

# THE NORTHERN OHIO DISTRICT CHURCH OF THE BRETHREN

## District Conference



**of His Church and for His Church**

**Matthew 16:18 & Matthew 28:18-20**

**Akron Springfield CoB  
August 14<sup>th</sup>, 2021**

# Conference Agenda

The 57<sup>th</sup> Conference of the Northern Ohio District  
Akron Springfield Church of the Brethren – Akron, Ohio

August 14, 2021

# Conference Agenda

2021 District Conference

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# District Conference Schedule

Saturday, August 14, 2021

8:00am-9:00am	Registration
9:00am-10:00am	Opening Worship
10:15am-12:15pm	Business Session
12:15pm-1:15pm	Lunch
1:15pm-2:20pm	Business Session
2:30pm-3:30pm	Closing Worship
3:30pm-3:40pm	Consecration of 2022 Moderator
3:40pm	Conference Adjourns

(Donuts & coffee will be available in the morning. Drinks & snacks will be available all day.)

## Conference Room Assignments

Business Sessions (Saturday).....	Sanctuary
Meals .....	Fellowship Hall
Registration/Information Desk.....	Library
Worship Services .....	Sanctuary

Akron Springfield Church of the Brethren  
3500 Albrecht Avenue  
Akron, Ohio 44312  
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Website: [springfield-cob.com](http://springfield-cob.com)

## Message from the Moderator, Special Offerings and Local Service Project

### A Word from the Moderator

It has been two years since we last congregated as the Northern Ohio Church of the Brethren District Delegates. I give you my whole-hearted "Welcome Back and we missed you!" I'm thankful we can finally meet for our District Conference, though with a slightly different approach and layout.

Covid19 changed everything... or did it? Well, actually Covid19 changed many things (*and we all could make our own lists of those changes*)... but it did not change "Jesus' vision of His Church and for His Church" one iota. Jesus' vision of the promised reality, completion and success of His Church being built was not altered in the least by Covid19. Nor has Jesus' missionary vision for the Church changed one iota due to Covid19.

It is true, many of our local churches had some Covid19 unexpected bumps, bruises, alterations, annoyances and inconveniences, but even these things did not spiritually hinder Jesus' universal Church from advancing over the enemy's line. Jesus has assured us... even promised us, that not even "the gates of Hades will prevail against Jesus' Church's advancement. This is truly good news!

Today at this 'modified District Conference', may we all be filled with gratitude that we are able to come together to celebrate and do the business of our District churches. Let us be encouraged that Jesus' 'promised Church' is being built and His Mission (i.e. the Great Commission) for His Church has not changed... nor has it failed because of Covid19. Today, let us go from our gathering with a greater heart, love, commitment and resolve to live our lives on gospel mission for the glory of God and for the gospel advancement of His Church and for the good of our neighbor... both here and around the world, starting with each of us and our own local church in the Northern Ohio Church of the Brethren District.

Thank You for being here at Your Conference,

Brad Kelley, Moderator

## Special Offerings and Local Service Project

- ⇒ Brethren Disaster, Puerto Rico Relief
- ⇒ Kids Closet, Akron Springfield Church of the Brethren
- ⇒ District Conference 2021 Expenses

Our special offerings this year will support the Brethren Disaster Ministries-Puerto Rico Relief Project and our District Conference 2021 expenses. Our local service project will be Kids Closet, a ministry of Akron Springfield Church of the Brethren serving children K-12 in local schools surrounding the Akron area. Thank you for supporting these ministries!

## Worship Times, Moderator & Guest Speaker

### **Saturday Morning Worship – 9:00am**

**Message: Focusing on Jesus' Vision of His Church (Matthew 16:18)**

**Guest Speaker: Rev. Brad Kelley, Moderator**



Pastor Brad will address the first part of this year's 2021 Conference Theme in his message "Focusing on Jesus' Vision of His Church" from Matthew 16:18. The message will focus on Jesus' promise to build His Church and that His Church will prevail and be triumphantly completed in the end!

Pastor Brad currently shepherds the East Chippewa CoB congregation near Orrville, OH. He has been Pastor of East Chip since June of 2011. He is thoroughly thankful and knows he is blessed for being able to pastor at East Chip. Brad celebrated 30 years of pastoral ministry in January of 2020. He and Sharon, his wife of over 34 years, have three grown children and live in the

West Salem area.

Brad accepted the call to be our "2020 District Moderator" during the 2018 District Conference. He has been in this type of District role 20 years earlier in his previous pastorate in the Fellowship of Grace Brethren Churches. Recently, he has become one of our teachers in the District's Brethren Buckeye Institute. He taught the Fall 2019 BBI course on "Evangelism." For nearly the last 2 and half decades, He has provided quarterly preaching for the evangelistic chapel services at Akron Ohio's homeless shelter, the Haven of Rest.

Brad received formal higher education training from Grace College (Bachelors with a double major in both Biblical Studies and Speech Communications), Ashland Theological Seminary and Liberty Baptist Theological Seminary (Masters of Divinity)

### **Saturday Afternoon Worship – 2:30pm**

**Message: Focusing on Jesus' Vision for His Church (Matthew 28:18-20)**

**Guest Speaker: Rev. Tom Zuercher**



Pastor Tom will preach on the second part of our 2021 Conference Theme. His message is titled "Focusing on Jesus' Vision for His Church" based on Matthew 28:18-20. Tom will passionately bring home to us the true "Vision/Mission" that Jesus has for His Church!

After 42 years of church work, Tom Zuercher retired from full-time ministry in 2018. In the Northern Ohio District, he served as pastor for three congregations: Danville North Bend, Mt. Pleasant, and Ashland Dickey, and was District Executive for twelve years. In addition to pastoral work, Tom has served as a teacher, spiritual speaker, retreat leader, consultant, and author.

He and Susan live in rural Ashland County and are always delighted to spend time with their children and grandchildren. In retirement, Tom has enjoyed traveling, making presentations on philately (stamp collecting), and O-gauge model trains.

## 2021 District Conference

## BUSINESS SESSION

## Northern Ohio District

Item Start Time	Time Allowed	Agenda Item	Person Presenting
9:00 a.m.	60 min.	Opening Worship	Brad Kelley
10:00 a.m.	15 min.	<b>Break</b>	
10:15 a.m.	30 min.	Business Session Opens, Opening Prayer Greeting from Akron Springfield Church of the Brethren Roll Call of Delegates Accept Business Agenda Consecration of Delegates Review Conference Rules Introduction of Conference Officers Introduction of Guests	Brad Kelley Andrew Wenger Nancy Jacobsen Brad Kelley Brian Layman Brian Layman Brad Kelley Brian Layman
10:45 a.m.	10 min.	<b>New Business Item #1: Ballot</b>	Brian Layman
10:55 a.m.	5 min.	District Staff Reports District Executive Peace & Conciliation Advocate Interim Youth Coordinator	Kris Hawk (written) / Julie Watson Linda Fry (written) Jenny Imhoff (written)
11:00 a.m.	10 min.	District Board Report	Bruce Jacobsen
11:10 a.m.	10 min.	<b>Break</b>	
11:20 a.m.	5 min.	Congregational Commission	Mark Pollock
11:25 a.m.	10 min.	Connections Commission / Peace Task Team	Billi Janet Burkey / Linda Fry
11:35 a.m.	15 min.	Stewardship & Finance Commission/District Financial Reports Treasurer's Reports / District Financial Secretary's Report	Dave Bassett Lisa Snyder / Jen Recker
11:50 a.m.	10 min.	<b>New Business Item #2: Hottle Distribution Proposals</b>	Dave Bassett / Lisa Snyder
12:00 p.m.	10 min.	<b>New Business Item #3: 2022 Budget</b>	Dave Bassett
12:10 p.m.	5 min.	<b>Election Results</b>	Brian Layman
12:15 p.m.	60 min.	<b>Lunch</b>	
1:15 p.m.	10 min.	<b>ORDER OF THE DAY: Recognition of Ordained Ministers and BBI graduates</b> (they will be invited to join electronically)	Ministerial Commission
1:25 p.m.	5 min.	Ministerial Commission / Buckeye Brethren Institute	Paul Bartholomew / Paul Bozman
1:30 p.m.	15 min.	Camp Reports Camp Administration Committee / Camp Financial Reports Camp Executive Director	Jim Shives, Jen Recker Shannon Kahler
1:45 p.m.	20 min.	<b>New Business Item #4: Constitution Revision</b>	Constitution Committee
2:05 p.m.	5 min.	Standing Committee Delegate	Ben Polzin
2:10 p.m.	10 min.	<b>Acceptance of Reports, Close of Business</b>	Brad Kelley
2:20 p.m.	10 min.	<b>Break</b>	
2:30 p.m.	70 min.	<b>Closing Worship / Consecration of Moderator</b>	
3:40 p.m.		<b>Conference ending time</b>	



# Service of Consecration for District Conference Delegates

## August 14, 2021 - Prayer of Commitment

O God, we thank You for each of these disciples who have answered Your call to serve in Your ministry through the Northern Ohio District Church of the Brethren. Each of these people come with gifts for specific tasks under the guidance of the Holy Spirit. Today we join in a service of consecration, commissioning these people to do Your work.

We are grateful for our brothers and sisters who express their faith and witness through specific ministries in the Northern Ohio District.

Grant us grace that we may all present our gifts and talents to be used for Your glory and our neighbor's good, because our faith is in the following. Amen.

**Leader:** Brothers and sisters in Christ, God has called you to this service. Thank God for each of you and for your willing response to this call. Now I invite you to make your commitment by responding to the questions of consecration as a delegate.

Do you willingly accept the responsibility to which you have been called, and do you promise to be faithful in fulfilling that responsibility?

**Delegates: We do.**

**Leader:** Will you seek to respond in a manner worthy of this trust, exemplifying Christian faith and spirit in all that you do and consider?

**Delegates: We will.**

**Leader:** Will you be cooperative as you work together in common tasks and decisions?

**Delegates: We will.**

**Leader:** May we as brothers and sisters in Christ, affirm one another as leaders called to serve the Church of the Brethren of Northern Ohio. Above all, may we seek to do God's will relying on His wisdom, strength, and love.

**Delegates: By His grace and with the leading of His Spirit we will!**

**Unison Prayer:** O God, we thank you for our fellow delegates who have been entrusted with the responsibility of doing business for Your church. Be with us as we administer what You have entrusted to our hands. Help us to study, pray, and reflect before we make decisions. Make us alert to the needs of all Your people, in the Northern Ohio District and beyond, so that we can carry out ministries in Your name. May this conference reflect the light of Your truth. We pray in the precious name of Your Son, Christ Jesus. Amen.

## Rules of District Conference

All matters of business shall be clearly presented to Conference, after which the Moderator shall declare the same to be the business of Conference.

No one shall speak more than twice on the same question. The first speech shall be limited to five minutes and the second, to three minutes.

The Moderator shall decide when a question shall be put on its passage, but anyone from the voting body may “move the previous question” which is a motion to close debate.

A two-thirds majority shall be necessary to pass answers to queries, matters of polity, and other items as determined by the Officers of the District Conference. A majority vote shall be the rule for all other motions.

A plurality vote shall be required for the election of all officers.

All appeals from the rulings of the Moderator shall be decided by the voting body.

These rules may be amended at any regular session of the conference.

Persons nominating from the floor may only name the nominee; the biographical information must be submitted in writing to the officers of the Conference who will later submit the information to the Conference Delegates.

Written or oral consent must be obtained from all nominees.

Robert’s Rules of Order Revised shall be the standard for any point not covered by these rules.

### District Conference Central Committee, Personnel and Appointments

**Brad Kelley**, Moderator (East Chippewa)

**Brian Layman**, Moderator-Elect (Ashland First)

**Doug Price**, Past Moderator (Elm Street)

**Nancy Jacobsen**, Clerk (Mt. Pleasant)

**Michael Huffaker**, Member (Sugar Creek West)

**Fern Dews**, Member (East Nimishillen)

**Chrissy Harkless**, Member (Elm Street)

**Linda Fry**, Conference Manager (Mansfield First)

**Cindy Peel**, Conference Registrar (Akron Springfield)

#### **District Conference Personnel & Appointments**

**Worship Coordinator:** Brad Kelley (East Chippewa)

**Worship Leader:** Bruce Jacobsen (Mt. Pleasant)

**Sound & Media Technician:** Mike Conner (Akron Springfield)

**Usher’s Coordinator:** Mike Conner (Akron Springfield)

**Akron Springfield Church On-Site Coordinator:** Becky Burtoft (Akron Springfield)

**Counting Supervisor:** Cindy McNaull (Ashland Dickey)

**Time Keeper/Microphone Monitor:** Wayne Kissel (Mansfield First)

**Tellers:** Mike Huffaker (Sugar Creek West), Nominating Committee Members

# Business Item #1: District Conference Ballot

## Biographical Information

\*Indicates Incumbent

### Moderator Elect—3 year term (vote for one)



**Cindy Peel**

(Akron Springfield)

**Current:** Interim Pastor for Akron Eastwood (Church); Ordained Minister and District Conference Registrar (District)

**Former:** Interim Pastor,

deacon, Sunday School teacher, Music & Worship commission, Christian Education commission, Nursery Worker, Jr. Worship Leader (Church); Nominating Committee, Christian Education Commission, Camp counselor (District)

**Personal:** Respiratory Therapist for Seeley Medical. Single, no kids except furry ones: Josie, Thelma Lou & Taco.



**James Washington**

(Elm Street & Pleasant View)

**Current:** Pastor for Elm Street and Pleasant View (Church); Ordained Minister (District)

**Former:** District Board, Congregational Commission, Ministerial Commission (District)

**Personal:** Married to Sandra, we have nine adult children. I work with Teens for Christ in Lima and Sandra works at Wal-Mart.

### District Board Western Area—3 year term (vote for two)



**Bill Holsopple**

(Lick Creek)

**Current:** Pastor for Lick Creek (Church); Ordained Minister (District)

**Former:** None

**Personal:** Married to Beth, we have three adult children, Bekah, Daniel and Hannah. Hannah is married to Todd Naveau, they have a daughter, Aubree. I work at HKK Machining.



**Mile Huffaker**

(Sugar Creek West)

**Current:** Pastor for Sugar Creek West (Church); Ordained Minister, Member of District Conference Central Committee (District)

**Former:** Pastor (Church); Member of District Conference Central Committee (District)

**Personal:** Married to Laura, we have four children, (Lauren) married to Matt Kell, (Ashley) married to Aaron Williams, (Kamryn) 18 years old graduating from Temple Christian (2021) and (Jarred) 16 years old graduating (2022).

# Business Item #1: District Conference Ballot

## Biographical Information

\*Indicates Incumbent

### District Board Central Area—3 year term (vote for two)



**Dean Foster\***

(Black River)

**Current:** Associate Pastor for Black River (Church); Ordained Minister, District Board, Connections Commission, Journeymen for Christ (District)

**Former:** Associate Pastor (Church) District Board, Camp Inspiration Hills Administration Committee (District)

**Personal:** Married to Sandra.



**Mark Pollock\***

(Brook Park)

**Current:** Board Chairman (Church); District Board, Congregational Commission Chair, Peace Task Team

**Former:** Church Board Member, Chairman and Commission Chair, Sunday School teacher (Church); Shalom Team (District)

**Personal:** Married to Diane, we have three adult children (Christopher, Sierra Swanson and Seth) and six grandchildren. I am a retired engineer.

### District Board Eastern Area—3 year term (vote for two)



**Gaylee Hughes**

(Painesville)

**Current:** Ministerial Chair, Director of Coleridge School Board, Children's Bible Time (Church)

**Former:** Church Board, School Board Worship leader/Choir, Youth leader and Sunday School teacher (Church); District Board, Fellowship Commission (District)

**Personal:** Widow, I have two adult children, three grandchildren. I am a community volunteer, serve in NYC soup kitchens and work as Director of Coleridge School.



**Bruce Morkel**

(Akron Springfield)

**Current:** Deacon, Usher (Church)

**Former:** Youth Advisor, Church Board Chairperson, Youth Sunday School teacher, Pastoral Search Committee (Church)

**Personal:** Married to Kim, we have two adult children, Meredith and David. David is married to Erin. I work as a School Psychologist, Auctioneer and volunteered with Brethren Disaster Ministries.

# Business Item #1: District Conference Ballot

## Biographical Information

\*Indicates Incumbent

### District Board Eastern Area (Cont'd)—3 year term (vote for two)



**Steve Simmons\***

(Bethel)

**Current:** Church Board Chair, Chair Ministerial Commission, Trustee (Church); Ordained Minister, District Board, Ministerial Commission

(District)

**Former:** Church Board, held same positions for many years (Church); District Board, Ministerial Commission Member for 7 years (Chair for 5 years) (District)

**Personal:** Married to Pamela for 35 years, we have two children, daughter Cassandra (30) and son Nathaniel (28). I work as Chief Engineer for Courtyard Canfield.

### District Conference Central Committee—3 year term (vote for one)



**Jane Matz**

(Ashland Dickey)

**Current:** Congregational Peace Counselor (Church); District Conference Display Coordinator for SERRV (District)

**Former:** Annual Conference Delegate for Ashland Dickey and Ashland First, District Conference Delegate, Sunday School teacher, Women's Fellowship, Commission member, VBS (Church); Peace Task Team, Peace Auction, IH silent auction coordinator, Display assistant for SERRV & Brethren Press (District)

**Personal:** Married to Russell, we have two adult children, Rod and Rachelle. I am a retired Physical Therapist. Volunteer for disaster work weeks and Operation Christmas Child.



**Pete Snyder**

(Ashland First)

**Current:** Chair, Ministry and Music, Chair, Deacons (Church); Inspiration Hills volunteer (District)

**Former:** Church Board, Mudding and painting walls, volunteer handyman (Church); maintenance volunteer for District Office and Inspiration Hills Camp (District)

**Personal:** Married to Lisa. I'm retired, but keeping busy; active in planning Dominican Republic eyecare trips; selective CoB mission trips, past food pantry coordinator for the Pump House Ministries.

## Business Item #1: District Conference Ballot

### Biographical Information

\*Indicates Incumbent

#### District Conference Nominating Committee (Eastern Area)—3 year term (vote for one)



**Rebecca Ebie**

(Akron Eastwood)

**Current:** Sunday School teacher, quilting group, preaching throughout the year (Church); Licensed Minister, pulpit supply, attend area

pastor's lunch, Clergy-Spouse Retreat (District)

**Former:** Teaching Bible study class, Christian Education Director, VBS, started community garden, taught a grief recovery group (Church); District Board, Congregational Commission, preached for Eastern Area Lenten services (District); Delegate for recent Annual Conferences, NOAC conference (Denominational)

**Personal:** Single, work part time as secretary for Akron Springfield CoB and working on a Doctory of Ministry.



**Sandy Humphrey**

(Center)

**Current:** Church Board, Witness Chair (Church); Ohio Council of Churches Rep. (District)

**Former:** VBS, Deacon, Worship leader (Church); Camp Inspiration Hills Maintenance Committee, District Board, Discipleship Commission Chair, District Transition Team (District); Brethren Disaster Ministries and Children's Disaster Service (CDS) volunteer (Denominational)

**Personal:** I'm retired from civil service work and a caregiver for my special needs brother.

#### District Conference Nominating Committee (Central Area)—3 year term (vote for one)



**Cathy Emminger**

(Ashland Dickey)

**Current:** Church Volunteer

**Former:** Funeral Dinner Coordinator, Custodian, Pres. Women's Group, Nursery attendant (Church);

served as a District Conference Delegate twice (District)

**Personal:** Widow (Joe Emminger-husband), I have three children and four step-children. I'm a volunteer worker for Disaster's and provide quilts and knitted items for donations.



**Pam Hoffman**

(Mansfield First)

**Current:** Leadership Team member (Church)

**Former:** Church clerk, Deacon (Church)

**Personal:** Retired. Mother of Joshua Hoffman, Christina Baker and Jonathan Hoffman. Prepare meals once a month for People Helping People.

## Business Item #1: District Conference Ballot

### Biographical Information

\*Indicates Incumbent

District Conference Nominating Committee (Central Area)  
Continued from Previous Page—3 year term (vote for one)



#### **Dan Kettering**

(Maple Grove)

**Current:** Finance  
Committee, Deacon  
(Church)

**Former:** Treasurer, Usher,  
Christian Education Commission, Choir, Sunday  
School teacher, Bible study leader (Church);  
Financial Secretary, Treasurer (District)

**Personal:** Married to Donna for 53 years. We have  
two children and four grandchildren. I am retired  
from being a school treasurer.

District Conference Clerk—3 year term (vote for one)



#### **Ashley Harris**

(Freeburg)

**Current:** Church Board  
member, VBS committee  
(Church)

**Former:** VBS committee  
(Church)

**Personal:** Married to Jesse Harris, we have two  
daughters (5 years and 2 years old) and two  
stepdaughters (13 and 15). I'm employed by Crum  
and Forster Pet Insurance Group for 17 years. My  
current role is Director of Customer Experience.  
Past roles include Director of Operations, Director of  
Human Resources and Customer Service Manager.

# Business Item #1: District Conference Ballot

## Biographical Information

\*Indicates Incumbent

### Camp Administration Committee—3 year term (vote for three)



**Erich Bassett\***

(Pleasant View)

**Current:** Church Board, Trustee (Church); Camp Administration Committee (District)

**Former:** Church Board, Trustee, Board of Christian Education, Fellowship, Audit and Nominating Committee (Church); Camp Administration Committee (District)

**Personal:** I'm currently filling a long-term substitute teaching position and hope to find an administrative post in the next school year. Working on the Camp Administration Committee is my first role in the work of the District.



**Denise Layman**

(Ashland First)

**Current:** Volunteer with Children's Church and Music Committee (Church)

**Former:** Leadership team: Fellowship and Personnel Commission Chair, Child Care Commission Chair, Sunday School teacher for several years, preschool, 6th grad age group, assisted with VBS and Kid's Club over the past 13 years (Church)

**Personal:** Married to Brian Layman, we have four children Jaxom, Azia, Julian and Caleb, all four have been schooled at home, the youngest two graduated this year! I am a volunteer at the National Ladies' Library. I work as a virtual assistant with my husband and my company eHermits Inc.



**Allen Luginbill\***

(Dupont)

**Current:** Music board, high school Sunday school teacher, music team, youth helper (Church); Camp Administration Committee (District)

**Former:** Men's group president (Church); District Conference Timekeeper (District)

**Personal:** Married to my wife Sam for 6 years, no children. I farm for a living and also volunteer when I can at church events.



**Terry Vaught**

(Paradise)

**Current:** Pastor (Church); Ordained Minister, Coordinator for Central Area monthly pastor's meeting, BBI instructor, annual

volunteer as Chaplain at Camp Inspiration Hills (District)

**Former:** Deacon, Pastor of Visitation (Maple Grove) (Church); When it was going, I was a Chaplain for Koinonia Inspiration, a *Cursillo* inspired renewal movement for lay people and pastors.

**Personal:** Married to Sherry Reese Vaught, our son Reese Vaught graduated this year. I am a bi-vocational pastor who was a Respiratory Therapist for many years. I'm now retired from my 2<sup>nd</sup> vocation.



## **District Executive Report**

### **District Report 2021**

It has been two years since we gathered for District Conference at the Mohican Church of the Brethren in 2019. And as good as it will be to have delegates together this year at Akron Springfield, there is a sadness that this District Conference will be a pared down version – both in time and participants. Who could have imagined how different things would be? We have continued the work of the district, just as churches have continued to minister, following CDC and state guidelines during the restrictions and now as those restrictions begin to ease.

**Staff** - Julie Watson and I are working in the office. Jenny Imhoff, our Interim District Youth Coordinator is back to coming in one day/week. Linda Fry works from home as was her practice before the pandemic. Lisa Snyder and Cindy McNaull work at their respective financial roles weekly. I am incredibly grateful to the staff for their dedication and flexibility as we have worked together through this time. We continue to follow the strict Internal Controls policies that we put in place in 2016.

Jen Recker resigned as Financial Secretary at the end April – she has been a blessing to us in that role for over 5 years. Cindy McNaull has been appointed to this position and we are grateful for her willingness to serve in this essential role.

I am grateful that Jenny Imhoff extended her time as Interim Youth Coordinator and will be serving in that role through District Conference. The primary goals for her interim ministry continue to be staying connected with the youth, helping the youth to stay connected with each other, and maintaining social media presence. And recently she has added some in person events. We are looking closely at the best ways to minister to the youth in our district, surveying, visioning, and rewriting the job description. Once that is completed, the Youth Coordinator position will be posted within the district.

**Relationships** I have shifted back to visiting churches, clergy and church boards in person and that brings me great joy! I also join several worship services online each week. We are also continuing weekly Zoom meetings for our clergy. We have anywhere from 6 – 18 join in on these calls. This has been an incredibly difficult year to pastor a congregation and as things open up new challenges are added. I so appreciate our pastors as they continue to work at this with creativity and commitment to their churches.

At this time, 46 of our 47 congregations are back to meeting in person. (Jonah's People Fellowship, because they meet in Good Shepherd Home, is not able to gather in person yet.) Most of the congregations are continuing to offer on-line services to maintain the connections with those that have joined electronically over the past year. Several are continuing their parking lot services also.

**Ministerial** - Pastoral placement has continued, with 6 churches calling new pastors in the last year. Two are currently in the process of searching. I have had the joy of licensing Scott McPeck (Zion Hill) on August 23, Stephen McLaughlin (Lake Breeze) on December 20, Gene Wyse (Lakewood) on May 16; and the joy of ordaining Jim Frado (Richland) on September 20, Bill Holsopple (Lick Creek) on November 15, Gary Lorenz (Akron Eastwood) on December 13, Kathryn Polzin (Poplar Ridge) on April 11, Dave Hobbs (New Philadelphia) on April 25, and Carol Kuryn (East Nimishillen) on June 6. The Ministerial Commission has worked very hard this past year to help all these things move forward and I am so appreciative.

We completed the ordination/commissioning renewal process for clergy that happens every 5 years. We have 62 ordained/13 retired, 7 commissioned, and 12 licensed ministers in our District. We celebrate our first graduates of the Buckeye Brethren Institute (our in-district ministerial training program). Thank you to Paul Bozman, Ministerial Education Director for his leadership and to all those that have taught classes.

There is an acute shortage of pastoral leaders and those going into ministry within our denomination. Together with the Ministerial Commission, we are working at ways to help call out those that have been gifted for pastoral ministry.

**Administrative** - I worked Stewardship & Finance through the budgeting/financial planning process (see their reports). I also worked with the Constitution Committee and the Withdrawal Process Committee and have greatly appreciated the work they have done in preparing the documents. The Constitution that is coming to the delegates this year is result of many hours of work and prayer and is designed to make the constitution more user-friendly. The Withdrawal Process was first approved by the board in 2020 with several updates approved earlier this year. I work with the Nominating and Central Committees and serve in a resource capacity to a number of churches. Our District Board is committed to working for the good of the churches and it is a joy to minister together.

**Denominational and beyond** – Our Council of District Executives (CODE) January meetings were by Zoom and our summer meetings will follow the same format, with 4 days of meetings before Annual Conference begins. Together the District Executives provide a forum for the exchange insights and concerns, facilitate and encourage collaboration, and strengthen communication between the respective structures of the church. Currently, 10 out of 24 districts have no permanent District Executive – interims or leadership teams are filling those roles.

The focus of Annual Conference this year is to consider the Compelling Vision which has been a focus for several years. The outcome will be known by the time we gather for our District Conference. As I write this, my hope is that we are all surrounding the process in prayer.

