

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

*48th
Constituency Session*

September 26, 2004

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

Session Materials
Table of Contents

Legal Notice.....7

Program and Agenda.....9

Regular Delegates11

Delegates-at-Large15

Nominating Committee Report of the Officers and Executive Committee17

Organizing Committee Report

 Nominating Committee – next triennium18

 Bylaws Committee – next triennium19

Minutes of the 47th Session (May, 2001)21

Proposed Bylaws27

Regions – Listing Churches & Membership and Map41

General Conference Rules of Order.....45

Legal Notice*

The Alberta Conference of the Seventh-day Adventist Church

Notice is hereby given that the 48th Session of The Alberta Conference of the Seventh-day Adventist Church will be held at the College Heights Christian School, College Heights, Alberta on September 26, 2004. The regular business meeting will be called at 9:30 a.m., Sunday September 26. There will be a meeting of the Organizing Committee at 7:30 a.m. on Sunday, September 26.

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 triennial 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 church in the Alberta Conference as follows: one delegate per church without regard to membership, and one additional delegate for every thirty-five members or major fraction thereof.

William Olson, President
Romulo Daquila, Executive Secretary

* This Legal Notice was published in the June and August 2004 issues of the *Canadian Adventist MESSENGER*.

Program and Agenda

September 26, 2004

College Heights Christian School

7:00 a.m. Breakfast (served in the College Heights Christian School)

7:30 a.m. Organizing Committee Meeting

8:45 a.m. Registration

9:30 a.m. Business Session Convenes

Hymn of Praise

Prayer

Welcome and Introductions

Special Music

Devotional

Call to Order

Reading of the Legal Notice

Seating of Delegates

Selection of Parliamentarian

Approval of the Agenda

President's Report

Report of the Nominating Committee

Approval of the Minutes of the Previous Meeting

Items Arising from the Minutes

Report from the Organizing Committee

Conference Initiatives for the Next Triennium

12:30 p.m. Lunch Break

1:30 p.m. Business Session Reconvenes

Financial Report

Mamawi Atosketan Native School Report

Policy Governance Update

Bylaws Committee Report

Disbanding of Peoria-Smoky Church

Questions on the Written Departmental Reports

Regular Delegates

Airdrie

Gross,* Larry
Herrebrugh, Everett

Beauvallon

Palinka, Bob
Palinka, Lisa
Townsend, Charles
Townsend,* Gary

Beiseker-Level Land

Fisher,* Brenda
Sackett, Scott
Schwartz, Debbie

Bentley

Blake,* John
Johnson, Norman
Pearson, Glen

Bonnyville

Pilipchuk, Jim
Beaudoin,*~ Darrell

Boyle

Littlechilds,* Ken
Nakonechny, Julian

Brooks

Calgary Bridgeland

Afflick, Witcliff
Browne, Jamie
Chimwaso,* David
Clarke, Tecla
Cox, Carl
Lynch, Arlette
Nelson Gunter,* Minnett
Ramson, Lloyd
Rowe, Hortense

Calgary Central

Adams,* Blenda
Alison, Jeff
Anderson, Don
Beauchesne, Derrill
Bell, Candace
Black, Marjory
Clarke, Dan
Clarke, Kevin
Dyck, Dale
Fehr, Melanie
Girleanu, Ghena

Hannah, Mark
Janzen,* Terry
Joseph, Kirby
Kartik, John
Koller, Patricia
Lachance, Terry
Novosad, Trina
Price, Bob
Robinson, Sigrid
Sayles, Debbie
Sayles, Grant
Thorp,*~ Richard

Calgary Garden Road

Birkett, Jack
Both, Peter
Chiek, Nyachom
Deibert, Betty
Grimsley, Donna
Lewis, Errol
McLaren,* Joe
Nwofor, Osita
Robin, Thompson
Samaroo, Prem
Satnik, Bob
Supria, Joan

Calgary Mountain View

Bonlie, Dean
Booth, Kevin
Bullock, Debbie
Chipeur,*~ Gerald
Hawes, Lyndon
Massie, Diane
Schulze, Sandra

