

ELT Minutes

Minutes July 27, 2019

The following was sent electronically to the ELT Voting Members:

Dear Friends,

The Executive Leadership Team consists of 12 members. Four (4) clergy and four (4) laypersons are elected by the National Conference. Per US Discipline, paragraph 602.1.c. the remainder of the team constituency is appointed, "Two clergy and two laypersons nominated by the bishop and appointed by the Executive Leadership Team." Furthermore, of the four nominees, each of the four regions are to be represented. Two must be clergy. Two nominees must be laypersons.

I reached out to four individuals this week about being nominated to serve on the 2019-2021 Executive Leadership Team – Ms. Joni Michaud, Rev. Victor Mojica, Rev. Greg Voight and Mr. Dale Perry. Given our agenda for the next two years, these four individuals will serve the UBIC well and are familiar with the "strengthen and start" vision. I am also excited that they will add to the diversity of personalities, perspectives, and skills that will benefit our team.

Since you are familiar with Greg Voight, who has served on the ELT since 2013, I will highlight the other three nominees.

Joni Michaud is a member of Pleasant Valley U.B. Church in Lake Odessa, MI. She currently serves there as Administrative Board Chair, Lay Leader, and teaches Junior Church and Sunday School. Joni has been a lay delegate from her church to the last four meetings of the U.S. National Conference, and served on the Human Sexuality Task Force. Joni works as an attorney in Grand Rapids, MI, practicing immigration law, family law, and criminal defense. She earned her bachelor's degree in history from Huntington College in 2005 and her juris doctor from Notre Dame Law School in 2008.

Victor Mojica and his wife, Margarita, have been members of Clearview UB Church since 1994. He has been serving as a part-time pastor at Clearview since 1998. Currently, Clearview is made up of an English-speaking congregation pastored by Jim Gillette and a Spanish-speaking congregation pastored by Victor. He also works in his family business.

Dale Perry served 25 years as an employee of the Pennsylvania Department of Transportation from which he recently retired as Manager of the Department's Land Acquisition Program for highway and bridge construction projects. Dale has since joined consulting firm Arrow Land Solutions, LLC, as Director of Training and Development. He and his wife Shirley have been members of Mount Pleasant for 27 years. Dale is currently chairperson of the Governance Board (since 2016), teaches an adult Sunday school class, and serves on the church Personnel Relations Commission and Worship Media Team.

Therefore, I recommend that Ms. Joni Michaud (North region layperson), Rev. Victor Mojica (West region clergy), Rev. Greg Voight (Central region clergy), and Mr. Dale Perry (East region layperson) be appointed to serve on the 2019-2021 Executive Leadership Team.

The voting deadline will be set for Wednesday, August 14, 2019 at 4:30 pm. I will be on vacation from July 29-August 11. Therefore, you have time to pray about these nominees and submit questions that I can answer upon my return. However, if you do not have questions and want to cast your vote prior to my return, that is fine too.

Let the Wind Blow!
Todd





The motion carried.

*Respectfully submitted,
Cathy Reich, recorder*

Signed, Tomra Cardin, secretary

Approved by the ELT: October 21, 2019

Minutes August 21, 2019

The following was sent electronically to the ELT Voting Members:

Friends,

This email is a request for an online vote to approve the members of the Pastoral Ministry Leadership Team (PMLT).

Rationale

The Executive Leadership Team is required by the US Discipline to appoint members to the Pastoral Ministry Leadership Team (PMLT). The appointment is for two years and will be complete in 2021. While the US Discipline does not stipulate how these “nominees” get to the ELT, it has been the custom that the Bishop nominates individuals and presents them to the ELT for approval and appointment. I see no reason to deviate from this traditional pattern. Therefore, I recommend the following:

Motion

To appoint the following individuals to serve on the 2019-2021 Pastoral Ministries Leadership Team: West Region: Troy Green, Craig Burkholder; Central Region: Terry Smith, Mike Brown; North Region: Randy Carpenter, Lee Rhodes; East Region: Greg Helman, Stuart Johns.

Note – All of these individuals are ministers and served on the 2017-2019 PMLT. (Troy Green was appointed in 2018 to fulfill a vacancy by Bob Bruce who stepped off the PMLT). Rev. Jim Bolich, UB Director of Ministerial Licensing serves as the Chairperson of the PMLT.

Please cast your vote accordingly: Yes or No

If you have any questions, please contact me. Voting will end on Monday, August 26 at 12:00 pm.

Let the Wind Blow!
Todd

The motion carried.

*Respectfully submitted,
Cathy Reich, recorder*

Signed, Tomra Cardin, secretary

Approved by the ELT: October 21, 2019



Minutes September 4, 2019

The following was sent electronically to the ELT Voting Members:

Friends,

Last year, I made the commitment to sell four denominationally owned properties. Two properties in Michigan have sold. Our property in Fountain Hills, Arizona is in the hands of a local realtor. This email is a request for an online vote to approve the assignment of Agent to ELT member, Dennis Sites, to process the sale of the Harrisonburg, Virginia property.

