

*The Alberta Conference
of the
Seventh-day Adventist Church*

**Session
Materials**

September 28, 2008

A Delegate's Responsibility

“A delegate to a conference / mission session or constituency session is not chosen to represent merely the church or conference / mission. A seated delegate should view the work as a whole, remembering that he / she is responsible for the welfare of the work in every part of the field. It is not permissible for church or conference / mission delegations to organize or attempt to direct their votes as a unit. Nor is it permissible for the delegates from a large church or conference / mission to claim pre-eminence in directing affairs in a conference / mission session. Each delegate should be susceptible to the direction of the Holy Spirit and vote according to personal convictions. Any church or conference / mission officer or leader attempting to control the votes of a group of delegates would be considered disqualified for holding office.”

Seventh-day Adventist Church Manual, p. 149

“He [God] has so arranged matters that chosen men [women] shall go as delegates to our conferences. These men [women] are to be tried and proved. They are to be trustworthy men [women]. The choosing of delegates to attend our conferences is an important matter. These men [women] are to lay the plans that shall be followed in the advancement of the work; and therefore they are to be men [women] of understanding, able to reason from cause to effect.”

Testimonies, vol. 9, p. 262

“The importance of any meeting does not necessarily arise from the numbers of those present or the amount of discussion and speechmaking connected with it, but rather upon the weighty matters decided upon and the spirit of unison and love prevailing among those in attendance.”

EGW, Review & Herald, November 25, 1873

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The Alberta Conference of the Seventh-day Adventist Church

Vision

Every Member Faithful

Mission Statement

To proclaim the Gospel of Jesus Christ through
serving, teaching and preaching

Shared Objectives

1. Encourage all members to have a loving relationship with Jesus Christ and with each other.
2. Share the Gospel of Jesus Christ through life and word in all areas of the Alberta Conference.
3. Affirm the principles of Scripture and the Spirit of Prophecy in our daily lives.
4. Increase spiritual growth opportunities for children and youth.
5. Offer and promote K-12 Christian Education to all Adventist students in the Conference.
6. Provide continuing education to all members for the implementation of internal and external programs of the church.
7. Require the Conference, and encourage and assist its entities, to develop a 10-year master plan and a 5-year action plan to achieve these objectives and support membership growth.

Legal Notice

The Alberta Conference of the Seventh-day Adventist Church

Notice is hereby given that the 49th Session of the Alberta Conference of the Seventh-day Adventist Church will be held at the College Heights Christian School, Lacombe, Alberta on September 28, 2008. The Regular business meeting will be called at 9:30 a. m., Sunday, September 28. There will be a meeting of the Organizing Committee at 7:30 a.m., Sunday, September 28.

The purpose of the meeting is to consider reports and financial statements, elect officers and members of the Executive Committee of the Conference for the ensuing quadrennial period, to consider any proposed changes in the Bylaws, and for the transaction of any other business that may properly come before the session.

The Bylaws provide for representatives from each duly organized church in the Alberta Conference as follows: one delegate per church without regard of membership, and one additional delegate for every fifty (50) members or major fraction thereof.

William Olson, President

Romulo Daquila, Vice President for Administration

Program and Agenda

September 28, 2008

College Heights Christian School

7:00 a.m. Light Breakfast (Served in the College Heights Christian School Gym)
7:30 a.m. Organizing Committee
8:30 a.m. Registration
9:30 a.m. Business Session Convenes

Hymn of Praise
Prayer
Welcome and Introduction
Special Music
Devotional
Call to Order
Reading of the Legal Notice
Seating of the Delegates
Selection of Parliamentarian
Approval of the Agenda
President's Report
Report from the Nominating Committee
Approval of the Minutes of the Previous Meeting
Items Arising from the Minutes
Report of the Organizing Committee
Alberta Conference:
 Vision Statement
 Mission Statement
 Objectives
 Strategies

12:00 p.m. Lunch (CUC Cafeteria)
1:30 p.m. Business Session Reconvenes

Financial Report
Office Location Proposal
Bylaws Committee Report
Acceptance of New Organized Churches
 Calgary Maranatha Spanish
 Calgary METRO Filipino
 Edmonton Filipino
 Edmonton Mill Woods
 Edmonton North
 Parkland
Questions on the Written Departmental Reports

4:00 p.m. Adjournment
Closing Prayer

Regular Delegates

Airdrie

Miller,* Les
Unruh, Ida

Beauvallon

Palinka, Bob
Townsend,* Garry
Yaceyko, Peter

Beiseker-Level Land

Pearson, Harold
Tetz,* James
Tetz, Shirley

Bentley

Blake, John
Pearson,* Diane

Bonnyville

Philipchuk, Jim
Powell,* Eldon

Boyle

Littlechilds,* Ken

Brooks

Calgary Bridgeland

Afflick, Witcliff
Ali, John
Chimwaso, David
Lynch, Arlette
Marshall, Natalie
McNeish,* Cetalyn
Skyers, Lavern
Waldron,* Marilyn

Calgary Central

Allison,* Jeff
Allison,* Donna
Blaney, Ron
Cordoba, Servio
Fehr, Loretta
Fehr, Melaine
Holdal, Rose
Holdal, George

Kartik, John
Price, Bob
Price, Janice
Richter,*+ Felix
Sayles, Debbie
Sayles, Grant
Stanley-Turner, Glen
Stanley-Turner, Laurene
Stonecypher, George
Wasylycha, Lorne
Wasyllucha, Wendy
Weber, Maureen
Weber, Wally

Calgary Garden Road

Birkett, Jack
Bishop, Celestine
Hall-Baranitsky, Gladys
Iglesias, Teisha
Kemp, Mike
Lewis, Errol
Merritt, Terry
Neish,* Brian
Nwofor, Osita
Robin,* Thompson
Sibanda, Enock

Calgary Mountain View

Gorbenko, Bob
Nilsson, Elaine
Nilsson, Herman
Reyes, Thomas
Swingholm, Jared

Calgary Parkdale

Diwa, Rodel
Flores, Theresa
Simanton,* Keith

Calgary Southside

Essendrop,* Claus
Loriezo, Nimrod

Calgary Spanish

Bridges, Ivania
Garcia, Jaime
Torres,* Dilcia

Camrose

Crabbe, Ruth
Wilton,* Dwayne

College Heights

Agrey, Loren
Agrey, Shelley
Bruce, Robert
Chenowith, Randy
Donkor, Noble
Fitch, Edith
Fleck, Llewellyn
Gascoyne, Larry
Gustavsen, Verne
Hagen,* Shari
Irrgang, Horst
Jeffrey, David
Leavitt, Bernice
Leavitt,*+ Jan
Leavitt, Keith
Mainville, June
McMurray, Travis
Nyachiro, Joseph
Rajah, Eric
Rajah, Jaden
Richter, David
Samraj, Tennyson
Sayler, Landon
Smith, Carrol
Sydenham, Daniel
Walters,* Judith

Conference

Park, Young Hwan – CKO
Pineda, Marvin – CMS
Rodriguez, Rodolfo – CMF
Arias, Benjamin – CNW
Auluck, Raj - CRM
Ustyuzhanin, Ihor – CWR
Picknell, Albert – CMS
Youn, Hyung Koo – EKO
Reyes, Jose – EMS
Spratt, Bob – MSK
Rumple, Garry – PRS
Schaffrick, David – WLK
Wong, Matthew – WCT

Drumheller

Edmonton Central

Amoh, Kwesi
Ghettuba, Beatrice
Hawthorn, Glenn
Hymanyk,* Robert
Jeske, Siegbert
Kiehlbauch, Edith
Latoski, Victor
Maru, David
Meza, Diulu
Ndagije, Jidiri
Popik,* Lorraine
Toop, Joe
Wodesso, Dadi
Wutzke, Ewald

Edmonton Filipino

Baragona, Ephriam
Barboza,* Benjamin

Edmonton Mill Woods

Guzman, David
Pasin,* Dean
Reid, Eunice

Edmonton North

Msimanga, Mark
Ndhlovu,* Sikhangeziwe

Edmonton South

Boutcher,* Berkley
Charles, Bill
Chicahuala, Daniel
Kydd,* Leroy
Yaceyko, Cindy
Yaceyko, Joe

Edmonton Spanish

Galdamez,* Salvador
Mejia, Elizabeth
Mejia, Valerie

Edmonton West

Boyce, Trevor
Brown,* Miguel
Hurst, Joy
Long-Brown,* Sharon
Marshall, Lesa
Spence, Shatha
Sylvan, Patricia
Vernon, William

