fund shall not be considered when determining distributions from the Fund.
 2. The Fund shall receive the principal and accumulated interest from the sale of real property and furnishings of congregations of the Synod that have been deeded to the Sierra Pacific Synod.
 3. The Fund shall receive other gifts and bequests as determined by the Synod Council.
- IV. PRINCIPLES AND POLICIES
 1. The investment management of the Fund shall be exercised by the Synod’s Investment Committee, with the objective of maximizing the annual income of the Fund.
 2. Grants from the Fund shall be reviewed by the Synod’s New and Renewing Congregations and Innovative Ministries Committee, and recommended for approval to the Synod Council. The Committee shall consist of:

The Bishop or Bishop’s designee
The Director for Evangelical Mission
One member of the Synod Council Executive Committee
Two members elected by the Synod Council
 3. Membership of the Committee shall be in accord with the representational principles for such committees incorporated into the Sierra Pacific Synod Constitution and Bylaws.
 4. The Fund shall not be a separate entity, but shall be a fund or funds of the Synod. The Fund shall be audited as part of the regular audit of the Synod.
 5. Synod staff shall maintain a record of Fund receipts, investments, and disbursements, and shall provide a summary at least semi-annually to the Synod Council, and annually to the Sierra Pacific Synod Assembly.
 6. Neither members of the Investment Committee, nor members of the New and Renewing Congregations and Innovative Ministries Committee, nor the officers of the Sierra Pacific Synod, the Sierra Pacific Synod Council, or the Sierra Pacific Synod Assembly, shall engage in any activity with respect to the receipt of donations to, or distribution of monies from, the Fund that would jeopardize or cause the loss of tax exempt status of, or violate any regulatory requirements for, the Sierra Pacific Synod or the Fund; nor shall they engage in any self-dealing, and shall at all times refrain from any conduct in which the interests of the member or his or her immediate family, or the interests of his or her congregation or ministry, would conflict with the interests of the Fund.
- V. ACCEPTANCE OF GIFTS: Acceptance of gifts is governed by Policy 2011-00x, Gift Acceptance Policy.
- VI. DISTRIBUTIONS FROM THE FUND:
 1. Annual distributions from the Fund, for any fiscal year, shall be determined by applying a 5.00% “spend rate” on the market value for the period ending June 30 of the prior calendar year. (For example, the distribution for fiscal year 2011-2012 will be determined by the market value for the period ending June 30, 2010). The market value

shall include interest and dividends earned, and realized and unrealized gains and losses.

2. The New and Renewing Congregations and Innovative Ministries Committee shall determine procedures and schedules for grant applications and funding requests.

VII. USE OF THE CORPUS OF THE FUND:

1. The Synod intends that this Fund shall be ongoing. To that end, every effort shall be made to preserve the corpus of the Fund.
2. The Synod Council may utilize such portion of the corpus of the Fund as is necessary, by two-thirds (2/3) vote, in the event of an unforeseen hardship or emergency.

VIII. FUND DISSOLUTION PROCEDURE: The passage of time and changing circumstances may not make it possible to use the Fund for the purposes for which it was intended. Should that situation develop, the Synod Council may authorize other uses of the income and principal consistent with the charitable and religious purposes of the Synod and consistent with federal and state law, while, at the same time, preserving the principal of those gifts designated to be perpetual by donors.

- IX. AMENDMENT: This Policy shall be reviewed by the Synod Council every 6 years at the beginning of the Bishop's term. This Policy may be amended by vote of two-thirds (2/3) of the members present at a duly constituted meeting of the Synod Council.

- X. PREVIOUS ACTIONS AND RESOLUTIONS: All prior actions, resolutions and policies of the Synod Council that are in conflict with this policy are rescinded by adoption of this policy.