These are challenging times in our denomination as churches in several districts continue to leave the Church of the Brethren. We have two churches (that I am aware of) that have had conversation about leaving at a church board level, with one actively exploring withdrawing. Some questions from that group have led to several updates to the Withdrawal Policy the District Board adopted last May.

**Congregational** - This is a time of challenge for many of our churches. It is also a time of opportunity. More people are connecting on-line with many of our congregations than were gathering in the buildings before the pandemic. May these connections become relationships that draw others to Christ and the church and deepen as we begin to meet in person again. Necessity has inspired creativity and pastors and church leadership have responded to the challenge.

Most of our Shalom Team (along with Linda and I) have now received Mediation Skills Training through the Lombard Mennonite Peace Center. The Shalom Team is available to work with your church to improve the spiritual and emotional health of the congregation and/or to assist in times of conflict.

While many good things are happening in the district, we can't ignore the deep struggle of some of our congregations. We have a number of churches at risk of closing within the next 5 years and the pandemic has heightened that struggle. Providing resources and information is essential, but alone it is not enough. We need to be seeking revival, committing ourselves to prayer, seeking ways to share our hope in Christ, reaching out to serve those in our communities, and walking alongside our sister churches.

**Repeated Call to Prayer – which I repeat here again!**

It has been a very difficult year and a half for our congregations and pastors. It is a joy to see the way people have found creative ways to care for their brothers and sisters in this time of struggle. But these polarizing times have found their way even into the church and healing and renewal are needed. I pray that we will all commit to living out the commandment shared in Ephesians 4:32, “Be kind to one another, tender-hearted, forgiving one another, as God in Christ forgave you.” As we have been forgiven and blessed, may we also forgive be a blessing to each other.

May we commit ourselves to prayer for our pastors and churches – for a revival of the Holy Spirit as we keep Jesus as the center of our lives and our life together as the body of Christ. May God make us faithful in carrying out the work to which we are called!

Kris Hawk, District Executive Minister

<b>Statistics 2020</b>			Search Committee	Call Vote	Installations	Church Boards	Sunday am Worship	Other Worship Services	Fellowship Events	District Level Meetings
	Miles	Hours								
<b>2020 Totals</b>	<b>5591</b>	<b>2630</b>	<b>18</b>	<b>3</b>	<b>4</b>	<b>19</b>	<b>99</b>	<b>72</b>	<b>90</b>	<b>99</b>
<b>Statistics 2021 YTD</b>			Search Committee	Call Vote	Installations	Church Boards	Sunday am Worship	Other Worship Services	Fellowship Events	District Level Meetings
	Miles	Hours								
Jan.	324	224	2	1	0	1	5	9	3	4
Feb.	1126	220	3	0	0	4	4	6	9	7
March	1276	238	2	2	2	8	4	13	10	11
April	813	176	2	1	2	2	4	7	7	2
May	1854	226	1	1	1	4	4	10	11	10
<b>YTD Totals</b>	<b>5393</b>	<b>1084</b>	<b>10</b>	<b>5</b>	<b>5</b>	<b>19</b>	<b>21</b>	<b>45</b>	<b>40</b>	<b>34</b>

# Interim District Youth Coordinator Report

## District Youth & Young Adult Ministries

We've had a great year for the youth and young adults as I've settled into the role of Interim District Youth Coordinator! Covid has forced everyone to rethink how to approach youth ministry and reaching students digitally. Even with restrictions, it seems everyone is busier than ever! The district staff and board members have been a huge help in getting me up to speed in all things related to the Northern Ohio Church of the Brethren. Overall, we've had many fun virtual and in-person events and I appreciate all the youth and adults who have participated.

In July 2020, Esther Harsh, our previous youth coordinator, started the district youth game nights over Zoom. I've continued these each week and the kids have really enjoyed them! Many of the youth were attending school virtually for the year, so these nights are a good opportunity to invite their friends from school and hang out with district friends as well. Each week we play Jackbox and Kahoot games and share a devotion. We have a core group of about 10 kids with several others attending when they have the chance, so I hope this group can continue to grow and make connections with other Junior High and Senior High youth.



District Youth Game Night met with youth from Wyomissing COB (PA) for the Church of the Brethren Youth Fellowship Exchange.

We have also had a few other virtual events throughout the year, especially in the winter when we couldn't meet safely. In November, we attended Powerhouse Regional Youth Conference hosted by Manchester University. We planned a virtual Junior High Rally in January but cancelled due to low registration. In February, we had an online Senior High Rally with three sessions over the weekend with speakers from around the district, time for worship, and plenty of games. The Junior High and Senior High Cabinets have been very helpful in figuring out the details for these events.

Our largest event of the year was the Spring Youth Day in early May for Junior High and Senior High. Twelve youth and five advisors met at Inspiration Hills for a fun day of games, a service project, campfire, and worship. It was great to finally get together in person and experience God's creation at camp in the springtime!



Spring Youth Day at Inspiration Hills Camp in May 2021

The young adults have also met several times throughout the year. In November, we met in Cuyahoga Valley National Park on the last warm day of fall for a hiking day. We gathered on Zoom in the winter for a game night and met in May for a bonfire. We hope this ministry can continue building momentum and connect more young adults from the district.

I am looking forward to serving as an advisor at Senior High Camp and hearing more from the kids about how they would like to get involved. We hope to meet up for local activities around the district throughout the summer to keep the youth involved as we plan for the next school year. I have been talking with youth, parents, advisors, and pastors from around the district and working with Kris Hawk to determine the best next step for youth ministry in the district. The youth events in the district are a great opportunity for the students to grow in their faith and build lifelong friendships, so we hope to find the best solution to help this ministry expand and grow.

I have really enjoyed getting to know the youth and young adults in the district and sharing about God's love together. If you have any questions or are interested in getting involved, please let me know. Thank you all for your prayers and support throughout this crazy year!

Jenny Imhoff

Interim District Youth Coordinator

## **Peace & Conciliation Advocate: Linda Fry**

### ***District Year End Report for 2020-2021***

Greetings in Christ Jesus:

I have been the District Peace and Conciliation Advocate since 2006.

- I regularly meet with the **District Board** and commissions.
- I work with the **Peace Task Team**.
  - The Team has had several ZOOM meetings since March of 2020. No in-person activities have been held due to the COVID-19 pandemic.
  - Funding for peace education is a continuing need, especially since the conference Peace Auction, which is our primary funding source, was not held in 2020. An in-person auction is not possible this year either so we have worked on having an on-line auction.



At the 2019 District Conference, we asked people to participate in a "Multiply Your Talents" program in which seed money was given to people who agreed to find ways to 'multiply' it into more for the District Peace Endowment Fund by the 2020 District Conference. Since no conference was held in 2020, we asked those participating to continue growing their talents until the 2021 conference. We hope for a report on their efforts this year.

- I work with the **Shalom Team**. The Team has not met or been called upon during the last two years, but continues to be available to serve the District as requested when conflicts arise. I joined three others from the district in attending a Mediation Skills training seminar provided by the Lombard Mennonite Peace Center in October 2020. This 5-day webinar was very helpful.
- I Publish the **Peace Advocate News** quarterly (49 issues are in print)
- I publish the Weekly "Take a Moment to Pray for Peace" which appears online and is available for printing as a bulletin insert. (See [nohcob.org/peace](http://nohcob.org/peace) and then click on the "Take a Moment to Pray For Peace" logo). 157 issues should be in print by this year's Delegate Conference.
- I do research and reading for the newsletter and to provide resources for the District. All district peace resources can be found at: [nohcob.org/ministries](http://nohcob.org/ministries) (select the Peace Comes From God logo) or (go to the District website [nohcob.org](http://nohcob.org), select "Ministries", then select "Peace and Reconciliation")
- I have completed two 3-year terms on the **Ashland Center for Nonviolence (ACN)** Steering Committee. (I must be off the steering committee for at least a year before I could serve again.) However, I have been asked to continue to serve on their strategic planning team. I was also asked to serve as the convener for the Steering Committee from March through the end of the academic year. The ACN Director, Craig Hovey, has stepped down to return to teaching full-time so the ACN strategic planning team has had the task of finding a new director. That has been done and Emily Huestis became the director May 10<sup>th</sup>. ACN meetings and events have been by ZOOM during the pandemic. ACN works with Ashland University and the community to promote nonviolence as an alternative to violence when handling conflict. They:
  - Provide training and educational programs on peacemaking and peacemaking issues
  - promote the use of mediation.
  - Work in local schools (particularly Taft Elementary in Ashland) – where they teach conflict resolution skills, mentor at risk students, and work on bullying prevention.



#### **In the last two years I:**

- Attended the 51<sup>st</sup> Annual Fall Academy of Religion at the College of Wooster (each Wednesday, Sept. 11 through Oct. 16, 2019). The topic was "Indigenous/Native American Religion and Spirituality: An Alternative Paradigm." The sessions provided much food for thought. An important point made was that religion is the last thing and the most difficult thing people of one culture will ever understand about people from another culture. People find it all but impossible to get past their own assumptions and biases. The ability to do so is important, even necessary as far as is possible, to understand religion from someone else's perspective and context. This is true when you are trying to share your faith or trying to understand another's faith. The presentations offered much food for thought, including:
  - Despite European's assumptions when they reached America, all Indigenous/Native American peoples were not the same. There were some 500 tribes each with their own culture and traditions. They were not a few small roving bands of 'savages.' They had sophisticated cultures, and some had been living in large cities at the same time Europeans were living in the dark ages. Tribes were different but there were similarities.
  - Few early Europeans got to know native people well. These few found that all native people were very religious. One European observed that native people lived by religious convictions in much the same way the people of Israel did at their best before Israel had kings.
  - There are no words to separate religion from everyday life in any of the 300 native languages. Religion and its practice were practically as much a part of life as breathing.
  - Native peoples believe there is one God who was both spirit and creator; present in all places, things, and people. There is no concept of an angry God, or original sin in native religion.
  - God does not want appeasement or praise. For God to want these things implies that God has an ego, an idea completely foreign to native people. North America people did not practice animal or human sacrifice.

- Prayer is very important for native people – prayers are to give thanks or to ask for help. There are important rituals involved.
- There is no anti-god being that can challenge God.
- Many native people became Christians; some by choice; some by force. Many saw the similarities between the Christian and native understandings of God. They did not think in terms of two gods – one to be rejected if the other was accepted. In their view, religious practices they had always followed did not contradict Christian practices and could continue to be followed alongside Christian practices without causing offence to God.
- When Christian churches realized that some European settlers found parts of the native American understanding of God compatible and appealing, the churches began a campaign to demonize the Native Americans and their religion.
- There was no Wooster Fall Academy of Religion at Wooster in 2020 due to COVID-19.
- Attended **ACN** steering committee meetings and most **ACN programs** (ACN programs are open to the public. Find details at [www.ashland.edu/acn](http://www.ashland.edu/acn).) in person before the COVID pandemic including:
  - **Film Showing of “Parise to Pittsburgh”** on issues of international relations and climate change.
  - **A screening of “Dawnland” about native American Children taken from their parents.** 1 in four Native American children have been taken from their parents and placed in institutions (like boarding schools) or in foster care with ‘white parents’. The goal being to ‘Americanize’ them – separate them from their family ties, language, customs, and culture. This account gave some insight into the long-range effects such trauma has on children and adults. *The destructive practice of taking native children from their families to raise them in ‘white’ homes is ongoing!* The insights learned can be helpful in addressing the use of forced separation of children from parents at the border.
  - **A session with Veterans for Peace** on November 13, 2019. Veterans shared their stories and their belief that war is not a viable path to peace. Some veterans in attendance who are not a part of the group, shared that, while they do not agree with all of the group’s positions, they do feel the groups descriptions of war and its effects on people do not differ from their own. I think they were surprised by how much they do have in common with the Veterans for Peace. This was also a useful insight for the rest of us.
  - **Attended the 6<sup>th</sup> Annual John D. Stratton Conference, sponsored by ACN February 29, 2020**– The topic was “Seeking Peace In A World of Nations”.
    - The Keynote Speaker, Philip A. Shull, (retired senior diplomat with the U.S. Department of Agriculture) gave a presentation: *The Eagle and the Dragon: Different Views, Common Challenges*. He used language as a key to explaining some of the cultural differences between how people in China and people in America look at the world and the issues both countries face. Understanding such cultural differences is crucial to addressing issues together. Shull has worked in several countries including 14 years in diplomatic service in China.
    - Amr Al-Azm, who is of Syrian decent and had lived in Syria, gave a helpful presentation on the importance of cultural heritage and national identity on the Syrian people if they are to find a way to recover when the current conflict ends. They have lost so much, including so much due to looting of their historical sites, that restoring and preserving their cultural history is critical. There are 6 World Heritage Sites in Syria. All of them have been damaged, largely from looting and bombs. People need safety, food, shelter, clothing, and so much more to survive. Amr Al-Azm explained people also need a unifying identity and sense of worth to make a future. For people who have lost everything, regaining a healthy sense of identity is a real struggle.
    - Other presentations were on torture; Just War Theory; militarism in the 21<sup>st</sup> century; does religion help or hurt?; and is it possible to justify the practice of war?
    - A number ACN events were canceled due to the COVID-19 restrictions on gathering and there were no in-person events after March of 2020.
  - On April 21, 2021 ACN held a webinar: **“Moral Injury & Soul Repair”** with Dr. Rita Brock. She works with the Shay Moral Injury Center. Psychiatrist Jonathan Shay and colleagues coined the phrase ‘Moral Injury’ as they worked with military/veteran patients in the 1990s. The concept has been explored concerning healthcare workers since 1984. Those working with military patients and those working with people in the medical field have been working on this issue separately, but see common issues.
    - From the military/veteran perspective, Shay defined moral injury as stemming from the “betrayal of ‘what’s right’ in a high-stakes situation by someone who holds power.” “Moral injury refers to an injury to an individual’s moral conscience and values resulting from an act of perceived moral transgression, which produces profound emotional guilt and shame, and in some cases also a sense of betrayal, anger and profound “moral disorientation””. Moral Injury is different from Post-traumatic Stress Disorder (PTSD). PTSD focuses on fear related symptoms. Moral Injury focuses on symptoms related to guilt, shame, anger, and disgust.
    - Among healthcare workers, the issues are related to the inability to provide what the worker has been trained to know is proper patient care because of systemic issues including insurance company requirements, the restrictions of electronic record keeping, hospital rules, and their own student loan dept issues. The trauma of the COVID-19 pandemic has made this a more present and immediate issue!
    - Moral Injury is an issue people of peace need to be aware of and people in ministry should be prepared to address. Look for more about this topic in the *Peace Advocate News*.

There are many **ongoing peacemaking issues** in the world and more issues come up every day. I try to share information and resources on these through the District website and *Peace Advocate News*.

*Making peace cannot happen without seeking justice and justice must be tempered by mercy. Seeking vengeance, revenge, retribution, or only ‘political capital’ does not bring either peace or justice especially when innocent people are involved. “He has told you, O mortal, what is good; and what does the Lord require of you but to do justice, and to love kindness, and to walk humbly with your God?” Micah 6:8*

# District Board Commission & Appointment Reports

## Northern Ohio District Board Report to District Conference 2021

It is with some sense of hopefulness of a return to normalcy with regard to the impact of Covid 19 on our district and on our congregations that I write this report. This past year has certainly been one of significant challenges, but also of adapting to overcome obstacles that the pandemic has presented, along with the normal challenges of life. Most of our meetings were held via Zoom video conference, but our last meeting this year in May was held in-person, at the Richland Church of the Brethren.

We have seen a number of credentials approved, ministers installed, and ministers trained in our district this year. I am glad to see the fruit of the labors of our Buckeye Brethren Institute being born, as some of those finishing are being placed in ministry within the district. I'm so glad to have that resource available and being utilized.

We're glad to have made funds available again, not just for Hottle Grants, but for operational expense grants to those congregations struggling to stay current on day to day expenses. Once again, I'm glad that we have those resources available to offer, and that they are being utilized.

We had some additional discussion regarding the District Withdrawal policy concerning how it would be determined whether or not a group wishing to remain in the building as a Church of the Brethren congregation would be viable enough to prevent the transition of building and assets to the withdrawing group. After much discussion, it was suggested that we change the percentage of the vote necessary on the second congregational vote of a congregation that was seeking to withdraw to 90%. We felt that if a congregation was able to reach this percentage that it would be very unlikely that the 10% or less that remained would be able to continue ministry at that site and that other arrangements could be made to help them find a suitable place to worship. A change was also made with regard to the use of funds paid by a withdrawing congregation. Formerly the language of the policy indicated that the funds were to be held in trust for 5 years, in order to be available for a remaining remnant to utilize the funds to find another suitable place to worship, or other expenses related to the process, but that prevented the district from utilizing the funds to compensate for lost contributions from the withdrawing group for those 5 years. The amendment changes the language to allow the district to begin to use these funds immediately if necessary to help with lost income. These amendments to the policy were passed at our March 13 district board meeting.

Along with the 2022 budget, the ballot for this coming year, and some changes to our constitution, we will also be bringing a suggestion for changing the drawn on the Hottle Memorial Fund in order to extend it's support of our district budget. We will recommend to the delegates that we change the annual draw from 12% to 9%. In doing so, it will help extend the benefits of this fund while still giving vital support to our district budget, Camp Inspiration Hills, and the grants offered to our congregations.

I am grateful for the efforts and cooperation of our district board this year. They have been a great group to work with, and I think have faithfully represented the congregations of our district, and continue to help share resources with our congregations even with the challenges that the pandemic has brought.

It has been my honor and joy to serve as your district board chair for the 2020-2021 year.

By His Grace Alone,

Bruce Jacobsen, DBC

## Northern Ohio District Withdrawal Policy

It is the desire of the Northern Ohio District that all congregations feeling conflicted about remaining in the Church of the Brethren ("CoB") be open to conversation and discernment. It is further desired that reconciliation and being in full fellowship will be the outcome of this process. In the event that reconciliation is not achieved, then it is the desire that the leaving group and the CoB may separate with grace and prayers for well-being for each other.

Denominational polity that informs this process is found in the document: "*Congregational Withdrawal Process - Church of the Brethren - based on polity and recommended best practices.*"

In light of CoB polity, a congregation must engage the District Board or its representative(s) in conversation as a first step when considering withdrawing from the CoB. This policy is developed specifically for the Northern Ohio District and approved by District Board on 05/09/2020.

### **Stage 1 - Starting Process and Clarifying Congregational Issues**

This stage is designed to provide a formal starting place for a congregation to communicate to the District its wish for withdrawal from the denomination.

- A. The church board (or equivalent governing body) notifies the District by letter of intent to begin the withdrawal process.
- B. Written explanation, signed by the Board Chair and Board Clerk, of disagreements that necessitate withdrawal is submitted to the District Office.
- C. District personnel shall meet with the leadership of the congregation to listen and understand the reasons for the proposed withdrawal and seek means of reconciliation.

### **Stage 2 - Explanation and First Vote**

- A. An official congregational meeting will be called and conducted by a District representative(s) to review the process and share consequences of leaving, including but not limited to the assumption of all outstanding liabilities and the cemetery maintenance responsibilities (if applicable) and to respond to questions.
- B. When the District representative(s) has determined an adequate time for Stage 2.A. has elapsed, if a motion is made and properly supported to conduct a vote on withdrawal, the District representative(s) shall oversee a first vote on withdrawal.
  1. The congregation will provide a current membership list to the District representative(s) and the vote will be by paper ballot with signature and printed name of the person voting.
  2. Only recorded members of the congregation that are present can vote. Members listed as inactive by the congregation are not eligible to participate in the vote.
  3. The District representative(s) will then confirm each ballot as being cast by a member of the congregation and will count the votes and report the results to the congregational business meeting.

4. A vote to continue the withdrawal process will only be considered successful by a 2/3rd majority.
  - a. If the vote is successful, the congregation and the District representative(s) will call for a period of prayer of no less than three months to seek additional wisdom of the Spirit and discernment of the members. Additional information may be sought of the District representative(s).
  - b. If the first vote for withdrawal is less than a 2/3rd majority, the congregation and the District will engage in further discernment, calling in skilled persons to assist in this process, with the goal of reaching reconciliation. This discernment period will be a minimum of one year before another vote to withdraw will be considered.

### **Stage 3 - Discernment and Prayer**

- A. Following a successful vote for withdrawal, the District will contact the congregation's members to determine how many members wish to remain CoB. The District will enter into conversation with the group who wishes to remain CoB to discern whether or not they desire and are able to remain in the present church facility.
- B. If the group that wishes to remain CoB is deemed by the District viable to continue corporate worship as a fellowship or congregation at the present facility, all property and assets shall remain CoB.
- C. If the group that wishes to remain CoB is deemed not viable by the District to continue corporate worship at the present facility, the District shall work with the group to remain in the CoB moving forward: Examples may be:
  - finding another nearby CoB congregation to transfer membership.
  - finding a smaller facility to meet at corporately.
- D. The District will inform the leadership of the withdrawing group of the results of Stage 3, steps A-C.
- E. If the group that wishes to remain CoB is not a viable congregation, the District may, within its full discretion, offer the withdrawing group the property according to the terms listed below:
  1. The withdrawing congregation pays the District a sum of the District's current Fair Share Contribution per member (total current district budget / total district membership) based on the total active membership of the congregation recorded at the time of the first vote to withdrawal, multiplied by 5 years plus any additional cost incurred by the District during the withdrawal process.
    - a. These funds will be held by the District to support the remaining CoB members through a time of transition and help reduce the loss of future donations to the District.
    - b. No money will be distributed to an individual or group of individuals that are not part of a CoB fellowship or congregation.
    - c. Any and all historical artifacts in the congregation pertaining to the CoB will be considered to be property of the District.



2. The withdrawing congregation must agree to maintain the cemetery (if applicable) and develop a plan of transition for any outstanding liabilities.
  3. The withdrawing group must agree to these terms in writing prior to the second and final vote to withdraw.
- F. During this stage, the District and congregation should continue in prayer, discernment and conversation as the process goes forward.

#### **Stage 4 - Final Vote\***

- A. Based on the District Board's approval of the final separation terms, a final vote to withdraw will be conducted by a District representative(s) at a specially called congregational business meeting.
- B. The vote will be by paper ballot with signature and printed name of the person voting.
- C. Only recorded members of the congregation that are present can vote. Members listed as inactive by the congregation are not eligible to participate in the vote.
- D. The District representative(s) will then confirm each ballot as being cast by a member of the congregation and will count the votes with the assistance of two congregational representatives and report the results to the congregational business meeting.
- E. A vote to continue the withdrawal process will only be considered successful with a 90% majority. If a 90% majority vote to withdraw is not met, the congregation will not leave the denomination and the withdrawal process is complete. A new process cannot be initiated within one year. It is recommended the congregation and District engage in further discernment, calling in skilled persons to assist this process with the goal of reaching reconciliation.
- F. If the 90% majority vote is met the congregation will formally enter into Stage 5.

\*Note: If a final vote to withdraw is taken outside of District oversight, or if the leadership of the withdrawing congregation does not recognize the authority of the District Board, then upon a successful vote to withdraw, the withdrawing congregation will immediately turn over the property and assets to the District Board. The District will attempt to contact the members of the congregation to assist any members who wish to retain their CoB membership. All assets will come under the trust of the District and be at the sole discretion of the District Board.

#### **Stage 5 - Concluding Process**

In this final stage, all legal procedures are completed, and withdrawal becomes official.

- A. After a sufficient vote to withdraw, there will be up to 90 days until settlement for the withdrawing congregation to prepare financially for settlement.
- B. At or before the settlement, the withdrawing congregation shall:
  1. Provide proof of assumption of all outstanding liabilities.
  2. Release the District from any such liabilities and an agreement assuring the proper maintenance of the cemetery (if applicable).

- C. During the transition time,
1. The building will remain in trusteeship of the District, but the withdrawing group will be allowed to use the facility for corporate worship so long as operating expenses are assumed and timely paid by the withdrawing congregation.
  2. Any costs, including legal fees, the District incurs during this time will be added to the settlement.
  3. The withdrawing congregation must show proof of insurance listing the District as beneficiary of any damages to the property or from liability for any accidents at the property.
    - a. Failure to provide the required insurance will prevent the facility from being used until the settlement.
    - b. The withdrawing congregation must approve in writing its financial responsibilities as outlined in Stage 3.E.1. and the current section. If the congregation refuses, then the property and assets will be immediately turned over to the District Board.
- D. A final worship service, organized by a joint worship planning team, shall be scheduled with District personnel to pray for God's blessing on all going forward.

**Acknowledgements:** Portions of this document have been taken from withdrawal policies prepared by Atlantic Northeast District, Shenandoah District and the CoB "*Congregational Withdrawal Process - Church of the Brethren - based on polity and recommended best practices.*"

## Addendum to the Northern Ohio Withdrawal Policy

Approved by the District Board at the 11/14/2020 District Board Meeting

1. On the question of a member of a withdrawing congregation serving on the District Board, on other District committees, as a District Officer, or representing the District in any elected or appointed role:
  - If a member votes “yes” to withdrawal at the first congregational vote, then they shall immediately resign from any District position where they serve, whether elected or appointed.
  - If a member votes “no” (to remain COB), then they will have the option to remain in the District position currently serving, whether elected or appointed. A conversation will be had with the District Board Chair to discern whether that person feels called to continue serve.

If remaining on the Board, then the individual shall abstain from any decisions that would directly affect the withdrawing congregation.

2. On the question of members of a withdrawing congregation serving as district delegates:
  - Once a congregation has taken their final vote to withdraw, they will not have representation at District Conference.

## Congregational Commission

### Congregational Commission Report for 2020-2021

The Congregational Commission seeks ways to advance the fulfillment of the Great Commission within the District. Through personal and congregational evangelism, the Congregational Commission takes on the responsibilities of encouraging and assisting in new church plants; encouraging and assisting church vitality and revitalization, offering guidance in mergers; assisting with disorganization of churches when necessary; and overseeing financial resources to assist church revitalization and church plants. In addition to these responsibilities, the Commission helps with the District church prayer calendar, overseeing the Church Extension Fund, organizing training seminars and overseeing and recommending Hottle Memorial Fund grants.

Due to the stay at home orders related to the Covid 19 virus, many of our churches have sought non-traditional ways to maintain their weekly worship services. The physical closing requirements of churches has also placed an additional financial burden on many of our District churches. To help overcome some of the financial burdens, the Congregational Commission along with the Financial Commission opened up the use of the Hottle Memorial Fund grant moneys to fund church need-based operating expenses through the end of 2020. At the November 14, 2020 NOH District meeting the Congregational Commission recommended continuing the operational grants from the Hottle Fund for 2021 with slightly different rules for the year. A church can only request one grant, regular or operating expenses, per year. The Congregational Commission will continue to approve operating grants up to \$5000. Regular Hottle grants between \$3000 and \$5000 will continue to require full board approval.

The Commission has approved the following Hottle Memorial Fund grants:

1. Operating Fund Grants during the Pandemic

Grants of \$5,000 to 16 churches	Total	\$80,000.00
----------------------------------	-------	-------------
  
2. Regular Hottle Grants that require District Board approval

a. Ashland First COB, dated: April 7, 2021; Approval Pending		\$ 5,000.00
Stain Glass Window repair, restoration, and weatherproofing		
b. Center COB, dated: March 31, 2021; Approval Pending		\$ 4,821.00
Replace cement block in Pavilion		
c. Dupont COB, dated: February 26, 2021; Approved: March 13, 2021		\$ 5,000.00
Fresh Encounter Woods Pond Project		
d. Chippewa COB, dated: September 18, 2020; Approved: Sept 26, 2020		\$ 5,000.00
Replacement of roof on the church and garage as well as gutters		
	Total	\$19,821.00
  
3. Completed Grants and final reports submitted:
  - a. Bristolville COB – final report in Herald, Fall 2020
  - b. Dupont COB – Fresh Encounter Woods, final report Herald, Fall 2020
  - c. Chippewa COB – completed the new roof, final report in Herald, February 2021
  - e. Ashland First COB – Final report in Herald, February 2021
  - f. Brook Park Community COB – final report in Herald, February 2021

The Congregational Commission recommended the continued support of the Jonah's People Fellowship. We approved a \$10,000 grant from the Church Extension Fund for each year 2021 and 2022 to keep this ministry in place. They have been especially hard hit due to the virus restrictions the state has in place for homes. The steering committee continues to meet and look at their goals when they fully open later this year in accordance with Ohio Health Department and CDC regulations.

