

Committee on Administration

Standing Committee Report 37th General Assembly

The Standing Committee on Administration convened at 3:15 p.m. on Wednesday, June 21, 2017 and met once. RE Palmer Griffin opened the meeting with prayer.

A. Business Referred to Committee:

1. **Communication 17-03**
2. **Recommendation #3 [FND 1]**
3. **Recommendation #5 [FND 3]**
4. **Recommendation #6 [FND 4]**
5. **Recommendation #14[NLT 37-1]**
6. **Recommendation #16 [NLT 37-4]**
7. **Recommendation #18 [NLT 37-6]**
8. **Recommendation #19 [EPC 37-1]**
9. **Recommendation #20 [EPC 37-2]**
10. **Minutes** of the Permanent Committee
11. **Minutes** of the Board of Directors

B. Recommendations

1. That the Assembly gratefully accept the invitation from Hope Church, Cordova, TN (Communication 17-03, CH p. 12) to host the meeting of the 38th General Assembly **be approved**.
2. That **Recommendation #3**, “that the Assembly provide the EPC Foundation with ten minutes at each General Assembly meeting where a church can provide a testimonial for the substantial financial value gained by working through the Foundation” **be adopted** (see p. FND-2 in the Commissioner’s Handbook for the details.)
3. That **Recommendation #5**, “that the Assembly increase action to support effort in fund raising for the four key areas of interest to EPC” **be adopted** (see p. FND-2 in the Commissioner’s Handbook for the details.)
4. That **Recommendation #6**, “That the Assembly 'highly encourage' each Presbytery to create time on their meeting agenda at least once (or more) per year for EPC Foundation updates, new ideas, plus Q&A. It would also be a time for the church leaders attending to schedule and or meet on specific issues with members of the EPCF board” **be adopted** (see p. FND-2 in the Commissioner’s Handbook for the details.)
5. That **Recommendation #14**, “that the Assembly amend Rules for Assembly X10-1A, updating the description of the responsibilities of the National Leadership Team” **be referred back to the Permanent National Leadership Team** for further study (see pp. NLT 4-6 in the Commissioner’s Handbook.)

Current Rules for Assembly X.10-1A	Proposed Rules for Assembly X.10-1A Additions in <i>bold italics</i>
<p>10-1 The ministries of the Assembly shall be conducted primarily through permanent committees and the Permanent Judicial Commission, to wit:</p> <p>A. National Leadership Team</p> <ol style="list-style-type: none"> 1. Chaired by the immediate past Moderator. 2. Committee Membership: Moderator, Moderator-elect, Stated Clerk, immediate past Moderator, and nine elected members. 3. Functions in the following ways: <p>a. Administrative oversight</p> <ol style="list-style-type: none"> 1) Oversight and coordination of Administration Committee with World Outreach, Christian Education and Communications, Ministerial Vocation, Church Planting & Revitalization, Women's 	<p>10-1 The ministries of the Assembly shall be conducted primarily through permanent committees and the Permanent Judicial Commission, to wit:</p> <p>A. National Leadership Team</p> <ol style="list-style-type: none"> 1. Chaired by the immediate past Moderator. 2. Committee Membership: Moderator, Moderator-elect, Stated Clerk, immediate past Moderator, and nine elected members. 3. Functions in the following ways: <ol style="list-style-type: none"> a. <i>Mission, Vision and Strategy</i> <ol style="list-style-type: none"> 1) <i>Primary responsibility to seek the mind of Christ for our denomination and to express this in a mission statement that states who God has called the EPC to be.</i> 2) <i>Development of vision and strategies that express what God is calling the EPC to do to carry out the mission statement.</i> 3) <i>Assess the execution of the mission, vision and strategies on behalf of the General Assembly.</i> 4) <i>Encourage EPC Presbyteries and local churches to participate in implementing the mission, vision and strategies.</i> b. Administrative oversight <ol style="list-style-type: none"> 1) Oversight and coordination of Administration Committee National Leadership Team with World Outreach, Christian Education and Communications, Ministerial Vocation, Church Planting &