Calgary Parkdale

Diwa,* Rodel
Graca, Chris
Simanton, Keith

Calgary Southside

del Socorro, Sally
Essendrop,* Klaus
Thorarinson, Eugene

Calgary Spanish

Angulo, Carlos
Ayerdis, Hermes
Ramirez, Jose
Schulz,*~ Victor

Camrose

Wilton, Rosalin
Wilton,* Dwayne

College Heights

Anderson, Cathy
Anderson, Eric
Anderst, Judy
Asante, Sam
Berger, Marcus
Bruce, Bob
Cooper, Tricia
Dara, Paul
Dobbin, Vivian
Doss, Kavitha
Fiorito, David
Fitch, Edith
Foulston, Melody
Foulston, Rick
Ganson, Rachael
Grovett, Tim
Gustavsen, Verne
Haggkvist, Audrey
Haggkvist, Del
Holdal, Twyla
How, Norman
Irrgang, Ruth
Jamieson, Aris
Jamieson,* Eldon
Kennedy, Herb
Koronko,*~ Cameron
McMurray, Travis
Nauss, Susan
Ng, Patricia
Nichols, Jon
Ruiz, Jr., Moises
Sidorko, Nick
Strutz, Joe
Sydenham, Nicole
Szamko,*~ Wesley
Tataryn, Carol
Tetz, Wilford
Wiens, David

Conference

Yoon, Leo - CKO
Fehr, Cornelius - CMS
Lee, Jong Won - EKO
Fletcher, Henry - JCR
Skoreyko, John - LLB
Spratt, Bob - MSK
Reid, Eunice - MWD
Balog, Louis - PLD

Holloway, Chrystal - PPL
Hussell, Gordon - TOF
Ryan, Monique - WHI
Sabo, Istvan – WLK

Drumheller

Yaceyko,*~ Steve

Edmonton Central

Aalders, Jeanne
Baragona, Ephriam
Barron, Corey
Bautista, Nehemias
Gascoyne, Norman
Grosso, Beryl
Grosso,* Clarence
Hymanyk, Michael
Kiehlbauch, Edith
Kroggel, Barb
Montano, Nimrod
Olson, Edward
Pongracz, Ralph
Ramsay, Marty
Ramsay,* Robert
Toop, Joe
Vashishta, George
Warnock, Meryl
Wutzke, Ewald

Edmonton South

Brown, Glen
Burr, Dennis
Deibert,*~ Adam
Fortunat, Pearl
Fry, Jody
Fry, Terry
Koperski, Barry
Kydd,*~ Leroy
Richter, Steven
Synowec, Nick
Synowec, Rose
Tonn. Reinhardt
Viney, Carole

Edmonton Spanish

Cardenas, Gregorio
Cornejo, Bruno
Mejia, Jorge
Perez, Allan
Silva,*~ Deborah
Ventura, Silvia

Edmonton West

Boaheng, Paul
Forde,*~ Colin
French,*~ Hugh
Marshall, Una
Mkosi, Felix

Ndhlovu, Japheth
Spence, Shatha
Sylvan, Mike
Thomas, Valda
Vernon, William

Edson

Gibson,* Samuel
Hrychkowski, Rick

Fairview

Edgson,* Keith
Teed, Donna
Teed, Vern

Fort McMurray

Engelbrecht, Sarie
Engelbrecht,* Willie
Francis, Geneve

Grande Prairie

Comm,*~ Trudie
Crabbe, Ivan
Greene, Winston
Huether, Tony
Ingraham, Jodie
Kurylo, Kip

Hanna

Ferguson,* Richard
Patzer, George

Innisfree

Bancarz, Karl
Samograd,* Ivy

Lacombe Community

Hansen, Raymond
Looyenga, Roy
Nahorney,* Lorence
Parker, David
Rice, Ed
Snow, Verne
Stearns, Melvin