The Steering Committee voted to approve and Kris Hawk officially installed Pastor Robert Simonsick as Pastor of Jonah's People Fellowship.

We appreciate all the ways that churches have worked to continue their worship services through these trying times. We look forward to a time when we can return to a more normal operating environment and encourage churches to continue to be steadfast in worshipping our God whatever the circumstances.

In Christ Love,

Mark Pollock, Congregational Commission Chair; Patrick Bailey, Vice-Chair; Agnes Hayhurst, Secretary, and Beverly Wengerd, Member.

### **Jonah's People Fellowship, Fostoria**

This past year has been one of change and closure of worship services and activities. When the pandemic hit our state, the Ohio Department of Health locked down Nursing and Assisted Living facilities. Good Shepherd Home was locked down with no chapel services for the whole rest of the year. Pastor Barry Belknap took a leave from Good Shepherd Home in late March. He later retired in summer and the Steering Committee called Chaplain Jerry Copeland as Interim Pastor of Jonah's People. He continued to meet members throughout the building and sharing a service in the different wings. Chaplain Bob Simonsick came at the beginning of September and joined the team with Jerry to provide spiritual care. A few great dedicated members passed away, greatly missed. Not being able to meet as a community in worship, no Bible Study, or music ministry was huge disappointment and challenge.

In March as vaccination numbers rose and restrictions lessened Sunday worship started in the chapel for residents in the Brethren Court (Assisted Living where chapel is located). At the March Steering Committee of the Jonah's People Fellowship, Bob was unanimously called as Pastor. Then in April a few vaccinated residents from other wings began to worship with vaccinated volunteers assisting on Sundays. But still no outside members can attend but worship attendance is back near 20 on Sunday mornings. We look forward to more restrictions being removed to return to all being able to attend worship together, bringing back Monday Evening Bible Study, Tuesday Evening Music and fellowship meals. Jonah's People are very grateful for the support of the district and Good Shepherd Home. Great thanks to Pastor Barry Belknap for planting the ministry and blessings in his retirement. A special thanks is extended to Kris Hawk for contributing her leadership and support to this ministry.

In Christ, Pastor Bob Simonsick

## **Connections Commission**

The 2020 year will be one that we will never forget.... No, not talking about a virus. 2020 was a year of growth. Growth in the congregations to pull together to get things done. Growth in technology in connecting with their members to continue worship. Thank you to all the congregations for sticking in there.

We will continue to grow and connect. The Connections Commission is looking forward to serving the district with some training events in the coming year. Thank you to the congregations for filling out the leadership survey this past spring. It has given us a better understanding of what the congregations look like and what they would like training in.

We'd like to give Jenny Imhoff, Interim Youth Coordinator, a special thank you for keeping the youth and young adults of the district stay connected this past year. The Commission and District Executive are currently looking at the Youth Coordinator's position and how it will serve Northern Ohio in coming year.

Journeyman for Christ (Men's Ministry) and the SISTER's (Women's Ministry) both will be reconnecting this year. Team members are needed to help plan events/blog for these ministries. Please contact one of the commission members if interested.

Of course many other things were put on hold in 2020 but are gradually restarting as this report is written. We will keep you posted of opportunities to connect and serve in the monthly Pastor's Memo and District Herald.

Sharing and Serving together.

Connections Commission

Billi Janet, Dean, Ellen, and Jean

## Stewardship & Finance Commission

In the fall of 2020, the Stewardship and Finance Commission set our priorities for 2021 as follows:

1. Provide financial policy and procedures training for church treasurers, financial secretaries, board chairs and pastors as soon as it is possible to have in-person meetings. (Approximately 30 people had signed up for this event in March of 2020, but it was canceled due to Covid restrictions.)
2. Communicate the need for increased self-allocations from both congregations and individuals via post cards, bulletin inserts, etc. (A postcard mailer was sent in November, 2020 urging individuals to consider the Northern Ohio District as they consider their year-end giving opportunities. We have seen positive growth in self-allocation giving for the past several years.)
3. Prepare a balanced budget for 2022.
4. Study changing the yearly draw from the Hottle Fund to make the fund more sustainable, with the goal of bringing a proposal to the 2021 District Conference.

In June, 2020, Lisa Snyder was appointed to an additional term as District Treasurer, allowing her to serve through 2023. Lisa has been a valuable member of our District's office team, providing well organized, timely and accurate records of our District's finances. We want to thank Lisa for her excellent work and for the countless hours she volunteers to serve the District.

In May of 2021, our financial review for 2020 was completed by Cynthia Allen, with no findings or recommendations issued. As Cynthia no longer wishes to continue her role in reviewing the District's finances, the District has engaged the accounting firm of Whitcomb & Hess to perform this oversight function going forward. Jen Recker resigned her position as District Financial Secretary at the end of April, 2020, and Cindy McNaull has agreed to fill that position.

In response to financial hardships experienced by some of the District's churches, the District continues to offer \$5,000 operating grants through the Hottle Fund through 2021. In August of 2020, the District responded to a request from Camp Inspiration Hills with a grant of \$36,000 to help them through a very tough year.

The District has four outstanding loans through the Church Improvement Loan Fund. The Fund still has over \$299,000 available to assist the District's churches with financing for building improvement projects at 0% interest. Contact the District office if your church could use assistance in financing building improvements.

Despite the erratic market swings of 2020 and the grants provided to the camp and the churches, the District's fund balances remain very close to pre-pandemic levels. The Stewardship and Finance Commission has advocated strongly for fiscal restraint and moderation for the past five years and we have seen a reduction in the District's budget by 28.5% since 2016. During this same time period, the amount of funds coming to the District from the Hottle Fund have dropped by 31.8%. The District Board will be bringing a proposal to District Conference to change the percentage draw from the Hottle Fund from the current 12% yearly draw (4% to the District, 4% to the camp and 4% to the churches) to a 9% yearly draw (3% to the District, 3% to the camp and 3% to the churches). This will result in a short term reduction in the draw amount but a substantial difference in the amount of the fund balance over time. In the long term, this will provide more stability in the ability of the Fund to support the District's budget long into the future.

We consider it a privilege to serve you and welcome any comments or questions regarding your District's finances.

Respectfully Submitted,

Dave Bassett, Stewardship & Finance Chair; Maria Nichols, Vice-Chair; Charlene Kuhn, Secretary; Ed Chase, Member.

Cynthia Allen, CPA  
440 Meadow Drive  
Johnstown, PA 15905

May 7, 2021

Mr. Bruce Jacobsen  
Northern Ohio District Church of the Brethren  
1107 East Main Street  
Ashland, OH 44805

*Sent via email to bnjacobsen1981@sbcglobal.net*

**RE: 2020 Financial Review**

Dear Mr. Jacobsen:

In accordance with your request, I have reviewed the 2020 financial statements of the Northern Ohio District Church of the Brethren (“District”) based on the records provided. The review included applying analytical procedures to the financial data and making inquiries of District staff. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, I do not express such an opinion.

The District is responsible for the preparation and fair presentation of the financial statements, and for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of the financial statements.

The Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants required me to perform procedures to obtain limited assurance that there are no material modifications that should be made to the financial statements. I believe that the results of my procedures provide a reasonable basis for my report.

**Based on my review, I am not aware of any material modifications that should be made to the financial statements.**

**All requested information was well-organized, thoroughly documented, and sent to me in a timely manner. I do not have any recommendations at this time.**

If you have any questions and/or concerns, please do not hesitate to contact me.

Sincerely,

*Cynthia E. Allen, CPA*

Cynthia E. Allen, CPA

*CC: lisa@nohcob.org, krishawk@nohcob.org, Julie@nohcob.org, d.bassett.la@gmail.com*



## 2021 Treasurer's Report

The District finances have remained steady despite the pandemic. I would invite you to read the commission reports to see how we have been able to help individual churches and the camp during this rough time.

Our financial policies and procedures have been in place for several years now. Be assured that there are many eyes on the financial reports and accounts of the district. We continue to have 1 checking and 3 savings accounts at Farmers State Bank. The savings accounts include Youth Scholarship, District Conference and Women's Fellowship. We have a small CD account at Edward Jones. In addition, we continue to have the investment accounts at Brethren Foundation. These include: Hottle Memorial Fund, Peace Endowment Fund, District Disaster Fund, Student's Minister Fund, Sampson Endowment Fund, Church Extension Fund and Church Improvement Loan Fund. Balances of these funds can be found on the Balance Sheet of the financial statements.

Even in our small office, we have found ways to segregate the duties of handling the monies that are entrusted to the district. I would stress that our churches should find ways to make sure that policies and procedures are in place to not only protect themselves, but the people that have volunteered to help handle the finances. We have had to postpone our Treasurer's Training due to COVID-19 this past year, and hopefully that will be on the table for the near future, as we had a good response to registration before it was cancelled.

Changes:

This year, Jen Recker has completed her service to the District as Financial Secretary and that role is now being performed by Cindy McNaull. We are grateful for the years of service that Jen has provided and excited to welcome Cindy to the team! As of the writing of this report (May 2021) Cindy has already started in the role, learning QuickBooks and our procedures. Another change that has occurred in 2021 is the monthly financial review of our accounts. For the past several years, Cynthia Allen, CPA, has graciously given of her time and talent to review our banking accounts, investment accounts and QuickBooks software monthly. She has also provided our yearly financial reviews. As mentioned in the Stewardship and Finance report, Cynthia had asked to be replaced in this role, and the firm of Whitcomb and Hess CPA's and Financial Advisors in Ashland has been engaged to begin to provide oversight going forward.

I am grateful to the leadership of Kris Hawk, the assistance of Julie Watson and the guidance of the Stewardship and Finance Commission. I think we have a pretty good team in place and it is a privilege to serve as your treasurer. As always, please reach out to me, if you have any questions or concerns...

Respectfully submitted,

Lisa Snyder

[lisa@nohcob.org](mailto:lisa@nohcob.org)

567-203-9739 (mobile)

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Accrual Basis

**Northern Ohio District Church of the Brethren**  
**Balance Sheet**  
**As of December 31, 2020**

	Dec 31, 20	Dec 31, 19
<b>ASSETS</b>		
Current Assets		
Checking/Savings		
1001 · Farmers - Checking Account	93,076.37	54,241.41
1002 · Farmers - District Conference	10,160.40	10,158.55
1003 · Farmers - Youth Sch Fund	17,019.84	4,088.14
1005 · BF- Church Extension Fund	334,118.71	313,561.12
1006 · BF- Hottle Memorial Fund	1,561,932.65	1,553,902.18
1007 · BF- Peace Endowment	42,900.29	41,069.97
1008 · BF- Student Ministers Fund	35,210.67	30,707.11
1009 · BF- District Disaster Ministry	46,614.57	40,653.06
1010 · BF-Sampson Endowment	142,835.17	127,137.13
1011 · Womens Fellowship Savings	1,400.27	1,400.03
1012 · BF-Church Improvement Loan F...	288,473.96	339,762.10
1013 · Edward Jones CD	1,000.00	20,000.00
<b>Total Checking/Savings</b>	<b>2,574,742.90</b>	<b>2,536,680.80</b>
Accounts Receivable		
1500 · Accounts Receivable	4,152.00	195.00
<b>Total Accounts Receivable</b>	<b>4,152.00</b>	<b>195.00</b>
Other Current Assets		
1600 · A/R Inspiration Hills Hlth Ins	119.77	0.00
1615 · Undeposited Funds	2,550.00	6,276.00
<b>Total Other Current Assets</b>	<b>2,669.77</b>	<b>6,276.00</b>
<b>Total Current Assets</b>	<b>2,581,564.67</b>	<b>2,543,151.80</b>
Other Assets		
1612.01 · County Line CILF Loan 19-001	0.00	15,575.00
1612.02 · SugarCreek West CILF Loan19-...	27,690.79	34,760.83
1612.03 · Painesville CILT 20-001	19,000.00	0.00
1612.04 · Center CoB CILF 20-002	10,811.00	0.00
1612.05 · Chippewa CILF 20-003	41,568.17	0.00
<b>Total Other Assets</b>	<b>99,069.96</b>	<b>50,335.83</b>
<b>TOTAL ASSETS</b>	<b>2,680,634.63</b>	<b>2,593,487.63</b>
<b>LIABILITIES &amp; EQUITY</b>		
Liabilities		
Current Liabilities		
Accounts Payable		
2002 · A/P Ukraine trip	12,930.34	0.00
2000 · Accounts Payable	2,274.44	2,936.28
<b>Total Accounts Payable</b>	<b>15,204.78</b>	<b>2,936.28</b>
<b>Total Current Liabilities</b>	<b>15,204.78</b>	<b>2,936.28</b>
<b>Total Liabilities</b>	<b>15,204.78</b>	<b>2,936.28</b>
Equity		
2501 · Unrestricted Net Assets	2,590,551.35	2,372,672.09
Net Income	74,878.50	217,879.26
<b>Total Equity</b>	<b>2,665,429.85</b>	<b>2,590,551.35</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,680,634.63</b>	<b>2,593,487.63</b>

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 Accrual Basis

**Northern Ohio District Church of the Brethren**  
**Profit & Loss**  
 January through December 2020

	Jan - Dec 20	Jan - Dec 19
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
3000 · Self Allocations		
3010 · Church of the Brethren M&M	700.00	942.41
3013 · District Disaster Self Allocati	200.00	0.00
3015 · District Self Allocation	131,405.00	127,824.68
3020 · Good Shepherd Self Allocation	165.00	65.00
3025 · Inspiration Hills Self Allocati	2,360.00	3,730.00
3040 · Westview Healthy Living Alloc	200.00	300.00
<b>Total 3000 · Self Allocations</b>	<b>135,030.00</b>	<b>132,862.09</b>
3100 · Church Property Funds		
3115 · Other Church Property Income	215.00	50.00
<b>Total 3100 · Church Property Funds</b>	<b>215.00</b>	<b>50.00</b>
3200 · Other Income		
3205 · District Conference Income	0.00	11,601.45
3215 · Nondesignated donations	0.00	0.00
3230 · District peace work income	1,000.00	2,812.50
3240 · Student Minister's Fund Income	1,762.48	2,752.49
<b>Total 3200 · Other Income</b>	<b>2,762.48</b>	<b>17,166.44</b>
<b>Total Income</b>	<b>138,007.48</b>	<b>150,078.53</b>
<b>Gross Profit</b>	<b>138,007.48</b>	<b>150,078.53</b>
<b>Expense</b>		
5100 · Stewardship/Finance Commission		
5109 · Financial Secretary Honora	1,000.00	1,000.00
5110 · Treasurer Honorarium	2,000.00	2,000.00
5113 · Audit Fees	250.00	1,920.00
<b>Total 5100 · Stewardship/Finance Commis...</b>	<b>3,250.00</b>	<b>4,920.00</b>
5200 · Connections Commission		
5201 · Commission Expense	100.00	0.00
5203 · Junior/Senior High Cabinet	179.96	17.62
5204 · Youth Fellowship	136.25	852.47
5205 · Women's Fellowship	300.00	290.44
5206 · Men's Fellowship	0.00	39.52
5207 · Young Adult Ministry	14.11	201.99
5210 · Child Protect/Background	85.75	168.75
5211 · Sr. High Cabinet	0.00	373.39
5104 · Disaster Travel and Expenses	0.00	1,065.09
5107 · VOAD dues	50.00	50.00
<b>Total 5200 · Connections Commission</b>	<b>866.07</b>	<b>3,059.27</b>
5300 · Congregational Commission		
5303 · Spiritual Life Retreats	0.00	63.47
<b>Total 5300 · Congregational Commission</b>	<b>0.00</b>	<b>63.47</b>
5400 · Ministerial Commission		
5402 · Pastor/Spouse Retreat	3,686.52	4,292.06
5407 · License & Ord. Gifts	122.37	77.97
5410 · Pastoral Ed. Expense	-208.53	811.86
5411 · Licensed Ministry Testing	750.00	601.90
5412 · Ministerial Background Check	30.00	15.00
<b>Total 5400 · Ministerial Commission</b>	<b>4,380.36</b>	<b>5,798.79</b>

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 01/26/21  
 Accrual Basis

**Northern Ohio District Church of the Brethren**  
**Profit & Loss**  
 January through December 2020

	Jan - Dec 20	Jan - Dec 19
<b>5500 · District Executive</b>		
5501 · D.E. Salary	50,792.34	52,100.08
5502 · Housing Expense	12,000.00	12,000.00
5504 · Health Insurance	0.00	0.00
5506 · Workers' Compensation	148.32	214.11
5507 · Travel & Expenses	4,326.26	9,955.00
5508 · Annual Conference	0.00	1,376.52
5509 · Professional Growth	500.00	275.00
5510 · CODE Dues	480.00	540.00
5511 · Retirement expense	7,535.07	7,692.02
5512 · Professional Expenses	799.83	693.95
<b>Total 5500 · District Executive</b>	<b>76,581.82</b>	<b>84,846.68</b>
<b>5600 · District Office</b>		
5606 · Office Administrative Expenses	900.00	890.24
5607 · Office Equipment Repair	116.88	80.00
5608 · Office Equipment - Leased	3,401.06	4,093.15
5609 · Telephone	1,801.20	1,751.32
5610 · Computer on-line	752.11	769.28
5611 · Herald & Directories	2,371.12	4,331.09
5612 · Utilities	3,002.88	3,476.65
5613 · Groundskeeping	1,570.00	1,890.00
5614 · Facility Security	756.00	741.00
5615 · Facility Maintenance	1,682.61	3,661.90
5616 · Real Estate Taxes	2,823.68	2,891.52
5619 · Office Supplies	1,055.84	2,033.31
5620 · Dues & Subscriptions	3,331.97	3,239.37
5621 · Office Equipment - New	1,169.59	769.00
5622 · Congregational Background Check	0.00	0.00
5623 · Postage	1,040.72	868.83
<b>Total 5600 · District Office</b>	<b>25,775.66</b>	<b>31,486.66</b>
<b>5650 · District Admin Secretary</b>		
5601 · Secretary Wages	26,461.58	25,387.13
5602 · Health Insurance	316.08	297.96
5603 · SS/Medicare Taxes	1,944.43	2,094.41
5604 · Workers' Compensation	71.32	93.37
5605 · Prof Growth - Travel & Expenses	75.00	202.69
5618 · Retirement expense	1,587.59	1,523.19
<b>Total 5650 · District Admin Secretary</b>	<b>30,456.00</b>	<b>29,598.75</b>
<b>5700 · District Youth Worker</b>		
5701 · Salary	15,356.38	17,186.05
5702 · SS/Medicare Taxes	1,219.23	1,213.41
5704 · Workers' Compensation	48.49	62.07
5705 · Travel	1,244.93	4,148.62
5706 · Professional Growth	-265.00	300.00
<b>Total 5700 · District Youth Worker</b>	<b>17,604.03</b>	<b>22,910.15</b>
<b>5800 · District Peace Worker</b>		
5801 · Salary	6,435.04	6,114.04
5802 · SS/Medicare/Taxes	527.69	416.75
5803 · Workers' Compensation	17.09	22.00
5806 · Continuing Ed. Expenses	100.00	0.00
<b>Total 5800 · District Peace Worker</b>	<b>7,079.82</b>	<b>6,552.79</b>

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Accrual Basis

**Northern Ohio District Church of the Brethren**  
**Profit & Loss**  
**January through December 2020**

	Jan - Dec 20	Jan - Dec 19
<b>5900 · District Board</b>		
5901 · District Board Expense	646.32	1,888.80
5902 · Annual Conference Expenses	2,970.66	3,040.70
5903 · Ohio Council of Churches	1,380.00	1,430.00
5904 · Standing Committee Deleat	306.00	1,525.49
5906 · Shalom Team	0.00	177.20
5907 · Legal Fees	4,644.00	3,252.00
5908 · District Liability Insuran	1,403.50	1,278.44
5910 · Financial Services Fee	275.00	362.50
5911 · Memorials	450.00	350.00
5914 · Executive Committee Expense	63.00	418.43
<b>Total 5900 · District Board</b>	<b>12,138.48</b>	<b>13,723.56</b>
<b>6000 · Self-Allocation Payments</b>		
6007 · Church of the Brethren M and M	200.00	942.41
6015 · Good Shepherd	165.00	65.00
6020 · Inspiration Hills Self Alloc.	2,360.00	3,730.00
6035 · Student Minister's Fund	5,581.88	4,750.00
6040 · Westview Healthy Living	200.00	300.00
<b>Total 6000 · Self-Allocation Payments</b>	<b>8,506.88</b>	<b>9,787.41</b>
<b>6100 · Non-budget Church Expense</b>		
6106 · Jonah's People Grant	8,904.00	17,345.00
6107 · Water Street	0.00	2,200.00
<b>Total 6100 · Non-budget Church Expense</b>	<b>8,904.00</b>	<b>19,545.00</b>
<b>6200 · Non-Budget Expenses</b>		
5912 · Investment Admin Fees	12,935.84	12,712.21
6210 · District Conference Expenses	113.48	9,557.38
6211 · Non-Budget - Inspiration Hills	63,783.96	67,516.08
6215 · Bad Debt Expense	0.00	2,891.09
6220 · Hottle Grants paid out	63,783.96	67,515.96
6221 · Bank Service Charges	0.00	0.00
6222 · Pension credit	0.00	0.00
6223 · Church Improvement Fund grants	36,000.00	0.00
6224 · Church Extension Fund Grants	14,522.04	0.00
6200 · Non-Budget Expenses - Other	9,730.17	6,216.04
<b>Total 6200 · Non-Budget Expenses</b>	<b>200,869.45</b>	<b>166,408.76</b>
<b>Total Expense</b>	<b>396,412.57</b>	<b>398,701.29</b>
<b>Net Ordinary Income</b>	<b>-258,405.09</b>	<b>-248,622.76</b>
<b>Other Income/Expense</b>		
Other Income		
8003 · Rounding Differences	-0.02	0.07
8000 · Interest Income	247.34	368.29
8001 · Interest Income - BF Accounts	48,047.03	52,263.53
8002 · Gain/Loss (Mkt Fluc) - BF Acct	282,981.86	413,016.12
8005 · Miscellaneous Income	2,007.38	854.01
<b>Total Other Income</b>	<b>333,283.59</b>	<b>466,502.02</b>
<b>Net Other Income</b>	<b>333,283.59</b>	<b>466,502.02</b>
<b>Net Income</b>	<b>74,878.50</b>	<b>217,879.26</b>

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Accrual Basis

## Northern Ohio District Church of the Brethren Budget vs. Actual January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
3000 · Self Allocations				
3010 · Church of the Brethren M&M	700.00			
3013 · District Disaster Self Allocati	200.00			
3015 · District Self Allocation	131,405.00			
3020 · Good Shepherd Self Allocation	165.00			
3025 · Inspiration Hills Self Allocati	2,360.00			
3040 · Westview Healthy Living Alloc	200.00			
<b>Total 3000 · Self Allocations</b>	<b>135,030.00</b>			
3100 · Church Property Funds				
3115 · Other Church Property Income	215.00			
<b>Total 3100 · Church Property Funds</b>	<b>215.00</b>			
3200 · Other Income				
3230 · District peace work income	1,000.00			
3240 · Student Minister's Fund Income	1,762.48			
<b>Total 3200 · Other Income</b>	<b>2,762.48</b>			
<b>Total Income</b>	<b>138,007.48</b>			
<b>Gross Profit</b>	<b>138,007.48</b>			
<b>Expense</b>				
5100 · Stewardship/Finance Commission				
5101 · Commission Expense	0.00	0.00	0.00	0.0%
5109 · Financial Secretary Honora	1,000.00	1,000.00	0.00	100.0%
5110 · Treasurer Honorarium	2,000.00	2,000.00	0.00	100.0%
5113 · Audit Fees	250.00	2,100.00	-1,850.00	11.9%
<b>Total 5100 · Stewardship/Finance Commis...</b>	<b>3,250.00</b>	<b>5,100.00</b>	<b>-1,850.00</b>	<b>63.7%</b>
5200 · Connections Commission				
5201 · Commission Expense	100.00	65.00	35.00	153.8%
5202 · Education Training	0.00	380.00	-380.00	0.0%
5203 · Junior/Senior High Cabinet	179.96	525.00	-345.04	34.3%
5204 · Youth Fellowship	136.25	1,045.00	-908.75	13.0%
5205 · Women's Fellowship	300.00	165.00	135.00	181.8%
5206 · Men's Fellowship	0.00	95.00	-95.00	0.0%
5207 · Young Adult Ministry	14.11	0.00	14.11	100.0%
5210 · Child Protect/Background	85.75	140.00	-54.25	61.3%
5103 · Disaster Rep	0.00	95.00	-95.00	0.0%
5104 · Disaster Travel and Expenses	0.00	0.00	0.00	0.0%
5105 · BVS Representative	0.00	95.00	-95.00	0.0%
5107 · VOAD dues	50.00	50.00	0.00	100.0%
5306 · Peace Task Team	0.00	140.00	-140.00	0.0%
<b>Total 5200 · Connections Commission</b>	<b>866.07</b>	<b>2,795.00</b>	<b>-1,928.93</b>	<b>31.0%</b>
5300 · Congregational Commission				
5301 · Commission Expense	0.00	300.00	-300.00	0.0%
5302 · Leadership Training	0.00	0.00	0.00	0.0%
5303 · Spiritual Life Retreats	0.00	0.00	0.00	0.0%
5305 · New Church Development	0.00	1,000.00	-1,000.00	0.0%
<b>Total 5300 · Congregational Commission</b>	<b>0.00</b>	<b>1,300.00</b>	<b>-1,300.00</b>	<b>0.0%</b>