Rationale

The Executive Leadership Team, in “carrying out the plans and policies of the US National Conference,” has authority to “sell the property to an outside interest and use the funds for ministries within the US National Conference. When the church at Harrisonburg, Virginia, was closed, the property reverted back to the US National Conference. Since then, the property has been rented to a church and daycare. An interested party has come forward, offering to purchase the property for \$300,000. Since the sale of the property, Denny Sites has provided oversight of the property maintenance and property issues on behalf of the US National Conference. With the pending purchase, it would benefit our offices to appoint Denny as Agent to process the paperwork involved with the sale and transfer of deed.

Motion

The ELT hereby certifies that member and ordained elder Dennis Sites is authorized to sell, assign and endorse for transfer, the property at 2226 Rawley Pike, Harrisonburg, Virginia, for and on behalf of the Church of the United Brethren in Christ, USA.

Please cast your vote accordingly: Yes or No

If you have any questions, please contact me. Voting will end on Friday, September 6 at 12:00 pm.

Let the Wind Blow!

Todd

The motion carried.

Respectfully submitted.

Cathy Reich, recorder

Signed, Tomra Cardin, secretary

Approved by the ELT: October 21, 2019

Minutes October 21-22, 2019

Monday October 21, 2019

Prior to the meeting, the team gathered for an Enrichment Session on the topic of Immigration. Presenters for the event were Frank Yang, Steve Dennie, Mike Dittman, Victor Mojica, Joni Michaud, Jeff Bleijerveld and Michelle Harris. The response was positive to the content and tone of the topic. Several team members encouraged the bishop to make this session available to our pastors.

At 7:00 pm, following an evening meal, the following were present for the evening session: Bishop Todd Fetters, Mr. Tyler Bates, Ms. Tomi Cardin, Mrs. Janis Creason, Rev. Gary Dilley, Mr. Matt McConnell, Ms. Joni



Michaud, Rev. Victor Mojica, Mr. Dale Perry, Rev. Andy Sikora, Rev. Denny Sites, and Rev. Mark Wilson; Directors Mr. Steve Dennie, Dr. Mike Dittman, Dr. Sherilyn Emberton and Ms. Marci Hammel; and recorder Mrs. Cathy Reich.

Opening Session

A. Elect Officers (Chair, Vice Chair, Secretary). Bishop Todd Fetters.

- a. MSC to open nominations for Chairman of the ELT. Todd Fetters was nominated. MSC to close nominations for Chairman of the ELT. MSC that Todd Fetters be named Chairman of the ELT.
- b. MSC to open nominations for Assistant Chairman of the ELT. Gary Dilley was nominated. MSC to close nominations for Chairman of the ELT. MSC that Gary Dilley be named Assistant Chairman of the ELT.
- c. MSC to open nominations for Secretary of the ELT. Tomi Cardin was nominated. MSC to close nominations for Secretary of the ELT. MSC that Tomi Cardin be named Secretary of the ELT.
- d. MSC to open nominations for At Large Member of the Executive Committee. Andy Sikora was nominated. MSC to close nominations for At Large Member of the Executive Committee. MSC that Andy Sikora be named At Large Member of the Executive Committee.

B. Director of Higher Education—Dr. Sherilyn Emberton

Sherilyn referred to 2018 as an amazing year in which she and her team solidified how to walk through tough times. She celebrated 6 years of increased enrollment as well as increased percentage of students of diversity. The current UB student enrollment is at the largest in many years, at 27. Our Higher Education Leadership Team provides great leadership and challenge for coming alongside the denomination. HU has initiated a UB weekend for youth groups, with the 2nd annual event coming in November. The Idea to Action Symposium is a joint effort to bring solid training to our pastors, students and alumni. Veritas is one of the best initiatives that we have to offer. Encouraging team members to send their youth, Sherilyn offered to pay the first \$100 for any UB student who registers. She gave updates on the capital campaign, spiritual formation, scholarships, and facility updates for the HUB and PLEX. She thanked the team for their continued prayers.

C. Director of Global Ministries—Rev. Jeffrey Bleijerveld.

Jeff expressed thanks for his team being invited to share in the Enrichment Session. He gave updates on the work in Thailand and Ignite events, the work in Matru and formation of Haiti National Conference. General Conference will be held in March in Jamaica. In November, a group will travel to France to welcome two churches into the UBIC. Jeff updated on a team headed to Tibet, partnership developments with Global Disciples, and financial situations that are in need.

D. Prayer.

Janis Creason prayed for Dr. Emberton and Dale Perry prayed for Jeff Bleijerveld.

E. Business.

- a. MSC to approve National Conference 2019 Minutes as printed.
- b. MSC to approve ELT Online Minutes, July-September 2019 as printed.
- c. MSC to approve the Recommended Standard Base Salary for UB Pastors as presented, with changes suggested. Mark Wilson suggested referring to the standard cost of living (2%) as the base, with the 1.5% and 1% following. Steve Dennie suggested that following #9, to add, "including cost of living considerations." Gary Dilley mentioned that many churches do not understand the formula. Some are confused by the wording. It was agreed that a team be formed to work on simplifying and clarifying the document for 2021.
- d. MSC to approve Housing Allowance for 2020 as presented; \$18,000 for Todd Fetters, \$22,000 for National Ministries Director, and \$25,000 for Jeff Bleijerveld, of the total cash compensation.