Leduc

Goltz, Leo
Klatt, Eldonna
Leslie,* David
Stolarchuk, Harry

Lethbridge

Knox,*~ Edward
Knox, Judy
Lacanilao, Bernardo
Lacanilao, John
Roque, Mel

Lloydminster

Bell,* Richard

Loyalist

Sankey,* Elaine
Tym, Alex

Medicine Hat

Cazes, Wade
Corbel, Lucille
Corbel, Marcel
Little,* Laurie
McNarland, Joel

Mirror

Baird, Irene
Buelow,* Louise

Morning Star

Joch,* Lorna
Rosenberger, Peter

Olds

Abraham, Betty
Heare,* Elaine
Kussman, Joyce

Onoway

McCann, Ed
Schulte, Gerry
Schulte,* Jeff

Peace River

Beaudoin,*~ David
Christen, Eckhard
Lyons, Taralynn
Proud, Terri

Ponoka

Breitkreuz,* Alfred
Ganson, Leo
Morton, Carol
Smith, Raymond
Tataryn, Hilde

Red Deer

Bourdeau, Marie
Fitch,* Vic
Kayumba, Hartley
Meharry, Colleen
Miller, Doug
Patzer, Irene
Proud, Lauralyn
Spangler, Bill
Steinke,*~ Doyle
Straub, Kevin
Tym, Ann
Vasquez, Carlos

Red Willow Community

Bos, Dini
Geelan, David
Harbaruk, Tanya
Polenchuk, Pavlo
Rochford,*~ Marian
Waldron, Carl

Rimbey

Engelberts, Martin
Nickoriuk, Don
Wong,*~ Toby

Rocky Mtn. House

Johnson, Heather
Leskosek, Betty
Robertson,*~ Eileen

Ryley

Clubb, Stuart
Faryna, Kevin
Hyde,* Clarence

Sedgewick

Ball, Rosie
Brick, Philip
Gordon, Dianne
Trefz,*~ Dale
Trefz, Patsy

Sherwood Park

Fowler, Allen
Kutzner, Morley
Vanderwerff,* Corrine
Waller, Karen
Wortman, Melanie
Wortman, Rick

Smoky Lake

Jerzak, Percy
Jerzak,* Jeanette

Stettler

Clarke,* Allen
Hafner, Bernice

Sylvan Lake

Bell, Mary Ann
Bell,* Stan
Letourneau, Claude

Sell, Gary
Towers, Pam
Welch, Nathan

Vegreville

Boily, Oddette
Coppock, Marion
Farrow,* Ron

Warburg

Davidson, Sylvia
Johnson, Mary
Knopp,* Lloyd
Wallace, Brian

Wetaskiwin

Reay, Bill
Schafer, Todd
Zinner,* Harald

Yellowknife

Besarra, Rafine
Prinz,* Markuz

* Organizing Committee
~ Name Listed Elsewhere

Delegates-at-Large

Executive Committee

Albornoz, Amador
Barber, ~ Randy
Campbell, Cynthia
Comm, * Trudie
Daquila, ~ Romulo
Hartley, ~ Ian
Higgins, Mervis
Hyde, Vera
Ilchuk, ~ Marilyn
Knox, * ~ Edward
Kwon, Angie
Kydd, * ~ Leroy
Lawrence, Errol
Olson, ~ William
Osmond, ~ Carolyn
Sydenham, ~ Ron
Taylor, Ken
Thorp, * ~ Richard
Trefz, * ~ Dale
Winsor, Bob

Bylaws Committee

Amorim, ~ Nilton
Chipeur, ~ Gerald
Daquila, ~ Romulo
Dunfield, ~ Laurence
Fox, Ken
Phillips, Ora Lee
Smith, Shelley

Nominating Committee

Alai, John
Boutcher, Berkley
Carney, Lester
Cherepuschak, Fay
French, * ~ Hugh
Gillespie, Earl
Jackson, ~ Dan
Kay, ~ Warren
Kennedy, Rexford
Leslie, Yvonne
Letniak, Lawrence
Nicks, Murvin
Openshaw, Charlotte
Roque, Andrew
Silva, * ~ Deborah
Steinke, * ~ Doyle
Stonecypher, George
Strand, Neva
Van Scheik, Joyce
Wasylyshen, ~ Joyce