Edson

Underwood,* Ralph

Fairview

Edgson,* James
Johnson, Theodore

Fort McMurray

Engelbrecht,* Willie
Kennedy, Rexford

Grande Prairie

Comm, Trudie
Falt-McDowell, Violet
Sharpe, Jeffery
Sharpe,* Marta

Hanna

Patzer, George
Streifling,* Jean

Innisfree

Lacombe Community

Hansen, Norman
O'Neill, Terry
Rice, Ed
Riffin, Ruth
Unruh,* Dick

Leduc

Gormley, Philip
Letkeman, Valerie
Leslie,* David

Lethbridge

Kalkan,* Walt
Lacanilao, Ben
Lacanilao, John
Roque, Mel

Lloydminster

Trumpf, Brad
Trumpf,* Deborah

Loyalist

Letniak, Connie
Letniak,*+ Debbie

Medicine Hat

Cazes, Wade
Otto, Garnett
Potgieter,* Evert
Ramsay, Jim
Schafer, Justin

Mirror

Baird, Irene
Hanson,* Sandra

Morning Star

Klatt,* Michelle

Olds

Hackenberg,* Wolfram
Hansen, Don

Onoway

Fry,* Terry

Parkland

Kiefiuk,* Sharon
Sevcik, Jaroslav

Peace River

Christen,* Eckhard
Lyons, Taralynn
Proud, Terri

Ponoka

Breitkreuz,* Alfred
May, Jason
Nawalkowski, Linda

Red Deer

Caponpon, Franz
Chokka, Jaya
Fox,* Ken
Holly, Elke
Kritzinger, Annetjie
Meharry, Colleen
Polishuk, Lucia
Spangler,* Bill

Red Willow

Benson, Audie
Benson, Kathleen
Bramble,* Ian
Jordan, Joan
Parks, Alexa
Parks, Wayne
Young,* Donavon

Rimbey

Engelberts, Martin
Nickoriuk,* Don

Rocky Mountain House

Welch, Mae
Welch,* Henry

Ryley

McAfee,* Glen
Oslund, Roger

Sedgewick

Brick,* Philip
Grovet, Douglas
Koehn, Charles

Sherwood Park

Davidson, Sylvia
Dunfield, Laurie
Vanderwerff,*+ Corrine
Waller, Christina
Wortman, Frits
Wortman, Melanie

Smoky Lake

Hackenberg, Ester
Meier, Anita
Meier, Thomas
Trenchuk,*+ Adrian

Stettler

Holdal,* Harold

Sylvan Lake

Bell, Mary Ann
Jacobson,* Dale
Sell, Colleen
Sell, Garry
Willauer, Phyllis

Vegreville

Coppock,* Marion
Samograd, Anne

Warburg

Knopp,* Lloyd
Molyneaux, Box
Zotzman, Erwin

Wetaskiwin

Klassen, Henry
Schafer, Julie
Schafer,* Roberta

Yellowknife

Reece-Wile, Wendy
Vendiola-Besarra,* Yolanda

* Organizing Committee
+ Name Listed Elsewhere

Delegates-at-Large

General Conference

(Committee Members who may be present)

North American Division

(Committee Members who may be present)

Seventh-day Adventist Church in Canada Board of Directors

(Committee Members who may be present)

Executive Committee

Albornoz, Amador
Bancarz,+ Julie
Barber,+ Randy
Brown, Glen
Daquila,+ Romulo
Diwa, Gloria
Fitch, Victor
Higgins, Mervis
Holdal,+ Robert
Knox, Edward
Olson,+ William
Reasor,+ Stephen
Sankey, Elaine
Sydenham,+ Ron
Taylor, Ken
Thorp, Richard
Trenchuk,+ Adrian
Weich, Linda

Act & Bylaws Committee

Amorim,+ Nilton (SDACC)
Chipeur, Gerald
Daquila,+ Romulo
Miller, Peter
Phillips, Ora-Lee
Smith, Shelley
Ziakris, Loney

Nominating Committee

Ali,+ Ishmael
Carney, Lester
Dara, Paul
Fletcher, Henry
French, Hugh
Jackson,+ Dan

Kay,+ Warren
Knox, Judy
Letniak,+ Debbie
Openshaw,+ Charlotte
Richter,+ Felix
Silva, Deborah
Szamko,+ Wesley
Vanderwerff,+ Corrine
Wong, Karlit

Ministerial Credential

Adams, John
Ali,+ Ishmael
Amorim,+ Nilton (SDACC)
Antunes, Paul
Barber,+ Randy
Beaudoin, Darrell
Beaudoin, David
Brummund, Shawn
Burke, Robert
Covel, Virgil
Daquila,+ Romulo
Deibert, Adam
Ferary, Reynold
Ford, Peter
Gilbert, John
Hall, Larry
Hartley, Ian
Henderson, Ron
Horrell, Terrence
Jackson,+ Dan (SDACC)
Johnson, Oliver
Kay,+ Warren
Launio, Leo
Manzano, Samuell
Olson,+ William
Pohle, Robert
Reasor,+ Stephen
Richter,+ Felix
Rochford, Dan
Sydenham,+ Ron
Szamko,+ Wesley
Unruh, Ulrich
Wesley, John
Yeon, Jae Min

Ministerial License

Angulo, Michelle
Barber, Nancy
Corbel, Michael
Dahr, Brad
Girleanu, Ghenadie
Hamstra, David

Hendron, Adam
Millen, Samuel
Morales, Julio
O'Connor, Wallin
Rooney, James
Rosengren, Tyler
St. Louis, Dario
Streifling, David

Commissioned Ministerial Credential

Holdal,+ Robert
Osmond, Carolyn
Ramsay, John (SDACC)
Todd, Honey

Commissioned Ministerial License

Lebel, Kim
Williams, Richard

Commissioned Ministry of Teaching Credential

Adams, Michael
Angulo, Anita
Bancarz,+ Julie
Brown, Melissa
Dreger, Kelly
Forde, Colin
Fowler, Richard
Gabrys, Steven
Galdamez, Juana
Gorbenko, Judy
Griffith, Janet
Hall, Janet
Hammel, Dayna
Hawes, Charissa
Hetland, Rayette
Hoffmann, Darlene
Huguenin, Muriel
Jamieson, Tracy
Kartik, Myrene
Kapiniak, Greg
Kay, Ardyn
Kelloway, Marilyn
Lee, Tarja
Lehmann, Shad
Leming, Lee-Ann
Long, Dionne
Matiko, Joan
Mayo, Cindy
McLeod, Murray
McPherson, Roxanne

Nielsen, Russ
Robertson, Eileen
Rochford, Marian
Schafer, Karen
Smith, Wayne
von Gunten, Carol
Wood, Clifford
Zayachkowski, Isaac

Richter, Keith
Ruiz, Moises
Smith, Dexter

+ Name Listed Elsewhere

*Commissioned Ministry of
Teaching License*

Boscher, Lindsay
Dubyna, Chris
Jean-Baptiste, Carole
Novasad, Trina
Wilton, Gail

*Ministry of Teaching
License*

Blabey, Clarissa
Demitor, Tiffany
Gillespie, Aarin
Goltz, Anna
Kruger, Cheri
Ladores, Divina
Landry, Rebecca
Leslie, Andrea
Marques, Melanie
Mosher, Stacey
Presley, Victoria
Samuel, Mishka
Samuel, Monique
Zavers, Jason

Missionary Credential

Bader, Belinda
Hartley, Irma
Holdal, Marlene
Marcinyk, Penny
Medavarapu, Evangeline
Wasylyshen, Joyce

Missionary License

Davis III, James
Clausen, Olaf
Condron, Robert
Gillespie, Myles
Howard III, John
Keenan, Pauline
Koester, Eric
Leavitt,+ Jan
Marube, Eunice
Openshaw, Charlotte
Openshaw, Tom

Nominating Committee Report of the Officers and Executive Committee

Executive Committee for the Next Term

Administration

	<i>Incumbent</i>	<i>Voted Next Term</i>
President	William Olson	_____
Secretary	Romulo Daquila	_____
Treasurer	Robert Holdal	_____

Denominational Employees

Teacher / Mamawi Atosketan	Julie Bancarz (less than ½ term)	_____
Pastor / Calgary Central	Randy Barber*	_____
Pastor / College Heights	Stephen Reasor	_____
Pastor / College Heights	Ron Sydenham*	_____

Laypersons

Edmonton Spanish	Amador Albornoz*	_____
Edmonton South	Glen Brown	_____
Calgary Parkdale	Gloria Diwa	_____
College Heights	Victor Fitch	_____
Calgary Bridgeland	Mervis Higgins*	_____
Lethbridge	Edward Knox*	_____
Loyalist	Elaine Sankey	_____
Camrose	Ken Taylor*	_____
Calgary Central	Richard Thorp*	_____
Smoky Lake	Adrian Trenchuk	_____
Grande Prairie	Linda Weich	_____

* Served for two consecutive terms

*Organizing Committee Report
of the Nominating Committee*

Nominating Committee for Next Term

Incumbent

Voted Next Term

Chairperson, Dan Jackson

Chairperson, SDA Church in Canada or
Designate

Ishmael Ali Calgary Garden Road

Lester Carney* Canmore Mtn Sanctuary

Paul Dara College Heights

Henry Fletcher Peers

Hugh French* Edmonton West

Warren Kay* Sylvan Lake

Judy Knox Lethbridge

Debbie Letniak Loyalist

Charlotte Openshaw* Olds

Felix Richter Calgary Central

Deborah Silva* Edmonton Spanish

Wesley Szamko Edmonton South

Corrine Vanderwerff Sherwood Park

Karlit Wong Red Deer

*Served for two consecutive terms

*Organizing Committee Report
of the Act & Bylaws Committee*

Act & Bylaws Committee for Next Term

Incumbent

Gerald Chipeur*	Calgary Mountain View
Peter Miller	Calgary Central
Ora-Lee Phillips	Calgary Central
Shelley Smith*	Edmonton South
Loney Ziakris	College Heights

Voted Next Term

1. VP for Administration, Alberta Conference
2. VP for Administration, SDA Church in Canada
3. _____
4. _____
5. _____
6. _____
7. _____

* Served for three consecutive terms

Minutes of the Forty-eighth Session

College Heights, Alberta
September 26, 2004 – 9:30 a.m.