**Northern Ohio District Church of the Brethren**  
**Budget vs. Actual**  
**January through December 2020**

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
<b>5400 · Ministerial Commission</b>				
5401 · Commission Expense	0.00	100.00	-100.00	0.0%
5402 · Pastor/Spouse Retreat	3,686.52	4,000.00	-313.48	92.2%
5403 · New Pastor's Expense	0.00	50.00	-50.00	0.0%
5404 · Mentor Expenses	0.00	200.00	-200.00	0.0%
5405 · TRIM Expenses	0.00	0.00	0.00	0.0%
5406 · Education Director Expenses	0.00	0.00	0.00	0.0%
5407 · License & Ord. Gifts	122.37	200.00	-77.63	61.2%
5410 · Pastoral Ed. Expense	-208.53	250.00	-458.53	-83.4%
5411 · Licensed Ministry Testing	750.00			
5412 · Ministerial Background Check	30.00	100.00	-70.00	30.0%
<b>Total 5400 · Ministerial Commission</b>	<b>4,380.36</b>	<b>4,900.00</b>	<b>-519.64</b>	<b>89.4%</b>
<b>5500 · District Executive</b>				
5501 · D.E. Salary	50,792.34	48,800.00	1,992.34	104.1%
5502 · Housing Expense	12,000.00	12,000.00	0.00	100.0%
5503 · SS/Medicare Tax	0.00	0.00	0.00	0.0%
5504 · Health Insurance	0.00	0.00	0.00	0.0%
5505 · Health Savings Account	0.00	0.00	0.00	0.0%
5506 · Workers' Compensation	148.32	300.00	-151.68	49.4%
5507 · Travel & Expenses	4,326.26	13,500.00	-9,173.74	32.0%
5508 · Annual Conference	0.00	1,600.00	-1,600.00	0.0%
5509 · Professional Growth	500.00	500.00	0.00	100.0%
5510 · CODE Dues	480.00	540.00	-60.00	88.9%
5511 · Retirement expense	7,535.07	7,296.00	239.07	103.3%
5512 · Professional Expenses	799.83	400.00	399.83	200.0%
<b>Total 5500 · District Executive</b>	<b>76,581.82</b>	<b>84,936.00</b>	<b>-8,354.18</b>	<b>90.2%</b>
<b>5600 · District Office</b>				
5606 · Office Administrative Expenses	900.00	910.00	-10.00	98.9%
5607 · Office Equipment Repair	116.88	300.00	-183.12	39.0%
5608 · Office Equipment - Leased	3,401.06	4,100.00	-698.94	83.0%
5609 · Telephone	1,801.20	1,750.00	51.20	102.9%
5610 · Computer on-line	752.11	780.00	-27.89	96.4%
5611 · Herald & Directories	2,371.12	3,900.00	-1,528.88	60.8%
5612 · Utilities	3,002.88	2,700.00	302.88	111.2%
5613 · Groundskeeping	1,570.00	1,800.00	-230.00	87.2%
5614 · Facility Security	756.00	750.00	6.00	100.8%
5615 · Facility Maintenance	1,682.61	1,500.00	182.61	112.2%
5616 · Real Estate Taxes	2,823.68	2,900.00	-76.32	97.4%
5619 · Office Supplies	1,055.84	1,300.00	-244.16	81.2%
5620 · Dues & Subscriptions	3,331.97	3,500.00	-168.03	95.2%
5621 · Office Equipment - New	1,169.59	600.00	569.59	194.9%
5622 · Congregational Background Check	0.00	0.00	0.00	0.0%
5623 · Postage	1,040.72	900.00	140.72	115.6%
<b>Total 5600 · District Office</b>	<b>25,775.66</b>	<b>27,690.00</b>	<b>-1,914.34</b>	<b>93.1%</b>
<b>5650 · District Admin Secretary</b>				
5601 · Secretary Wages	26,461.58	25,806.00	655.58	102.5%
5602 · Health Insurance	316.08	350.00	-33.92	90.3%
5603 · SS/Medicare Taxes	1,944.43	1,974.00	-29.57	98.5%
5604 · Workers' Compensation	71.32	150.00	-78.68	47.5%
5605 · Prof Growth - Travel & Expenses	75.00	600.00	-525.00	12.5%
5618 · Retirement expense	1,587.59	1,548.00	39.59	102.6%
<b>Total 5650 · District Admin Secretary</b>	<b>30,456.00</b>	<b>30,428.00</b>	<b>28.00</b>	<b>100.1%</b>

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Accrual Basis

Northern Ohio District Church of the Brethren

Budget vs. Actual

January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
<b>5700 · District Youth Worker</b>				
5701 · Salary	15,356.38	17,268.00	-1,911.62	88.9%
5702 · SS/Medicare Taxes	1,219.23	1,321.00	-101.77	92.3%
5703 · Health Insurance	0.00	0.00	0.00	0.0%
5704 · Workers' Compensation	48.49	75.00	-26.51	64.7%
5705 · Travel	1,244.93	3,850.00	-2,605.07	32.3%
5706 · Professional Growth	-265.00	250.00	-515.00	-106.0%
5707 · District Conference	0.00	50.00	-50.00	0.0%
<b>Total 5700 · District Youth Worker</b>	<b>17,604.03</b>	<b>22,814.00</b>	<b>-5,209.97</b>	<b>77.2%</b>
<b>5800 · District Peace Worker</b>				
5801 · Salary	6,435.04	6,020.00	415.04	106.9%
5802 · SS/Medicare/Taxes	527.69	461.00	66.69	114.5%
5803 · Workers' Compensation	17.09	35.00	-17.91	48.8%
5804 · Computer on-line	0.00	0.00	0.00	0.0%
5805 · Office Expenses	0.00	200.00	-200.00	0.0%
5806 · Continuing Ed. Expenses	100.00	100.00	0.00	100.0%
5807 · Travel	0.00	200.00	-200.00	0.0%
5808 · District Conference	0.00	50.00	-50.00	0.0%
5809 · Health Insurance	0.00	0.00	0.00	0.0%
<b>Total 5800 · District Peace Worker</b>	<b>7,079.82</b>	<b>7,066.00</b>	<b>13.82</b>	<b>100.2%</b>
<b>5900 · District Board</b>				
5901 · District Board Expense	646.32	3,000.00	-2,353.68	21.5%
5902 · Annual Conference Expenses	2,970.66	2,900.00	70.66	102.4%
5903 · Ohio Council of Churches	1,380.00	1,380.00	0.00	100.0%
5904 · Standing Committee Deleat	306.00	1,000.00	-694.00	30.6%
5905 · Historical Committee	0.00	200.00	-200.00	0.0%
5906 · Shalom Team	0.00	500.00	-500.00	0.0%
5907 · Legal Fees	4,644.00	1,800.00	2,844.00	258.0%
5908 · District Liability Insuran	1,403.50	2,425.00	-1,021.50	57.9%
5909 · Ethics Committee	0.00	500.00	-500.00	0.0%
5910 · Financial Services Fee	275.00	480.00	-205.00	57.3%
5911 · Memorials	450.00	500.00	-50.00	90.0%
5914 · Executive Committee Expense	63.00	700.00	-637.00	9.0%
<b>Total 5900 · District Board</b>	<b>12,138.48</b>	<b>15,385.00</b>	<b>-3,246.52</b>	<b>78.9%</b>
<b>6000 · Self-Allocation Payments</b>				
6007 · Church of the Brethren M and M	200.00			
6015 · Good Shepherd	165.00			
6020 · Inspiration Hills Self Alloc.	2,360.00			
6035 · Student Minister's Fund	5,581.88			
6040 · Westview Healthy Living	200.00			
<b>Total 6000 · Self-Allocation Payments</b>	<b>8,506.88</b>			
<b>6100 · Non-budget Church Expense</b>				
6106 · Jonah's People Grant	8,904.00			
<b>Total 6100 · Non-budget Church Expense</b>	<b>8,904.00</b>			
<b>6200 · Non-Budget Expenses</b>				
5912 · Investment Admin Fees	12,935.84			
6210 · District Conference Expenses	113.48			
6211 · Non-Budget - Inspiration Hills	63,783.96			
6220 · Hottle Grants paid out	63,783.96			
6221 · Bank Service Charges	0.00			
6223 · Church Improvement Fund grants	36,000.00			
6224 · Church Extension Fund Grants	14,522.04			
6200 · Non-Budget Expenses - Other	9,730.17			
<b>Total 6200 · Non-Budget Expenses</b>	<b>200,869.45</b>			
<b>Total Expense</b>	<b>396,412.57</b>	<b>202,414.00</b>	<b>193,998.57</b>	<b>195.8%</b>
<b>Net Ordinary Income</b>	<b>-258,405.09</b>	<b>-202,414.00</b>	<b>-55,991.09</b>	<b>127.7%</b>



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Accrual Basis

**Northern Ohio District Church of the Brethren**  
**Budget vs. Actual**  
**January through December 2020**

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	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
Other Income/Expense				
Other Income				
8003 · Rounding Differences	-0.02			
8000 · Interest Income	247.34			
8001 · Interest Income - BF Accounts	48,047.03			
8002 · Gain/Loss (Mkt Fluc) - BF Acct	282,981.86			
8005 · Miscellaneous Income	2,007.38			
Total Other Income	333,283.59			
Net Other Income	333,283.59			
Net Income	<u>74,878.50</u>	<u>-202,414.00</u>	<u>277,292.50</u>	<u>-37.0%</u>

Income vs Expense (Budget and Actual)

EXPENSE	Actual 2017	2017 Budget	Actual 2018	2018 Budget	Actual 2019	2019 Budget	Actual 2020	2020 Budget
Stewardship	5,820.50	12,750.00	3,995.00	18,750.00	4,920.00	13,100.00	3,250.00	5,100.00
Connections	1,432.16	3,750.00	5,088.55	4,000.00	3,059.27	8,550.00	866.07	2,795.00
Congregational	55.12	2,850.00	1,739.86	3,700.00	240.67	3,500.00	0.00	1,300.00
Ministerial	6,621.79	7,100.00	5,186.31	7,600.00	5,798.79	7,150.00	4,380.36	4,900.00
DE	83,004.14	87,173.00	87,329.37	91,492.00	84,846.68	93,262.00	76,581.82	84,936.00
Office	29,433.23	30,600.00	30,564.93	30,950.00	31,486.66	30,355.00	25,775.66	27,690.00
Admin Assistant	28,074.91	29,711.86	29,369.24	30,603.00	29,598.75	30,824.00	30,456.00	30,448.00
Youth Worker	19,952.68	21,730.00	21,888.46	22,216.00	22,910.15	22,659.00	17,604.03	22,814.00
Peace Worker	6,428.37	7,026.53	6,205.54	7,091.00	6,552.79	7,287.00	7,079.82	7,066.00
District Board	14,610.67	44,600.00	18,349.35	23,450.00	13,546.36	21,550.00	12,138.48	15,385.00
Total Expense	195,433.57	247,291.39	209,716.61	239,852.00	202,960.12	238,237.00	178,132.24	202,434.00
<b>INCOME</b>								
District SA	120,241.00	120,241.00	121,695.25	121,695.25	127,824.68	127,824.68	131,405.00	125,824.68
Hottle dispersements	82,430.44	82,430.44	76,244.24	76,244.24	67,516.08	67,516.08	63,783.96	63,783.96
Peace reimbursement	7,026.00	7,026.00	7,091.00	7,091.00	7,287.00	7,287.00	7,066.00	7,066.00
Emergency draw								
Total Income	209,697.44	209,697.44	205,030.49	205,030.49	202,627.76	202,627.76	202,254.96	196,674.64
Income minus expense	14,263.87	(37,593.95)	(4,686.12)	(34,821.51)	(332.36)	(35,609.24)	24,122.72	(5,759.36)

12/31/2020

## District Self Allocations Year to Date 2020

Church	2018 Pledge	Giving 2018	2019 Pledge	Giving 2019	2020 Pledge	Giving 2020
Adrian	0.00	0.00	0.00	0.00	0.00	0.00
Akron Eastwood	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
Akron First	500.00	500.00	500.00	550.00	500.00	500.00
Akron Springfield	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
Ashland Dickey	6,700.00	6,700.00	6,700.00	6,700.00	7,000.00	7,000.00
Ashland First	2,200.00	2,200.00	2,400.00	2,400.00	2,475.00	2,475.00
Bethel	225.00	225.00	225.00	225.00	225.00	225.00
Black River	0.00	1,200.00	0.00	800.00	0.00	0.00
Bristolville	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00
Brook Park	0.00	2,006.00	0.00	1,171.00	0.00	770.00
Center	0.00	600.00	600.00	600.00	625.00	625.00
Chippewa	100.00	100.00	0.00	0.00	0.00	700.00
County Line	0.00	3,780.00	3,780.00	3,780.00	3,780.00	3,780.00
Defiance	0.00	0.00	0.00	0.00	0.00	0.00
Dupont	6,500.00	6,500.00	6,500.00	6,500.00	6,500.00	6,500.00
East Chippewa	13,200.00	13,200.00	13,200.00	13,200.00	13,100.00	13,100.00
East Nimishillen	1,100.00	1,100.00	1,100.00	1,100.00	1,500.00	1,500.00
Eden	1,950.00	1,950.00	1,950.00	2,075.00	0.00	1,500.00
Elm Street	0.00	0.00	600.00	950.00	950.00	950.00
Faith in Action	900.00	900.00	900.00	900.00	1,000.00	1,000.00
Freeburg	0.00	1,500.00	0.00	2,000.00	0.00	2,000.00
Hartsville	300.00	300.00	0.00	300.00	0.00	300.00
Jonah's People	600.00	600.00	0.00	600.00	0.00	600.00
Lake Breeze	0.00	150.00	0.00	0.00	100.00	100.00
Lakewood	2,150.00	2,199.25	2,250.00	2,465.00	2,500.00	2,750.00
Lick Creek	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
Mansfield	3,885.00	3,885.00	3,885.00	3,885.00	3,885.00	3,885.00
Maple Grove	6,000.00	6,000.00	6,000.00	6,000.00	6,180.00	6,180.00
Marion	0.00	0.00	0.00	0.00	0.00	200.00
Mohican	15,000.00	15,000.00	15,000.00	15,000.00	15,300.00	15,300.00
Mount Pleasant	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
New Philadelphia	1,400.00	700.00	1,400.00	1,400.00	1,400.00	2,400.00
North Bend	7,500.00	7,500.00	7,500.00	7,500.00	10,000.00	10,000.00
Owl Creek	1,400.00	1,400.00	1,400.00	1,400.00	0.00	1,400.00
Painesville	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
Paradise	0.00	0.00	0.00	0.00	0.00	0.00
Pleasant View	800.00	800.00	1,000.00	1,125.00	1,200.00	1,225.00
Poplar Ridge	8,000.00	10,000.00	8,000.00	10,000.00	8,240.00	8,240.00
Reading	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	8,000.00
Richland	400.00	400.00	400.00	400.00	600.00	600.00
Ross	0.00	0.00	0.00	0.00	0.00	0.00
Silver Creek	1,000.00	1,000.00	1,000.00	1,330.00	1,000.00	1,000.00
Sugar Creek West	0.00	1,500.00	0.00	1,500.00	0.00	0.00
Sugarcreek East	500.00	500.00	0.00	500.00	0.00	500.00
Swan Creek	0.00	0.00	0.00	0.00	0.00	0.00
Woodworth	0.00	200.00	0.00	250.00	0.00	250.00
Zion Hill	0.00	1,500.00	1,500.00	1,500.00	0.00	1,600.00
Individual	0.00	100.00	0.00	4,268.68	0.00	2,750.00
<b>TOTAL</b>	<b>107,810.00</b>	<b>121,695.25</b>	<b>113,290.00</b>	<b>127,874.68</b>	<b>113,560.00</b>	<b>131,405.00</b>

as of 12/31/20 JRR

# Business Item #2: Hottle Distribution Proposals

## Hottle Fund Recommendation to 2021 District Conference

### History of the Hottle Fund

The Hottle inheritance was received by the Northern Ohio District from the Dwight Hottle estate in two installments: \$1,500,000 in 2007 and \$500,000 in 2009. The will stated that the funds were “to be used for the benefit of the congregations of the District, without restriction”. The District began using the funds to supplement the District budget in 2009. In 2010, the District Board set the draw amount at 4% and it was increased to 5% in 2014, with 80% going to the District Budget and 20% to church grants. As the amount of the draw from the Hottle Fund increased, the District Budget also increased. From 2009 to 2016, the District Budget increased by 25%.

Since the historic rate of return on the Hottle Fund invested in the Brethren Benefit Trust is approximately 7.5%, and only 4 to 5% was being withdrawn, the fund tended to grow larger over time. Feeling the fund was not being properly utilized, the District Board appointed a committee to study the matter. Based on the committee’s recommendations, the District Board brought the following motion to the 2016 District Conference regarding the use of the Hottle Fund money:

1. To give a tithe on the original amount of money received \$200,000. \$152,000 to Inspiration Hills; \$48,000 to be divided among the Northern Ohio Churches/Fellowships (\$1,000 each). These would be unrestricted funds for the camp, congregations, and fellowships to use as needed.
2. Beginning in 2017, change the yearly draw up to 12% (taken quarterly): up to 4% District operating expenses; up to 4% Inspiration Hills operating expenses; 4% church/fellowship grants with the unused grant amount distributed equally to the churches/fellowships.

This motion was approved at District Conference July 30, 2016 and has been the standard for utilizing monies from the Hottle Fund ever since. Because the rate of withdrawal (12%) is higher than the average rate of return (7.5%), the fund balance has decreased over time. From a high in 2013 of \$2,342,322, the fund balance has fallen to \$1,561,933 at the end of 2020. Due to the declining fund balance, the amount of funds available to support the District Budget is decreasing every year. In 2016, the Hottle fund provided \$89,210 to the District Budget; in 2021, the amount is \$60,772. By the year 2031 (assuming historic trends continue), the amount will be less than \$40,000 and the fund balance will be less than \$900,000.

### The Future of the Hottle Fund

In 2019, the Stewardship & Finance Commission of the District Board asked congregations to consider raising their self-allocations by 3% to help offset this decline in Hottle Fund dollars. Churches have responded and we have seen growth in self-allocations, but is this sustainable through the long-term downtrend in the Hottle Fund? The Stewardship & Finance Commission has studied alternative percentage draws from the Fund and has shown that by reducing the percentage draw from the current 12% (4% each to District, Camp and Church grants) to a 9% draw (3% each to District, Camp and Church grants), the following results are achieved:

1. A higher fund balance is maintained over time, creating the opportunity for more income in the future for the benefit of future generations.

2. The amount of the draw is more consistent from year to year. When compared to the current 12% draw, the amount received under the 9% annual draw will be less for the first 9 years, but will be greater every year thereafter.

The Stewardship & Finance Commission has prepared several graphics to illustrate the District's finances and the projected performance of the Hottle Fund. Attachment 'A' shows the District budget, income sources and actual spending from 2016 through 2020, the budget for 2020, proposed budget for 2022, and projected income going forward, assuming a 3% growth in self-allocations and a 3% draw from the Hottle Fund. As you can see from this graphic, for the past five years, the District Board has made an intentional and determined effort to bring the budget and spending down in line with income.

The top graph of Attachment 'B' shows actual year end balances of the Hottle Fund for years 2016 through 2020, and projected balances for the fund going forward assuming an annual return rate of 7.5% to the fund and comparing annual withdrawal rates of 9% and 12%. The difference in fund balance is noted every five years. By the year 2031, the difference in fund balance is large enough that the 9% withdrawal rate exceeds the 12% withdrawal rate.

The bottom graph of Attachment 'B' shows the actual withdrawal amounts from the Hottle Fund (District's share) for years 2016 through 2021, and projected withdrawals from the fund (District's share) going forward assuming an annual return rate of 7.5%, and comparing the annual withdrawal rates of 9% and 12%. The District's share of the 12% annual draw is larger for the first 10 years but reduces at a much faster rate than the District's draw at the 9% annual rate. Going forward from 2031, the 9% draw will provide significantly more income to the District's budget.

We have been given a great gift in the Hottle Fund. While it would be easy to continue to "spend down" the fund, the mood of the current District Board is to adopt a more conservative approach that extends the life of the fund so that it not only provides income for our current needs, but also provides a resource for the benefit of our children and future generations as well. Toward that end, the District Board is bringing the following recommendations to the 2021 District Conference:

### **Motions from the District Board regarding Hottle draw**

1. The District Board recommends that beginning in 2022, the yearly draw from the Hottle Memorial Fund be decreased from 12% to 9% (taken in quarterly installments), distributed as follows: 3% District Operating Expenses, 3% Inspiration Hills Operating Expenses, 3% Church/Fellowship Grants.
2. The District Board recommends to the District Conference that the unused funds from the church/fellowship portion of the Hottle Grant distribution remain in the Hottle Memorial Fund at the end of each year.

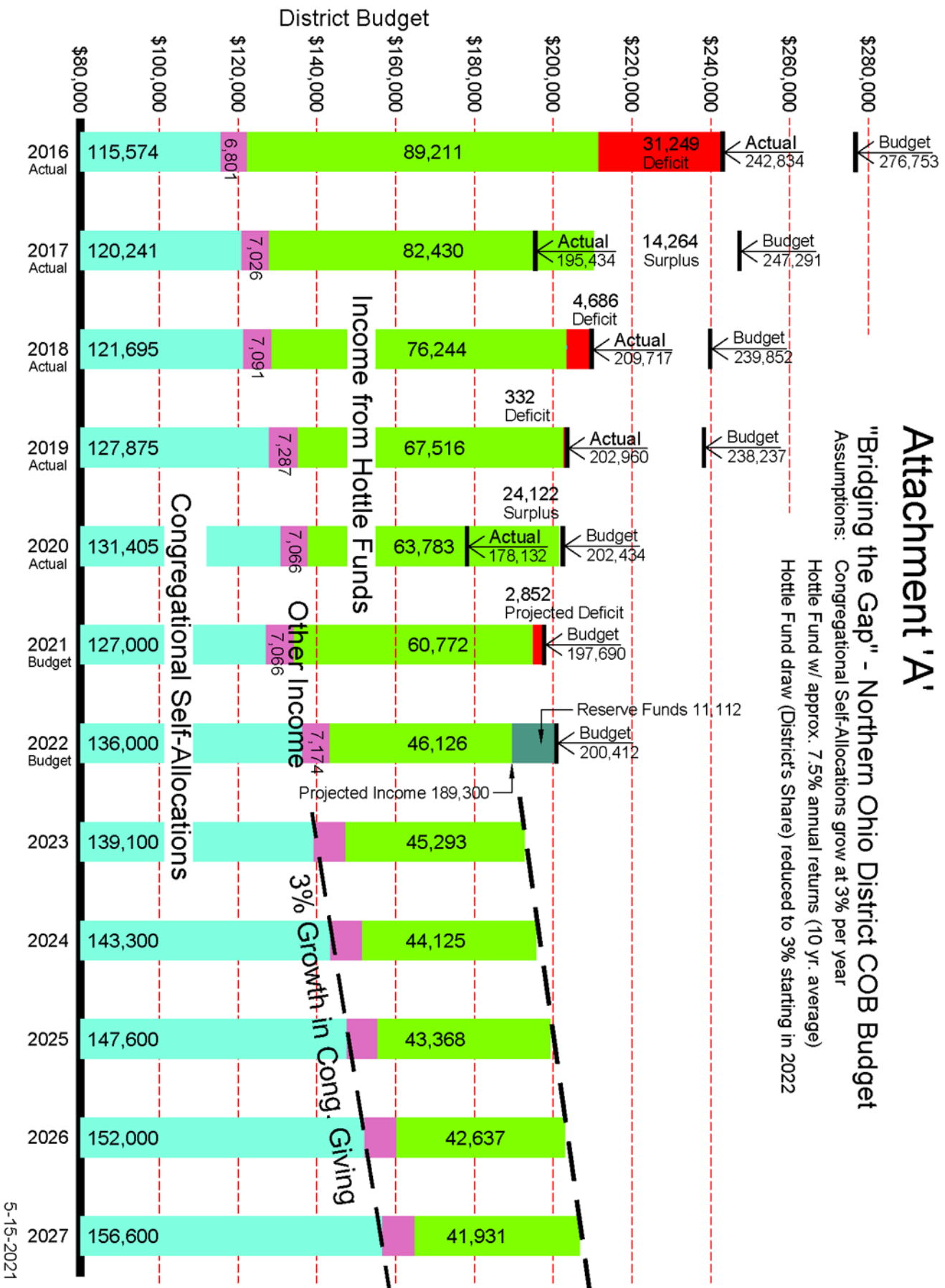
# Attachment 'A'

## "Bridging the Gap" - Northern Ohio District COB Budget

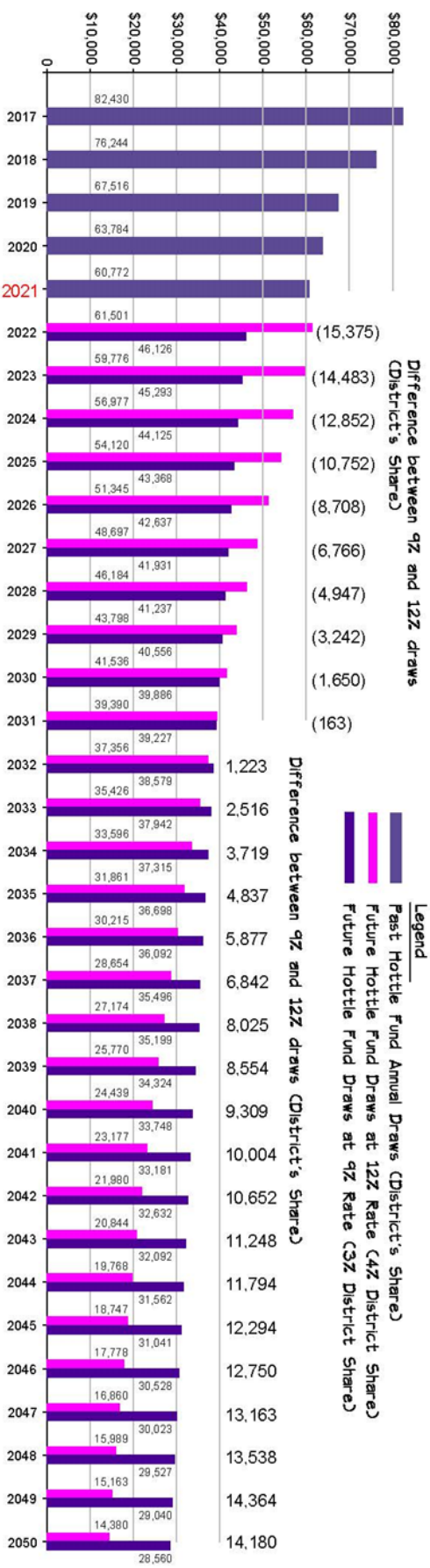
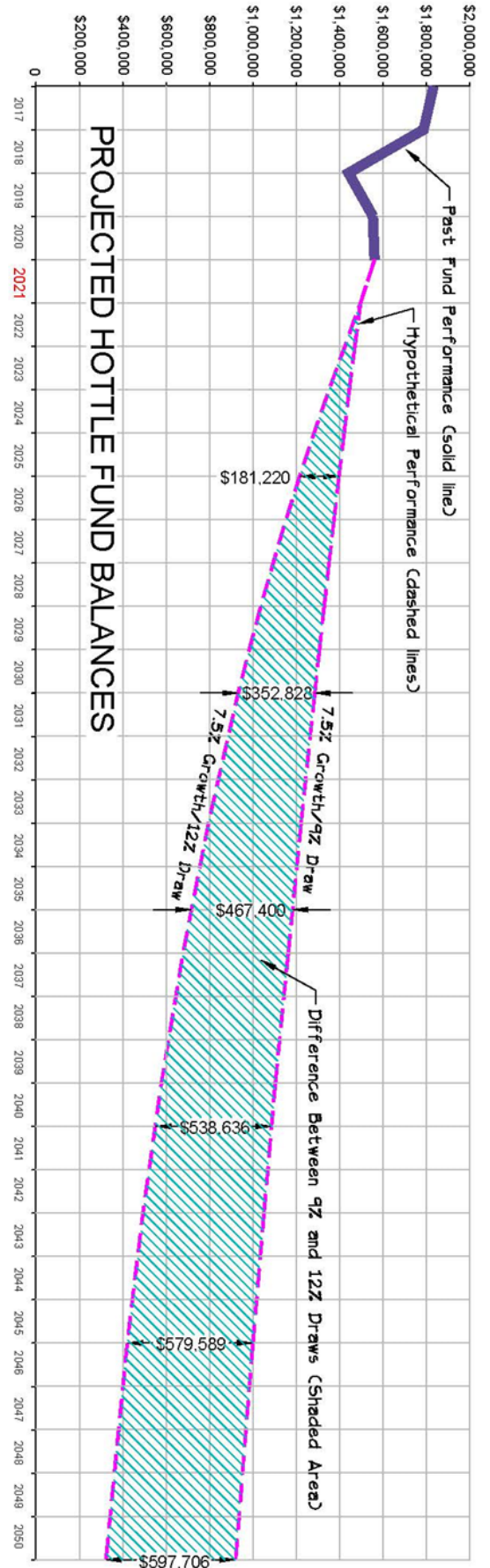
Assumptions: Congregational Self-Allocations grow at 3% per year