F. Discussion.

- a. *Budget.* Marci shared information regarding the budget. A new fund has been developed for stationing. Todd informed that he is ready to partner with an outside source, Chemistry Staffing. Dennis Sites asked if it was time to increase the 3.5% partnership fee. The amount has been unchanged since 2005. Todd and Marci will research the topic before making any request for increase. Andy Sikora inquired about how other denominations fund their national office and ministries.



Todd thanked the team for the investment of time given toward the Enrichment Session. Mark Wilson closed the evening session with prayer at 8:32 pm.

Tuesday, October 21, 2019

At 8:30 am, the following were present for the morning session: Bishop Todd Fetters, Mr. Tyler Bates, Ms. Tomi Cardin, Mrs. Janis Creason, Rev. Gary Dilley, Mr. Matt McConnell, Ms. Joni Michaud, Rev. Victor Mojica, Mr. Dale Perry, Rev. Andy Sikora, Rev. Denny Sites, and Rev. Mark Wilson; Directors Mr. Steve Dennie, Dr. Mike Dittman, and Ms. Marci Hammel; and recorder Mrs. Cathy Reich.

Todd read 1 Kings 19:1-9, reminding the team that the Lord's voice can cut through the noise in your life. He then led the team in prayer.

A. Report of the Bishop.

Todd referred to his report, pointing to priority partnerships such as NAE. Just last week, NAE appointed Walter Kim as president-elect. During executive session, Todd will discuss topics such as stationing, sabbatical and selling properties. Appreciation was expressed to Gary Dilley for his work on the Financial Health initiative.

B. Review of Director's Activity and Q&A.

a. *Director of National Ministries, Dr. Mike Dittman.* Mike emphasized the core values mentioned in his report. He updated concerning coaching efforts with Dan Kopp and church planting with Andy Sikora. Andy shared about an Exponential learning community that has met for over 6 months. The emphasis is raising up leaders and disciple making. Mike requested prayer for workers. Matt McConnell prayed over Mike and the strategic partnerships.

b. *Director of Ministerial Licensing, Rev. Jim Bolich.* Todd informed that Jim's father-in-law passed away two weeks ago and asked for prayer. Next week, following the Idea to Action symposium, the PMLT will discuss its effectiveness. They are looking to strengthen our background checklist. Joni Michaud stated that in addition to background checks they could develop a policy for past missteps and ineligibility for future ministry.

c. *Director of Communications, Mr. Steve Dennie.* Tomi expressed appreciation for the prayer panels Steve produced for National Conference. Steve reported that portions of the panels will be made available to our churches in a format that can be reproduced. Greg Voight prayed for Steve and his work.

d. *Director of Finance, Ms. Marci Hammel.* Marci referred to her report. She explained that some of the incomes from 2018 are now being spent on bishop initiatives. Many pastors are retiring out of defined benefit, so there has been an unusual payout of that account. Tomi prayed for Marci and her work.

C. Business Session

- a. MSC to approve 2020 Budget as presented.

Executive Session With the Bishop

Executive Session Without the Bishop

Lunch at 12:00 noon

Respectfully submitted

Cathy Reich, recorder

Signed, Tomra Cardin, secretary

Approved by the ELT: April 14, 2020



Minutes April 14, 2020

Via Zoom

At 6:30 pm, the following logged in for the evening session: Bishop Todd Fetters, Mr. Tyler Bates, Ms. Tomi Cardin, Mrs. Janis Creason, Rev. Gary Dilley, Mr. Matt McConnell, Ms. Joni Michaud, Rev. Victor Mojica, Mr. Dale Perry, Rev. Andy Sikora, Rev. Denny Sites, Rev. Greg Voight and Rev. Mark Wilson; Director Dr. Sherilyn Emberton; and recorder Mrs. Cathy Reich.

Janis Creason opened the meeting with prayer.

Report of the Bishop, Review of Directors' Activity, and Q&A

1. *Director of Higher Education—Dr. Sherilyn Emberton.* Sherilyn reported on behalf of the University, giving detail on how the staff, faculty and students handled the COVID-19 mandates. She applauded the Senior Leadership team, as well as the entire HU family for their quick adaptation to the online platform. She and the Senior Leaders will be taking a serious look at what the future will look like, attempting to compensate for the loss of income. She indicated that enrollment numbers remain steady, and have not been affected. She announced the hiring of a men's basketball coach, Kory Alford. Campus renovations are continuing. Chapel services are provided online, allowing for speakers who normally wouldn't be available to attend in person. She asked for prayer for wisdom and discernment.

1.1. *Comments.* Gary Dilley affirmed it is hard to imagine leading in this situation. His contact with faculty has been encouraging.

1.2. *Added.* Sherilyn offered that HU may have some bandwidth in some areas that may be available if there are churches needing it. She offered the utilization of staff to assist in training on presentations and content delivery. During this time, they would be willing to provide this assistance.

1.3. *Prayer.* Joni Michaud offered prayer for Dr. Emberton.