Policy 2011-002 Sierra Pacific Synod Gift Acceptance Policy

- I. STATEMENT OF INTENT: The Sierra Pacific Synod of the Evangelical Lutheran Church in America (“Synod”), a not for-profit corporation organized under the laws of the State of California, encourages the solicitation and acceptance of gifts for purposes that will help further and fulfill its mission. The following policies and guidelines govern the acceptance of gifts made to the Synod or for the benefit of any of its programs.
- II. PURPOSE: The purpose of this policy is to govern the acceptance of gifts and to provide guidance to donors and their professional advisors when making gifts to the Synod.
- III. CONFLICT OF INTEREST: To avoid conflicts of interest, the Synod urges all donors to consult with personal legal and financial advisors in matters relating to their gifts and the resulting tax and estate planning consequences.
- IV. COMMITTEE
 1. The Gift Acceptance Committee shall consist of:
 - a. The Bishop or Bishop’s designee
 - b. The Treasurer (chair)
 - c. Two Synod Council members appointed by the Vice President
 - d. Director of Finance and Administration
 2. Membership of the Committee shall be in accord with the representational principles for such committees incorporated into the Sierra Pacific Synod Constitution and Bylaws.
 3. The Gift Acceptance Committee is responsible for reviewing all gifts made to the Synod, properly screening those gifts, seeking legal counsel as needed, accepting gifts as per this policy, and making recommendations to the Synod Council on gift acceptance issues when appropriate.
- V. USE OF LEGAL COUNSEL: The Synod will retain legal counsel to review gifts in the following circumstances:
 1. To review certain gifts, such as stock subject to buy-sell agreements or other restrictions
 2. To review all transactions governed by contracts or legal documents
 3. To review all transactions with potential conflicts of interest
 4. To review documents naming the Synod as a Trustee
 5. To review transactions in which the Gift Acceptance Committee or Synod Council members believe that the use of counsel is appropriate
 6. In other instances in which the use of counsel is deemed appropriate by the Gift Acceptance Committee
- VI. TEMPORARILY AND PERMANENTLY RESTRICTED GIFTS: The Synod will accept unrestricted gifts, and gifts to specific programs and purposes, provided that such gifts are not inconsistent with the Synod’s stated values, mission, and vision. The Synod will not accept gifts that are too restrictive in purpose. Gifts that are too restrictive are those that violate terms of the Synod’s bylaws, gifts that are too difficult to administer, or gifts that are for purposes outside the mission of the Synod.
- VII. TYPES AND FORMS OF GIFTS: The Sierra Pacific Synod encourages these types of gifts:

Cash

Tangible personal property

The Synod will accept gifts of tangible personal property only when the property can be directly used by the Synod or can be sold and thus quickly converted in cash. The decision of types of property that meet these requirements will be made by the Gift Acceptance Committee.

 3. Securities

It is the Synod's policy to sell any securities received as gifts. Furthermore, Synod staff will inform donors that it is the Synod's policy to sell any securities that are gifted. The Synod accepts gifts of publicly traded securities. Gifts of closely held securities will be considered on a case by case basis by the Gift Acceptance Committee.

Charitable Bequests

- a. When arranging to make a bequest, the Synod encourages donors to use broad language in recognition that the Synod's needs, policies, and circumstances can change over time. Additionally, if in the opinion of the Synod all or part of the funds cannot be applied in strict conformance with the purpose(s) previously stated, the Synod may use these funds for other appropriate purposes as nearly aligned to the original intent of the donor as good conscience and need dictate within the authorized powers of the Synod.
- b. Suggested language for a bequest: *"I give and bequeath \$____ from my estate to The Sierra Pacific Synod of the Evangelical Lutheran Church in America, a California non-profit corporation, for its general purposes."*
- c. Suggested language for a remainder gift: *"I give and bequeath all (or ____%) of the rest, residue, and remainder of my estate to The Sierra Pacific Synod of the Evangelical Lutheran Church in America, a California non-profit corporation, for its general purposes."*

Real Estate

- a. Gifts of real estate will be considered on a case by case basis by the Gift Acceptance Committee. The Synod has no intention of holding or managing real property unless it is deemed significantly appropriate for future mission development.

Retirement Plan and Life Insurance Designations

- a. The Synod strongly encourages donors to make designations on the Synod's behalf. The Synod requests a copy of designation paperwork when it is completed, in order to confirm that it is completed properly and includes all the necessary waivers from the donor's spouse.

Synod staff shall take the lead in promoting and encouraging these gifts to the Synod.

VIII. REPORTING REQUIREMENTS: The Synod strives to meet all reporting obligations, both of donors and the Internal Revenue Service (IRS).

1. To Donors: All individual donors who give a gift valued at \$250 or greater will receive written acknowledgement of the gift. The acknowledgment will make a good faith estimate of the value of goods or services, if any, provided by the Synod in exchange for the gift and will describe any property the donor donates, but will not assign a value to gifts of property. Acknowledging gifts is the responsibility of the Synod's staff.
2. To the IRS: The Synod will provide all information necessary regarding gifts to the IRS when filing taxes. When the charitable deduction value of an item is more than \$5,000, the Synod's staff is responsible for filing IRS Form 8282 upon the sale or disposition of any asset sold within two years of receipt by the Synod. The Synod must file this form within 125 days of the date of sale or disposition of the asset. It is against the Synod's policy to agree with a donor to delay the sale or liquidation of property solely for the purpose of avoiding the filing of the Form 8282.