Hotlle Fund w/ approx. 7.5% annual returns (10 yr. average)

Hotlle Fund draw (District's Share) reduced to 3% starting in 2022



5-15-2021



**PROJECTED HOTTLE FUND DRAWS**  
 With 7.5% Annual Growth + Comparing 9% and 12% Yearly Draws  
 Northern Ohio District Church of the Brethren

Attachment 'B'  
 5-15-2021

## PROPOSED BUDGET 2022

Stewardship and Finance Commission	Budget 2020	Budget 2021	Proposed Budget 2022	Change from 2021	Comments
5101 Commission Expenses	0	100	100		
5109 Financial Secretary Honorarium	1,000	1,000	1,000		
5110 Treasurer Honorarium	2,000	2,000	3,000	1,000	
5113 Audit Fees	2,100	600	2,750	2,150	
<b>Total Discipleship</b>	5,100	3,700	<b>6,850</b>	<b>3,150</b>	
<b>Connections Commission</b>					
5201 Commission Expenses	65	65	65		
5202 Education Training	380	380	380		
5203 Jr/Sr High Youth Cabinets	525	525	525		
5204 Youth Ministry	1,045	1,045	1,045		
5205 SISTERS Fellowship	165	165	165		
5206 Men's Fellowship	95	95	95		
5207 Young Adult Ministry	0	200	200		
5210 Child Protection- Background Checks	140	140	140		
5103 Disaster Representative	95	95	95		
5104 Disaster Travel*	0	0	0		
5105 BVS Representative*	95	0	0		
5107 VOAD/General Scholarship*	50	50	50		
5306 Peace Task Team*	140	140	140		
<b>Total Fellowship</b>	2,795	2,900	<b>2,900</b>	<b>0</b>	
<b>Congregational Commission</b>					
5301 Commission Expenses	300	300	300		
5302 Leadership Training	0	0	0		
5303 Spiritual Life Retreats	0	0	0		
5305 New Church Development	1,000	1,000	1,000		
<b>Total Congregational</b>	1,300	1,300	<b>1,300</b>	<b>0</b>	
<b>Ministerial Commission</b>					
5401 Commission Expenses	100	0	0		
5402 Clergy/Spouse Retreat	4,000	4,000	4,000		
5403 New Pastor's Expenses	50	0	0		
5404 Mentor Expenses	200	0	0		
5405 TRIM Expenses	0	0	0		
5406 Trim Coordinator Expenses	0	0	0		
5407 License and Ordination Gifts	200	100	100		
5410 Pastoral Education Expenses	250	250	250		
5411 Licensed Ministry Testing	0	600	600		
5412 Ministerial Background Checks	100	0	0		
<b>Total Ministerial</b>	4,900	4,950	<b>4,950</b>	<b>0</b>	



## PROPOSED BUDGET 2022

	Budget 2020	Budget 2021	Proposed Budget 2022	Change from 2021	Comments
<b>District Executive</b>					
5501 Salary	48,800	48,800	48,800		
5502 Housing Expenses	12,000	12,000	12,000		
5503 Medicare/Taxes	0	0	0		
5504 Health Insurance	0	0	0		
5505 Health Savings Account	0	0	0		
5506 Workers Compensation	300	300	300		
5507 Travel and Expenses	13,500	13,500	12,500	-1,000	
5508 Annual Conference	1,600	1,600	1,600		
5509 Professional Growth	500	500	500		
5510 CODE dues	540	540	540		
5511 Retirement Pension	7,296	7,296	7,296		
5512 Professional Expenses	400	400	400		
<b>Total District Executive</b>	<b>84,936</b>	<b>84,936</b>	<b>83,936</b>	<b>-1,000</b>	
<b>District Administrative Secretary</b>					
5601 Salary	25,806	26,322.12	27,125.40	803.28	
5602 Health Insurance	350	350.00	350.00		
5603 SS/Medicare/Taxes	1,974	2,105.77	2,170.03	64.26	
5604 Workers Compensation	150	150.00	100.00	-50.00	
5605 Professional Growth, Travel, Expenses	600	600.00	600.00		
5618 Retirement Pension	1,548	1,579.33	1,627.53	48.20	
<b>Total District Administrative Secretary</b>	<b>30,428</b>	<b>31,107.22</b>	<b>31,972.96</b>	<b>865.74</b>	
<b>District Office</b>					
5606 Office Administrative Expenses	910	900	950	50	
5607 Office Equipment Repair	300	200	200		
5608 Office Equipment Lease	4,100	3,800	3,500	-300	
5609 Telephone	1,750	1,800	1,850	50	
5610 Computer On-Line	780	800	800		
5611 Herald and Directories	3,900	4,000	3,500	-500	
5612 Utilities (electric, gas, water, trash)	2,700	3,000	3,200	200	
5613 Groundskeeping	1,800	1,800	1,800		
5614 Facility Security	750	760	800	40	
5615 Facility Maintenance	1,500	1,300	1,700	400	
5616 Real Estate Taxes	2,900	2,900	2,900		
5619 Office Supplies	1,300	1,300	1,200	-100	
5620 Dues and Subscriptions	3,500	3,300	3,300		
5621 Office Equipment New	600	600	600		
5622 Congregational Background checks	0	0	0		
5623 Postage	900	900	1,000	100	
<b>Total District Office</b>	<b>27,690</b>	<b>27,360</b>	<b>27,300</b>	<b>-60</b>	
<b>District Youth Coordinator</b>					
5701 Salary	17,268	15,950.00	16,000	50	
5702 SS/Medicare/Taxes	1,321	1,196.25	1,280	83.75	
5704 Workers Compensation	75	75.00	75		
5705 Travel	3,850	3,850.00	3,800	-50	
5706 Professional Growth	250	250.00	250		
5707 District Conference	50	50.00	50		
<b>Total District Youth Coordinator</b>	<b>22,814</b>	<b>21,371.25</b>	<b>21,455</b>	<b>-83.75</b>	

## PROPOSED BUDGET 2022

	Budget 2020	Budget 2021	Proposed Budget 2022	Change from 2021	Comments
<b>District Peace &amp; Conciliation Advocate</b>					
5801 Salary	6,020	6,020	6,202.25	182.25	
5802 SS/Medicare/Taxes	461	461	496.18	35.18	
5803 Workers Compensation	35	35	25.00	-10.00	
5805 Office Expenses	200	200	100.00	-100.00	
5806 Continuing Ed Education	100	100	100.00		
5807 Travel	200	200	200.00		
5808 District Conference	50	50	50.00		
5809 Health Insurance	0	0	0.00		
<b>Total District Peace &amp; Conciliation Advocate</b>	<b>7,066</b>	<b>7,066</b>	<b>7,173.43</b>	<b>107.43</b>	
<b>District Board Expense</b>					
5901 District Board Expenses	3,000	2,000	2,000		
5902 Annual Conference Assess	2,900	2,900	2,900		
5903 Ohio Council of Churches	1,380	1,400	1,400		
5904 Standing Com Delegates	1,000	1,300	1,300		
5905 Historical Committee	200	100	100		
5906 Shalom Team	500	250	250		
5907 Legal Fees	1,800	2,000	2,000		
5908 District Liability Insurance	2,425	1,400	1,475	75	
5909 Ethics Committee	500	250	200	-50	
5910 Financial Services Fee	480	400	0	-400	
5911 Memorial Gifts	500	500	500		
5914 Executive Meetings Expense	700	500	450	-50	
<b>Total District Board Expense</b>	<b>15,385</b>	<b>13,000</b>	<b>12,575</b>	<b>-425</b>	
<b>Sub Totals</b>					
Total Commission/Board Expenses	29,480	25,850.00	28,575.00	2,725.00	
Total Non-Commission/Board Expenses	172,934	171,840.47	171,837.39	-3.08	
<b>Total Budget</b>	<b>202,414</b>	<b>197,690.47</b>	<b>200,412.39</b>	<b>2,721.92</b>	
<b>Income (actual* / estimates+)</b>					
Self-Allocations	+124,000	+127,000	*136,000.00	9,000	*2020 Actual Self-Allocation <b>\$131,405</b>
Hottle Endowment Disbursement	* 60,000	+60,000	*46,126.00	-13,874	
Peace Worker Endowment Disbursement	*7,066	*7,066	+7,174.00	108	
<b>Income</b>	<b>191,066</b>	<b>194,066</b>	<b>189,300.00</b>	<b>-4,766</b>	
Amount of Reserve Funds to be used			<b>11,112.39</b>	11,112.39	
<b>Total Income</b>			<b>200,412.39</b>		
<b>Budget vs Income Difference</b>	<b>-11,348</b>	<b>-3,624.47</b>	<b>0.00</b>		

## Ordination Recognition & BBI Graduates

### 2020 Ordination Recognition

#### **1 Year**

Jeff Messner, Ashland Dickey

Steve Simmons, Bethel

#### **5 Years**

Chris Ewing, County Line

Jason Harsh, Woodworth

#### **15 Years**

Tobin Crenshaw, Akron First

Michael Huffaker, Sugar Creek West

#### **20 Years**

Bruce Jacobsen, Mount Pleasant

Dick Marshall, Sugarcreek East

Dick Neuwirth, Swan Creek

#### **25 Years**

John Ballinger, Painesville

Tom Dearth, County Line

#### **30 Years**

Wayne Brockway, Center

### 2021 Ordination Recognition

#### **1 Year**

Jim Lee, East Nimishillen

#### **30 Years**

Cindy Peel, Akron Springfield

Gene Yenser, Defiance

#### **40 Years**

Terry Porter, Dupont

#### **45 Years**

David Thompson, County Line

Wendell Thompson, Owl Creek

#### **53 Years**

Don Earlenbaugh, Ashland Dickey

#### **55 Years**

Paul Myers, Maple Grove

#### **64 Years**

Delbert Kettering, Maple Grove

#### **66 Years**

Carl Cawood, Ashland First

Clyde Fry, Mansfield First

#### **70 Years**

Horace Huse, Lakewood

### Buckeye Brethren Institute

#### 2020 Graduates

Bill Holsopple, Lick Creek

Carolyn Kuryn, East Nimishillen

#### 2021 Graduates

David Hobbs, New Philadelphia

## Ministerial Commission

Greetings in the matchless name of Jesus Christ our Lord! The Ministerial Commission is charged with the work surrounding the credentialing of our ordained and commissioned pastors, as well as the training of those who are licensed to set-apart ministry. As a result, much of our time together is spent in interviews with those who are seeking God's face in regards to His call on their life. These interviews are often such an encouragement as we spend time getting to know not only the background and training of each individual but also a sense of their passion regarding the Call of God on their life. Typically there is much joy in the work we do.

Our regular meetings begin with a brief time in the word and prayer, and then we move on to other business. Kris Hawk joins in for some early portion of our meeting so she can update us on pastoral placement and progress in the credentialing process. The District Office continues to be incredibly helpful in gathering forms from pastors and/or ministerial candidates as well as doing other legwork to ensure that deadlines are met and accurate information is presented to our commission. We have deep gratitude for the faithful labors of Kris and Julie as they help us perform our duties.

Part of our work involves the planning of the Clergy/Spouse retreat so that our friends in ministry can have a couple of days to get away with their spouse. This is a much-needed time for reconnection with our spouse, reconnection with others in the ministerial trenches and an opportunity for attaining some coveted continuing education. This year's event was held in person from Feb 14-16 with only 15 couples registered and 2 one day registrants. The numbers were down quite a bit due to Covid concerns, but those who were able to attend enjoyed a rich and relaxing time together. We struggled to find a speaker who was willing to do in-person this past year, so we used it as an opportunity to learn from one another – taking advantage of hundreds of years of pastoral experience in the room to gain insight on questions/challenges we all face in ministry. We had special breakout sessions for the spouses this year, and we received only positive feedback.

Paul Bozman, the Ministry Education Director for our district, shared encouraging reports from BBI in each of our meetings. We are so incredibly blessed to have a training program right here in our district that provides theologically sound training that is both low cost and readily available. The Ministerial Commission is grateful for this training program and its effectiveness in equipping the saints for the work of ministry. If you or someone you know is interested in more information, please contact the District Office.

Those discussions often lead to the need for pastors, not only in our district but across the denomination. Our most recent meeting again included time spent considering this current crisis. We will be taking a fresh look at an opportunity by the name of "Calling the Called," which can be helpful in 'discernment, discipleship and direction' for those who are interested in exploring God's call on their life. Want to talk more about what is perhaps a call to set-apart ministry? Contact us.

Paul Bartholomew, Chair; Terry Baldwin, Vice Chair  
Steve Simmons, Secretary  
Ira Good, member

## Buckeye Brethren Institute - Annual Report

The Buckeye Brethren Institute has had another successful year this past year. We have had 3 new students join the program and we have had another 3 students complete the cycle of classes in the past 12 months. As a result, BBI is proud to recognize Chad Palmer, Dave Hobbs, and Mike Conner for this accomplishment.

Do to the Covid-19 pandemic, all classes were taught via Zoom this year. During this time, the following 4 BBI courses were offered along with the statistics of each class:

- 1) Teaching and Learning in the Church - Taught by Tina Hunt - 8 BBI students.
- 2) History, Beliefs, and Practices of the Church of the Brethren - Taught by Paul Bozman - 6 BBI students and 5 CEU auditing students.
- 3) Biblical Interpretation - Taught by Paul Bozman - 4 BBI students.
- 4) Introduction to Pastoral Care - Taught by Tina Hunt - 6 BBI students.

Once again, BBI did not offer a practice of ministry day during this education cycle, but plan to offer at least one Practice of Ministry Day next year, as well as return to in-person classes.

### Financial Report for the Buckeye Brethren Institute

#### Income

Tuition (\$25/BBI student/course)	\$ 600.00	
Scholarships (\$50/BBI student/course - paid by SMF)	\$ 1,200.00	
Application Fees (\$50/new BBI student)	\$ 150.00	
Audits/CEUs (\$25/student/course)	<u>\$ 125.00</u>	
Total Income		\$ 2,075.00

#### Expenses

Ministry Education Director Stipend	\$ 600.00	
Instructor Stipends	<u>\$ 3,000.00</u>	
Total		<u>\$ 3,600.00</u>

Net Profit/(Loss) \$(-1,525.00)

Respectfully Submitted,  
Paul Bozman  
Pastor, Reading Church of the Brethren  
Ministry Education Director, Northern Ohio District

## Inspiration Hills Camp District Conference Report 2021

*“The heavens declare the glory of God; the skies proclaim the work of his hands. Day after day they pour forth speech; night after night they reveal knowledge.” Psalm 19:1-2*

What a year it has been as we have all faced some extreme challenges, wept for those who were lost, prayed for the sick, and started the process of emerging from a global pandemic. Through it all, I often wondered out loud what the future would hold for the body of Christ and the ministry of Inspiration Hills. I continue to marvel at the generosity and devotion of those that support the camp; I was not sure that we could financially survive the past year but here we are!

The scripture above was chosen to represent our 2021 summer camp theme “Creation Speaks, Are We Listening?” and it really speaks to all of us as we begin getting back into creation and take pleasure in the world we have been given after a year of isolation. There have been times in my life that the only place I could find comfort, healing, spiritual insight, and a sense of normal was at camp and I’m sure this is the case for IH campers as well. As I write, we are about 2 weeks away from the opening day of summer camp 2021. Because we are still in the midst of a pandemic that is dying down, camp numbers this year will be about 50% of a “normal” summer. Our summer rental groups and other COB camps find themselves in the same situation because we serve a large population of kids that cannot be vaccinated yet.

Many of our college students are taking makeup classes during the summer which left us, and many other camps, in a real bind for counseling staff this summer. Because of this, for the first time we offered fulltime summer employment to our 17 year old CIT’s (Counselors in Training). We also contacted Camp Marengo (Church of God) to employ some of their staff since their camps were canceled. I am hoping this is a onetime solution to a “pandemic challenge”; I am grateful to have so many dedicated high school students to help us bridge the gap this year. We will continue the CIT leadership program in the fall to prepare future summer staff and congregational leaders.

### **Moving Forward**

The financial impact on the camp operations due to the pandemic has been fairly significant but we have received additional PPP funding for staff, additional funding from the district, and numerous contributions to the “Giving Tree Project” that have kept us going another year. The first PPP loan was forgiven and we are waiting on the forms to file for forgiveness of the second loan. The camp schedule is slowly filling up with bookings for this fall and much of 2022; this should sustain us as we build back our retreats, outdoor education program, and other streams of revenue.

The **Annual Fall Festival is scheduled for Saturday, October 2, 2021!** The camp staff is excited to see the return of this annual camp tradition. Festivities will begin at 10am with a craft fair, silent auction and camp tours, with delicious food and other activities to follow. We are

currently accepting handmade goods and antiques for our benefit auction; all proceeds will go to funding the Capital Improvement projects at camp that benefit summer camps.

### **What's New?**

March 1<sup>st</sup> of 2020, Erin Beebe (Maple Grove) was hired to be our Food Services Coordinator. Shortly after she began, the world closed down and she has been involved with programming, office work and housekeeping since that time. She spearheaded the cleanout of all storage areas and deep cleaning of all facilities, but we are thankful that she will finally be able to cook some food this summer!

In January we welcomed BVS (Brethren Volunteer Service) volunteer, Amanda Orndorff from VA. Amanda is a former summer staff employee from Camp Brethren Woods and has been a great addition to our staff this year. She has been doing maintenance, kitchen work and programming. She would like to have a career in camping and is gaining lots of experience at IH. In July, Inspiration Hills will host the fall BVS training and we look forward to recruiting some additional volunteers from this group.

### **Our Volunteers**

We have several volunteers that keep our grass mowed, snow plowed, trails clear, and our water treatment plants running; these volunteers are dedicated to serving the ministry and show up many times a week. I would like to thank Brian Horst (Mohican), Jim Reichard (Mohican), Peter Snyder (Ashland First), Gary Bowman (Mohican), and Mark Dickerhoof (Freeburg) for their tireless work on behalf of Inspiration Hills Camp.

I would also like to thank the members of the Camp Administration Committee: Jim Shives, Jessie Adams, Sierra Swanson, Linda Worthen, Mark Dickerhoof, Alan Luginbill, Gary Griffith, Erich Basset, Lisa Bertsch, and our treasurer Jen Recker. These committee members have diligently supported the camp and their commitment to the ministry is a blessing to all of us!

In Christ,

Shannon M. Kahler  
Executive Director



Access tools and advice to help your business through COVID-19.

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Dashboard

## Inspiration Hills Camp - Income Statement

### Income Statement Inspiration Hills Camp 1 January 2020 to 31 December 2020

Add Summary

	31 Dec 20	31 Dec 19
<b>Revenue</b>		
<b>1) Income from Operations</b>		
Food Service Income	3,435.42	34,337.73
Rental Income	21,461.00	68,818.66
Retreat Income	180.00	3,532.30
Summer Camp	1,478.65	44,646.38
<b>Total 1) Income from Operations</b>	<b>26,555.07</b>	<b>151,335.07</b>
<b>2) Donations</b>		
51100 - Contributions	14,283.00	9,843.04
51150 - Contributions - Walnut	50.00	0.00
51200 - Self Allocations	56,259.54	54,154.92
51250 - District Allocation	63,783.96	67,516.08
51300 - Scholarship Income	0.00	250.00
<b>Total 2) Donations</b>	<b>134,376.50</b>	<b>131,764.04</b>
<b>3) Other Operating Income</b>		
53000 - Gas Well Revenue	3,100.38	3,373.08
55000 - Camp Store Revenue	0.00	2,340.98
Fundraising Income	8,944.00	5,328.73
<b>Total 3) Other Operating Income</b>	<b>12,044.38</b>	<b>11,042.79</b>
<b>Total Revenue</b>	<b>172,975.95</b>	<b>294,141.90</b>



<b>Gross Profit</b>	<b>172,975.95</b>	<b>294,141.90</b>
<b>Operating Expenses</b>		
<b>1) Salaries and Wages</b>		
60010 - Salary - Admin	47,190.96	51,000.00
60020 - Salary - Kitchen	19,999.99	0.00
60030 - Salary - Maintenance	32,143.92	37,999.92
60040 - Salary - Program	5,000.00	2,000.00
60510 - Wages - Office	474.00	2,760.00
60520 - Wages - Kitchen	971.00	12,090.00
60530 - Wages - Maintenance	1,800.00	7,110.75
60540 - Wages - Program	1,680.00	9,111.65
60550 - Wages - Summer staff	500.00	15,485.50
<b>Total 1) Salaries and Wages</b>	<b>109,759.87</b>	<b>137,557.82</b>
<b>2) Other Employee Expenses</b>		
61050 - Payroll Taxes	8,162.65	10,331.73
61060 - Workers' Compensation	(5,140.82)	(888.90)
61100 - Medical Insurance	718.66	927.96
61120 - HSA Employer Contribution	3,000.00	3,000.00
61160 - Pension Plan	8,363.32	4,610.04
61400 - Travel Reimbursement	0.00	26.70
61500 - Training	0.00	1,180.00
61600 - Conferences	0.00	521.00
<b>Total 2) Other Employee Expenses</b>	<b>15,103.81</b>	<b>19,708.53</b>
<b>3) Other Operating Expenses</b>		
62180 - Sales Tax	83.27	261.20
62190 - Real Estate Taxes	108.00	162.00
71010 - Insurance - Fire & Liability	13,879.04	21,568.18
71050 - Insurance - Vehicles	0.00	432.73
71700 - Licenses	1,503.42	1,124.91
71720 - Legal & Professional Fees	4,437.16	2,456.50
71800 - Bank Fees	203.80	234.58
72010 - Marketing	2,707.09	8,295.86
72050 - Summer Registration	3,429.75	2,860.17
72500 - Office Supples & Equipment	4,990.44	3,743.34
72600 - Postage	992.21	1,501.50
<b>Total 3) Other Operating Expenses</b>	<b>32,334.18</b>	<b>42,640.97</b>

<b>4) Direct Costs</b>		
73000 - Food Purchases	4,964.75	29,414.62
73500 - Camp Store Goods	52.15	2,666.25
74000 - Fundraiser Expenses	1,579.42	696.59
74010 - Heritage Festival Expenses	0.00	51.02
<b>Total 4) Direct Costs</b>	<b>6,596.32</b>	<b>32,828.48</b>
<b>5) Supplies</b>		
75100 - Kitchen Supplies	604.05	4,602.14
75200 - Facilities Supplies	2,542.80	5,286.40
75250 - Program Supplies	1,819.79	2,082.93
75350 - Recreation Equipment	0.00	403.43
<b>Total 5) Supplies</b>	<b>4,966.64</b>	<b>12,374.90</b>
<b>6) Miscellaneous</b>		
78000 - Miscellaneous Expenses	506.82	0.00
78090 - Misc - General	113.96	99.90
<b>Total 6) Miscellaneous</b>	<b>620.78</b>	<b>99.90</b>
<b>7) Utilities</b>		
81100 - Telephone & Internet	5,387.23	4,702.34
81200 - Electricity	17,540.14	22,621.00
81300 - LP Gas & Natural Gas	13,438.80	20,811.45
81400 - Trash Removal	3,025.96	2,447.72
<b>Total 7) Utilities</b>	<b>39,392.13</b>	<b>50,582.51</b>
<b>8) Maintenance</b>		
82000 - Gasoline & Diesel	1,037.37	2,991.21
84000 - Repairs & Maintenance	10,660.49	8,558.77
85030 - Small Tools & Equipment	0.00	1,004.77
86030 - Grounds & Conservation	843.60	89.96
86040 - Pest Control	243.36	1,592.32
86050 - Gravel	0.00	445.47
86060 - WWTP Testing	1,967.55	2,120.79
<b>Total 8) Maintenance</b>	<b>14,752.37</b>	<b>16,803.29</b>
<b>Total Operating Expenses</b>	<b>223,526.10</b>	<b>312,596.40</b>
<b>Operating Income / (Loss)</b>	<b>(50,550.15)</b>	<b>(18,454.50)</b>

**Other Income and Expense****1) Other Income**

1/8/2021

Xero | Income Statement | Inspiration Hills Camp

92000 - Other Income	10,063.04	2,168.61
92025 - Grants	72,409.97	0.00
92030 - Interest Received	1,274.19	15.73
92035 - Market Value Fluctuation	4,117.27	0.00
92050 - Capital Improvement Fund	0.00	5,047.50
92060 - Scholarship Fund	0.00	200.00
<b>Total 1) Other Income</b>	<b>87,864.47</b>	<b>7,431.84</b>
<b>2) Other Expenses</b>		
Capital Improvements	(16,740.66)	(48,042.30)
<b>Total 2) Other Expenses</b>	<b>(16,740.66)</b>	<b>(48,042.30)</b>
<b>Total Other Income and Expense</b>	<b>71,123.81</b>	<b>(40,610.46)</b>
<b>Net Income / (Loss) before Tax</b>	<b>20,573.66</b>	<b>(59,064.96)</b>
<b>Net Income</b>	<b>20,573.66</b>	<b>(59,064.96)</b>
<b>Total Comprehensive Income</b>	<b>20,573.66</b>	<b>(59,064.96)</b>

# Inspiration Hills Camp

## BALANCE SHEET

As of February 5, 2021

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
BUS Auto Transfer (1802)	2,893.38
REG BUS CK (6600)	97,756.38
<b>Total Bank Accounts</b>	<b>\$100,649.76</b>
Other Current Assets	
Uncategorized Asset	-24.22
<b>Total Other Current Assets</b>	<b>\$ -24.22</b>
<b>Total Current Assets</b>	<b>\$100,625.54</b>
<b>TOTAL ASSETS</b>	<b>\$100,625.54</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
<b>Total Liabilities</b>	
Equity	
Opening Balance Equity	46,812.50
Owner's Pay & Personal Expenses	-4,292.48
Retained Earnings	-4,601.67
Net Income	62,707.19
<b>Total Equity</b>	<b>\$100,625.54</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$100,625.54</b>

We made it! The university persevered and accomplished an entire academic year in-person with COVID-19 precautions at the center of everything we did.

The North Manchester campus offered COVID testing all year, several times a week, mostly for our NCAA athletes. Vaccine clinics were offered in nearby Wabash and on campus. We are grateful for our COVID response team who stayed on top of CDC and state mandates and recommendations as well as the many volunteers who helped with testing, supporting students in quarantine and isolation, and vaccination clinics. Manchester's health sciences faculty, staff, and students were an asset. Professor Trent Towne drew upon his expertise in infectious diseases to advise Manchester on navigating a pandemic, and on matters of risk and safety for students, faculty and staff. Our health sciences hub in Fort Wayne reached out to health care professionals with a thank-you note and gift bag. Pharmacy students helped administer vaccinations all over the country and our current students gave vaccinations in northeast Indiana, including our own clinics. We are immensely proud of our students, faculty, and staff who kept love of neighbor at the forefront of their actions and helped us stay mostly healthy.

In an effort to help our current and incoming students during the pandemic Manchester University offered a free tuition plan option in the fall of 2020 for incoming Indiana undergrads from families making \$65,000 or less, froze tuition for the 2021-2022 academic year, eliminated the enrollment deposit for undergraduates and all pharmacy deposits for fall 2020 and 2021, and has offered some free courses to eligible students during the 2021 summer session. Many Manchester students also qualified for Higher Education Emergency Relief Funds. A remote learning pathway was offered to all pharmacy students for the 2021 semester.