2. Updates from the Bishop

2.1. *UB Response to Covid-19.* Todd referred to his report, giving updates on meeting with pastors via Zoom. He is checking in with each cluster, asking pastors what they are learning and what they are lamenting. For the most part, our pastors are meeting the challenge head-on and many finding a greater reach in the online format than before. Financially, there hasn't been enough time to determine impact, but it appears most churches are embracing the online giving platform well. Marci has applied for the SBA loan forgiveness program on our behalf. We have no updates on that status.

2.2. *Nominating Committee.* Todd referred to the worksheet distributed prior to the meeting. He informed that all committee members have fulfilled their terms. After discussion, it was agreed that Todd and Gary, in consultation with Executive Committee, should provide a listing of nominees to the ELT for discussion and final vote by June 1, allowing the committee a full 6 months to do their work. They will need to comprise a bishop ballot and ELT ballot for the 2021 National Conference.

2.3. *Bishop's Sabbatical.* August 1-31 is the scheduled sabbatical. Mike Dittman will be the point person in his absence. Todd will continue working with the office staff between now and then. The purpose of the sabbatical is to rest and reset. He will assure that all cluster leaders have a good handle on stationing situations in their clusters prior to August 1.

2.4. *Stationing System.* Todd shared that the stationing work load has become much more manageable. While now is not the time to bring this into a paid position, it is an option he will continue to consider in the future. The relationship and investment in Chemistry Staffing proved to be incredibly helpful and an excellent vetting tool.

3. Director of UB Global.

Jeff Bleijerveld's report was reviewed with no questions.

4. Director of Ministerial Licensing.

Jim Bolich's report was reviewed with no questions. Todd shared that the Zoom UB History course was well



received. Jim, Cathy and Bob Bruce were congratulated on their quick action to bring the course through this new format.

5. Director of Communications.

Steve Dennie's report was reviewed with no questions. Todd praised Steve on the good work on the UB website's Covid-19 page. Since its development, we have gone from 20 to 50 churches providing online links.

6. Director of National Ministries.

Mike Dittman's report was reviewed with no questions.

6.1. *Comments from Todd.* Mike and Todd work closely together, by phone at least once every 36 hours. Mike handles group calls and prayer support, staying in the trenches with churches and pastors in crisis.

6.2. *Questions and Comments from ELT.* Andy Sikora gave an update on Church Planting. He expressed excitement regarding partnerships with Exponential and Stadia, which are putting us on the threshold of cutting-edge conversations. Although the future is uncertain coming out of this crisis, we have good relationships and resources in place.

7. Director of Finance

Marci Hammel's report was reviewed with only one question, from Denny Sites. "Are we ok today?" Todd replied with an emphatic "Yes. Today we are ok." He further reported that nothing has changed on the Arizona property sale. By the end of April, we should be closing the sale. The Harrisonburg property sale is currently on hold. Todd thanked Denny for his involvement.

Business Session

1. MSC to approve October 21-22, 2019 Minutes as printed.
2. Discussion and Action on Recommendation for Nominating Committee. MSC that Todd and Gary, in consultation with the Executive Committee, will compose a slate of nominees for the Nominating Committee and bring to the ELT for vote at their earliest opportunity.

A Prayer Experience

Todd led the team in praying for the COVID-19 pandemic as well as for our pastors. Each team member was given a prayer prompt. Todd closed the meeting at 8:02 pm.

Respectfully submitted

Cathy Reich, recorder

Signed, Tomra Cardin, secretary

Approved by the ELT: October 19, 2020

Minutes June 2, 2020

At 4:20 pm, the following was sent electronically to the Executive Leadership Team:

Dear ELT Members:

I'm calling for an electronic vote to process the following recommendation:

"To approve the part-time position of Digital Media Specialist to serve both UB National and UB Global."

The motion carried unanimously on June 3, 2020 at 11:14 am.

Respectfully submitted

Cathy Reich, recorder

Signed, Tomra Cardin, secretary

Approved by the ELT: October 19, 2020



Minutes June 18-22, 2020

At 10:47 am on June 18, 2020, the following was sent electronically to the Executive Leadership Team:

Request for Vote for Nominating Committee Appointees

History

At the April meeting of the Executive Leadership Team, it was agreed that Todd Fetters and Gary Dille, in consultation with the Executive Committee, would provide a listing of nominees to the ELT for discussion and final vote by June 1, allowing the committee six full months to do its work in setting the ballots for Bishop and ELT members to be voted on at National Conference in 2021.

Progress

The bishop has taken the initiative to construct a list of candidates to ask to serve on the Nominating Committee. They were categorized into a priority group and a secondary group. The priority group would be contacted first to consider the appointment. The secondary group would be utilized if an individual declines. The Executive Committee was consulted throughout the process.

The following Nominating Committee Job Description and Guidelines provide four stipulations for the personnel, which are represented in the priority list:

1. The ELT will determine the total number of persons on the Nominating Committee.
2. The Nominating Committee shall include at least one actively-serving ordained minister from each region.
3. The Nominating Committee shall include at least one layperson who has served on a US National Conference leadership team. (Note: I interpret "US National Conference leadership team" to include the Executive Leadership Team, UB Global Board, Women's Ministry Team, Pastoral Ministry Leadership Team, Higher Education Leadership Team and the Youth Ministry Team).
4. The ELT will appoint members to the Nominating Committee as openings arise.