The session began with hymns of praise led by the Canadian University College Legacy Quartet. Cynthia Campbell offered the opening prayer. Elder William Olson welcomed the delegates and guests. Before Hal Thomsen, who is Assistant to the President for Administration of the North American Division, gave the devotional thought, the CUC Legacy Quartet presented a message in song. The delegates and guests divided themselves into groups of two or three for prayer.

Elder William Olson called the session to order. There were 281 delegates present. Eighty-three (83) were Delegates-at-Large and the rest were Regular Delegates who represented seventy percent 70 % of the Regular Delegates, therefore a quorum was established. Names of the replacement delegates were read and voted. Delegates from other organizations were introduced: Hal Thomsen from the North American Division; Dan Jackson, President, SDACC; Nilton Amorim, Secretary, SDACC; and Brent Burdick, an invitee, Undertreasurer, SDACC.

Elder Romulo Daquila, Executive Secretary, read the Legal Notice as published in the Session Book and in the June and August issues of the *Canadian Adventist Messenger*.

Items in the delegate packets were identified; specially the voting card, the ballot cards, and the meal ticket.

2004-01 DISCUSSION LIMIT

VOTED: to limit the time given to any issue to two (2) minutes per delegate.

2004-02 BALLOT COUNTER

VOTED: to appoint Edward Olson, Clarence Grosso, Odette Boily, and Trudie Comm to serve as official Ballot Counters during the session.

2004-03 PARLIAMENTARIAN

VOTED: to appoint Elder Nilton Amorim, Secretary, Seventh-day Adventist Church in Canada, to serve as the Parliamentarian for the 48th Constituency Session.

2004-04 AGENDA

VOTED: to approve the agenda as printed in the Session Book page 9.

2004-05 PRESIDENT'S REPORT

VOTED: to receive the President's Report as written in the Report section of the Session Book, page 3, and as was verbally presented by Elder William Olson.

NOMINATING COMMITTEE REPORT

The members of the Nominating Committee, chaired by Elder Dan Jackson with Fay Cherepuschak as Secretary, met on August 8, 2004 to do the work of bringing the names of the three Administrative Officers and members of the Executive Committee of the Alberta Conference to be ratified by the vote of the delegates present.

2004-06 **PRESIDENT**

VOTED: to appoint William Olson to continue to serve as President for the next term.

2004-07 **SECRETARY**

VOTED: to appoint Romulo Daquila to continue to serve the Executive Secretary for the next term.

2004-08 **TREASURER**

VOTED: to appoint Carolyn Osmond to continue to serve as Treasurer for the next term.

2004-09 **EXECUTIVE COMMITTEE**

VOTED: to approve the 15 names recommended by the Nominating Committee to serve as members of the Executive Committee and that the two additional names will be chosen by the Executive Committee during the first regular meeting.

SE	Region 1	Ed Knox	Lay Person	Male	Caucasian
Cal	Region 2	Randy Barber	Employee	Male	Caucasian
Cal	Region 2	Mervis Higgins	Lay Person	Female	West Indian
Cal	Region 2	Richard Thorp	Lay Person	Male	Caucasian
Cen	Region 3	Sam Asante	Lay Person	Male	African-Canadian
Cen	Region 3	Chanda Nunes	Employee	Female	West Indian
Cen	Region 3	Justis St. Hilaire	Employee	Male	Caucasian
Cen	Region 3	Ron Sydenham	Employee	Male	Caucasian
Cen	Region 3	Elaine Sankey	Lay Person	Female	Caucasian
Edm	Region 4	Amador Albornoz	Lay Person	Male	Hispanic
Edm	Region 4	Glen Brown	Lay Person	Male	Caucasian
Edm	Region 4	Ken Taylor	Lay Person	Male	Caucasian
NE	Region 5	Dale Trefz	Lay Person	Male	Caucasian
NE	Region 5	Adrian Trenchuk	Lay Person	Male	Caucasian
NW	Region 6	Linda Weich	Lay Person	Female	Caucasian

MINUTES

2004-10 **MINUTES OF MAY 6, 2001 – 47TH CONSTITUENCY SESSION**

VOTED: to approve the minutes of the 47th Constituency Session held at College Heights on May 6, 2001 as printed in the Session Book, pages 21-25.

BUSINESS ARISING FROM THE MINUTES

2004-11 **SALE OF THE ALBERTA CONFERENCE OFFICE PROPERTY**

VOTED: to accept the recommendation of the Alberta Conference Administration as circulated and presented by Carolyn Osmond that as a result of the cost study on the sale of the present Alberta Conference office property and purchasing a piece of land and building a new office, that the Conference office remain in its present location.

2004-12 **POLICY GOVERNANCE PILOT PROJECT**

VOTED: to accept the recommendation of the Executive Committee that since the Policy Governance Pilot Project request was denied by the Board of Directors of the Seventh-day Adventist Church, that the Alberta Conference go back to the North American Division model of church governance but to incorporate all the pertinent principles of the Policy Governance model as outlined in the pilot project. This new document is called, *The Alberta Conference Executive Committee Governing Policies*.

ORGANIZING COMMITTEE REPORT

2004-13 **NOMINATING COMMITTEE**

VOTED: to approve the following names to serve as members of the Nominating Committee for the next Quadrennium.

SE	Region 1	Judy Knox	Layperson	Female	Lethbridge
Cal	Region 2	Lester Carney	Layperson	Male	Canmore
Cal	Region 2	Ishmael Ali	Employee	Male	Calgary Garden Road
Cal	Region 2	Debbie Bullock	Layperson	Female	Calgary Mtn View
Cal	Region 2	Victor Schulz	Employee	Male	Calgary Spanish
Cen	Region 3	Warren Kay	Employee	Male	Sylvan Lake
Cen	Region 3	Wesley Szamko	Employee	Male	College Heights
Cen	Region 3	Debbie Letniak	Layperson	Female	Loyalist
Cen	Region 3	Paul Dara	Layperson	Male	College Heights
Cen	Region 3	Karlit Wong	Layperson	Male	Red Deer
Cen	Region 3	Eldon Jamieson	Layperson	Male	College Heights
Edm	Region 4	Hugh French	Layperson	Male	Edmonton West
Edm	Region 4	Deborah Silva	Layperson	Female	Edmonton Spanish
Edm	Region 4	Henry Fletcher	Layperson	Male	January Creek
Edm	Region 4	Corrine Vanderwerff	Layperson	Female	Sherwood Park
NE	Region 5	Felix Richter	Employee	Male	Vergreville
NE	Region 5	Ivy Samograd	Layperson	Female	Innisfree
NW	Region 6	Charlotte Openshaw	Layperson	Female	Fairview
NW	Region 6	Paulette Kurylo	Layperson	Female	Grande Prairie

2004-14 **ACT AND BYLAWS COMMITTEE**

VOTED: to approve the following names to serve as members of the Act and Bylaws Committee for the next Constituency Quadrennium.

Secretary, Seventh-day Adventist Church in Canada
Secretary, The Alberta Conference of the Seventh-day Adventist Church
Gerald Chipeur
Ian Hartley
Peter Miller
Ora-Lee Phillips
Shelley Smith

CONFERENCE INITIATIVES

2004-15 **CONFERENCE INITIATIVES FOR THE QUADRENNIUM**

VOTED: to accept the Conference Initiatives for the next term as circulated and presented by the assigned Conference administrators and directors. These initiatives are as follows:

1. Town Hall Meetings in all the regions
2. Nurture and Revival in all the local churches and companies
3. Evangelism – Harvest Alberta
4. Youth Leadership
5. Conference-wide Promotion of Christian Education
6. Stewardship Emphasis
7. Philanthropic and Trust promotions
8. 2006 Centennial Camp Meeting Celebration

FINANCIAL REPORT

2004-16 **FINANCIAL REPORT AND THE 2003 AUDITED STATEMENT**

VOTED: to approve the financial report for the last triennium and the 2003 audited statement as presented by Carolyn Osmond, the Vice President for Finance of the Conference. Mavis Page, the Auditor from the General Conference Auditing Services, presented the auditors' opinion.

BYLAWS COMMITTEE REPORT

2004-17 **SIMILAR CHANGES FOUND IN DOCUMENT**

VOTED: that when a change is voted in one section of the document that the same change is applied throughout the entire document.

CONSTITUTION TO ACT

2004-18 **ARTICLE VIII, SECTION 8:01.1.**

VOTED: to amend Article VIII, Section 8:01.1. to read as follows:

The voting delegates of the Conference at a properly called Regular or Special Meeting may enact bylaws, and / or repeal them, and such bylaws may embrace any provision inconsistent with the constitution legislative **Act of Incorporation known as, Act (Bill Pr 7)(hereafter referred to as "Act")**

2004-19 **ARTICLE VIII, SECTION 8:01.2.b.**

VOTED: to amend Article VIII, Section 8:01.2.b. to read as follows:

the proposed amendment is in harmony with the ~~Conference's Incorporating Statute~~ **Act.**

2004-20 **ARTICLE VIII, SECTION 8:01.3.**

VOTED: to amend Article VIII, Section 8:01.3. to read as follows:

The Executive Committee shall not cause the ~~Conference's Incorporating Statute Act~~ to be amended prior to obtaining approval for such amendment in the same manner as set out for approval of amendments to the Bylaws of the Conference.