SDA Church in Canada

Board of Directors

Jackson, ~ Dan, President
Amorim, ~ Nilton, Secretary
Northam, ~ Gerald, Treasurer
Andrews, Verna
Bell, ~ Ellen
Boonstra, Kevin
Braun, Dennis
Burns, Dianne
Corkum, Ken
Ganson, Reo
Gray, Gordon
Guiboche, Gina
Hodder, Gary
Kapiniak, Joan
Kydd, * ~ Leroy
Larsen, Herb
Lindo, Sil
Loxdale, Ray
McClellan, Wayne
Myers, Len
Nichols, Derrick
Olson, ~ William
Patterson, Lee
Rajah, Eric
Sackett, Harry
Trepanier, Claude
Wiebe, Ken
Willis, Susan
Wiltshire, Vilma
Youte, Vaillant
Burdick, Brent – SDACC
Intevitee

North American Division

Thomsen, Hal

Ministerial Credential

Adams, John
Daquila, ~ Romulo
Olson, ~ William
Ali, Ishmael
Barber, ~ Randy
Beaudoin, * ~ Darrell
Beaudoin, * ~ David

Blake, * ~ John
Bullock, John
Chung, Kevin
Djkowich, Mel
Ferary, Reynold
Hartley, ~ Ian
Horrell, Terrence
Kay, ~ Warren
Lemon, Mike
Little, Steve
Morris, Jacques
Potgieter, Evert
Richter, Felix
Rochford, Dan
Schulz, * ~ Victor
Seidel, Werner
St. Hilaire, Justis
Sydenham, ~ Ron
Szamko, * ~ Wesley
Todd, Honey
Verduzco, Ramon
Wesley, John
Wiegel, Lew
Yaceyko, * ~ Steve
Yeon, Jae Min

Ministerial License

Barber, Nancy
Deibert, * ~ Adam
Delotavo, Alan
Johnson, Oliver
Kiziak, Arthur
Reasor, Stephen
Rooney, James

Commissioned Ministerial Credential

Dunfield, Laurence
Holdal, Bob
Osmond, ~ Carolyn
Polishuk, Curtis
Viney, Gerard

Commissioned Ministerial License

Lebel, Kim
Williams, Richard

*Commissioned Ministry of
Teaching Credential*

Adams, Michael
Bell,~ Ellen
Bishop, Angie
Clark, Janice
Deer, Marion
Gorbenko, Judy
Griffith, Janet
Hammel, Dayna
Hetland, Rayette
Hoffmann, Darlene
Huguenin, Muriel
Ilchuk,~ Marilyn
Jamieson, Tracey
Kapiniak, Greg
Kartik, Myrene
Kay, Ardyn
Kiers, Kevin
Koronko,*~ Cameron
Koronko, Myrne
Landry, Karen
McLeod, Murray
Nielsen, Russ
Rochford,*~ Marian
Schafer, Karen
Smith, Kelly
von Gunten, Carol
Wilson, Glen
Wood, Clifford
Zayachkowski, Isaac

*Commissioned Ministry of
Teaching License*

Aldrich, Kelly
Angulo, Anita
Bancarz, Julie
Brown, Melissa
Forde,* Colin
Galdamez, Juana
Leming, LeeAnn
MacDonald, Lori
Matiko, Joan
Mayo, Cindy
McPherson, Roxanne
Mueller, Jennifer
Ortega, Onardo
Pineo, Tammy
Robertson,*~ Eileen
Rondeau, Tanisha

*Ministry of Teaching
License*

Bol, Brent
Dubyna, Julie
Hannebury, Violet
Hawes, Charissa
Lawrence, Abigail
Long, Dionne
Maier, Michelle
Nessman, Renee
Wilton, Gail

Missionary Credential

Bader, Belinda
Holdal, Marlene
Marcinyk, Penny
Medavarapu, Evangeline
Wasylyshen,~ Joyce

Missionary License

Burke, Robert
Hartley, Irma
Howard, John
Lee, Rose
Mainville, George
Novosad, Chuck
Nunes, Chanda
Rosengren, Tyler
Stanley, Roger
Wong,*~ Toby

* Organizing Committee
~ Name Listed Elsewhere

Nominating Committee Report of the Officers and Executive Committee

In May, 2001, at a regular Constituency Session, a standing Nominating Committee was selected and charged by the Bylaws of the Alberta Conference to meet before the next Regular Session for the purpose of nominating the three officers and Executive Committee members of the Conference.