Priority Candidates

1. Tim Sherman (Central Region / Ordained Minister / Bethel UB)
2. Christine Augustat (North Region / Ordained Minister / Fowlerville UB)
3. Steve Fish (West Region / Ordained Minister / Emmanuel Community Church, Ft. Wayne, IN)
4. Dalton Jenkins (East Region / Ordained Minister / Bethel Temple of Praise, Yonkers, NY)
5. Jeremiah Greenland (East Region / Laity / Prince Street Church, Shippensburg, PA)
6. Kristi McConnell (North Region / Layperson and member of the HELT / Banner in Christ in Grand Rapids, MI)

Request for Vote

Upon review of the work of Bishop Todd Fetters and the Executive Committee, vote YES or NO to the above proposed candidates for Nominating Committee. If discussion is required, please do so within the next 48 hours, with a final vote of YES or NO due by June 00 at 00:00 am.

Recommendation

"To appoint the following individuals to the Nominating Committee: Tim Sherman, Christine Augustat, Steve Fish, Dalton Jenkins, Jeremiah Greenland and Kristi McConnell, giving the team the responsibility to choose their own chair as well as determine which 4 members serve a 6-year term and which 2 members serve for 4 years."

At 10:24 am on June 22, 2020, the following was sent electronically to the Executive Leadership Team:

Results: The motion has passed.



Reminder to Pray: All individuals have agreed to serve. Please be in prayer for them as they serve. Additionally, be in prayer for Todd, Gary, and Rocky Spear who will be providing an online orientation session on Wednesday at 3:30 for the entire new team.

Respectfully submitted

Cathy Reich, recorder

Signed, Tomra Cardin, secretary

Approved by the ELT: October 19, 2020

Minutes July 6-8, 2020

At 8:27 am on July 6, 2020, the following was sent electronically to the Executive Leadership Team:

Request for Vote for Higher Education Leadership Team (HELT) Appointee

History

The Executive Leadership Team has the responsibility to appoint “seven members nominated by the bishop” to the Higher Education Leadership Team. Currently, five members are seated on that team: Kristi McConnell, Marty Pennington, Brian Nofzinger, Brooks Fetters, and Dalton Jenkins. HELT members also serve on the Board of Trustees for Huntington University.

Progress

In consultation with Dr. Sherilyn Emberton, I nominate Mr. Matt Wilcox for your vote. Matt is a member of College Park UB Church in Huntington, Indiana. He serves on the Stewardship Team. Matt is a local businessman and entrepreneur who is devoted to the Lord and has a deep, abiding faith. Both Sherilyn and I have confidence that Matt will serve the HELT and the Board of Trustees very well.

Request for Vote

Upon review of the work of Bishop Todd Fetters and Dr. Sherilyn Emberton, vote YES or NO to the above proposed candidate for HELT. If discussion is required, please do so within the next 48 hours, with a final vote of YES or NO due by Wednesday, July 8 at 12:00 noon.

Recommendation

“To appoint Matt Wilcox to the Higher Education Leadership Team to serve a four-year term beginning January 2021.”

Let the Wind Blow! (John 3:8)

Todd H. Fetters

At 1:11 pm on July 8, 2020, the following was sent electronically to the Executive Leadership Team:

Results: The motion has passed.

Reminder to Pray: Pray for the entire Board of Trustees and each of its sub-committees, the senior leadership team, and President Sherilyn Emberton. Pray for continued spirit-led vision and leadership. Pray for health and vitality. Pray for the students who will attend in the fall, and for those still making decisions. And while you're on your knees, pray for the faculty and staff as well. Thank you!

Respectfully submitted

Cathy Reich, recorder

Signed, Tomra Cardin, secretary

Approved by the ELT: October 19, 2020



Minutes October 19, 2020

Via Zoom Conference Call

At 6:30 pm, the following logged in for the evening session: Rev. Todd Fetters, Mr. Tyler Bates, Ms. Tomi Cardin, Mrs. Janis Creason, Rev. Gary Dilley, Mr. Matt McConnell, Ms. Joni Michaud, Rev. Victor Mojica, Mr. Dale Perry, Rev. Andy Sikora, Rev. Denny Sites and Rev. Mark Wilson; Finance Director Ms. Marci Hammel and recorder Mrs. Cathy Reich. Rev. Greg Voight was absent.

Vice Chair Gary Dilley welcomed the team, informing that he would be chairing the meeting. He reminded members to submit a signed Conflict of Interest form to Marci at their earliest convenience. Matt McConnell opened the meeting with prayer, focusing on Quinn Fetters, currently hospitalized.

Report of the Bishop, Review of Directors' Activity, and Q&A

1. *Update.* Todd gave verbal updates on successes with online webinars, Women's Conference and UB History class. He expressed gratitude for finding ways to come alongside the greater church through these online offerings. The recent pandemic has forced our hand to move to an online format, providing greater reach to pastors, individuals and congregations. Andy Sikora inquired about the plans for National Conference 2021. Todd assured that we are moving forward with an in person gathering, but also are keeping in mind contingencies that may need to be embraced. Regardless of whether an in person gathering will be held, online options will be available for much of the conference.