2004-21 **ARTICLE IX, SECTION 9:04.2.b.**

VOTED: to amend Article IX, Section 9:04.2.b. to read as follows:

Members of the ~~Constitution Act~~ and Bylaws Committee,

2004-22 **ARTICLE X, SECTION 10:01.4.b.**

VOTED: to amend Article X, Section 10:01.4.b. to read as follows:

~~an Constitution Act~~ and Bylaws Committee, and

2004-23 **ARTICLE X, SECTION 10:03.**

VOTED: to amend Article X, Section 10:03. to read as follows:

The ~~Constitution Act~~ and Bylaws Committee shall be elected at the Regular Meeting of the Conference and shall consist of not less than five (5) and not more than seven (7) members. Excluding members ex officio, no individual shall serve on the ~~Constitution Act~~ and Bylaws Committee for more than three (3) consecutive terms. The ~~Secretary VP for Administration~~ of the Conference shall be a member ex officio. The Secretary of the Church in Canada shall be a non-voting member ex officio. The ~~Secretary VP for Administration~~ of the Conference shall set the time and place for the meeting of the ~~Constitution Act~~ and Bylaws Committee and facilitate the selection of the Chairperson. The ~~Constitution Act~~ and Bylaws Committee shall function between the Regular Meetings of the Conference and shall submit its reports and detailed recommendations to the Executive Committee and to the next Regular Meeting.

TRIENNIAL TO QUADRENNIAL

2004-24 **ARTICLE IX, SECTION 9:01.**

VOTED: to amend Article IX, Section 9:01. to read as follows:

The Conference shall hold ~~triennial~~ **quadrennial** meeting ("Regular Meeting") at such time and place the Executive Committee shall designate for the purpose of considering financial statements and reports, electing officers and members of the Executive Committee, and for the transaction of such other business as may properly be brought before the meeting.

FROM 35 TO 50

2004-25 **ARTICLE IX, SECTION 9:04.1.**

VOTED: to amend Article IX, Section 9:04.1. to read as follows:

Regular Delegates

Regular Delegates shall be accredited by any one of the Churches, each of the Churches being entitled to one Regular Delegate without regard to membership plus one additional Regular

Delegate to each ~~thirty-five (35)~~ **fifty (50)** church members, or major fraction thereof, and who hold membership in the local church which accredits them (“Regular Delegates”).

2004-26 **MOTION TO RECONSIDER ACTION 2004-25**

VOTED: to reconsider the action taken to change from thirty-five (35) to fifty (50).

It was moved and seconded that the number to determine the number of Regular Delegates from each church be moved back to thirty-five (35) from fifty (50).

Note: The vote was taken by secret ballot.

MOTION WAS DEFEATED

Action 2004-25 was established. – The number is changed from thirty-five (35) to fifty (50).

SECRETARY TO VP FOR ADMINISTRATION; TREASURER TO VP FOR FINANCE

2004-27 **ARTICLE X, SECTION 10:02.4.**

VOTED: to amend Article X, Section 10:02.4. to read as follows:

Reports

The reports of the Nominating Committee shall be delivered to the Regular Meeting at the outset of the meeting. The reports shall be comprised of one name for each positions of ~~p~~President, ~~secretary~~ **Vice President for Administration (hereafter referred to as “VP for Administration”)**, and ~~treasurer~~ **Vice President for Finance (hereafter referred to as “VP for Finance”)** of the Conference (“President”, ~~“Secretary”~~ **“VP for Administration”**, and ~~“Treasurer”~~ **“VP for Finance”**) and one slate of names for the Executive Committee. There shall be no nomination from the floor of the meeting. Any delegate who wishes to propose an additional or substitute name or names, or who desires to discuss a name or names in such report, may request the Chairperson to refer the reports back to the Nominating Committee before which the delegate shall be invited to appear.

2004-28 **ARTICLE X, SECTION 10:02.5.a.**

VOTED: to amend Article X, Section 10:02.5.a. to read as follows:

Officer Vacancies

If the office of the President, ~~Secretary~~ **VP for Administration**, or ~~Treasurer~~ **VP for Finance** becomes vacant more than six months before the Regular Meeting, the Nominating Committee shall nominate a new President, ~~Secretary~~ **VP for Administration**, or ~~Treasurer~~ **VP for Finance**. In such case, the Nominating Committee shall be called within forty-five days after the vacancy occurs. The Nominations from the Nominating Committee shall be presented to the Executive Committee for its consideration in the election of a new President, ~~Secretary~~ **VP for Administration**, or ~~Treasurer~~ **VP for Finance**.

2004-29 **ARTICLE XI, SECTION 11:01.**

VOTED: to amend Article XI, Section 11:01. to read as follows:

Membership

An executive committee of the Conference (“Executive Committee”) shall be elected at the Regular Meeting of the Conference and shall consist of not less than thirteen (13) and not more than twenty (20) members. Excluding members ex officio, no individual shall serve on the Executive Committee for more than two (2) full consecutive terms. The President, **Secretary VP for Administration** and **Treasurer VP for Finance** shall be members ex officio. The Executive Committee, including the ex officio members, shall contain not less than sixty percent (60%) laypersons with the remainder of the members selected from among pastors, educators, departmental directors, and institutional representatives, or other denominational employees. When selecting the Executive Committee, the Nominating Committee shall have as one of its objectives the appointment of persons who reflect the regional, gender, ethnic, and other social characteristics of the Membership. The officers of the Church in Canada, the North American Division, and the General Conference are members ex officio of the Executive Committee; however, their membership shall be in addition to the number detailed above. Any such officers exercising their voting rights at any one meeting shall not make up more than ten percent (10%) of the Executive Committee membership present.

2004-30 ARTICLE X, SECTION 11:02.1.d.

VOTED: to amend Article XI, Section 11:02.1.d. to read as follows:

conduct annual written evaluations of all employees except the President, **Secretary VP for Administration**, and **Treasurer VP for Finance**;

2004-31 ARTICLE XI, SECTION 11:02.1.e.

VOTED: to amend Article XI, Section 11:02.1.e. to read as follows:

conduct written evaluations of the President, **Secretary VP for Administration**, and **Treasurer VP for Finance** prior to the midpoint of the term and within six months prior to the end of the term; and

2004-32 ARTICLE XI, SECTION 11:03.2.

VOTED: to amend Article XI, Section 11:03.2. to read as follows:

A special meeting shall be called by the **Secretary VP for Administration** in response to the written request of a majority of the members of the Executive Committee.

2004-33 ARTICLE XI, SECTION 11:03.3.

VOTED: to amend Article XI, Section 11:03.3. to read as follows:

In the event of a vacancy in the offices of the President and **Secretary VP for Administration**, by death or otherwise, a special meeting may be called by the president or designate of the Church in Canada who will chair the special meeting.

2004-34 ARTICLE XII – OFFICERS

VOTED: to amend Article XII to read as follows:

ARTICLE XII — Officers

12:01. Officers' Titles

The officers of the Conference shall be a President, a ~~Secretary~~ **VP for Administration**, and a ~~Treasurer~~ **VP for Finance**. The office of ~~Secretary~~ **VP for Administration** and of ~~Treasurer~~ **VP for Finance** may be filled by one individual. The officers shall be authorized to sign on behalf of the Conference. The Executive Committee may grant signing authority to other individuals as necessary. It is the duty of these officers, in consultation with one another, to carry forward the work according to plans, policies, and programs voted by the Conference or the Executive Committee. These plans, policies, and programs shall be in harmony with the doctrines and actions adopted and approved by the General Conference.

12:02. President

The President, who shall be an ordained minister of experience, is the first officer and shall report to the Executive Committee in consultation with the ~~Secretary~~ **VP for Administration** and the ~~Treasurer~~ **VP for Finance**. He shall act as chairman of the constituency meetings and the Executive Committee, and serve in the general interests of the Conference as the constituency and the Executive Committee shall determine. In his leadership he shall adhere to the policies of the Church in Canada, the North American Division, and the General Conference, and work in harmony with the Board of Directors of the Church in Canada and in close counsel with its officers.

12:03. ~~Secretary~~ Vice President for Administration

The ~~Secretary~~ **VP for Administration**, associated with the President as an executive officer, shall serve under the direction of the Executive Committee and shall act as vice-chairperson of the Executive Committee. The ~~Secretary~~ **VP for Administration** shall report to the Executive Committee after consultation with the President. It shall be the duty of the ~~Secretary~~ **VP for Administration** to keep the minutes of Conference constituency meetings and of Executive Committee meetings, to furnish copies of these minutes to all members of the Executive Committee and to the officers of the Church in Canada. The ~~Secretary~~ **VP for Administration** shall also be responsible for providing information as may be requested by the President or by the Executive Committee, and shall perform such other duties as usually pertain to the office.