Executive Committee for the Next Term

Officers

Administration	Incumbent	Voted Next Term
President	William Olson	_____
Secretary	Romulo Daquila	_____
Treasurer	Carolyn Osmond	_____

Denominational Employees

Pastor / Calgary Central	Randy Barber	_____
Pastor / Red Deer	Ian Hartley*	_____
Teacher / Chinook Winds	Marilyn Ilchuk	_____
Institutional / CUC	Errol Lawrence*	_____
Pastor / College Heights	Ron Sydenham	_____

Laypersons

Edmonton Spanish	Amador Albornoz	_____
Calgary Garden Road	Cynthia Campbell*	_____
Grande Prairie	Trudie Comm*	_____
Calgary Bridgeland	Mervis Higgins	_____
Ryley	Vera Hyde*	_____
Lethbridge	Edward Knox	_____
Edmonton Korean	Angie Kwon	_____
Edmonton South	Leroy Kydd*	_____
Wetaskiwin	Ken Taylor	_____
Calgary Central	Richard Thorp	_____
Sedgewick	Dale Trefz	_____
Sylvan Lake	Bob Winsor	_____

* Served for two consecutive terms

Organizing Committee Report of the Nominating Committee

The Alberta Conference Bylaws call for the selection of the Organizing Committee on the basis that each church shall choose one member, and one additional member for each 500 members or major fraction thereof. The purpose of the Organizing Committee is to nominate, subject to the approval of the constituency delegates, the following standing committee for the next Term. The Bylaws call for the nomination of 13 to 19 persons to serve on this committee, with no less than 60 percent laypersons.

Nominating Committee for Next Term

Incumbent

Chairperson, Dan Jackson

John Alai
 Berkley Boutcher
 Lester Carney
 Fay Cherepuschak
 Hugh French
 Earl Gillespie*
 Warren Kay
 Rexford Kennedy
 Yvonne Leslie*
 Lawrence Letniak*
 Murvin Nicks*
 Charlotte Openshaw
 Andrew Roque
 Deborah Silva
 Doyle Steinke*
 George Stonecypher*
 Neva Strand
 Joyce Van Scheik
 Joyce Wasylshen*

Calgary Bridgeland
 Edmonton South
 Canmore Mtn Sanctuary
 Sylvan Lake
 Edmonton West
 Peace River
 Sylvan Lake
 Fort McMurray
 Leduc
 Loyalist
 College Heights
 Fairview
 Lethbridge
 Edmonton Spanish
 Red Deer
 Calgary Central
 Red Willow
 College Heights
 College Heights

Voted Next Term

Chairperson, SDA Church in
 Canada or Designate

* Served for two consecutive terms

Organizing Committee Report of the Bylaws Committee

The Bylaws call for the nomination of five to seven persons to serve on his committee. Both the Secretary of the Alberta Conference and Secretary of the Seventh-day Adventist Church in Canada shall be members ex officio. The purpose of the Organizing Committee is to nominate, subject to the approval of the constituency delegates, the following standing committee for the next Term.

Bylaws Committee for Next Term

Incumbent

Gerald Chipeur
Laurence Dunfield
Ken Fox*
Ora-Lee Phillips
Shelley Smith

Calgary Mountain View
Sherwood Park
Red Deer
Calgary Central
Edmonton South

Voted Next Term

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

* Served for three consecutive terms

Minutes of the Forty-seventh Session
The Alberta Conference of the Seventh-day Adventist Church

College Heights, Alberta
May 6, 2001 – 9:30 a.m.

The Session began with hymns, prayer and special music. Elder Richard Osborn, Secretary, North American Division of Seventh-day Adventists, gave the devotional presentation. Prayer time was done in small groups, first having reviewed the General Conference Rules of Order, paragraph 7 regarding the attitude that each delegate should have.

Delegates from other organizations were identified: Elder Richard Osborn, Secretary, NAD of SDA, Orville Parchment, President, SDACC; Nilton Amorim, Secretary, SDACC; Gerald Northam, Treasurer, SDACC; Ralph Janes, Assistant to the President, SDACC.