2. *Acting Director of UB Global.* Frank Yang has been named the acting director of UB Global for a period ending December 31, 2020. He has been addressing specific tasks that the UB Global executive team has assigned to him during this time. At the board meeting this coming week, UB Global will review the director's position.

3. *Director of Higher Education.* Sherilyn Emberton and her leadership team were mentioned with appreciation by Bishop Todd Fetters, for their excellent work in meeting the challenges of the current Covid pandemic. He expressed gratitude for the strong relationship that has been renewed and refreshed under Sherilyn's leadership. There were no questions.

4. *Director of National Ministries.* Mike Dittman's report was highlighted by Bishop Todd Fetters, with emphasis on the positive influences that Mike has been able to make in various areas, helping our pastors and churches to move from a "me" to a "we" mindset. His influence has positioned many of our pastors to lead from the heart, for which Todd is grateful. Andy Sikora shared his excitement for our posturing with Exponential and Stadia, putting us in a great place to do a "new thing" in planting churches. The current situation with Covid has slowed things down, but Andy shared enthusiasm for what is to come. Todd reported on cohorts that are available to pastors: a prayer cohort with Daniel Henderson for all new lead pastors; and a discipleship cohort with Alex Absalom for a group of pastors. There were no questions.

5. *Director of Communications.* Steve Dennie's report was reviewed with no questions.

6. *Director of Ministerial Licensing.* Jim Bolich, Bob Bruce and Cathy Reich worked hard to bring the UB History class to an online format, including several other presenters and introducing the class to several key leaders in the UB denomination. There were no questions.

7. *Director of Finance.* Marci Hammel referred to her report. There were no questions.

Discussion

1. *Recommended Salary Base for Pastors.* Mark Wilson and Janis Creason updated the ELT on the progress made and the adjustments being recommended. It was agreed that after polling several pastors, that our current format works well for churches with 100 or fewer congregants. After that point, a church salary tool available at churchsalary.com would be more effective. This tool takes into account size of congregation, staff size, and geographic location. Clarification will need to be made regarding employee benefits, namely housing and utilities, as it relates to parsonages and/or rental allowances. The cost of this tool ranges from \$25 for one report to \$100 for unlimited staff reports.

2. *2021 Budget.* Marci introduced the budget and fielded questions from the team. She informed that there were no major changes to the budget, but that it reflects a 2.3% increase. Since compiling the budget, we received word that health insurance costs will be lower this coming year. One clarification of wording was



adopted for section 14.b., with consultation by Dennis Zimmerman, “The total pension (annuity) income received from the Church of the United Brethren in Christ Defined Benefit Plan or distributions from the Church of the United Brethren in Christ 403(b) Tax Deferred Annuity Plan received by each licensed minister of the Church of the United Brethren in Christ be, hereby, designated as parsonage allowance for 2021 and annually thereafter.”

Action

1. *Approve Minutes.* MSC to approve the minutes as presented for April 14, 2020. MSC to approve the minutes as presented for June 2, 2020. MSC to approve the minutes as sent electronically earlier today for June 18, 2020. MSC to approve the minutes as presented for July 6, 2020.

2. *Approve Housing Allowance.* MSC to approve housing allowances proposed for Todd Fetters, of the total cash compensation, \$18,000 as housing allowance and for Mike Dittman, of the total cash compensation, \$22,000 as housing allowance.

3. *Approve Recommended Salary Base for Pastors.* MSC to approve the recommended salary base for pastors as presented, with added clarification regarding housing and utilities being provided by Mark Wilson and Janis Creason within the coming week.

4. *Approve 2021 Budget.* MSC to approve the 2021 budget as presented.

Executive Session without the Bishop.

The meeting was adjourned at 7:46 pm.

Respectfully submitted

Cathy Reich, recorder

Signed, Tomra Cardin, secretary

Approved by the ELT: April 20, 2021

Minutes November 2-3, 2020

Online Vote Via CCB Group: Members of ELT

At 4:38 pm on November 2, 2020, the following was sent electronically to the voting members of the Executive Leadership Team:

Vote Required: Bishop Resolutions

History

The Executive Leadership Team has the authority to “conduct business between sessions of the US National Conference in accordance with the plans and policies of the US National Conference.” Additionally, “when property reverts to the US National Conference, the US National Conference may do any of the following ... sell the property to an outside interest and use the funds for ministries within the US National Conference.”

Rationale

Since 2009, when the congregation of Fountain Hills Community Church disbanded, the property reverted back to the US National Conference. Since that time we have actively pursued the sale of the property as well as leasing the property for the period 2010-2015. Currently, the property is in the process of sale to the Scottsdale Bible Church. The title company has requested documentation for Bishop Todd Fetters to have the approval of the US National Conference (Executive Leadership Team) to sign all documents pertaining to the sale of property.

Resolution #1: The Executive Leadership Team (ELT) hereby certifies that at the National Conference, on July 18, 2019, that Todd H. Fetters was duly appointed as the bishop of the Church of the



United Brethren in Christ, USA.