12:04. ~~Treasurer~~ Vice President for Finance

The ~~Treasurer~~ **VP for Finance**, associated with the President as an executive officer, shall serve under the direction of the Executive Committee. The ~~Treasurer~~ **VP for Finance** shall report to the Executive Committee after consultation with the President. The ~~Treasurer~~ **VP for Finance** shall be responsible for providing financial leadership to the organization which will include, but shall not be limited to, receiving, safeguarding and disbursing all funds in harmony with the actions of the Executive Committee, for remitting all required funds to the Church in Canada ~~North American Division~~ in harmony with the North American Division Policy and for providing financial information to the President and to the Executive Committee. The ~~Treasurer~~ **VP for Finance** shall also be responsible for furnishing copies of the financial statements to the officers of the Church in Canada.

2004-35 **ARTICLE XVI, SECTION 16:06.**

VOTED: to amend Article XVI, Section 16:06. to read as follows:

Internal Audit

The Treasurer **VP for Finance**, and other individuals authorized by the Executive Committee shall be responsible for all internal audits, in keeping with standard auditing procedures, of all the financial records of the Conference, including, but not limited to, those of Conference schools, health facilities, evangelistic efforts and Churches.

2004-36

ARTICLE XX - SEAL

VOTED: to amend Article XX to read as follows:

The seal shall consist of a circular impression with the words “The Alberta Conference of the Seventh-day Adventist Church” in an outer circle enclosing the words “seal”. The seal shall be in the custody of the Secretary **VP for Administration**.

FINANCIAL AND STATISTICAL REVIEW COMMITTEE

2004-37

ARTICLE XVI, SECTION 16:03.

VOTED: to amend Article XVI, Section 16:03. to read as follows:

~~General Audit~~ **Financial and Statistical Review Committee (hereafter referred to as FSR)**

The membership of the ~~general audit~~ **FSR** committee shall meet annually and shall consist of:

2004-38

ARTICLE XVI, SECTION 16:04.

VOTED: to add Article XVI, Section 16:04. to read as follows:

Function of FSR

The FSR Committee shall annually:

1. Review the salary and expenses for all employees of the Conference.

2. Set salary rates for the subsequent year.

3. Review the financial operation of the Conference.

4. Review the membership and other statistics.

OTHER ADDITIONS

2004-39

ARTICLE IX, SECTION 9:04.2.d.

VOTED: to amend Article IX, Section 9:04.2.d. to read as follows:

Members of the Board of Directors of the Church in Canada **who may be present,**

2004-40 **ARTICLE IX, SECTION 9:04.2.e**

VOTED: to amend Article IX, Section 9:04.2.e. to read as follows:

Members of the General Conference Committee **and members of the North American Division Committees** who may be present at any Regular or Special meeting of the Conference, provided that the number of such delegates representing the General Conference **and the North American Division Committees** shall not exceed ten percent (10%) of the total number of Regular Delegates, and

2004-41 **ARTICLE XI, SECTION 11:03.4.**

VOTED: to amend Article XI, Section 11:03.4. to read as follows:

Meetings may be held by way of telephone **or video** conference call.

OTHER DELETION

2004-42 **ARTICLE XV, SECTION 15:02.**

VOTED: to amend Article XV, Section 15:02. to read as follows:

Policies

The portion of the tithe which is reserved for this Conference, as specified by policy, and all other funds, shall be used in harmony with the financial policies of the North American Division; and, in the case of donations, their use shall be in harmony with the specifications of donors and in compliance with government regulations. ~~Tithe is shared with the Church in Canada and the North American Division on fixed percentages as set by the North American Division Executive Committee, and with the General Conference on fixed percentages as set by the Annual Council of the General Conference Executive Committee.~~

PROPOSED BYLAW CHANGES THAT WERE NOT VOTED IN:

Article IX, Section 9:04.2.c. Delegates-at-Large

Employees of the Conference holding credentials or licenses issued by the Conference **who have worked in the Alberta Conference for at least four (4) years.**

Article XVI, Section 16:03.3. Membership of the FSR

~~sufficient additional members to be appointed by the Executive Committee~~ **two delegates from each region which will be recommended by the Regional Management Team to be added to this committee** so that a majority of the **FSR** committee shall consist of persons not employed by the Church in Canada.

2004-43 **PEORIA-SMOKY SEVENTH-DAY ADVENTIST CHURCH DISBANDED**

VOTED: to approve the recommendation of the Executive Committee to disband the Peoria-Smoky Seventh-day Adventist Church due to insufficient membership.

2004-44 **ADMINISTRATION AND DEPARTMENTAL REPORTS**

VOTED: to receive the Administration and Departmental reports as printed in the Session Book.

2004-45 **MOTION TO ADJOURN**

VOTED: to adjourn the meeting due to completion of the agenda. The 48th Constituency Session of the Alberta Conference of the Seventh-day Adventist Church was adjourned at 6:26 p.m.

Closing Prayer: Nilton Amorim, Secretary, Seventh-day Adventist Church in Canada.

*BYLAWS
of the
Alberta Conference
of the
Seventh-day Adventist
Church*

Proposed
September 28, 2008

Note

In the proposed amendments to the Bylaws: (a) the strikethroughs are to be replaced or removed, and (b) the highlighted word/section is an addition or a replacement in the document.

Example: In Article III – Relationships 3:01. **NAD** ~~North American Division~~

The words “North American Division” will be removed and replaced by “NAD”.

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Definitions

Act	Alberta Conference of the Seventh-day Adventist Church Act, S.A. 1988, c.
Churches	groups of members that are duly organized by the Conference and are voted in during the Regular or Special meeting.
Company	an organized group of members for fellowship and worship with the objective of growing into an organized church
Conference	Alberta Conference of the Seventh-day Adventist Church
Conference Church	a body that represents members who live in isolated places and those who are members of organized companies
EXCOM	Executive Committee of the Conference
FAR	Financial Audit Review
FSR	Financial and Statistical Review
GC	General Conference of Seventh-day Adventists
NAD	North American Division of Seventh-day Adventists
NOMCOM	Nominating Committee
Officer	Any of the three officers of the Conference namely: the President, the VP for Administration, and the VP for Finance
SDACC	Seventh-day Adventist Church in Canada
VP for Administration	Vice President for Administration
VP for Finance	Vice President for Finance

Proposed Bylaws
of the
Alberta Conference of the Seventh-day Adventist Church

ARTICLE I — Name

- 1
2
3 1:01. The name of this corporation is The Alberta Conference of the Seventh-day Adventist Church (~~herein~~
4 referred to as “the Conference”).
5
6

ARTICLE II — Successor

- 7
8
9 2:01. The Conference is the successor in interest to the previously unincorporated religious association
10 known as the Alberta Conference of Seventh-day Adventists.
11
12

ARTICLE III – Relationships

- 13
14
15 3:01. The Conference is a part of the **SDACC** ~~Seventh-day Adventist Church in Canada~~ (hereinafter
16 referred to as the “Church in Canada”), which in turn is a part of the **NAD** ~~North American Division~~
17 ~~of the General Conference of Seventh-day Adventists~~ (hereinafter referred to as the “North American
18 ~~Division”~~), which in turn is a division of the **GC** ~~General Conference of Seventh-day Adventists~~
19 (~~hereinafter referred to as the “General Conference”~~), a world church organization, and all purposes,
20 policies and procedures of the Conference shall be in harmony with the working policies and
21 procedures of the **NAD** ~~North American Division~~, and the **GC** ~~General Conference~~. The Conference
22 shall pursue the mission of the Church in harmony with the doctrines, programs, and initiatives
23 adopted and approved by the **GC** ~~General Conference~~ at its duly constituted sessions.
24
25

ARTICLE IV — Purpose

- 26
27
28 4:01. The purposes of the Conference are as follows:
29
30 1. to facilitate the proclamation of the everlasting gospel of the Lord Jesus Christ, and His
31 imminent return as symbolized by the three angels of Revelation 14:6-12, to lovingly persuade
32 all peoples within its territory, leading them to accept Jesus as personal Savior and to unite with
33 His church, and nurturing them in preparation for His soon return;
34
35 2. to coordinate a Christian ministry within its jurisdiction, including, but not limited to, pastoral,
36 teaching, literature and health ministries;
37
38 **3. to fulfill the vision statement and the mission statement of the Conference; and**
39
40 **34.** to do all such other things which, in the opinion of the **EXCOM** ~~Executive Committee~~ (as
41 defined in Article XI hereunder), are necessary or helpful to the attainment of the above
42 purposes.
43
44

ARTICLE V — Territory

- 45
46
47 5:01. The territory of the Conference shall consist of the Province of Alberta and that portion of the
48 Northwest Territories designated, from time to time, by the Church in Canada.

ARTICLE VI — Principal Office

6:01. The principal office for the transaction of the business of the Conference shall be at 37541 Highway 2, Red Deer County, Alberta, or as may be designated by the **EXCOM** Executive Committee.