Elder Norman Yergen, Secretary, read the Legal Notice as published in the Session Book and in the March and April issues of the *Canadian Adventist Messenger*. He also reported a quorum of delegates; regular and alternate. Elder Tochtermann declared the Session open for business.

Items in the delegate packet were identified including the voting card and secret ballot cards.

2001-01 **DISCUSSION LIMIT**

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

2001-02 **PARLIAMENTARIAN**

VOTED: to appoint Ralph Janes, Assistant to the President, Seventh-day Adventist Church in Canada, to serve as parliamentarian for the 47th Constituency Session.

2001-03 **AGENDA**

VOTED: to approve the agenda as circulated with two changes in the order of the agenda which are: *Organizing Committee Report* will come prior to the *Nominating Committee Report* and *Policy Governance Update* will come prior to *Vision for Next Triennium* as requested by those making the reports.

MINUTES

2001-04 **MINUTES OF MAY 3, 1998 – 46th CONSTITUENCY SESSION**

VOTED: to approve the minutes of the 46th Constituency Session of May 3, 1998.

2001-05 **MINUTES OF AUGUST 27, 2000 – SPECIAL SESSION**

VOTED: to approve the minutes of the Special Session of August 27, 2000.

2001-06 **SALE OF THE ALBERTA CONFERENCE OFFICE PROPERTY**

VOTED: to report back to the delegates in a letter the findings (prices, appraisal and pertinent information) of the study to sell the Alberta Conference office property. (46th Session Minutes, May 3, 1998, Number 98-21.)

2001-07 **AUDITED STATEMENT REPORT**

VOTED: to receive the Ernst & Young Audited Statement report to December 31, 2000.

2001-08 **MAMAWI ATOSKETAN NATIVE SCHOOL REPORT**

VOTED: to extend the time frames for the MANS building project, the dates to be determined once the land decision is known.

2001-09 **CALGARY SOUTHSIDE CHURCH ACCEPTED INTO SISTERHOOD OF CHURCHES**

VOTED: to welcome the Calgary Southside Church, officially organized June 22, 2000, into the sisterhood of churches in the Alberta Conference.

NOMINATING COMMITTEE REPORT

The Nominating Committee, chaired by Orville Parchment with Nicola Straub as secretary met on April 8, 2001 and prior to the beginning of the Session on May 6, 2001 to do the work of bringing recommendations for the three administrative officers and the Executive Committee of the Alberta Conference.

2001-10 **PRESIDENT FOR THE NEXT TRIENNIUM**

VOTED: to appoint Frank Tochterman to continue to serve as President for the next term.

2001-11 **SECRETARY FOR THE NEXT TRIENNIUM**

VOTED: to appoint Norman Yergen to continue to serve as Secretary for the next term.

2001-12 **TREASURER FOR THE NEXT TRIENNIUM**

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

2001-13 **EXECUTIVE COMMITTEE FOR THE NEXT TRIENNIUM**

VOTED: to approve the Nominating Committee Report as presented in the April 10, 2001 letter enclosed to each delegate with the Constituency Session materials and further, with the decline of Jerry Thomas in Region 1, to be replaced with Ed Knox; decline of Eric Rajah in Region 3, to be replaced with Angie Kwon in Region 4; to fill the remaining 17th position

with Mervis Higgins in Region 2. The Executive Committee for the next triennium is as follows:

SE	Region 1	Ed Knox	Lay	Male	Caucasian
Cal	Region 2	Randy Barber	Employee	Male	Caucasian
Cal	Region 2	Cynthia Campbell	Lay	Female	West Indian
Cal	Region 2	Mervis Higgins	Lay	Female	West Indian
Cal	Region 2	Richard Thorp	Lay	Male	Caucasian
Cen	Region 3	Ken Fox	Lay	Male	Caucasian
Cen	Region 3	Ian Hartley	Employee	Male	Caucasian
Cen	Region 3	Errol Lawrence	Institutional	Male	West Indian
Cen	Region 3	Ron Sydenham	Employee	Male	Caucasian
Edm	Region 4	Amador Albornoz	Lay	Male	Spanish
Edm	Region 4	Leroy Kydd	Lay	Male	West Indian
Edm	Region 4	Angie Kwon	Lay	Female	Asian
Edm	Region 4	Ken Taylor	Lay	Male	Caucasian
Edm	Region 4	Ronda Ziakris	Employee	Female	Caucasian
NE	Region 5	Vera Hyde	Lay	Female	Caucasian
NE	Region 5	Dale Trefz	Lay	Male	Caucasian
NW	Region 6	Trudie Comm	Lay	Female	Caucasian