IX. ETHICAL STANDARDS: The Synod will adhere to the *Donor Bill of Rights* and *Code of Ethical Principals and Standards* published by the Association of Fundraising Professionals.

Policy 2011 – 003 Investment Policy

- I. PURPOSE: The Sierra Pacific Synod, ELCA (“Synod”) has received various endowment-type gifts over the years. Some of these monies have been permanently restricted by the donor, in which case the Synod is required to retain the original historic gift value (the principal). Other assets are unrestricted but have been designated by the Synod Council as quasi endowment. It is the Synod’s intent to retain the principal (historic gift value) over the long term of these assets, both the permanently restricted and quasi endowment. In managing its assets the Synod shall balance short and long term needs by adhering to prudent investment strategies and sustainable endowment spending. The Synod’s Investment Committee (or Finance Committee acting as the Investment Committee) is responsible for managing the Synod’s assets within the parameters of this policy.
- II. OBJECTIVES: The objectives of the Synod’s investment program are:
 - To maximize total investment returns within reasonable and prudent levels of risk over the long term;
 - To ensure that current and future spending requirements are supported; and
 - To maintain the real purchasing power of the assets.
- III. COMMITTEE: The Investment Committee shall consist of:
 - The Bishop or Bishop’s designee
 - The Synod Treasurer
 - The Director of Finance and Administration
 - Two members elected by the Synod CouncilMembership of the Committee shall be in accord with the representational principles for such committees incorporated into the Sierra Pacific Synod Constitution and Bylaws.
- IV. AUTHORITY: The Investment Committee may delegate its authority to carry out day-to-day management of the portfolio to an investment manager.
- V. INVESTMENTS:
 1. Assets may be deposited or invested with one or more of the following:
 - ELCA Endowment Fund
 - Lutheran Community Foundation
 - ELCA Mission Investment Fund
 - Thrivent Financial for Lutherans
 - Lutheran Credit Union of America
 2. The Investment Committee may recommend additions or deletions to the above list of organizations, subject to the approval of the Synod Council.
 3. The following securities and transactions are not authorized:
 - Unregistered securities
 - Short sales and margin transactions
 - Derivatives
 - Other securities not mentioned in this policy, except by Synod Council approval.
 4. The portfolio will be managed to accommodate quarterly draw withdrawals.
- VI. INVESTMENT RETURN:
 1. Total investment return recognizes all earnings derived from portfolio investments, plus realized and un-

realized capital gains and losses, less applicable investment management expenses, as confirmed and reported in the annual audit report.

2. The rate of return objective is to maximize a total investment return consistent with prudence, discretion, intelligence and regard for the safety of capital as well as income.
 3. Investment decisions shall be made in accord with, but not limited to, the following factors:
 - a. Possible market risks leading to fluctuations of value
 - b. Rates of interest, dividends or expected returns
 - c. Diversification of investments
 - d. Income versus capital appreciation
 - e. Social responsibility
 - f. Liquidity
 - g. Need for insurance of investments
 4. Special care shall be taken to ensure that restrictions on gifts will be maintained through the intended lifetime of the asset.
 5. Investment assets are pooled and maintained similar to a mutual fund in that each individual fund maintains a separate identity yet is commingled with all funds for purposes of investment and accounting efficiencies. Pooling these assets provides the opportunity to develop a more diversified investment portfolio which in the long term should maximize investment performance.
- VII. CONTROLS: The following procedures must be followed in order to maintain controls over inflows and outflows:
1. All transfers out of the investment accounts shall be done by check or by wire transfer into the designated Synod checking account.
 2. The investment manager(s) shall send to the Synod Treasurer and Synod Director of Finance and Administration all trade confirmations.
 3. All transfers out of the investment account shall be authorized in writing by individuals designated to do so by the Synod Council (for example, authorized check signers).
- VIII. REPORTING: The Investment Committee shall report to the Synod Council at least twice each year, and to the Synod meeting in Assembly.
- IX. REVIEW AND CHANGES TO POLICY: This investment policy shall be reviewed annually to determine whether it remains effective and appropriate. It is not expected that this policy will change frequently. In particular, short term changes in the financial markets should not requires adjustments to this policy. This policy may be changed by recommendation of the Investment Committee, with approval of the Synod Council.
- X. PREVIOUS ACTIONS AND RESOLUTIONS: All prior actions, resolutions and policies of the Synod Council that are in conflict with this policy are rescinded by adoption of this policy.