ARTICLE VII — Membership

7:01. The membership of the Conference (“Membership”) shall consist of all members of such churches, **including the Conference Church**, which have been or shall be properly organized and accepted by vote of a **Regular or Special** meeting of the Conference in accordance with ~~Article IX hereunder and the Working Policy of the NAD North American Division of the GC General Conference of Seventh-day Adventists, (“Working Policy of the North American Division”)~~, as amended from time to time (“Churches”). ~~Churches may be disbanded by a two-thirds (2/3) vote of the delegates present and voting in a properly called Regular or Special Meeting.~~

ARTICLE VIII — Bylaws and Amendments

- 8:01. 1. The voting delegates of the Conference at a properly called Regular or Special Meeting may enact bylaws, and/or repeal them, and such bylaws may embrace any provision not inconsistent with the legislative Act of Incorporation known as, ~~Act (Bill Pr7) (hereafter referred to as “Act”)~~.
- 2. The Bylaws of the Conference may be amended, revised or repealed at any duly called meeting by two-thirds (2/3) vote of the delegates present and voting at any such meeting of the Conference provided that:
 - a. if it is proposed to amend the Bylaws at any Special or Regular meeting, notice of such proposed amendments shall be given in conjunction with the publication of notice of the meeting and details of such proposed amendments shall be given to each delegate at least two (2) weeks prior to the meeting; and
 - b. the proposed amendment is in harmony with the Act.
- 3. The **EXCOM** Executive Committee shall not cause the Act to be amended prior to obtaining approval for such amendment in the same manner as set out for approval of amendments to the Bylaws of the Conference.

ARTICLE IX — Meetings

9:01. Regular Meeting

The Conference shall hold a quadrennial meeting (“Regular Meeting”) at such time and place as the EXCOM Executive Committee shall designate for the purpose of considering financial statements and reports, electing officers and members of the EXCOM Executive Committee, and for the transaction of such other business as may properly be brought before the meeting.

9:02. Special Meeting

- 1. The **EXCOM** Executive Committee shall call a special meeting (“Special Meeting”) within twelve (12) weeks at a time and place it deems proper, when:
 - a. it is voted by the **EXCOM** Executive Committee; or,

- 104 b. it is voted by the delegates at any Regular or Special Meeting; or,
 105
 106 c. it is requested by a majority vote of the board of directors of the Church in Canada, the
 107 North American Division Committee or the General Conference committee; or,
 108
 109 d. it has received a written request on a single issue from at least thirty-three percent (33%)
 110 of the churches or at least thirty-three percent (33%) of the members of the Conference
 111 by vote registered in duly called church business meetings.
 112
 113 23. The purpose for Special Meetings shall be included in the notice of meeting.
 114
 115 32. The **SDACC** Church in Canada Board of Directors or the **NAD** North American Division
 116 Committee may call a Special Meeting of the Conference.
 117

118 9:03. Notice

119
 120 1. Regular Meetings

121
 122 Notice and time and place of Regular Meetings shall be given by:

- 123
 124 a. a notice printed in two (2) consecutive issues of the *Canadian Adventist Messenger*, the
 125 second notice appearing at least four (4) weeks prior to the date of the meeting; or,
 126
 127 b. by the **EXCOM** Executive Committee delivering notice to all churches to be read on two
 128 (2) consecutive Sabbaths at least one (1) week prior to the meeting.
 129

130 2. Special Meetings

131
 132 Notice of Special Meetings shall:

- 133
 134 a. whenever possible, be given in the same manner as mandated for Regular meetings and
 135 state the purpose and nature of the business to be transacted; or
 136
 137 b. in case of emergency, be given at such time and in such manner as the **EXCOM**
 138 Executive Committee deems necessary and as is subsequently approved at the meeting.
 139

140 9:04. Voting Representation

141
 142 The voting delegates at Regular and Special Meetings of the Conference shall be Regular Delegates
 143 and Delegates-at-Large as defined in (1) and (2) below.
 144

145 1. Regular Delegates

146
 147 Regular Delegates shall be duly accredited by any one of the churches, each of the churches
 148 being entitled to one (1) Regular Delegate without regard to membership plus one (1) additional
 149 Regular Delegate for each fifty (50) church members, or major fraction thereof, and who hold
 150 membership in the local church which accredits them (“Regular Delegates”);
 151

152 2. Delegates-at-Large

153
 154 Delegates-at-Large shall be:

- 155
 156 a. members of the **EXCOM** Executive Committee;
 157
 158 b. members of the Act and Bylaws Committee;

- 159 c. employees of the Conference holding credentials or licenses issued by the Conference;
160
161 d. members of the Board of Directors of the **SDACC Church in Canada** who may be
162 present;
163
164 e. members of the **GC General Conference** Committee and members of the **NAD North**
165 **American Division** Committees who may be present at any Regular or Special meeting of
166 the Conference, provided that the number of such delegates representing the **GC General**
167 **Conference** and the **NAD North American Division** shall not exceed ten percent (10%) of
168 the total number of Regular Delegates; and
169
170 f. members of the **NOMCOM Nominating Committee**.

172 9:05. Agenda

173
174 The **EXCOM Executive Committee** shall approve the agenda and ensure that the agenda, together
175 with supporting documentation, is distributed to the delegates at least two (2) weeks prior to a
176 Regular Meeting of the Conference. Prior to approving the agenda the **EXCOM Executive**
177 **Committee** shall solicit and consider agenda proposals from the delegates to the Regular Meeting.
178

179 9:06. Voting Rights of the Delegates

180
181 Each Delegate shall be entitled to one (1) vote. The voting rights of a Delegate shall be limited to the
182 particular meeting for which the Delegate has been accredited or nominated.
183

184 9:07. Voting Procedures

- 185
186 1. All delegates must be present in person at any Regular or Special meeting in order to be eligible
187 to vote. There shall be no voting by proxy.
188
189 2. Voting shall be by show of delegate cards or by secret ballot.
190
191 3. Questions shall be decided by a simple majority of those voting unless otherwise provided
192 herein, or required by law.
193

194 9:08. Quorum

195
196 At least twenty percent (20%) of the Regular Delegates must be present at all times at any regular or
197 special meeting to constitute a quorum for the transaction of business.
198

199 9:09. Election and Term of Office

200
201 All officers and members of the **EXCOM Executive Committee** who are not ex officio members shall
202 be elected by the delegates at the Regular Meeting of the Conference and shall hold their offices until
203 the **close of** the next Regular Meeting of the Conference, unless they resign or are removed from
204 office, for cause, by the **EXCOM Executive Committee** or by a Special Meeting.
205

206 9:10. Unfinished Business

207
208 All business not concluded at a Regular meeting shall be referred to the **EXCOM Executive**
209 **Committee** for disposition. Upon addressing such matters the **EXCOM Executive Committee** shall
210 publish a report of all actions taken to the churches in a publication generally distributed to the
211 membership of the Conference.

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10:01. Organizing Committee

1. Prior to each Regular meeting, an Organizing Committee shall:
 - a. be formed by each Church choosing or empowering its delegation to choose one (1) Regular Delegate plus one (1) additional Regular Delegate for each 500 church members or a major fraction thereof to serve on the Organizing Committee; and
 - b. begin its work and nominate a **NOMCOM Nominating Committee** prior to the Regular Meeting.
2. Notice of the time and place of the meeting of the Organizing Committee shall be given in the official notice of the Regular Meeting.
3. The President of the Church in Canada or designee shall be a non-voting member of the Organizing Committee, shall call the meeting of the Organizing Committee to order, and shall facilitate the selection of the Chairperson.
4. The Organizing Committee shall nominate and the Regular meeting shall elect:
 - a. a Nominating Committee;
 - b. an Act and Bylaws Committee, and
 - c. other committees as may be necessary.
5. **When selecting the NOMCOM, the Organizing Committee shall have as one of its objectives the appointment of persons who collectively reflect the regional, gender, ethnic, and other social characteristics of the membership.**

10:02. Nominating Committee (NOMCOM)

1. Membership

The **NOMCOM Nominating Committee** shall consist of at least thirteen (13) and not more than nineteen (19) voting members with the President, or designee, of the Church in Canada, serving as a non-voting Chairperson. The **NOMCOM Nominating Committee** shall consist of not less than sixty percent (60%) laypersons with the remainder coming from the pastoral staff and other denominational employees. ~~When selecting the Nominating Committee, the Organizing Committee shall have as one of its objectives the appointment of persons who collectively reflect the regional, gender, ethnic, and other social characteristics of the Membership.~~
2. Function

The **NOMCOM Nominating Committee** shall function between the Regular Meetings of the Conference and shall submit its reports and detailed recommendations to the **EXCOM Executive Committee** or to the next Regular Meeting as the case may be.
3. Committee Term of Membership
 - a. No member of the **NOMCOM Nominating Committee** shall serve for more than two (2) full consecutive terms.

- 266 b. No member of the **EXCOM** Executive Committee shall be eligible for election to the
267 **NOMCOM** Nominating Committee.

268
269 4. Reports

270
271 The reports of the **NOMCOM** Nominating Committee shall be delivered to the Regular
272 Meeting at the outset of the meeting. The reports shall be comprised of one name for each of
273 the positions of President, Vice President for Administration (hereafter referred to as “VP for
274 Administration”), and Vice President for Finance (hereafter referred to as “VP for Finance”) of
275 the Conference (“President”, “VP for Administration”, and “VP for Finance”) and one slate of
276 names for the **EXCOM** Executive Committee. There shall be no nominations from the floor of
277 the meeting. Any delegate who wishes to propose an additional or substitute name or names or
278 who desires to discuss a name or names in such reports may request the Chairperson to refer the
279 reports back to the **NOMCOM** Nominating Committee, before which the delegate shall be
280 invited to appear.