Through a difficult year Manchester University continued to accomplish great achievements. We were given the Fort Wayne Newspapers Readers' Choice Award for Best College Spirit. We continue to be named one of the "Best in the Midwest" by [The Princeton Review](#) and were named among the top 25 "Best Colleges" in the Midwest by the *U.S. News & World Report*.

Manchester University received a \$1 million grant from the Charting the Future initiative from the Lilly Endowment Inc. to help launch a doctor of physical therapy program and named Dr. Bhupinder Singh as the founding program director. Our new nursing programs will be launched in the fall of 2021. Students can apply for the accelerated Bachelors of Science in Nursing (BSN) degree or a traditional BSN.

Noteworthy speakers in our Values, Ideas and the Arts (VIA) programs were author Jean Thompson who wrote [The Year We Left Home](#). Manchester joined in a statewide discussion with the author. Fort Wayne City Councilman and alumnus Glynn Hines kicked off our 50<sup>th</sup> anniversary celebration of AAFRO House (African Americans Forming Rightful Objectives) and was our Martin Luther King, Jr. Remembrance and Rededication Ceremony speaker. Carol Wise, executive director of the Brethren Mennonite Council facilitated a panel of folks for a Peace Week VIA exploring the intersections of religion and social justice. The Manchester

Symphony Orchestra under the direction of professor Debra Lynn presented the world premiere of *Songs of the Islands* orchestrations by Dominique Le Gendre and Lynn featuring our own Dr. Maegan Pollonais, mezzo-soprano and Director of Student Diversity and Inclusion, along with guest artists-in-residence Jamie Chamberlin and Nathan Granner.

Service continues to be important to the university and to religious life. Religious life was happy to host two of our blood drives this spring. The popular U Can Crush Hunger event puts area universities in friendly competition with one another to raise funds and non-perishable foods for the Community Harvest Food Bank in Fort Wayne. This year Manchester University won the competition collecting almost 35,000 pounds of food.

The Radically Obedient Brethren Outreach Team (ROBOT), our worship travel team, planned, wrote, and recorded a virtual worship service to share with churches across the region. Last year 13 congregations across Indiana, Ohio, and Michigan hosted the team either in person (before we left campus) or virtually, tripling what we have typically offered. So far this year our recorded service has been sent to 8 churches. Let us know if you would like to use our recording this year! The Campus Interfaith Board and Peace Studies Department hosted Peace Week in April which culminated in our most successful Empty Bowls Fundraiser since the event was revitalized five years ago raising over \$1,500 for the Poor People's Campaign. The AAFRO House 50<sup>th</sup> anniversary committee hosted an outdoor concert during the event featuring music from students, faculty, staff, and friends. Simply Brethren, our Brethren student club, remained strong hosting many outdoor events including a popular campfire where we shared stories, songs, and poems about or written by Church of the Brethren peacemakers.

The university also engaged in difficult discussions on race and diversity, equity, and inclusion (DEI). Students lead the charge for a panel on the African American experience. The Office of Multicultural Affairs hosted a Tunnel of Oppression event allowing participants to see through the eyes of those experiencing oppression. The university administration hosted Zoom conversations with concerned students around DEI and the faculty and staff participated in a three-part training. This work is far from over and the university will continue to engage and work to be an institution that embraces and champions DEI initiatives.

Plans are underway for PowerHouse Regional Youth Conference for Church of the Brethren senior high youth and their advisors tentatively scheduled for November 13-14, 2021 at Camp Mack. We hope your youth will join us!

We are grateful for the many ways you support Manchester University and our students. As the university plans to reopen fully in the fall we still covet your prayers and will continue to hold you in ours. Thank you for your partnership in work and ministry.

**GOOD SHEPHERD HOME  
DISTRICT BOARD REPORT  
2021**

*Greetings from Good Shepherd Home! What a year it has been for everyone! The COVID-19 pandemic certainly presented many challenges and obstacles. However, we unified not only as a team of co-workers, but as a family, to persevere through these trying times. We are pleased to be able to return to some sense of normalcy and begin again the activities and events that residents, staff, families and community members have greatly missed over this past year.*

*Last year, we reported on many of the unique memory care programs at Good Shepherd Home, including Compassionate Touch®, Dementia Live®, and Teepa Snow's Positive Approach to Care® dementia training courses for staff and for students at Vanguard-Sentinel Career & Technology Centers. COVID-19 impeded the continuation of these programs over the course of the year, but we are excited to reinstate them in the near future, as COVID-19 regulations begin to lighten.*

*We have thankfully been able to continue the Music & Memory® program, which has grown significantly over the past year. Last year we reported that there were eight residents enrolled in the program, and we have since added 12 more!*

*Good Shepherd Home broke ground this spring for a new medical facility. In partnership with ProMedica and Ohio Living, this 7,000+ square foot building will house space for both ProMedica and Ohio Living professionals, as well as additional Good Shepherd Home office space. The new building is expected to be completed in the beginning of 2022.*

*One event we are particularly excited to bring back is the Good Samaritan Dinner and Auction. We will host this annual event on June 16, 2021. In previous years, this event has netted over \$30,000! None of this is possible without the hard work of our Good Samaritan Dinner and Auction Committee, Donors, Supporters and Attendees of the event. It is always a great evening of fellowship and fun!*

*We are blessed by all the support we receive from the community and in particular, the support and blessings from the Church of the Brethren. As a leader in Christ-centered senior living, Good Shepherd Home will continue to care for residents with a commitment to service and innovation, focused on preparing for the needs of tomorrow's seniors and their families.*



## Church of the Brethren

Dear Brothers and Sisters,

*We always thank God, the Father of our Lord Jesus Christ, when we pray for you, Colossians 1:3 (NIV)*

Indeed, we at Brethren Disaster Ministries are thankful for the overwhelming support we received in 2020 as we stepped out in faith to meet the challenges of responding to the COVID-19 pandemic along with other disasters, including a record-breaking Atlantic hurricane season. Our staff, volunteers and supporters took to heart the messages of adaptability, innovation, and fearlessness in order to meet disaster survivors where they were and walk with them toward recovery.

BDM responded to the COVID-19 pandemic through two new grant programs funded through the Emergency Disaster Fund (EDF) designed to help U.S. congregations and churches, and Global Brethren churches and trusted partners, to meet the needs of the vulnerable members of society affected by the restrictions put in place to stop its spread. The grant program for U.S. congregations and districts provided 44 grants spread across 11 districts. The global grant program supported critical humanitarian programs in seven global Brethren communions, four Church of the Brethren mission points, and three partners. These programs, in DR Congo, Dominican Republic, Ecuador, Haiti, Honduras, Mexico, Nigeria, Rwanda, South Sudan, Spain, and Venezuela, provided distributions of food, hygiene, and safety supplies to marginalized and impoverished people, many of whom depended on daily labor for survival and were overwhelmingly impacted by pandemic restrictions. The pandemic grant programs are continuing in 2021 as long as funds are available.

The pandemic created difficulties deploying volunteers for the Rebuilding Program and Children's Disaster Services, but also brought opportunities for creativity and dedicated detailed planning to meet those challenges. The Rebuilding site in Tampa, Fla., serving Hurricane Irma survivors, closed as scheduled in March. Out of concern for the safety of volunteers, survivors, and partners, and in compliance with local COVID-19 regulations, the sites in North Carolina and Puerto Rico (responding respectively to Hurricanes Matthew and Florence, and Hurricane Maria) also closed in March. Both were nearing their scheduled end and were not reopened.

The diligent efforts of BDM Rebuilding staff and leaders led to the development of COVID-19 protocol and mitigation efforts so that new sites could open safely. The Dayton, Ohio, site, serving survivors of the 2019 Memorial Day tornadoes, opened in July but was paused at Thanksgiving, and is planned to reopen in May 2021. The Coastal NC (Bayboro, N.C.) site opened in September and is assisting Hurricane Florence survivors who have been waiting two years or more to have their homes repaired. Through the end of the year, a total of 296 volunteers served on these projects following strict protocol involving wearing face coverings, social distancing, and rigorous hygiene measures, allowing volunteers to do amazing work without a single person contracting the coronavirus while on site. We praise God for the work and protection!

Although the last few weeks of scheduled volunteers for the Puerto Rico project were cancelled due to pandemic restrictions, the local leadership and contractors completed all homes scheduled for repairs before the official end of the project in June. Even though the official project celebration was postponed until the fall of 2021, we already celebrate the positive impact on the survivor

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families and the volunteers who served them, as well as the partnership and relationship with the Puerto Rico district during our collaborative response to Hurricane Maria!

In 2020 Children's Disaster Services celebrated 40 years of serving over 100,000 children and their families after disasters. Unfortunately, CDS was not able to deploy volunteers in 2020 due to the coronavirus pandemic. Undaunted, and determined to continue to serve children, CDS developed the Individual Kit of Comfort (IKOC), a pouch containing multiple activities for children in non-congregate sheltering that encourages creative play and helps begin the healing process. The kits were assembled by volunteers around the country. Over 2,500 were distributed to children through American Red Cross operations to California, Colorado, Louisiana, Missouri, and Texas, and through Partnerships with Native Americans (PWNA) to tribal communities hit hard by COVID-19. All but two of CDS' scheduled volunteer trainings had to be postponed but there is hope that these can begin again later in 2021.

The Nigeria Crisis Response continued to be the largest global response as the Church of the Brethren worked with its two main partners, EYN (Church of the Brethren in Nigeria) and Mission 21. In the midst of the two-fold challenges of the pandemic and ongoing violence in many places, EYN persists in providing both relief and recovery programs for internally displaced persons and those who have been able to either settle in safer areas or return to their homes. Programs center around agriculture, safe drinking water, food and medical assistance, livelihood training, home repairs, education, and trauma and peacebuilding, as well as the strengthening of EYN leadership.

In eight other countries, EDF grants supported responses by partners, Global Brethren Churches, and Church of the Brethren mission points. Two of the largest grants to partners were in response to the major explosion at the port in Beirut, Lebanon, which caused widespread destruction and displacement of people. Church World Service received grants to assist with flooding in Kenya and their continued response to 2019's Hurricane Dorian in the Bahamas. Brethren in the Democratic Republic of Congo and Venezuela were also supported in flood responses. The largest combined response of 2020 supported relief programs by several partners for survivors of the devastating Hurricanes Eta and Iota which struck Central America in November. Support for relief and recovery programs in this area will be continued in 2021.

The total 2020 program expenditures were \$349,021 for U.S. responses, including the Rebuilding Program and CDS (\$127,469 of that amount supported the Puerto Rico hurricane response); \$287,548 for the Nigeria Crisis Response; \$166,000 for all other international responses; and \$422,612 for the domestic and global COVID-19 Pandemic Grant programs.

BDM was grateful for sufficient EDF reserves given by faithful and generous financial giving which enabled us to boldly respond to and walk with those affected by disasters and/or the COVID-19 pandemic 2020. Our Rise Up! appeal at the end of the year brought a heartwarming response that allows responses to continue. How precious you all are to us and to God who loves us all!



Roy Winter, Executive Director for Service Ministries

On behalf of BDM staff – Sherry Chastain, Lisa Crouch, Jenn Dorsch-Messler and Sharon Franzén

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Spring 2021

Greetings to the moderator, delegates, and members of Northern Ohio District!

We thank those of you who have entrusted us by using our pension, insurance, and organizational money management services; or who have attended one of our many workshops that are designed to help people be more knowledgeable stewards of their financial resources. Whether we're joining you in person or electronically for this year's conference, we are grateful for the opportunity to serve you. Service to you is why Annual Conference created Brethren Pension Plan, Brethren Insurance Services, Brethren Foundation Funds, and BBT to coordinate it all.

Surprise, adaptability, and pain has been the collective reality within the United States this past year due to COVID-19, and those of us within the Church of the Brethren were not exempt from life changing profoundly, from the loss of friends and relatives to changes in the workplace and in life in general, which might have included financial challenges. In the midst of adapting to the pandemic, your phone calls, text messages, and emails to Church of the Brethren Benefit Trust and its affiliates (Brethren Benefit Trust Inc., Brethren Foundation Funds Inc., and Brethren Foundation Inc.) were answered in a timely manner as our team didn't miss a beat in transitioning to working from home. Some meetings took place over Zoom, while others simply were simply postponed until meetings could once again occur in person.

As we plan to be able to travel this fall and attend district conferences that are held in person, anticipating at this writing in early May of the new normal to which we all will need to adapt, we want to take a moment to describe how we have responded to the pandemic and strengthened our ministries over the past year.

#### **BRETHREN PENSION PLAN**

With uncertainty in the economy and a stock market that late in 2020 seemed to be tenuous, many pastors, church workers, and district staff members who participate in Brethren Pension Plan wonder how they should invest their contributions. We have three solutions. First, Ed Shannon is our retirement specialist who works individually with members and presents sessions to groups on how people can prepare for a meaningful retirement. We also have a partnership with Edelman Financial Engines, which allows members three tiers of advice on how they should invest their retirement funds, from a free service to fee-based financial planning services. Finally, we have five options called Target Date Funds that are easy to use; pick the fund with the name that best corresponds to when you want to retire, and the asset allocation will automatically change over your career to first help you grow your funds and then help you preserve those contributions when you are nearing retirement. We also provide a robust website where members can look at their account balances from the previous business day, change their asset allocation, and perform retirement scenario planning. Brethren Pension Plan started in 1943, and decades later the robust plan serves more than 4,400 members with assets of \$455 million.

#### **CHURCH WORKERS' ASSISTANCE PLAN**

When the pandemic hit in March 2020, it became clear rather quickly that some pastors and other employees of churches, districts, and camps within the denomination were experiencing financial difficulty. A new component to the Church Workers' Assistance Plan was quickly created to address extraordinary needs in a streamlined manner. In 2020, 50 members of the ministers' group received these new grants, totaling \$218,435. This is in addition to 42 individuals who received \$290,304 in regular Church Workers' Assistance Plan grants last year.

#### **BRETHREN INSURANCE SERVICES**

With uncertainty about the future of medical insurance in the United States, BBT in 2020 began working on some concrete steps to eventually be able to offer medical insurance to pastors and church, district, and camp employees. The Brethren Medical Plan has excluded these employees since 2007 when the Annual Conference voted to end that coverage to these staff members. By forging new partnerships and adopting new methodologies, BBT is working to offer this coverage as an option, not a mandate. We will be able to report at your conference how that initiative is progressing.

In the meantime, BBT currently offers a number of insurance products to the members of the ministers' group and employees of agencies and other Brethren-related organizations. These include dental, vision, life (basic and supplemental), accidental death and dismemberment (basic and supplemental), disability (short- and long-term), accident, Medicare supplement, and long-term care. BBT offers medical reimbursement and dependent care accounts for members who use one or more of its insurances. We also provide pet insurance. As of Dec. 31, 2020, Brethren Insurance Services had 2,359 insurance contracts with its members.

### **ORGANIZATIONAL MONEY MANAGEMENT THROUGH BRETHERN FOUNDATION FUNDS**

Helping organizations manage their funds is a service that has been offered to Brethren congregations, districts, and organizations for more than 30 years! With fantastic staff focused on great customer service and a web portal that allows clients to find resources, manage the transfer of funds, and generate customizable reports, BFFI manages assets of organizations from \$10,000 to more than \$10,000,000. This ministry is structured to ensure that clients have numerous investment options, many of which are compliant with Brethren Values Investing guidelines. Assets under management as of May 2021, was \$206 million. Inquire how BFFI can help your organization reach its investment goals.

### **WE MANAGE YOUR CHARITABLE GIFTS**

Brethren Foundation is the BBT ministry that manages deferred gifts and offers charitable gift instruments for Church of the Brethren members who want to leave some of their assets with one or more Brethren organizations as part of their end-of-life decision making process. Assets under management on 4/30/2021 were \$4,744,228 with nearly 120 deferred gift donors. We would be glad to illustrate to you how BFI can help establish and manage such gifts.

### **BRETHERN VALUES INVESTING**

The majority of BBT's assets under management are invested in a Brethren Values Investing manner, in accordance with Church of the Brethren Annual Conference statements. Screened from our portfolios are the 25 publicly traded companies that receive the top U.S. Department of Defense contracts, as well as companies that generate 10 percent or more of their gross earnings from U.S. Department of Defense contracts, firearms and military weapons systems, weapons of mass destruction, abortion, alcohol, gambling, pornography, or tobacco. Companies that are egregious violators of environmental or human rights regulations are also screened. We also practice advocacy with companies in which BBT owns stocks, and with other initiatives, which affect how companies interact with shareholders and with others in the global community. Lastly, we offer a Community Development Investment Fund to asset management clients and Pension members, which is used to invest monies in higher-than-normal risk areas to help stimulate economic growth in inner-city communities and redevelopment areas.

### **BBT WAS CREATED TO SERVE YOU**

We feel blessed that despite the pandemic and the economic upheaval it caused, the assets we manage for members and clients are at an all-time high. Our resolve is to move forward beyond the pandemic boldly, with a plan to strengthen the foundation of BBT's operations; to seek business beyond those we currently serve; to ensure that the right staff are in the right positions; to move permanently into a more nimble office situation for our staff; and to look at our identity to ensure that it reflects the ideals and beliefs that we hold and in which we operate, as we strive to serve people and organizations through the management of their financial resources. The future of this organization remains strong, and its service to the Church of the Brethren is unwavering.

**B**uilding financial security

**B**ettering the world

**T**ogether.

That is today's, and tomorrow's, BBT.

**Donna Rhodes**

Board Chair

**Nevin Dulabaum**

President



# Church of the Brethren

District Conference 2021

Dear Sisters and Brothers in Christ,

Greetings to you in the name of Christ our Savior!

It is an honor and privilege to write to you on behalf of the employees, volunteers, and Mission and Ministry Board of the Church of the Brethren. We are praying for you, your congregations, and your district as you gather in person or virtually to worship, sing praises, pray, and accomplish the tasks set before you by your District Moderator.

Our staff have been working hard shifting our programming and events from in-person to virtual. What we have learned over the past year is that while there is something special about in-person events, the virtual world has opened up new opportunities for connecting with those who may not have the time or the resources to travel. I would encourage you to visit the webinar archives at [www.brethren.org](http://www.brethren.org), where you can access a number of excellent resources to support your ministries. Going forward, we will offer hybrid opportunities for our events where it makes sense to do so.

The Mission and Ministry Board has been laying the groundwork to live into their new strategic plan. Considerable work has been done by the board's Executive Committee to evaluate Church of the Brethren programs and ministries – the first step toward the board's prioritization of our ministry and programming work. By the time you meet for your district conferences, more information will be available about the board's priorities.

As congregations have adjusted their ministries and events out of concern for the health and safety of their members and neighbors, some of the most difficult times were those in which we could not gather in community together to worship and celebrate new life, affirm relationships, or grieve the loss of loved ones. There is little doubt that the pandemic has taken a toll on our families and friends, our communities of faith, and our pastoral and congregational leadership. Yet we have also discovered a new virtual medium for ministry that has opened up new possibilities of being church. It is my hope that each of us will embrace this new evangelism tool to share the light and hope of Christ both near and far.

In this past year I have appreciated the opportunities to deepen my relationships with many dedicated church leaders. Despite the challenges that we face in the church in general, those I work most closely with – our Mission and Ministry Board, our district

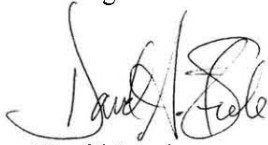
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executives, and our staff – continue to give me hope. Even though all things “Elgin” are often misrepresented in some segments of the church, I see Jesus present and central in all our work and ministry together.

I am grateful for the many ways your district and local congregations faithfully strive to live out the Gospel – to simply try to do what Jesus did. The vital ministries of our Church of the Brethren congregations – small to large – are at the heart of our Church. We should never diminish the essential role that each unique part of the body plays in our common ministry together.

With gratitude and hope,

A handwritten signature in cursive script, appearing to read "David Steele". The signature is written in black ink and is positioned above the printed name and title.

David Steele  
General Secretary

## 2021 CHURCH OF THE BRETHREN DISTRICT CONFERENCE REPORT

Greetings!

**The Church of the Brethren is called a *historic peace church*. On Earth Peace sees the possibility of our beloved denomination claiming a call to be a *living peace church* - a people spiritually formed and practically equipped to respond with agape love, power, and creativity to the crises and opportunities in our times. This update invites you and your congregation to this vision and lets you know how you can get involved.**



The entire Christian story is one of breaking through barriers - between people and God, and between people and other people! Sometimes those barriers are in the heart - hardness of heart, prejudice, hatred, apathy. Sometimes they are practices or policies that continue to leave some at the side and prevent full flourishing for all people (in our congregations, and in the communities where we do ministry). A church alive in Christ's power knows it has the call and power to dismantle barriers and open way for all of God's people to experience agape love and flourishing life.

### **A church that comes alive in Christ's way of peace with justice. . .**

- equips people spiritually and biblically to hear and act on God's call to seek peace
- handles conflict and decisionmaking in healthy ways
- develops leaders who are ready for the task of community engagement
- analyzes and addresses the ways it informally or formally discriminates or otherwise prevents full participation of all people
- works to include and celebrate all people, on their own terms
- connects faithful discipleship to active engagement with the problems of the world
- inspires members to acts of transformational love

*Are you interested in this vision?*

### **What value or resources does On Earth Peace offer my congregation or district?**

- We provide training and leadership development in an approach called **Kingian Nonviolence Conflict Reconciliation**, which offers a connection to the legacy of Martin Luther King, Jr.
- Our interns support and develop **Learning Action Communities** on a variety of justice issues. (Find them on Facebook by typing "OEP" into the search bar.)
- We **consult with congregations & districts** to build capacity to work for peace and reconciliation
- We provide **community engagement mini-grants and webinars** for youth groups
- Since the pandemic started, we've published more than **70 Read Aloud videos** which families and churches are using to support children's peace formation
- We provide many **community-building and educational events** - see current and past events listed at [www.OnEarthPeace.org/events](http://www.OnEarthPeace.org/events)

**What is On Earth Peace?**

OEP is a 46-year-old 501c3 nonprofit ministry that equips and walks with individuals and communities who work for justice and peace.

**Who works with OEP?**

We have 4 long-term staff and about 20 interns; a board of 12 members, of whom 25% are elected through the Church of the Brethren Annual Conference; and an internal Anti-Racism Transformation Team which helps us grow toward being a fully multi-racial and multi-cultural organization.

**What is OEP’s relationship with the Church of the Brethren?**

We are an agency of the Church of the Brethren Annual Conference. Through our agency responsibilities and opportunities, we seek to embolden the Church of the Brethren to become a living peace and justice denomination.

**What do you do?**

We work with **churches and community groups**, and **youth and young adults**. We work with both individuals and groups to develop leadership and support/inspire/equip for faithful, effective work that builds a reconciled world and seeks justice for all people.

**What does that look like?**

Here are some examples from 2021 so far:

- Leaders in 8 countries are developing skills in through our Kingian Nonviolence Level One Trainer Certification program.
- Youth groups in three states are developing projects and building skills through our Community Engagement Mini-Grants
- Brethren and Quaker racial justice workers in a 12-week racial justice accountability program practiced new skills and made plans for their community work

**What do you mean by Kingian Nonviolence?**

Rev. Dr. Martin Luther King said, "There is a power in love that our world has not discovered yet. Jesus discovered it centuries ago...that love has within it a redemptive power." His six principles of nonviolence and the six steps of a campaign were grounded in the love Christ embodied. Many are choosing to act out of that transformative love by learning more about Kingian Nonviolence. Kingian Nonviolence Conflict Reconciliation helps individuals and groups address issues of conflict, violence, and injustice with lessons from the black-led freedom struggle. It builds from the work of the Rev Dr. Martin Luther King, Jr. and his many colleagues in the movement for civil and human rights. This approach has a particular Brethren connection: David Jehnsen (Living

Peace CoB, Columbus, OH) is co-author of the curriculum.

**What is your funding source?**

We receive the bulk of our funding from individual donors. We also receive funding from congregations who add us to their annual budget or send periodic special offerings. Please consider becoming an individual or congregational supporter.

*To learn more about how you can support or be involved in our work, contact Matt Guynn, director of church and community organizing, at [mguynn@OnEarthPeace.org](mailto:mguynn@OnEarthPeace.org)*



# Brethren Volunteer Service Annual Report

*Sharing God's Love Through Acts of Service*

*Working for Peace*

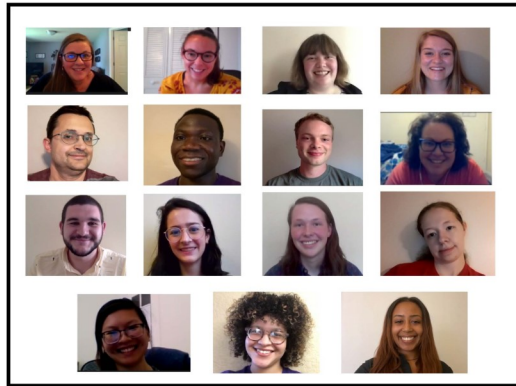
*Caring for Creation*

*Advocating Justice*

*Serving Human Needs*

## BVS ended 2020 with 20 volunteers:

- who served in 6 countries: El Salvador, Japan, Northern Ireland, Ireland, Nigeria, and the U.S.;
- placed in 13 U.S. states and Washington, D.C.;
- 54 volunteers served throughout the year.



*Unit #325, Summer 2020: Volunteer group photo taken over Zoom*

## In 2020:

- BVS hosted three orientation units this past year. One was hosted in Newmanstown, Pa., and two were hosted virtually via Zoom due to COVID-19 restrictions.

## Partners in Service Award

Each year, BVS presents a Partners in Service Award to an individual, group, or organization that has shown exceptional commitment to the work of sharing God's love through acts of service. The 2021 award goes to Harrisburg First Church of the Brethren and bcmPEACE in Harrisburg, Pa.

Since receiving their first BVS volunteer in 1960, Harrisburg First Church of the Brethren and bcmPEACE have hosted nearly 60 BVS volunteers. They began their partnership with BVS in hopes of being helpful to the migrant community in the area and continue to host BVSers to serve their community today.

The Partners in Service Award is usually presented at the Annual Conference Brethren Volunteer Service Luncheon each July. However, this year it will be acknowledged at the BVS Networking Session on July 1 as part of the 2021 virtual Annual Conference.



*Alyssa Parker (unit #321.1) singing with the Harrisburg First choir*



## New European Coordinator: Sara Cook

Sara Cook began working with BVS as the European coordinator in January 2020. Sara is based in Northern Ireland where she served with BVS from 2001 to 2003 as a part of unit #246. Since her time as a BVSer, Sara has worked to support Northern Ireland's peace process. Her work has included facilitating dialogue encounters between former security forces, paramilitaries, and those bereaved or injured by conflict-related violence. In recent years, Sara has also supported the work of international women peacebuilders and the resettlement of Syrian refugees.

As European coordinator, Sara will continue Kristin Flory's work of supporting BVSers based in Europe, with a current focus on projects in Northern Ireland and the Republic of Ireland. Though the COVID-19 pandemic brought challenges soon after Sara began her work, she is "really enjoying working with current volunteers based in Belfast." She says, "BVS changed my life. My peacebuilding work, my life in Northern Ireland, and so many of my perspectives and values are due to my time as a volunteer with BVS. It's a privilege to work with current BVSers as they serve with BVS."