<p>Ministries, and Student & College Ministries Committees.</p> <ol style="list-style-type: none"> 2) Responds to emergency and disaster situations 3) Serve as Directors of the corporation <p>b. Denominational Development</p> <ol style="list-style-type: none"> 1) General Assembly planning 2) Promotion/public relations 3) Personnel administration (staff hiring, staff accountability) 4) Budget development: receive projections from all committees and submit to General Assembly a proposed budget 5) All legal and corporate matters 6) Property and liability insurance <p>c. All other business of ecclesiastical matters not specifically assigned to any other committees.</p>	<p>Revitalization, Women's Resource Council, and Student & College Ministries Next Generation Ministries Council.</p> <ol style="list-style-type: none"> 2) Responds to emergency and disaster situations 3) Serve as Directors of the corporation <p>b. Denominational Development</p> <ol style="list-style-type: none"> 1) General Assembly planning 2) Promotion/public relations 3) Personnel administration (staff hiring, staff accountability) 4) Budget development: receive projections from all committees and submit to General Assembly a proposed budget 5) All legal and corporate matters 6) Property and liability insurance <p>c. All other business of ecclesiastical matters not specifically assigned to any other committees.</p> <p>4. Explanatory Statement <i>The National Leadership Team is not a court of the denomination, nor a commission of the General Assembly, but a committee of the denomination, with authority derived from its committee charter and the actions of the General Assembly. The NLT is therefore responsible to the General Assembly, and carries out its work under the authority of the General Assembly by proactively making recommendations to the General Assembly and exercising authority to carry out those recommendations as approved by the General Assembly.</i></p>
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6. That Recommendation #16, “that the Assembly approve a change to the Unified Budget Proposal, superseding the action of the 3rd General Assembly (Minutes of the 3rd General Assembly, §53)” **be adopted** (see p. NLT-4 in the Commissioner’s Handbook.)

<p>Fiscal Policy: Unified Budget Proposal Adopted 1983 (Act of Assembly 83-08; Minutes of the 3rd General Assembly, §53)</p>	<p>Proposed amended Unified Budget Proposal Additions in <i>bold italics</i></p>
<p>The administration and operation of the General Assembly ought to be supported entirely by per member giving.</p> <p>Aside from Assembly operations, the programs and activities of the Assembly in such areas as world missions, new church development, etc., are to be supported by the benevolence offerings of the various congregations as follows:</p> <ol style="list-style-type: none"> 1. Each committee shall make a request to the Assembly through the Administration Committee for specific project funding in the succeeding year. 2. Upon the Assembly's approval, this shall become the Benevolence Askings of the denomination. 3. Local congregations may give to this objective in the following manner: <ol style="list-style-type: none"> A. Undesignated giving to all objectives which gifts shall be applied according to the percentage of the budget for each program. B. Designated giving to a specific program. All designated giving shall go to the program for which it was given. However, when the full budget of a program is reached, 	<p>The administration and operation of the General Assembly ought to be supported entirely by per member giving. <i>The administration and strategic initiatives of the General Assembly ought to be supported by the per member giving of EPC churches.</i></p> <p>Aside from <i>General</i> Assembly operations administration and strategic initiatives, <i>the additional</i> programs and activities of the Assembly in such areas as world missions, new church development, etc., are to be supported by the benevolence <i>special project</i> offerings of the various congregations <i>EPC churches</i> as follows:</p> <ol style="list-style-type: none"> 1. Each committee shall make a request to the Assembly through the Administration Committee <i>National Leadership Team</i> for specific project funding in the succeeding year. 2. Upon the Assembly's approval, this shall become the Benevolence <i>Special Project Askings</i> of the denomination. 3. Local congregations may give to this objective in the following manner: <ol style="list-style-type: none"> A. Undesignated giving to all objectives <i>projects</i>, which gifts shall be applied according to the percentage of the budget for each program. B. Designated giving to a specific <u>program</u> <i>project</i>. All designated giving shall go to the program <i>project</i> for which it was given. However, when the full budget of a