Resolution #2: The ELT hereby certifies that Bishop Todd H. Fetters is authorized to sign documents for and receive funds from the sale of property that has reverted to the US National Conference.

Resolution #3: The ELT hereby certifies that Bishop Todd H. Fetters is authorized to sell, assign and endorse for transfer, certificates representing stocks, bonds, or other securities, including but not limited to bank accounts now registered or hereafter registered in the name of the Church of the United Brethren in Christ, USA.

Request for Vote

Upon review of the above resolutions, vote YES or NO to the resolutions. Please process your vote no later than November 3, 2020. If discussion is required, please do so within a 24 hour window of time. We would like to call for vote at 4:30 pm on November 3, 2020 if it has not been reached at that time.

At 1:30 pm on November 3, 2020, the resolutions as presented on November 2, 2020, passed unanimously.

Respectfully submitted

Cathy Reich, recorder

Signed, Tomra Cardin, secretary

Approved by the ELT: April 20, 2021

Minutes December 10, 2020

Online Vote Via CCB Group: Members of ELT

At 11:57 am on December 10, 2020, the following was sent electronically to the members of the Executive Leadership Team:

Request for Vote for 2021 Housing Allowance

History

The position of Acting Director of UB Global has been filled by Frank Yang since June 1, 2020, following Jeff Bleijerveld's departure.

Progress

The UB Global Board and its Executive Committee has announced that Frank Yang has been named the Executive Director for UB Global effectively January 1, 2021.

Request for Vote

Upon review of the recommendation below, all voting members are requested to vote YES or NO within the next 48 hours, or a request for more information within the next 24 hours. A final call for vote is due by Saturday, December 12 at noon.

Recommendation

Of the total cash compensation, \$17,000 is proposed as housing allowance for Frank Yang (provisional licentiate).

At 10:07 pm on December 10, 2020, the recommendation as presented passed unanimously.

Respectfully submitted

Cathy Reich, recorder

Signed, Tomra Cardin, secretary

Approved by the ELT: April 20, 2021



Minutes February 4-6, 2021

Online Vote Via CCB Group: Members of ELT

On February 4, 2021, the following was sent electronically to the voting members of the Executive Leadership Team:

Request for Vote: Defined Benefit Resolution

History

The position of Executive Director of UB Global has been filled by Frank Yang effective January 1, 2021. The Defined Benefit Pension Plan requires authorization of this team for signature. The resolution below was provided by Dennis Zimmerman with instruction to Marci Hammel, Director of Finance, to present to the ELT for vote.

Request for Vote

Upon review of the resolutions below, all voting members are required to vote YES or NO within the next 48 hours, or a request for more information within the next 24 hours. A final call for vote is due by Saturday, February 6 at 2:30 pm.

Resolution Adopting the Fourth Amendment to the Church of the United Brethren in Christ USA, Inc. Ministers and Missionaries Defined Benefit Pension Plan:

By action of the Board of the Church of the United Brethren in Christ USA, Inc. ("Church") taken on February 6, 2021, the following resolutions were duly adopted:

WHEREAS, the Church maintains the Church of the United Brethren in Christ USA, Inc. Ministers and Missionaries Defined Benefit Pension Plan ("Plan"); and

WHEREAS, the Church has reserved the right to amend the Plan pursuant to Section 9.01 therein; and

WHEREAS, the Church has determined that the Plan should be amended, effective February 1, 2021, to remove Jeffrey Bleijerveld as Trustee; and

WHEREAS, the Church has determined that the Plan should be amended effective February 1, 2021, to add Fei F. Yang as Trustee;

NOW, THEREFORE, BE IT RESOLVED, that the Plan be, and it hereby is, amended by the Fourth Amendment substantially in the form attached hereto.

FURTHER RESOLVED, that the appropriate officers of the Church be, and they hereby are, authorized and empowered to take any action and execute any writing they deem necessary to carry out the purpose and intent of the foregoing resolutions.

I hereby certify that the foregoing resolutions were duly adopted by the Church on the date first set forth above and that such resolutions have not been modified or revoked and remain in full force and effect.

IN WITNESS WHEREOF, I have signed this certificate as of the date first indicated above.

CHURCH OF THE UNITED BROTHERS IN CHRIST USA, INC.

BY: _____ (to be signed by Todd H. Fetters)



TITLE: _____ (to be recorded “Bishop”)

On February 6, 2021, the resolutions as presented passed unanimously.

Respectfully submitted

Cathy Reich, recorder

Signed, Tomra Cardin, secretary

Approved by the ELT: April 20, 2021

Minutes April 19-21, 2021

Monday, April 29, 2021

At 7:00 pm, the following were present for the evening session: Bishop Todd Fetters, Mr. Tyler Bates, Ms. Tomi Cardin, Rev. Gary Dilley, Mr. Matt McConnell, Rev. Andy Sikora, Rev. Denny Sites, Rev. Greg Voight and Rev. Mark Wilson; Directors Dr. Sherilyn Emberton, Ms. Marci Hammel and Dr. Mike Dittman; and recorder Mrs. Cathy Reich. Online participants included: Ms. Janis Creason, Ms. Joni Michaud, Mr. Dale Perry and Rev. Victor Mojica.