Word & Sacrament

Report to Synod Council

June 2011

Members: Susan Hertless, Rev. Scott Guemmer, Rev. Clark Brown, Diane McGeoch, Bill Johnson (newly elected)

The team did not meet in the Spring because no events were scheduled due to the loss of members of the team. We are still suffering from the lack of two additional team members, one a representative from District C and a second At-Large member (Or a representative from District E, depending on which area elected Bill Johnson).

An Item has been requested to be placed on the Synod Council Agenda for June 24-25th so that new members can be appointed to fill our vacancies. A meeting will then be scheduled for July and the team will begin again to actively plan events for the Congregations in our Synod.

Ann Watkins, Chair

LDT REPORT TO SPS COUNCIL

June 16, 2011

Margaret R. McLean, Chair

Since the 2011 SPS Assembly, the Leadership Discipling Team has:

- Welcomed two new members, Pr. Kerstin Barnes (District A) and Louise Rankin (District D) and welcomed back Pr. Anne Carlson as our Conference Dean. We are almost at “full force,” awaiting the appointment of a second member at-large.
- Responded to action taken at SPS Assembly regarding new Compensation Guidelines for Clergy:
 - Anne Carlson will serve as Team point person during the implementation phase;
 - Nancy Nelson will survey other Synods regarding Compensation Guidelines for rostered non-clergy and other professional leaders;
 - The Team will explore offering workshops on Compensation at District meetings;
 - The Team will identify “compensation consultants” in each District who can assist congregations in adopting the new Guidelines;
 - Margaret McLean, Larry Moeller and John Valentine will track experiences during this implementation year.
- Supported the Professional Leaders Conference, October 11-13, 2011 at Asilomar. The speakers are Heidi Neumark and Roy Oswald.
- Created and adopted a 2011-12 Spending Plan.
- Discussed our charge to recruit new leaders for the church.
- Supported a proposed “joint project” sponsored by the three Discipling Teams to meet the needs of an identified and committed group of congregations. This would perhaps be modeled on Healthy Start and would require a year-long commitment.

Sierra Pacific Synod
Evangelical Lutheran Church in America
Witness and Service Discipling Team Report to Synod Council
June 24-25, 2011
Office of the Bishop • Sacramento, California

The Witness and Service Discipling Team met on May 4, 2011 at St. Mark's Lutheran Church, Fairfield, California (after the reporting cutoff for the May 12 council meeting).

Congregational and Synodical Mission (CSM) Funding

The team reviewed and ranked continuing Partnership Support funding requests for 2012. Four requests totaling approximately \$60,000 were forwarded to CSM. New start funding will be reviewed later in the year.

Ministry Updates

The team heard updates on ministries receiving either CSM or synod funding. Two ministries, Gift of Grace in Fernley and Central Valley Lutheran Mission are currently without pastors under call. Pr. Harvey Blomberg planned to visit the Fresno ministry on May 25 and Stan Anderson, team member, will visit the Fernley ministry on June 5. Pr. Blomberg also reported that he and Pr. Nancy Nelson visited the Fernley ministry during Holy Week. The team forwarded the annual re-authorization of Synodically Authorized Worshiping Community (SAWC) status for Mountain Ranch Lutheran Church, Mountain Ranch, CA, to the synod council for approval at its May 12th meeting.

Bethel Lutheran Church, Cupertino and Stelling Property

The team received a request from Pr. Randy Pabst of Bethel Lutheran Church, Cupertino regarding funding for required maintenance work at the 940 S. Stelling Rd property. The work is required by the city of Cupertino for continued use of the property. The team endorsed the request to the synod council with the recommendation that the funds be provided from the synod Fund for New and Renewing Congregations and Innovative Ministries with the encouragement that the funds be repaid from ongoing rental operations of the property.

Challenges to Team

The team discussed several ongoing challenges, specifically:

1. Where do we want to be in ministry, i.e. where to plant new ministries? Does the Council of Deans have input?
2. How to work with the Racial & Ethnic Ministries Working Group, since many of the ministries the team oversees are related to specific racial/ethnic groups?
3. The challenges of congregations worshipping with less than 100 people per Sunday.

Next Meeting: Thursday, October 6, 10:00 am at the Bay Area Office of the Bishop, Burlingame, California