281
282 5. Officer Vacancies

- 283
284 a. If the office of the President, VP for Administration, or VP for Finance becomes vacant
285 more than six months before the Regular Meeting, the **NOMCOM** Nominating
286 Committee shall nominate a **replacement** new President, VP for Administration, or VP
287 for Finance. In such case, the **NOMCOM** Nominating Committee shall be called within
288 forty-five days after the vacancy occurs. The nominations from the **NOMCOM**
289 Nominating Committee shall be presented to the **EXCOM** Executive Committee for its
290 consideration in the election of a **replacement** new President, VP for Administration, or
291 VP for Finance.

- 292
293 b. In the event the **EXCOM** Executive Committee rejects a nomination or refers a
294 nomination back to the **NOMCOM** Nominating Committee, the **EXCOM** Executive
295 Committee and **NOMCOM** Nominating Committee shall thereafter meet together for the
296 continuing purpose of choosing a new officer. Such meetings shall be joint meetings, but
297 a new officer may only be elected with a majority vote of each of the **NOMCOM**
298 Nominating Committee and of the **EXCOM** Executive Committee.

299
300 10:03. Act and Bylaws Committee

301
302 The Act and Bylaws Committee shall be elected at the Regular Meeting of the Conference and shall
303 consist of not less than five (5) and not more than seven (7) members. Excluding members ex officio,
304 no individual shall serve on the Act and Bylaws Committee for more than three (3) consecutive terms.
305 The VP for Administration of the Conference shall be a member ex officio **and shall serve as the**
306 **Chair**. The **VP for Administration** Secretary of the **SDACC** Church in Canada shall be a non-voting
307 member ex officio. The VP for Administration of the Conference shall set the time and place for the
308 meeting of the Act and Bylaws Committee and facilitate the selection of the Chairperson. The Act
309 and Bylaws Committee shall function between the Regular Meetings of the Conference and shall
310 submit its reports and detailed recommendations to the **EXCOM** Executive Committee and to the
311 next Regular Meeting.

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313
314 ARTICLE XI — Executive Committee (EXCOM)

315
316 11:01. Membership

317
318 An executive committee of the Conference (“Executive Committee”) shall be elected at the Regular
319 Meeting of the Conference and shall consist of not less than thirteen (13) and not more than twenty
320 (20) members. Excluding members ex officio, no individual shall serve on the **EXCOM** Executive

321 Committee for more than two (2) full consecutive terms. The President, VP for Administration and
322 VP for Finance shall be members ex officio. The **EXCOM** Executive Committee, including the ex
323 officio members, shall contain not less than sixty percent (60%) laypersons with the remainder of the
324 members selected from among pastors, educators, departmental directors, and institutional
325 representatives, or other denominational employees. When selecting the **EXCOM** Executive
326 Committee, the **NOMCOM** Nominating Committee shall have as one of its objectives the
327 appointment of persons who reflect the regional, gender, ethnic, and other social characteristics of the
328 Membership. The officers of the **SDACC** Church in Canada, the **NAD** North American Division,
329 and the **GC** General Conference are members ex officio of the **EXCOM** Executive Committee;
330 however, their membership shall be in addition to the number detailed above. Any such officers
331 exercising their voting rights at any one meeting shall not make up more than ten percent (10%) of
332 the **EXCOM** Executive Committee membership present.
333

334 11:02. Delegated Authority
335

- 336 1. The **EXCOM** Executive Committee of the Conference is delegated the authority to act on
337 behalf of the members between Regular Meetings, including the power to:
338
- 339 a. fill for the current term any vacancies that may occur by death, resignation, termination,
340 or otherwise, in its boards, committees, departments, or its officers;
 - 341 b. elect or remove for cause officers and **EXCOM** Executive Committee members;
 - 342 c. appoint or remove office and field staff such as directors or associate directors of
343 departments and services, pastors, teachers, secretaries, and any other employee of the
344 Conference;
 - 345 d. conduct annual written evaluations of all employees except the President, VP for
346 Administration, and VP for Finance;
 - 347 e. conduct written evaluations of the President, VP for Administration, and VP for Finance
348 prior to the midpoint of the term and within six (6) months prior to the end of the term;
349 and
 - 350 f. grant and withdraw credentials and licenses; by two-thirds (2/3) majority vote of the
351 members of the Executive Committee.
352
 - 353 **g. withdraw credentials and licenses by two-thirds (2/3) majority vote of the members
354 of the EXCOM; and**
 - 355 **h. cast vision and initiate goals for the Conference.**
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- 363 2. The **EXCOM** Executive Committee shall provide overall direction for the work of the
364 Conference, appoint committees and boards, employ office and field staff personnel, and shall
365 bring about such distribution of its employees as may be necessary to execute its work
366 effectively.
367

368 11:03. Meetings
369

- 370 1. Regular meetings of the **EXCOM** Executive Committee may be scheduled at such times and
371 places as it may select.
372
- 373 2. **A special meeting may be called by the President at such time and place as the President
374 may elect.**

- 375 23. A special meeting shall be called by the VP for Administration in response to the written
376 request of a majority of the members of the **EXCOM Executive Committee**.
377
378 34. In the event of a vacancy in the offices of the President and VP for Administration, by death or
379 otherwise, a special meeting may be called by the President or designate of the **SDACC Church**
380 ~~in Canada~~ who will chair the special meeting.
381
382 45. Meetings may be held by way of telephone or video conference call provided that each
383 participant can properly hear and be heard.
384

385 11:04. **EXCOM Executive Committee Notices**

386
387 Reasonable notice of meetings, including meetings by way of conference call, must be given to all
388 members of the **EXCOM Executive Committee** except for an **EXCOM Executive Committee**
389 meeting called in conjunction with a Regular Meeting of the Conference.
390

391 11:05. Quorum

392
393 A quorum shall consist of a simple majority of the members of the **EXCOM Executive Committee**.
394

395 11:06. Attendance

396
397 Upon the **unexcused** absence from three (3) consecutive regularly scheduled meetings, or in any
398 event four (4) **unexcused absences from** regularly scheduled meetings in one (1) given year, by any
399 **EXCOM Executive Committee** member, the **EXCOM Executive Committee** shall review the matter
400 and may declare the member's position vacant.
401

402
403 ARTICLE XII — Officers
404

405 12:01. Officers' Titles

406
407 The officers of the Conference shall be a President, a VP for Administration, and a VP for Finance.
408 The office of VP for Administration and of VP for Finance may be filled by one individual. The
409 officers shall be authorized to sign on behalf of the Conference. The **EXCOM Executive Committee**
410 may grant signing authority to other individuals as necessary. It is the duty of these officers, in
411 consultation with one another, to carry forward the work according to plans, policies, and programs
412 voted by the Conference or the **EXCOM Executive Committee**. These plans, policies, and programs
413 shall be in harmony with the doctrines and actions adopted and approved by the **GC General**
414 **Conference**.
415

416 12:02. President

417
418 The President, who shall be an ordained minister of experience, is the first officer and shall report to
419 the **EXCOM Executive Committee** in consultation with the VP for Administration and the VP for
420 Finance. He shall act as Chairman of the constituency meetings and the **EXCOM Executive**
421 **Committee**, and serve in the general interests of the Conference as the constituency and the **EXCOM**
422 **Executive Committee** shall determine. In his leadership he shall adhere to the policies of the **SDACC**
423 **Church in Canada**, the **NAD North American Division**, and the **GC General Conference**, and work in
424 harmony with the Board of Directors of the **SDACC Church in Canada** and in close counsel with its
425 officers.

426 12:03. VP Vice President for Administration

427

428 The VP for Administration, associated with the President as an executive officer, shall serve under the
429 direction of the **EXCOM** Executive Committee and shall act as vice-chairperson of the **EXCOM**
430 Executive Committee. The VP for Administration shall report to the **EXCOM** Executive Committee
431 after consultation with the President. It shall be the duty of the VP for Administration to keep the
432 minutes of Conference constituency meetings and of **EXCOM** Executive Committee meetings, to
433 furnish copies of these minutes to all members of the **EXCOM** Executive Committee and to the
434 officers of the **SDACC** Church in Canada. The VP for Administration shall also be responsible for
435 providing information as may be requested by the President or by the **EXCOM** Executive
436 Committee, and shall perform such other duties as usually pertain to the office.

437

438 12:04. VP Vice President for Finance

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440 The VP for Finance, associated with the President as an executive officer, shall serve under the
441 direction of the **EXCOM** Executive Committee. The VP for Finance shall report to the **EXCOM**
442 Executive Committee after consultation with the President. The VP for Finance shall be responsible
443 for providing financial leadership to the organization which will include, but shall not be limited to,
444 receiving, safeguarding and disbursing all funds in harmony with the actions of the **EXCOM**
445 Executive Committee, for remitting all required funds to the **SDACC** Church in Canada in harmony
446 with the **NAD** North American Division Policy and for providing financial information to the
447 President and to the **EXCOM** Executive Committee. The VP for Finance shall also be responsible
448 for furnishing copies of the financial statements to the officers of the **SDACC** Church in Canada.