Bishop Todd Fetters shared biblical thoughts from 2 Chronicles 20:12, then led in a time of focused prayer for our churches, pastors and missionaries.

Report of the Bishop, Review of Directors' Activity, and Q&A

1. *Director of Higher Education—Dr. Sherilyn Emberton.* Sherilyn reported on behalf of the University. Several items of celebration included the largest class in 125 years and the strongest financial status in decades with the most grants ever awarded. She gave updates on leading through the pandemic, as well as looking ahead to updates to the health and wellness plex.

2. *Updates from the Bishop.*

2.1. *Adopting Local Churches.* Todd informed that conversations have taken place with Lifespring International Church and Mosaic Church, where there has been interest expressed in joining with the UB denomination. There has been official documentation requesting consideration.

2.2. *Addressing Clergy Compensation.* Todd led discussion regarding a question raised recently. “Should ordained clergy who do not hold a bachelor’s degree, qualify for 100% of the Standard Base Salary?”

2.3. *Establishing a Human Reproduction Task Force.* This matter was moved to the Executive Session with the Bishop.

2.4. *Expanding/Realigning the UB National Office Team.* Handouts were made available as follows: organizational chart, Associate Director of Church Planting job description and Event Coordinator job description. Todd informed that he will be asking for the approval of these two new positions during business session. He stated that Andy Sikora would move to a part-time role with church planting, and that Cathy Reich would transition to part-time should both of these positions be approved.

2.5. *Renovating the UB National Office Building.* In consultation with Kristi McConnell, Todd is investigating the modernization of the building which will accommodate the needs and celebrate the historic partnership of UBIC, UB Global and Huntington University.

Guests Lisa and Quinn Fetters joined the meeting which was closed in prayer by Janis Creason, thanking God for the favor he has shown to Quinn during his medical emergency.

Tuesday, April 20, 2021

At 8:30 am, the following were present for the morning session: Bishop Todd Fetters, Mr. Tyler Bates, Ms. Tomi Cardin, Rev. Gary Dilley, Mr. Matt McConnell, Rev. Andy Sikora, Rev. Denny Sites, Rev. Greg Voight and Rev. Mark Wilson; Directors Mr. Steve Dennie, Ms. Marci Hammel, Dr. Mike Dittman and Mr. Frank Yang; and recorder Mrs. Cathy Reich. Online participants included: Ms. Janis Creason, Ms. Joni Michaud, Mr.



Dale Perry and Rev. Victor Mojica.

Director Frank Yang led in a time of scripture and prayer.

Report of the Bishop, Review of Directors' Activity, and Q&A (Continued)

3. *Director of UB Global.* Frank Yang shared his report, informing that his staff are working hard to serve UB churches better. While they are prayerfully watchful for new people groups, they feel blessed to be moving from the mindset "from the west to the rest" to "from anywhere to everywhere".

4. *Director of Ministerial Licensing.* Jim Bolich's report was reviewed with no questions. The PMLT has done good work in vetting new pastors, providing help with compensation questions and is a solid team of ordained ministers.

5. *Director of Communications.* Steve Dennie's report was reviewed with no questions.

6. *Director of National Ministries.* Mike Dittman's report was reviewed with no questions.

7. *Director of Finance.* Marci Hammel's report was reviewed with no questions. All church properties are now sold. Todd expressed appreciation to Marci and Judy for their work in navigating and helping churches with governmental assistance during the pandemic. Additionally, he said that Marci received the "highest praise" from the auditors for her efficiency and accurate work. Judy Dyer will retire the end of April. Her replacement is Jennifer Furnish, from Huntington.

Business Session

1. *Approve minutes.* MSC to approve October 19, November 2, December 12, 2020 and February 4, 2021 minutes as printed.

2. *Appoint Secretary to US National Conference.* MSC to appoint Rocky Spear as secretary to the US National Conference. Other officers include Todd Fetters, chair; Gary Dilley, vice chair; and Craig Burkholder, parliamentarian.

3. *Review and Receive ELT Ballot, Nominating Committee.* It was agreed to receive the ELT ballot as presented by the Nominating Committee, with 2 nominees and 1 alternate for each position.

4. *Review and Receive the Bishop Ballot, Nominating Committee.* There was no objection to receive the Bishop ballot as presented by the Nominating Committee, with only one name presented. The statement as provided by the Nominating Committee was received with appreciation.

5. *Review Business Agenda.* Todd shared with the team that in addition to the two ballots, the business agenda will include director reports, a training session and a panel discussion. He is hopeful that the agenda will help attendees listen, learn and lament in areas of discipleship and social concern.

6. *Approve Event Coordinator Job Description.* MSC to approve the job description for Event Coordinator as presented.

7. *Approve Associate Director of Church Planting Job Description.* MSC to approve the job description of Associate Director of Church Planting as presented.

8. *Clergy Compensation.* It was agreed that since the standard base salary is suggested, no further edits would be required.

Executive Session with the Bishop

Executive Sessions without the Bishop

Respectfully submitted

Cathy Reich, recorder