<p>while designated giving shall continue to go to that program, undesignated giving shall then be distributed to other programs proportionately until 100% of budget for each program is reached. Once each program has reached 100% of benevolence, undesignated gifts shall then be distributed according to the percentage of budget as was done previously.</p> <p>The Administration Committee shall present to the Assembly a recommended calendar of all events for the coming year. Such calendar shall include specific seasons, times of emphasis, times for prayer and education of the congregations for the various benevolence objectives of the General Assembly. The asking of special offerings shall be left to the discretion of local sessions.</p> <p>To move toward the support of the administration and operation of the Office of the General Assembly entirely by per member giving, for 1984 the per member giving shall be set at \$8 and based on the current membership as of December 31, and in 1985, with the approval of the General Assembly, shall be set at a figure to cover that cost.</p> <p>As staff is added to boards, agencies, and other offices of the Assembly, such staff shall be funded out of the General Assembly Administration Budget. The purpose of this policy is to unify staff operations and equipment use as much as possible and to maintain parity of salaries and benefits.</p> <p>As soon as practical, through the Administration Committee, the budget for the following year and a preliminary budget for the year after that shall be presented to the General Assembly each year.</p>	<p>program project is reached, while designated giving shall continue to go to that program, undesignated giving shall then be distributed to other programs proportionately until 100% of budget for each program is reached. Once each program has reached 100% of benevolence, undesignated gifts shall then be distributed according to the percentage of budget as was done previously.</p> <p>The Administration Committee National Leadership Team shall present to the Assembly a recommended calendar of all events for the coming year. Such calendar shall include specific seasons, times of emphasis, times for prayer and education of the congregations for the various benevolence objectives Special Projects of the General Assembly. The asking of special offerings shall be left to the discretion of local sessions.</p> <p>To move toward the support of the administration and operation of the Office of the General Assembly entirely by per member giving, for 1984 the per member giving shall be set at \$8 and based on the current membership as of December 31, and in 1985, with the approval of the General Assembly, shall be set at a figure to cover that cost.</p> <p>As staff is added to boards, agencies, and other offices of the Assembly, such staff shall be funded out of the General Assembly Administration Budget. The purpose of this policy is to unify staff operations and equipment use as much as possible and to maintain parity of salaries and benefits.</p> <p>As soon as practical, through the Administration Committee, the budget for the following year and a preliminary budget for the year after that shall be</p>
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All financial appeals by any committee, agency, or persons must be submitted to the Administration Committee for prior approval.	presented to the General Assembly each year <i>by the National Leadership Team</i> . All financial appeals by any committee, agency, or persons must be submitted to the Administration Committee <i>National Leadership Team</i> for prior approval.
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7. That **Recommendation #18** “that the Assembly approve the following revision to *Rules for Assembly 9-1A*,” **be referred to the permanent National Leadership Team for further study** (see p. NLT-6 in the Commissioner’s Handbook.)

Current Rules for Assembly 9-1A	Proposed Rules for Assembly 9-1A
Administration – concerning administrative matters.	<i>National Leadership – concerning matters of mission, vision, strategy, administration and denominational development.</i>

8. That **Recommendation #19**, “that a FY18 (July 2017 – June 2018) Special Project (Benevolence) askings of \$771,500” **be adopted** (see Attachment **NLT-A** in the Commissioner’s Handbook.)
9. That **Recommendation #20**, “that a July 2017 – June 2018 fiscal-year budget (Total Operating Expenses) totaling \$2,310,583, which includes \$268,000 in direct funding of strategic initiatives, allocated as follows: Church Revitalization \$135,000; Church Planting \$120,000; Effective Biblical Leadership \$8,000; Global Movement \$5,000” **be adopted** (see Attachment **NLT-B** in the Commissioner’s Handbook).
10. That the Minutes of the Permanent Committee dated July, 12, 2016, July 26, 2016, August 3, 2016, October 17-18, 2016, December 19, 2016, January 16-17, 2017, March 13, 2017, April 24-25, 2017, and May 23, 2017 **be approved with minor notations**.
11. That the Minutes of the Permanent Committee dated August 23, 2016, October 18, 2016, and April 25, 2017 **be approved with minor notations**.

C. Additional Recommendations from the Standing Committee

1. Per *Rules for Assembly 9-6*, the Committee voted to place the following eligible recommendation(s) on an omnibus consent motion:
- **Communication 17-03**
 - **Recommendation #3** [item #2 above]
 - **Recommendation #6** [item #4 above]
 - **Minutes** of the Permanent Committee
 - **Minutes** of the Board of Directors

2. That the 37th General Assembly approve the expenditures of undesignated funds by the National Leadership Team totaling up to \$127,000 for the strategic initiatives in fiscal year 2017-2018. Note: This is in addition to the \$268,000 for strategic initiatives included in the fiscal year 2017-2018 Budget proposal.

The Standing Committee commends the members of the Permanent Committee on Administration for their good work during the past year.

TE Megan Hackman closed the meeting with prayer.

Respectfully submitted,

_____, Chairman
TE Jeff Chadwick

_____, Clerk
RE Andy Warner