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## BVS During COVID-19

In March 2020, along with the rest of the world, BVS was forced to shift all of its programming to a virtual format in light of the COVID-19 pandemic. The first pivot was the annual volunteer mid-year retreat becoming an online experience. Volunteers and BVS staff gathered virtually for a day of fellowship, games, and respite.

BVS staff then got to work at shifting its 2020 orientations to a virtual format. Instead of a three-week, in-person orientation, the summer unit #325 and fall unit #327 were hosted via Zoom. Volunteers and BVS staff met weekly in the month preceding orientation for pre-orientation, a time of connection and project discernment. Volunteers then traveled to their project sites and attended orientation virtually for 14 days, which doubled as a quarantine time. BVS staff will carry some of the changes from this year forward as they continue to seek innovative ways of training volunteers.

Amidst the programming changes, BVS also experienced a transition in staff. In addition to the usual turnover in staff volunteers, in July 2020, Jocelyn Siakula resigned from her role as orientation coordinator, a position she had held since 2015. Pauline Liu, unit #319, stepped into the role of interim volunteer coordinator following Jocelyn's departure. Pauline served with L'Arche Kilkenny in Ireland as a live-in assistant during her BVS term in 2018-2019. She remotely joined the BVS team in May 2020 as the orientation assistant before taking on the role of interim volunteer coordinator. Pauline holds a B.A. in Psychology with a minor in Leadership Studies from the University of Colorado Boulder, and recently completed a master's degree in Educational Psychology – Human Relations at Northern Arizona University.



Photo courtesy of Alex McBride



Photo courtesy of Deb Wilson

Alex McBride (unit #322) at SnowCap Community Charities in Portland, Ore. (left), and Deb Wilson (unit #327) wrapping gifts at Project PLASE in Baltimore, Md. (right).

---

## Workcamp Ministry Name Change



In November, the workcamp ministry changed its name to Faith Outreach Expeditions (FaithX). This name change came from a several-year process of determining the future for the short-term service program. In the new name, the word “faith” expresses that these experiences are a place for theological exploration, discernment, and spiritual growth. The word “outreach” speaks to the experience of becoming the hands and feet of Christ to the world. The word “expeditions” emphasizes the sense of adventure and fun that we hope all participants experience while serving.

The breadth of the new name speaks to the hope of expanding short-term service opportunities beyond the summer programming for youth and young adults. Additionally, for those outside the Church of the Brethren, or those not as familiar with the short-term service program, this name encompasses the program's mission and goals. The name Faith Outreach Expeditions speaks to the spiritual component of the program, the emphasis on service, and the sense of adventure that is promoted as participants travel to new places and try new things.

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## FaithX Update



Chad Whitzel and Alton Hippias (at right) are serving as the FaithX coordinators in the BVS office. They began their work in August of 2020 and are part of the first group of volunteers to live in the newly-purchased Elgin BVS house located near the general offices.

The 2021 theme is “Step Out: Seeking New Paths,” and Chad and Alton are working to plan eight in-person and virtual FaithX experiences for the 2021 summer season.

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Brethren Volunteer Service  
1451 Dundee Ave.  
Elgin, IL 60120  
brethrenvolunteerservice.org  
bvs@brethren.org | 847-429-4384



BVS is a ministry of the Church of the Brethren



# 2021 District Conference Report



## MASST SETS SAIL

For students who hear a clear call and are following a specific path to practical ministry, Bethany has launched a new master's degree program that links spiritual formation with a focus on social change.

The Master of Arts in Spiritual and Social Transformation (MASST) degree program launches in the fall of 2021 and will significantly broaden the Seminary's offerings to students who want to focus and specialize their ministries. The program is designed to serve individuals pursuing careers in non-profit leadership, social services, or spiritual direction. This new program is uniquely positioned to link Bethany's Brethren heritage to the interests and needs of current students. According to Academic Dean Steve Schweitzer, MASST is a natural outgrowth of Bethany's mission and draws on the strengths of the Seminary's stellar faculty. The program is also a thoughtful response to trends across theological education in the U.S., and it is only the second master's program in the United States to focus on spiritual and social transformation in this combination and integrative way.

Students in the MASST program can choose from five "Paths" or concentrations of courses, including Non-Profit Leadership (in partnership with Eastern Mennonite University) and two programs in Spiritual Practices and Direction (in association with Oasis Ministries). Other focus areas are History as Argument and Meditation and Public Theology and Witness. All concentrations will benefit from Bethany's existing strengths, and students will learn alongside those who are seeking certificates, other M.A. degrees, and the M.Div.

As is true for all Bethany degree programs, MASST students will have access to generous financial aid, including the Pillars and Pathways Residential Scholarship, which allows students to earn a graduate degree without taking on additional student or commercial debt.

## HELPING STUDENTS ANSWER THEIR CALL

Bethany remains focused on keeping Seminary education accessible and affordable for all. As we celebrated commencement — honoring graduates from both 2020 and 2021 — we were happy to note that our Pillars and Pathways program is helping many of our students earn Bethany degrees without taking on additional student or consumer debt. The Class of 2021 included seven individuals who earned the Master of Divinity degree, as well as eight individuals who earned the Master of Arts or Master of Arts in Theopoetics and Writing degrees. In addition, 11 people earned certificates from the Seminary, including the first cohort of four students who completed their studies at the Technology Centre in Jos, Nigeria. The class includes alumni who will seek ordination in the Church of the Brethren as well as those who minister through writing, social justice advocacy, and additional graduate study.

## A RETURN TO IN-PERSON LEARNING

Bethany students and faculty will return to face-to-face classes in fall 2021. After a year of courses held via videoconferencing due to concerns about the Covid-19 pandemic, the Seminary will allow vaccinated students and faculty to gather in person for the August intensive and fall semester courses. Bethany continues to invest in robust technology, and some students will still join classes via Zoom, but the Seminary looks forward to having faculty back in the classroom, meeting in person with residential and connections students.

"We will continue to follow health and safety guidelines in order to protect everyone in the Bethany community," notes President Jeff Carter. "Our priority is to provide an exceptional educational experience to our students, and we believe in-person classes are a great benefit to students and professors alike."



# Northern Ohio District Conference

## Bethany At-a-Glance



### DEGREE PROGRAMS

- Master of Divinity
- Master of Arts
- Master of Arts: Theopoetics and Writing
- Master of Arts in Spiritual and Social Transformation



### CERTIFICATE PROGRAMS

- Certificate of Achievement in Theological Studies
- Certificate of Achievement in Biblical Peacemaking
- Certificate in Intercultural Biblical Interpretation
- Certificate in Just Peace and Conflict Resolution
- Certificate in Theopoetics and Theological Imagination



### BETHANY ACADEMY FOR MINISTERIAL LEADERSHIP PROGRAMS

- Education for a Shared Ministry
- Training in Ministry
- Educación para un Ministerio Compartido
- Seminario Biblico Anabautista Hispano-de la Iglesia de los Hermanos

### BETHANY QUICK FACTS

- **726** licensed or ordained pastors in the Church of the Brethren are graduates of Bethany Theological Seminary.
- **10 OF 24** Church of the Brethren District Executives are Bethany graduates.
- **22** students graduated with degrees or certificates from Bethany in May 2021 and another **3** completed training through Bethany Academy for Ministerial Leadership.
- **10** percent of our financial support in 2020 came from districts and congregations.
- **4** graduates from Nigeria earned the Certificate in Biblical Peacemaking in 2021 – the first cohort to earn Bethany degrees while taking courses at the Technology Centre in Jos.

### NORTHERN OHIO DISTRICT CONFERENCE

- Current students: **1**
- Financial support during fiscal year 2021 (as of April 30, 2021):  
**\$10,485 FROM 24 DONORS**





# Church of the Brethren

## 2021 District Conferences

Dear Sisters and Brothers and of the Northern Ohio District,

Grace and Peace to you in the name of Jesus Christ our Lord. On behalf of the Annual Conference Officers, I want to make sure you know that I thank God regularly for you and your good work on behalf of the Gospel, in whatever form that takes. As you gather for your district conference, whether it be in person or by computer, please know that my prayers are with you, that your worship, study, and work together will strengthen your faith and energize your witness for Christ.

At the time of this writing, I am praying that what some have called our long “covid nightmare” might indeed be behind us, and we can return to what we fondly call, a “real Annual Conference” in Omaha next summer. Not that our virtual gathering in June/July 2021 wasn’t real. Whenever the Church of the Brethren gathers, even with 2 or more, we know God is present. But we proved that we Brethren can adapt, are flexible, creative, and are deeply committed to being the people of God regardless of the circumstances in which we find ourselves and our church.

Our work with the Compelling Vision has reminded us of the ways we already have been Jesus in our neighborhoods and to a hurting world and challenged us to do that more boldly. We will gather in Omaha facing questions about how we live that out as a people who for some 300 years have been committed to sharing Christ with the world through both talk and action. We will explore what it means to live in harmony with one another, respecting each other’s gifts and perspectives, while committed to a saving Christ who calls us to another way of living. Our theme will be “Embracing one another, as Christ embraces us.” I hope it motivates us to consider how to better embrace each other, as we walk together, committed as Paul’s letter to the Romans instructs, to “live in harmony with one another.” (Romans 12:16 NIV). As we do so, we affirm our common commitment to proclaiming the One in whom we live and move and have our being, the One who guides and undergirds our life together, Jesus the Christ.

I have had the privilege of sharing the sights and sounds and inspiration that is our Annual Conference gatherings for the past 30 years, and have seen the impact those gathering, in the name of Christ and for the work of the church, have had on us as a church family. Annual Conference is indeed a large part of what holds us as Brethren together and guides our ministry. We are indeed emerging into God’s adventurous future, with all the promise and potential that brings.

*Continuing the work of Jesus. Peacefully. Simply. Together*

1451 Dundee Avenue, Elgin, Illinois 60120 847-742-5100 800-323-8039 Fax: 847-742-6103

Please join those who share this faith tradition known as the Church of the Brethren next summer, as we worship God, embrace our brothers and sisters in the faith, and hopefully return to the kind of large, safe gatherings that have energized us to be more faithful and courageous disciples for our Lord Jesus Christ.

Between now and then, please pray that our gathering will be an opportunity to recall God's promises, recount our shared stories, bolster our unity, and commit our hearts as Christ's witness in neighborhoods and a world of desperate need.

A handwritten signature in black ink, reading "David Sollenberger". The signature is written in a cursive, flowing style with a long, sweeping tail on the final letter.

David Sollenberger  
2022 Annual Conference Moderator

NORTHERN OHIO DISTRICT CHURCH OF THE BRETHREN  
**Proposed Constitution & Bylaws**  
Summary Sheet of Changes

**Background:** The current Northern Ohio District Church of the Brethren Constitution & Bylaws was adopted in 1986 and last amended in 2012. Over those years, some of the amendments were added to both the Constitution and the Bylaws, some were stated in different ways in different places. The Board appointed a Constitution Committee to work on cleaning up the document, making sure that it reflects best practices. Deb Beer (County Line), Jim Masten (Lick Creek), Sherry Reese Vaught (Paradise), together with Kris Hawk (District Executive Minister) spent many hours sorting through each section, each phrase, each and every word. Then after consulting with our legal counsel and seeking input from the Camp Executive Director and Camp Administration Executive Committee they brought an updated document to the board. After several revisions, it has now been approved by the District Board to come to the District Conference delegates for a final determination.

Most of the changes are in the form of removing duplicate and conflicting clauses, grouping content together, and rearranging the information so that it is easier to find. This made a side-by-side comparative document almost impossible to provide. So for those changes that are just formatting, you have also received a copy of the current constitution with line numbers marked by clauses so you can cross reference them in the new, proposed document.

The changes in practice/procedures are fewer and are listed here.

## **Constitution**

The Constitution is vastly streamlined to serve the purpose of providing “the fundamental principles of government” instead of duplicating the “detailed rules and regulations which allow for the effective working of the structure” which are found in the Bylaws. Anything no longer listed in the Constitution section can be found in the proposed Bylaws by following the reference numbers.

**Article 1 – Incorporation.** Page 1, Lines 12-16. The current boundaries of the District are better defined at the request of the denomination.

**Article 6 – Camp Administration Committee (CAC).** Page 2, Lines 55-61. This section was developed with the consultation of our district attorney. In 2009, District Conference changed the Constitution to have a Committee overseeing the camp that reported directly to District Conference. By law the District can have only one board, so this provides clarity on the role/authority of the CAC and how it intersects with the board. It also clarifies that the camp budget will be referred to District Conference for approval.

## **Bylaws**

**Article 3 – District Conference Committees.** Section G.1.b. Page 7, Lines 295-298. Clarifies that a person that has been appointed to fill an unexpired term may still be elected to two terms in succession.

**Article 3 – District Conference Committees.** Section G.3. Page 8-9, Lines 331-401. This section describes the role of the Camp Administration Committee (CAC) and parallels the organization of the District Board. This section was developed with the Camp Executive Director and CAC Executive Committee's input and approval. All language regarding Outdoor Ministries as a work area of the board has been removed since the CAC is not a District Board Commission.

**Article 3 – District Conference Committees.** Page 9, Lines 381-385. Allows CAC/CAC Executive Committee meetings to be held via videoconferencing and for items of business to be voted on through electronic means, including email, if detailed information on the item of business is available prior to the vote and minutes of the vote are recorded for approval. We learned during the pandemic, that though the preference is to meet in person, these measures need to be available for the work of the CAC to continue during unusual times!

**Article 4 – District Board.** Section A. Page 10, Line 433. Clarifies that the District budget will come to District Conference for review and approval.

**Article 4 – District Board.** Section A. Page 10, Line 434. This makes clear the mandate for Board to provide for an annual review of the financials. The "Auditing Committee" section of the current constitution has been removed based on current practice - for a number of years the Board has had an outside accountant review the books.

**Article 4 – District Board.** Page 11, Lines 477-481 and Page 12, Lines 504-508  
Allows District Board meetings and Executive Committee meetings to be held via videoconferencing and for items of business to be voted on through electronic means, including email, if detailed information on the item of business is available prior to the vote and minutes of the vote are recorded for approval. We learned during the pandemic, that though the preference is to meet in person, these measures need to be available for the work of the Board to continue during unusual times!

**Article 4 – District Board.** Section C. Page 11, Lines 486, 490  
The current constitution has the full board select the Commission chairpersons. In practice, the Board divides into Commissions and each Commission chooses its own chairperson, vice-chairperson, and secretary. This section has been updated to reflect current practice with full support of the District Board.

**Article 5 – Related Institutions.** Section B. Page 14.  
Manchester University Trustees are no longer chosen by the district, so that language has been removed here and from the Ex-officio members listed on page 11, Line 468-471

---

Please feel free to call the District Office at 419-281-3058 or Kris Hawk at 330-612-2086 if you would like additional information on any of the proposed changes.

1 NORTHERN OHIO DISTRICT CHURCH OF THE BRETHERN  
2 **Constitution** (District Conference Business Item August 14, 2021)

3  
4  
5 **Article 1 - Incorporation**

6 The Northern Ohio District of the Church of the Brethren (NOHCOB), is incorporated under and  
7 pursuant to the religious corporation act of the state of Ohio. The office of the District Executive  
8 shall be named as the principal place of business. The affairs of the corporation shall be  
9 managed by the District Board whose chairperson and secretary shall be the legal officers of the  
10 corporation and shall sign all legal documents.

11  
12 The Northern Ohio District is an area bounded by the Indiana state line on the west; the  
13 Pennsylvania state line on the east, the Michigan border to the north, with the exception of the  
14 Hillsdale, Lenawee, and Monroe counties in Michigan that are part of the Northern Ohio District.  
15 The District's southern border is the southern boundary of these Ohio counties: Mercer,  
16 Auglaize, Hardin, Marion, Morrow, Knox, Coshocton, Tuscarawas, Harrison, and Jefferson.

17  
18 **Article 2 - Purpose of the District**

19 Grounded in the Gospel of Jesus Christ, the purpose of the Northern Ohio District shall be to  
20 administer and coordinate the religious and business activities of the Church of the Brethren  
21 within the bounds of the District. The District covenants to support faithfully the program of the  
22 Church of the Brethren, recognizing Annual Conference enactments of the Church of the  
23 Brethren as having governing force in its life and shall remain a member of the Church of the  
24 Brethren or its successor. The mission of the Northern Ohio District is to resource  
25 congregations, ministers, and individuals in all aspects of Christian life so that we might  
26 continue the work of Jesus Christ in our world today - peacefully, simply, together.  
27 The District shall have power to receive and disburse gifts, own and convey real estate and to  
28 be trustee of property and of endowment and other funds.

29  
30 **Article 3 - Member Churches**

31 All Church of the Brethren congregations which are recognized by the District as organized  
32 churches shall be member churches of the District. A new church development shall be called a  
33 "fellowship" until it is chartered as a member congregation. Churches may be placed in  
34 geographical units circumscribed by the District in order to facilitate balance in representation  
35 from member congregations.

36  
37 **Article 4 - District Conference**

38 District Conference is a mass meeting of local church delegates and interested persons  
39 gathered in business sessions to implement the District's purpose. District Conference is the  
40 final authority of the District on policy, program, and procedure. The Conference shall function  
41 according to the organization and procedure as outlined in the Constitution and By-Laws.

42  
43  
44  
45  
46



47 **Article 5 - District Board**

48 The District Board, hereinafter referred to as the Board, shall manage and administer the work  
49 of the District in accordance with the Constitution and By-Laws of the Northern Ohio District of  
50 the Church of the Brethren (herein "Constitution and By-Laws") as approved by District  
51 Conference. The Board is the legal agent of the District and shall be empowered to act on  
52 behalf of the District Conference throughout the year except for those actions specifically  
53 reserved for District Conference as set forth in the Constitution and By-Laws.

54

55 **Article 6 - Camp Administration Committee (CAC)**

56 The Camp Administration Committee, hereinafter referred to as CAC, shall manage and  
57 administer the work of Inspiration Hills Camp according to the Constitution and By-Laws of the  
58 Northern Ohio District of the Church of the Brethren as approved by the District Conference.  
59 The District Board shall approve all capital expenditures over \$50,000 of the Camp, all real  
60 estate transactions of the Camp, and review all annual budgets of the Camp for referral to  
61 District Conference.

62

63 **Article 7 - Fiscal Year and Conference Year**

64 The fiscal year of the District shall be the same as that designated by Annual Conference -- the  
65 calendar year, January through December. The conference year shall be from the close of  
66 business of one annual District Conference to the close of business of the next annual District  
67 Conference.

68

69 **Article 8 - Liquidation**

70 No person, firm or corporation shall at any time receive dividends or profits from this  
71 corporation. In keeping with denominational polity, if the District dissolves, departs from  
72 membership in the Church of the Brethren, or is unable to fulfill its purpose, all assets shall be  
73 transferred to the Church of the Brethren, Inc., or its successors.

74

75 **Article 9 – Related Institutions**

76 The District may enter into relationships with cooperative religious bodies and other institutions  
77 of interest as need and opportunity allow. The involvement of the District in terms of financial  
78 support, selection of trustees, program endorsement, receiving of reports, etc. shall be subject  
79 to District Conference action. The extent of financial liability is limited to the monies actually  
80 given the specific corporation and/or agency or specially committed to a particular ministry.

81

82 **Article 10 - Amendments**

83 The Constitution and By-Laws of the District may be amended by two-thirds vote of delegates  
84 present and voting at any regular session of the District Conference. Written notice of the  
85 proposed amendments shall be given with the call of the meeting, at least thirty (30) days prior  
86 to the meeting.

89  
90

91 **Article 1 - Personnel Selection**

92

93 A. The Nominating Committee shall prepare a ballot for the use of the District Conference in  
94 the election of (a) officers of District Conference (except those appointed); (b) members of  
95 District Conference committees, (c) Standing Committee delegate(s); (d) District Board  
96 members; (e) Camp Administration Committee members; and (f) such other offices as are to  
97 be elected by District Conference.

98

99 B. Elections and appointments shall be conducted in such a way as to secure leadership in an  
100 equal distribution from the western, central, and eastern areas of the District. Care should  
101 be taken to provide a good balance between clergy and lay members. Care should also be  
102 used to keep a balance in the number of persons serving the District from any one  
103 congregation, family, or gender.

104

105 **Article 2 - Staff Employed by the District Board**

106

107 **A. Staff Positions**

108

109 1. District Executive

110 a. The District shall employ a District Executive by action of the District Board. The  
111 selection and employment of the District Executive, as well as the termination of  
112 such services, shall be the responsibility of the District Board in consultation with the  
113 Church of the Brethren Ministry Office or its successor.

114

115 b. He or she shall be a person qualified by training, experience and personal dedication  
116 to Christ and the Church of the Brethren to guide, counsel and encourage District  
117 and local church workers in the development of vital and well-balanced church  
118 programs.

119

120 c. The District Executive shall be the executive officer of the District Board and shall  
121 give general oversight to the implementation of District work. He or she shall be the  
122 custodian of all official papers of the District, shall be an ex-officio member without  
123 vote of the District Board, its Commissions and Committees.

124

125 d. The District Executive shall give assistance and guidance for pastoral placement in  
126 the District and, in consultation with the appropriate Commission, conduct or appoint  
127 someone to conduct any congregational business meeting (Council meeting) in  
128 which a vote on a current or prospective pastor is taken.

129

130 e. The District Executive shall have direct supervisory authority over all paid District  
131 staff employed by the District Board, including, but not limited to, position description  
132 review, calendar coordination, annual evaluations and personnel matters unless that

133 authority is assigned to another Commission or Committee by the District Board. The  
134 District Executive shall take primary responsibility for the employment and  
135 termination of all paid District staff employed by the District Board, bringing specific  
136 recommendations to the Executive Committee of the District Board for action.  
137

138 2. Administrative Secretary

139 a. The District shall provide sufficient secretarial assistance for the employed staff and  
140 District Office.

141 b. The Administrative Secretary shall be employed by the District Board upon the  
142 recommendation of the District Executive. The Administrative Secretary shall be  
143 responsible to the District Executive.  
144

145 3. Inspiration Hills Camp Executive Director

146 a. A Inspiration Hills Camp Executive Director shall be employed by District Board  
147 based upon the recommendation of Camp Administration Committee (CAC).

148 b. He or she shall be a person qualified by training, experience and personal dedication  
149 to Christ and the Church of the Brethren to administer the ministry of Inspiration Hills  
150 Camp reporting directly to the Camp Administration Committee. The Camp  
151 Executive Director shall serve as an ex-officio member without vote on Camp  
152 Administration Committee, CAC Executive Committee and District Board.

153 c. The Camp Executive Director shall have direct supervisory authority over all paid  
154 Camp staff including, but not limited to, position description review, calendar  
155 coordination, annual evaluations, and personnel matters unless that authority is  
156 assigned elsewhere by CAC.

157 d. The Camp Executive Director shall take primary responsibility for the employment of  
158 all paid Camp staff, bringing specific recommendations to the Executive Committee  
159 of CAC for action.

160 e. The Camp Executive Director shall be responsible for compliance with all appropriate  
161 codes and regulations related to the Camp.  
162

163 4. Additional Professional Staff

164 a. When the work and size of the District warrant it, position descriptions shall be  
165 written by the District Executive, in consultation with the Executive Committee of the  
166 District Board, and additional qualified staff shall be employed.

167 b. The selection and employment of additional professional staff, as well as the  
168 termination of such services, shall be the responsibility of the District Executive in  
169 consultation with the Executive Committee of the District Board.  
170

171 **B. Staff Employment Procedures**

172 Terms of Employment

173 1. A written position description for each employee shall be maintained and annually  
174 reviewed by the District Executive. When there are multiple staff, the division of  
175 responsibility and the lines of authority shall be clearly defined and periodically reviewed  
176 by the appropriate District officials.

177 2. All paid professional staff, with the exception of the Camp Executive Director, are directly  
178 responsible to the District Executive, who shall supervise the staff on behalf of the

179 District Board in such a manner that promotes harmony, cooperation and maximum  
180 efficiency of District resources and personnel, unless the authority is assigned to another  
181 Commission or Committee by the District Board. Personnel decisions made by the  
182 District Executive shall be reported to the Executive Committee of the District Board for  
183 review and/or affirmation.  
184

### 185 **Article 3 - District Conference** 186

187 A. The District Conference shall convene once a year at such a time as to allow District  
188 organization and program to be in readiness for the new church year. Special meetings may  
189 be called at the discretion of the conference officers in consultation with the District Board.  
190 Generally, the Conference should convene in those geographical areas which will best  
191 serve the interests of the membership. The facilities should be conducive to attendance and  
192 provide adequate and comfortable arrangements. The time of the week for the Conference  
193 should be as free as possible from conflicts with work schedules. Business sessions shall be  
194 at an hour when the delegates are most free to attend. Congregations are encouraged to  
195 relieve pastors of their regular Sunday responsibilities when the Conference meets on  
196 Sunday.  
197

198 B. The principal business function of District Conference is to provide for elections, assign  
199 responsibilities and approve budgets, approve strategies and adopt policies, receive  
200 congregations and fellowships and act on name changes and closures on recommendation  
201 from the District Board, set goals and organize for action.  
202

#### 203 C. Conference Delegate Body Qualifications and Duties

- 204 1. All members of the churches and fellowships of the District shall have the privilege of  
205 moving and discussing business of District Conference. However, only the official  
206 delegates of the member churches or fellowships shall have the right to vote.
- 207 2. Congregational delegates shall be elected from among the active, informed and  
208 committed membership of the church and shall serve on a year-round basis.
- 209 3. Delegates shall be expected to attend all business sessions of District Conference and  
210 all meetings of the delegate body.
- 211 4. They shall report and communicate actions and concerns from District to congregation  
212 and vice-versa.
- 213 5. There shall be two (2) delegates for each member church or fellowship with 200 or fewer  
214 members. Larger churches shall have one (1) additional delegate for each additional 100  
215 members or fraction thereof.
- 216 6. When possible, one (1) delegate shall be a local church board member.
- 217 7. When possible, no elected delegate shall serve more than two (2) years in succession.  
218

#### 219 D. Conference Officers Qualifications and Duties

220 The officers of District Conference shall be the Moderator, Moderator-Elect, Past-Moderator  
221 and Clerk. All officers shall be members in good standing of a member church or fellowship  
222 and shall serve faithfully in their respective offices.  
223

224 All District Conference officers shall be elected to a three-year term. Only the Clerk is  
225 eligible for a second three-year term. The term of office for Moderator is three years. In the  
226 first year, he or she shall serve as Moderator-elect. The second year he/she shall serve as  
227 Moderator and the final year he/she shall serve as Past-moderator.  
228

229 1. Moderator - The Moderator shall:

- 230 a. Consider the needs of the District and give interpretation and counsel regarding them  
231 to the Board and District Conference, and to any other appropriate District agency.
- 232 b. Preside at business sessions of District Conference and be an ex-officio member of  
233 the District Board without vote and a voting member of the Executive Committee of  
234 District Board.
- 235 c. Be chairperson of the District Conference Central Committee.
- 236 d. The incoming, newly installed Moderator shall chair the reorganization of District  
237 Board as soon after District Conference elections as is feasible.

238 2. Moderator-Elect - The Moderator-Elect shall:

- 239 a. Perform the duties of the Moderator in the Moderator's absence or at the Moderator's  
240 request and shall become familiar with the program of the District.
- 241 b. Be chairperson of the Nominating Committee and a member of the District  
242 Conference Central Committee.
- 243 c. As an officer of the District Conference, the Moderator-Elect may represent and  
244 report to the District Board, as needed.

245 3. Past-moderator - The Past-Moderator shall:

- 246 a. Offer guidance to the Moderator and Moderator-Elect for the purpose of continuity  
247 between one District Conference and another.
- 248 b. Serve as a member of the District Conference Central Committee.