449

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451 ARTICLE XIII — Directors of Departments and Services

452

453 13:01. Advisory Role

454

455 The directors of departments and services of the Conference shall work under the direction of the
456 **EXCOM** Executive Committee and the President. They shall serve in an advisory, consultative,
457 facilitative, and resource relationship to the Churches.

458

459 13:02. Departments and Services Structure

460

461 The departments and services of the Conference shall be organized as determined by the **EXCOM**
462 Executive Committee from time to time in harmony with but not necessarily duplicating those of the
463 Church in Canada or the General Conference.

464

465

466 ARTICLE XIV — Subsidiary Ministries

467

468 14:01. Corporations and Agencies

469

470 The Conference may carry on its ministry through subsidiary agencies, organizations, and institutions
471 that may, where necessary and appropriate, function either as unincorporated or incorporated entities.

472

473 Where such entities are unincorporated, the Conference shall evidence their legal relationship with
474 the status as a division or agency of the Conference by means of the appropriate registrations as may
475 be required by local law. Before the Conference forms any subsidiary legal organization it shall
476 secure the approval of the Board of Directors of the **SDACC** Church in Canada.

477 14:02. Meetings of Subsidiaries

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ARTICLE XV — Finance

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488 15:01. Tithes and Offerings

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15:02. Policies

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15:03. Bank Accounts

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15:04. Financial Statements

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ARTICLE XVI — Budget, Salary Review and Audit

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16:01. Budget

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16:02. Financial Audit Review Committee (FAR) Salary and Expense Review

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- 1. Composition – The FAR Committee shall consist of three (3) to seven (7) members of the EXCOM, having appropriate knowledge of the NAD Working Policy on finances.**

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- Members of this committee should not be, nor married to, an employee of the Conference. The Chair of this committee shall be chosen from among the members.**
- 2. Function – The FAR Committee shall study the auditor’s report, the management letter, and the management’s response to the auditor’s reports, and shall submit recommendations based on its study to the EXCOM.**
 - 3. Invitation to Auditor – The auditor shall be invited to attend the FAR Committee meeting at which the audit reports and the management letter are studied, and the EXCOM meeting at which the FAR Committee makes its recommendations, if any. The auditor may attend this meeting via teleconference or videoconference provided he/she both hear and be heard. Attendance by the auditor at such meetings is not mandatory unless legally required.**
 - 4. Copy of Recommendations – A copy of the recommendations of the FAR Committee, as approved by the EXCOM, shall be sent to the auditor and to appropriate officers of the higher organizations.**

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16:03. Financial and Statistical Review Committee (hereafter referred to as FSR)

The membership of the FSR Committee shall meet annually and shall consist of:

1. the members of the **EXCOM Executive Committee**;
2. the President, **VP for Administration** Secretary and **VP for Finance** Treasurer of the **SDACC Church in Canada** or their designees;
3. sufficient additional members to be appointed by the **EXCOM Executive Committee** so that a majority of the FSR Committee shall consist of persons not employed by the **SDACC Church in Canada**.

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16:04. Function of FSR

The FSR Committee shall annually:

1. Review the salary and expenses for all employees of the Conference.
2. Set salary rates for the subsequent year.
3. Review the financial operation of the Conference.
4. Review the membership and other statistics.

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16:05. Independent Audit

All accounting records of the Conference shall be audited at least annually by an auditor designated by the **EXCOM Church in Canada**; and the financial records of the Conference, or any of its subsidiaries, agencies, institutions or Churches, shall at all times be open to said auditors.

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16:06. Internal Audit

The VP for Finance, and other individuals authorized by the **EXCOM Executive Committee** shall be responsible for all internal audits, in keeping with standard auditing procedures, of all the financial records of the Conference, including, but not limited to, those of Conference schools, health facilities, evangelistic efforts and Churches.

ARTICLE XVII — Parliamentary Authority

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589 17:01. The parliamentary authority for the Conference pertaining to all rules and procedures not covered by
590 its bylaws shall be based on those published or recommended by the **GC** ~~General Conference~~ or as
591 otherwise adopted by the Conference.
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ARTICLE XVIII — Conflict of Interest

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596 18:01. It shall be the duty of every **EXCOM** ~~Executive Committee~~ member of the Conference who is in any
597 way, whether directly or indirectly, in a pecuniary conflict of interest to declare at every meeting the
598 conflict in the manner and at the time required by the applicable provisions of the Conflict of Interest
599 Policy of the Church in Canada, and to refrain from voting on any item of the business when
600 prohibited by the Conflict of Interest Policy. Each member upon election and annually thereafter
601 shall be required to sign the Conflict of Interest Guidelines.
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ARTICLE XIX — Indemnification

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606 19:01. 1. To the extent permitted by law, the Conference shall indemnify any person who was or is a
607 party or is threatened to be made a party to any threatened, pending, or completed action, suit,
608 or proceeding, whether civil, criminal, administrative, or investigative committee or an officer,
609 employee, or agent of the Conference against expenses (including legal fees), judgments, fines,
610 and amounts paid in settlement actually and reasonably incurred by him/her in connection with
611 such action, suit, or proceeding if he/she acted in good faith and in a manner he/she reasonably
612 believed to be in or not opposed to the best interest of the Conference, and, with respect to any
613 criminal action or proceeding, had no reasonable cause to believe his/her conduct was unlawful.
614
615 2. This right of indemnification shall be in addition to, and not exclusive of, all other
616 rights to which such member of the **EXCOM** ~~Executive Committee~~, or an officer or
617 department director may be entitled.
618

ARTICLE XX — Seal

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622 20:01. The seal shall consist of a circular impression with the words “The Alberta Conference of the
623 Seventh-day Adventist Church” in an outer circle enclosing the words “seal”. The seal shall be in the
624 custody of the VP for Administration.
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ARTICLE XXI — Dissolution

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629 21:01. 1. The Conference may be dissolved only by a two-thirds majority vote of the delegates present
630 and voting at any constituency meeting.
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632 2. On the dissolution or winding up of the Conference, its assets remaining after payment of, or
633 provision for payment of, all debts and liabilities of the Conference shall be transferred to the
634 **SDACC** ~~Church in Canada~~ or as otherwise provided in the Conference’s Incorporating Statute.

Regions - Churches and Membership

(Membership as at December 31, 2007)

REGION 1

Southeast

<u>Church</u>	<u>Membership</u>
Brooks	19
Lethbridge	161
Medicine Hat	201
Total	381
Suggested number of Nominating Committee members:	1
Suggested number of Executive Committee members:	1

REGION 2

Calgary

<u>Church</u>	<u>Membership</u>
Airdrie	56
Beiseker-Level Land	99
Calgary Bridgeland	347
Calgary Central	943
Calgary Garden Road	479
Calgary Korean Company	22
Calgary Maranatha Spanish Company	27
Calgary METRO Filipino Company	51
Calgary Mountain View	175
Calgary Northwinds Company	27
Calgary Parkdale	95
Calgary Remnant Company	23
Calgary Southside	63
Calgary Spanish	105
Calgary West Ridge Company	25
Canmore Mtn Sanctuary Company	23
Drumheller	5
Total	2565

REGION 3

Central

<u>Church</u>	<u>Membership</u>
Bentley	45
College Heights	1213
Hanna	25
Lacombe Community	191
Loyalist	21
Maskwachees Company	46
Mirror	35
Olds	61
Ponoka	123
Red Deer	360
Rimbey	35
Rocky Mountain House	44
Stettler	24
Sylvan Lake	213
Total	2436
Suggested number of Nominating Committee members:	5
Suggested number of Executive Committee members:	4

Suggested number of Nominating Committee members:	5
Suggested number of Executive Committee members:	1

REGION 4

Edmonton

<u>Church</u>	<u>Membership</u>
Edmonton Central	633
Edmonton Filipino Company	26
Edmonton Korean Company	63
Edmonton Maranatha Spanish Company	71
Edmonton Mill Woods	76
Edmonton North Company	38
Edmonton South	274
Edmonton Spanish	106
Edmonton West	330
Edson	22
Leduc	105
Onoway	71
Parkland	53
Peers Company	20
Red Willow	289
Sherwood Park	178
Warburg	98
Westlock Company	13
Wetaskiwin	94
Whitecourt Company	14
Total	2574
Suggested number of Nominating Committee members:	5
Suggested number of Executive Committee members:	5

REGION 5

Northeast

<u>Church</u>	<u>Membership</u>
Beauvallon	89
Bonnyville	41
Boyle	16
Camrose	46
Fort McMurray	52
Innisfree	28
Lac La Biche Company	18
Lloydminster	41
Ryley	62
Sedgewick	90
Smoky Lake	88
Vegreville	57
Total	628
Suggested number of Nominating Committee members:	2
Suggested number of Executive Committee members:	1

REGION 6

Northwest

<u>Church</u>	<u>Membership</u>
Fairview	67
Grande Prairie	172
Morning Star	17
Peace River	88
Yellowknife	53
Total	397
Suggested number of Nominating Committee members:	1
Suggested number of Executive Committee members:	1