249 4. Clerk - The District Conference Clerk shall:

- 250 a. Record the minutes of District Conference and shall, in cooperation with the District  
251 Executive, prepare them for publication and distribution to the churches.
- 252 b. Serve as a member of and Secretary for District Conference Central Committee.
- 253 c. As an officer of the District Conference, the Clerk may represent and report to the  
254 District Board, as needed.  
255

256 E. Rules of District Conference

- 257 1. All matters of business shall be clearly presented to the Conference after which the  
258 Moderator shall declare the same to be the business of the Conference.
- 259 2. No one shall speak more than twice on the same question. The first speech shall be  
260 limited to five minutes and the second to three minutes.
- 261 3. The Moderator shall decide when a question shall be put on its passage, but anyone  
262 from the voting body may "move the previous question" which is a motion to close  
263 debate.
- 264 4. It is desirable to have as many delegates present as possible at the District Conference.  
265 No quorum shall be required except as may be specified by rules of order or state  
266 corporation law.
- 267 5. A two-thirds majority shall be necessary to pass answers to queries, matters of polity,  
268 and other items as determined by the officers of District Conference. A majority shall be  
269 the rule for all other motions.

- 270 6. A plurality vote shall be required for the election of all officers.  
271 7. All appeals from the rulings of the Moderator shall be decided by the voting body.  
272 8. Persons nominating from the floor may only name the nominee: consent and  
273 biographical information must be submitted in writing to the officers of the Conference.  
274 Officers of the conference are responsible to submit the information to the Conference  
275 delegates.  
276 9. These rules may be amended at any regular session of the Conference.  
277 10. Robert's Rules of Order Revised shall be the standard for any point not covered by  
278 these rules.  
279

280 F. Standing Committee Delegate(s)

- 281 1. Delegate(s) shall be elected by District Conference to represent the District on the  
282 Annual Conference Standing Committee and shall serve on a year-round basis.  
283 2. Unless the directives of Annual Conference read otherwise, the term shall be for three  
284 years (3) and shall be eligible for re-election to a second term.  
285 3. If a Standing Committee delegate serves two consecutive three-year terms, that  
286 individual shall be ineligible for re-election for four (4) years after the second term of  
287 service regardless of possible transfer to another district.  
288

289 G. District Conference Committees

- 290 1. Nominating Committee  
291 a. There shall be a Nominating Committee of seven members. Six members (two from  
292 each area) shall be elected by District Conference for one term of three years and  
293 shall not be eligible to succeed themselves. The Moderator-Elect shall be  
294 chairperson of the Committee.  
295 b. The term of office for all elected or appointed personnel shall be three years unless  
296 otherwise stated in these By-Laws. No one shall be eligible to be elected to more  
297 than two terms in succession. A person appointed to serve an unexpired term may  
298 still be elected to two terms in succession. Approximately one-third of the  
299 membership of the District Board and continuing committees shall be elected in any  
300 one year.  
301 c. The Nominating Committee shall not place any of its members in nomination for any  
302 office. Any person employed by the District Board shall not be eligible to be elected  
303 to a District position. No one may serve in more than one elected position  
304 simultaneously.  
305 d. The ballot shall include only the names of persons who have consented in writing to  
306 be nominees. Prior to the election, information (and picture, if possible) about each  
307 nominee shall be given to the District Conference delegates.  
308 e. Any individual who is to be nominated or appointed for a position in the District shall:  
309 (1) give evidence of a personal commitment to Christ and to the Church of the  
310 Brethren; (2) be an active member and participant of a local Church of the Brethren  
311 congregation, committed to strengthening the congregation; (3) be willing to give  
312 careful attention to the assigned task in order to assist the Northern Ohio District to  
313 fulfill the ministry of Jesus Christ.  
314  
315

- 316 2. District Conference Central Committee  
317 a. There shall be a District Conference Central Committee charged with the planning  
318 and implementing of a District Conference annually.  
319 b. The District Conference Central Committee shall consist of seven (7) voting  
320 members. Three (3) members shall be elected by District Conference for a three-  
321 year term and shall not be eligible to succeed themselves. The terms of the elected  
322 members shall be staggered so that one-third is elected in any one year.  
323 c. The Moderator, Moderator-Elect, Past Moderator and Clerk shall complete the  
324 committee. The Moderator shall chair the District Conference Central Committee.  
325 d. District Conference should be planned to encourage the local church program;  
326 interpret both District and Denominational programs; provide age-group and inter-  
327 generational program; serve as a vehicle by which the concerns of member  
328 congregations may be passed to Annual Conference; and transact the business of  
329 the District.  
330
- 331 3. Camp Administration Committee (CAC)  
332 The CAC shall be empowered to act on behalf of the District Conference in the  
333 administration of Inspiration Hills Camp. The CAC shall work in harmony with the District  
334 Board and be subject to the authority of the delegate body of District Conference.  
335 a. Purpose: The CAC shall have authority to  
336 1) Oversee all camp matters, including, but not limited to, camp policies, revenue  
337 and expenditures, summer camp programs, rentals, development, and  
338 congregational relationships.  
339 2) Oversee the Camp Executive Director.  
340 3) Prepare and present an annual budget to the District Board for its review,  
341 approval and forwarding to District Conference for approval.  
342 4) Be responsible for the ongoing program of leadership recruitment and training.  
343 5) Supervise the promotion and publicity of the camp.  
344 6) Oversee the physical development of the camp facilities and grounds, including  
345 maintenance and custodial care.  
346 7) The CAC chairperson, or designated CAC member, shall report to the District  
347 Board and shall serve as an ex-officio member, without vote, of the Board.  
348 b. CAC Organization:  
349 1) CAC shall consist of 9 voting members elected by District Conference, with 3  
350 elected each year for 3-year terms. All but the chairperson will serve on  
351 committees. Ex-officio members without vote are: Camp Executive Director,  
352 Facility Manager, Treasurer, Financial Secretary, Program Director and District  
353 Executive.  
354 2) Should a vacancy on CAC occur before the end of an elected term, District Board  
355 shall appoint a replacement to fill the unexpired term.  
356 3) If evidence is brought to light that an elected/appointed individual is found to be  
357 non-compliant with the qualifications of the position, it shall be the responsibility  
358 of the CAC to take appropriate action.  
359 4) The office of anyone who does not fill the position in a responsible way and is  
360 absent from meetings for three consecutive meetings may be declared vacant by  
361 the CAC.  
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- c. CAC reorganization process:
  - 1) The CAC shall be organized annually following the District Conference election. A chair, vice chair and secretary shall be selected from among its elected members.
  - 2) The CAC shall group its members into committees based on aptitude, gifts, and interest.
  - 3) The CAC chairperson shall be an ex-officio member, without vote, on all committees.
  
- d. CAC Executive Committee
  - 1) Membership
    - a. The Executive Committee shall consist of the chairperson, vice chairperson, and secretary of CAC. The Camp Executive Director, treasurer, and District Executive shall serve as ex-officio members, without vote, of CAC Executive Committee.
  - 2) Meetings:
    - a. The Executive Committee shall meet at least 3 times a year and at the call of the CAC chairperson, the District Executive or Camp Executive Director.
    - b. At the discretion of the CAC Chairperson in consultation with the Camp Executive Director, meetings can be held via videoconferencing and items of business can be voted on through electronic means, including email, if detailed information on the item of business is available prior to the vote and minutes of the vote are recorded for approval.
  - 3) Duties:
    - a. To act ad interim for the CAC as necessary between CAC meetings.
    - b. To give direct supervision of the Camp Executive Director.
    - c. To give supervision and guidance to Camp personnel through the Camp Executive Director.
    - d. To prepare and coordinate an annual evaluation of the Camp Executive Director and review the Camp staff evaluations as prepared by the Camp Executive Director.
    - e. To deal with other such matters as may be referred by the CAC.
    - f. CAC Executive Committee minutes shall be distributed to all members of CAC.
  
- e. Camp Committees:
  - 1) CAC shall establish and maintain task descriptions for the committees it organizes.
  - 2) Committees may be formed by the CAC around the following work areas: Program, Maintenance/Development, and Marketing/Fund Raising.
  
- 4. Other committees - District Conference may authorize such other committees, as necessary. When the specific assignment of a committee is achieved, the committee shall be dismissed.



409 **Article 4 - District Board**

410 The District Board is the legal agent of the District and shall be empowered to act on behalf of  
411 the District Conference ad interim except for those actions specifically reserved for District  
412 Conference as set forth in the Constitution and By-Laws.

413

414 A. Purpose - The District Board shall:

- 415 1. Fulfill the directives of the District Conference and make an annual report to the  
416 Conference.
- 417 2. Assign, supervise and coordinate the work of the Commissions.
- 418 3. Interpret rule of procedure for Commissions and Committees.
- 419 4. Study the member congregations and strive to help them meet their needs and to fulfill  
420 their mission.
- 421 5. Set goals, project long-range planning and initiate new programs.
- 422 6. Promote, administer, and supervise through the Commissions the total church program  
423 in the District.
- 424 7. Employ and direct the work of a District Executive and such other personnel as may be  
425 authorized by the District Conference.
- 426 8. Make all appointments for which the Board is responsible.
- 427 9. Fill vacancies in elective District offices occurring between District Conference and fill  
428 such vacancies not provided for otherwise.
- 429 10. Have custody of all District capital funds, endowments and annuities, and hold title to  
430 District properties. Distribute District current funds and invest permanent funds as  
431 authorized by the District Conference. Negotiate the purchase and sale of property and  
432 the borrowing and lending of money on behalf of the District.
- 433 11. Prepare the District Budget for review and approval of the District Conference.
- 434 12. Provide for a review of the financials annually.
- 435 13. Allocate and define authority with respect to the establishment of bank accounts and the  
436 signing of checks and other legal documents.
- 437 14. Arrange for bonding the District Treasurer and Financial Secretary, if appointed.
- 438 15. Receive, consider, and make disposition of concerns brought by any persons or church  
439 group.
- 440 16. Coordinate the District program and the District calendar.
- 441 17. Bring queries or other business to District Conference and process queries from local  
442 churches for District Conference action.
- 443 18. Plan or otherwise provide continuing education opportunities for Board members,  
444 employed staff and other District personnel.
- 445 19. When problems of discipline arise, the Board shall follow the procedures and  
446 suggestions outlined by the Annual Conference for discipline and reconciliation.
- 447 20. Act on recommendations brought by the appropriate commission for licensing,  
448 commissioning, and ordination of ministers.
- 449 21. Provide for the organizing, merging, or disorganizing of churches in harmony with the  
450 provisions of Annual Conference.

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454

- 455 B. Board organization
- 456 1. There shall be a board consisting of 18 voting members, six from each geographic area
- 457 including clergy and lay persons. Board members shall be elected by District
- 458 Conference, six elected each year for three-year terms. All will serve on Commissions,
- 459 with the exception of the Board Chair and Secretary.
- 460 2. Should a vacancy on Board occur before the end of an elected term, District Board shall
- 461 appoint a replacement to fill the unexpired term.
- 462 3. If evidence is brought to light that an elected/appointed individual is found to be non-
- 463 compliant with the qualifications of the position, it shall be the responsibility of the District
- 464 Board to take appropriate action.
- 465 4. The office of anyone who does not fill the position in a responsible way and is absent
- 466 from meetings for three consecutive meetings may be declared vacant by the District
- 467 Board.
- 468 5. Ex-officio members, without vote, are: District Conference moderator, moderator-elect
- 469 and clerk, Standing Committee delegate(s), Camp Executive Director, Camp
- 470 Administration Committee representative, District Treasurer and District Financial
- 471 Secretary. Ex-officio members are expected to report on their respective work and
- 472 attend meetings as necessary. They will not serve on Commissions. District staff
- 473 members are ex-officio members without vote and are expected to attend all board
- 474 meetings at the discretion of the District Executive.
- 475 6. Meetings - The District Board shall meet at least three times per year and at the call of
- 476 the Chairperson or the District Executive.
- 477 7. At the discretion of the District Board Chairperson in consultation with the District
- 478 Executive, Board and commission meetings may be held via videoconferencing and
- 479 items of business can be voted on through electronic means, including email, if detailed
- 480 information on the item of business is available prior to the vote and minutes of the vote
- 481 are recorded for approval.
- 482
- 483 C. Annual Board reorganization process
- 484 1. The board shall be organized annually, following the District Conference election. Board
- 485 organization shall be conducted by the incoming, newly installed District Moderator. The
- 486 chairperson, vice-chairperson, and secretary shall be selected by the Board from among
- 487 its elected members.
- 488 2. The Board shall group its members into Commissions based on aptitude, gifts, and
- 489 interests. Two members from the same congregation shall not be named to the same
- 490 Commission. Each commission shall elect its own chairperson, vice-chairperson and
- 491 secretary.
- 492 3. The Board chairperson shall be an ex-officio member without vote of all commissions
- 493 and committees.
- 494
- 495 D. Executive Committee
- 496 1. Membership
- 497 a. The Executive Committee shall consist of the chairperson, vice-chairperson and the
- 498 secretary of the board, moderator of District Conference, and the chairperson of
- 499 each Commission. If unable to attend an Executive Committee meeting, a

- 500 commission chairperson may delegate another commission member to represent the  
501 commission as a voting member of the Executive Committee.
- 502 b. Meetings - The Executive Committee shall meet at least three times per year and at  
503 the call of the Chairperson or the District Executive.
- 504 c. At the discretion of the District Board Chairperson in consultation with the District  
505 Executive, Executive Committee meetings may be held via videoconferencing and  
506 items of business can be voted on through electronic means, including email, if  
507 detailed information on the item of business is available prior to the vote and minutes  
508 of the vote are recorded for approval.
- 509 2. Duties
- 510 a. To act ad interim for the District Board as necessary between Board meetings.
- 511 b. To nominate for employment the District Executive and other staff persons as may  
512 be directed by the District Board.
- 513 c. To give direct supervision of the District Executive.
- 514 d. To give supervision and guidance to District personnel through the District Executive.
- 515 e. To prepare and coordinate an annual evaluation of the District Executive and review  
516 the District staff evaluations as prepared by the District Executive.
- 517 f. To study and make recommendations with reference to the goals and overall  
518 program of the District.
- 519 g. To deal with such other matters as may be referred to the Executive Committee by  
520 the District Board.
- 521 h. Executive Committee minutes shall be distributed to all members of the District  
522 Board.
- 523
- 524 E. Commissions
- 525 The Board shall establish and maintain task descriptions for the Commissions it organizes.  
526 Commissions may be formed by the Board around the following work areas:
- 527 1. Nurture
- 528 a. Foster the spiritual growth and development of members and congregations through  
529 music, worship, education, and fellowship.
- 530 b. Stimulate the congregations to have a vital encounter with God, promote the total  
531 cause of Christian education, provide opportunities for training church leaders and  
532 workers, counsel and coordinate age and interest groups, work to enrich family life,  
533 promote the use of print and non-print resources, and do whatever else may nurture  
534 the inner life of the church.
- 535 2. Witness
- 536 a. Stimulate congregations' witness to the world through evangelism, church growth,  
537 daily vocations, and missions here and around the world.
- 538 b. Seek to extend the church with the strengthening of existing congregations and the  
539 development of new congregations within the District.
- 540 c. Foster the growth and development of nonviolent action, conflict management and  
541 work with peace and justice concerns.
- 542 3. Service
- 543 a. Develop an effective disaster network providing for training, recruitment, and  
544 resources for disaster teams.

- 545           b. Stimulate the congregations to provide adequate ministries to the needy, displaced  
546           and despised in society.
- 547           c. Interpret and recruit persons for Brethren Service and Brethren Volunteer Service  
548           programs.
- 549
- 550           4. Stewardship and Finance
- 551           a. Supervise the financial interests of the District, safeguard and utilize the property of  
552           the District, assist in preparing the annual budget, and in other ways solicit support  
553           for the basic work of the District.
- 554           b. Aid and challenge the congregations and District agencies to be good and faithful  
555           stewards of God's resources.
- 556           c. Promote a program of general stewardship education and enlistment in the  
557           congregations with an emphasis on spiritual gifts, talents, time, and treasure.
- 558           5. Ministry
- 559           a. Counsel and assist congregations and individuals in the various phases of extending  
560           and receiving a call to the ministry, becoming equipped and trained for the ministry,  
561           and licensing, commissioning, and ordaining ministers. Approve licensed ministers  
562           for employment when applicable.
- 563           b. Give counsel and guidance to all ministerial affairs in the District.
- 564           c. Seek ways to strengthen the relationships and understanding between  
565           congregations and pastors, provide training for local persons responsible for church-  
566           pastor relations, encourage pastors in their professional growth, and in various ways  
567           strive to increase joy and effectiveness of the pastoral ministry.
- 568           d. Review the ministerial list periodically and make recommendations regarding those  
569           ministers who no longer appear interested in nor dedicated to their ministerial call.
- 570
- 571           F. Board Appointments
- 572           1. Treasurer - The treasurer shall be custodian of all District funds, disbursing them as  
573           authorized by District Conference and the District Board. Because of the specialized skill  
574           set required of the treasurer, the term limit restriction does not apply. The treasurer shall  
575           make written reports to the appropriate Commission, the Board and to District  
576           Conference as requested and submit the accounts for financial review and/or audit.
- 577           2. Financial Secretary - The financial secretary shall receive all current District funds,  
578           acknowledge receipt of such and deposit said funds promptly in a depository designated  
579           by the District Board. The financial secretary shall prepare a report of the giving from  
580           member churches and all other receipts, at least quarterly. Reports shall be made  
581           available to appropriate commissions, the Board, District Conference, and churches. The  
582           accounts shall be submitted for financial review and/or audit.
- 583           3. Ethics Committee - There shall be an Ethics Committee of at least 5 members appointed  
584           by the Executive Committee. There is no term or limitation to service on this committee.  
585           Working closely with the District Ministerial Commission, the Ethic Committee will  
586           participate in the ministerial ethics process as outlined in the denomination's "Ethics in  
587           Ministry Relations" paper.
- 588           4. Shalom Team - A committee of at least 5 shall be appointed by the Executive  
589           Committee. The Shalom Team shall, on behalf of the Board, be responsible for working

- 590 at discipleship and reconciliation concerns as per the denomination's Shalom Team  
591 paper.
- 592 5. Historical Committee - There shall be a Historical Committee of three members  
593 appointed by the Board for three (3) years. The Historical Committee shall be  
594 concerned with all matters of historic interest to the District and shall collect, preserve,  
595 write and, as authorized, publish such materials.
- 596 6. Other committees - The board may authorize such other committees as necessary.  
597 When the specific assignment of a committee is achieved, the committee shall be  
598 dismissed.  
599

## 600 **Article 5 - Related Institutions**

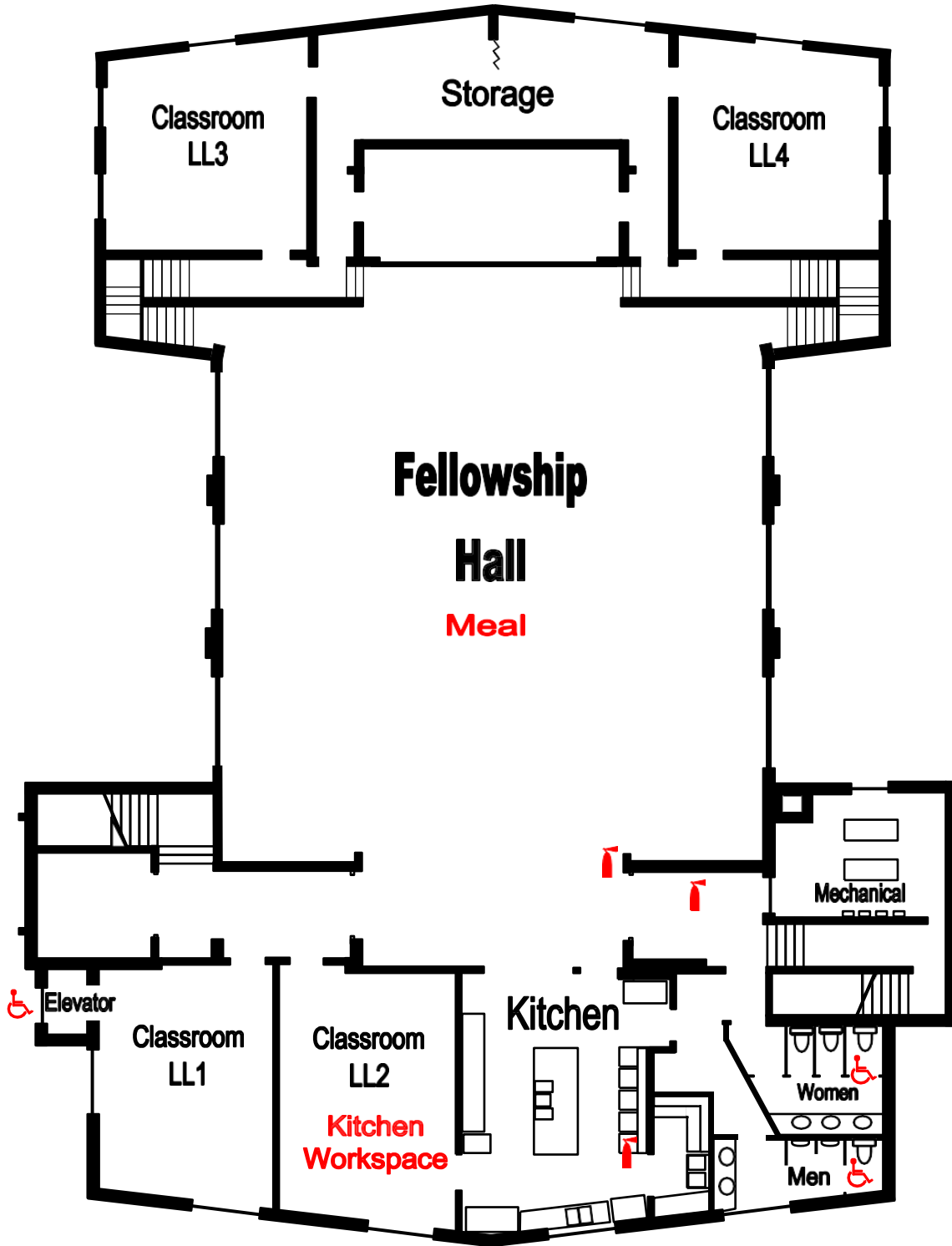
- 601
- 602 A. Church of the Brethren Homes
- 603 1. The District shall recognize and promote the Good Shepherd Home (Fostoria, Ohio) and  
604 West View Healthy Living (Wooster, Ohio) as resident care facilities.
- 605 2. The District Conference shall elect one representative for each Home, subject to the  
606 polity and by-laws of each home.
- 607 3. Duties of the representative:
- 608 a. Attend the meetings of the Home board.
- 609 b. Present the interests and concerns of the District to the Home and of the Home to  
610 the District.
- 611 4. Each Home will make an annual written report to the District Conference.  
612
- 613 B. Manchester University
- 614 1. The District shall recognize and promote Manchester University as its regional church-  
615 related college.  
616
- 617 C. Ohio Council of Churches
- 618 1. A delegate to the assembly shall be appointed by the District Board.
- 619 2. The term of office for the delegate shall be for 2 years.
- 620 3. Duties of the delegate:
- 621 a. Attend the meetings of the assembly of the Ohio Council of Churches.
- 622 b. Make a written report to the District Conference.  
623

## 624 **Article 6 - Amendments**

625 The Constitution and By-Laws of the District may be amended by two-thirds vote of delegates  
626 present and voting at any regular session of the District Conference. Written notice of the  
627 proposed amendments shall be given with the call of the meeting, at least thirty (30) days prior  
628 to the meeting.

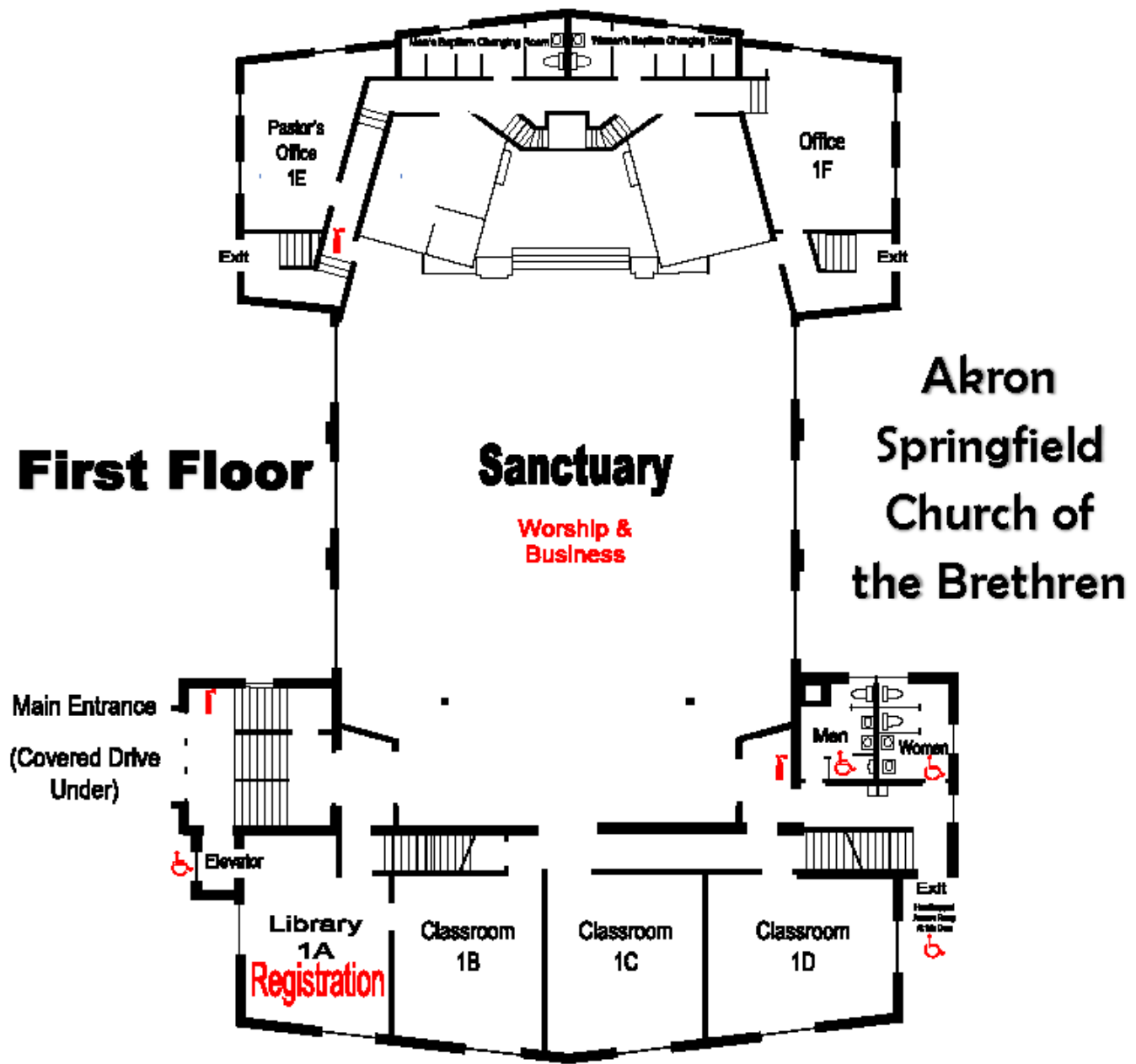
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# Basement



Akron Springfield Church of the Brethren

# First Floor



# Akron Springfield Church of the Brethren

# Second Floor