ORGANIZING COMMITTEE REPORT

2001-14 **NOMINATING COMMITTEE MEMBERS**

VOTED: to approve the following names to serve as members of the Nominating Committee for the 47th Constituency Triennium.

Region 1	Andrew Roque	Region 4	Berkley Boutcher
Region 2	John Alai		Rao Chokka
	Claire Brown		Yvonne Leslie
	George Stonecypher		Art Schwartz
	Marlene Sinclair		Debra Silva
Region 3	Brian Hawes	Region 5	Rexford Kennedy
	Mervin Nicks		Lawrence Letniak
	Doyle Steinke	Region 6	Sheila Beaudoin
	Joyce Wasylyshen		Earl Gillespie
	Susan York		

Note from the Organizing Committee: Few employees are on the list of suggested Nominating Committee members and a motion of the Organizing Committee is that preference be given to employees serving on the Nominating Committee should there be any names that decline. A list of further recommended replacements is being supplied by the Organizing Committee.

2001-15 **BYLAWS COMMITTEE MEMBERS**

VOTED: to approve the following names for the Constitution and Bylaws Committee for the 47th Constituency Session:

Secretary of the Seventh-day Adventist Church in Canada
Secretary of the Alberta Conference
Shelley Brown
Gerald Chipeur
Lawrence Dunfield
Ken Fox
Ora Lee Phillips

BYLAWS COMMITTEE REPORT

2001-16 **PROPOSED CHANGE TO ARTICLE X, SECTION 10:02.5.b.**

VOTED: to adopt the proposed addition in Article X of Section 10:02.5.b. as follows:

Officer Vacancies

b. In the event the Executive Committee rejects a nomination or refers a nomination back to the Nominating Committee, the Executive Committee and Nominating Committee shall thereafter meet together for the continuing purpose of choosing a new officer. Such meetings shall be joint meetings, but a new officer may only be elected with a majority vote of each of the Nominating Committee and of the Executive Committee.

PROPOSED CHANGE TO ARTICLE XI – SECTION 11:01.

MOVED and seconded to adopt the proposed change in Article XI, Section 11:01. to read as follows:

Excluding members ex officio, no individual shall serve on the Executive Committee for more than ~~two (2)~~ **three (3)** full consecutive terms.

MOTION DEFEATED

2001-17 **AMENDMENT TO THE MOTION TO ADOPT PROPOSED CHANGES IN ARTICLE XI, SECTION 11:06.**

VOTED: to amend the motion to read as follows:

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

2001-18 **ADOPTION OF MAIN MOTION, INCLUDING AMENDMENT, IN ARTICLE XI, SECTION 11:06.**

VOTED: to adopt the main motion, including amendment, of proposed changes in Article XI, Section 11:06. to read as follows:

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

POLICY GOVERNANCE

2001-19 **POLICY GOVERNANCE UPDATE REPORT**

VOTED: to accept the Policy Governance Update report.

2001-20 **POLICY GOVERNANCE DISCUSSION**

VOTED: to reopen the discussion on Policy Governance when the Nominating Committee can be present.

POLICY GOVERNANCE AS ADOPTED

WHEREAS, no time limit has been given to test the adopted form of Policy Governance and
WHEREAS, the adopted form of Policy Governance has caused difficulty for the elected officers and leaders to fulfill their duties of spiritual visioning and guidance and
WHEREAS, many qualified administrators and pastors recognizing the difficulty of this adopted form of Policy Governance have refused to serve in the Alberta Conference and

WHEREAS, the adopted form of Policy Governance has put the Alberta Conference at variance with its own bylaws, at variance with the other Canadian Conferences, as well as the Seventh-day Adventist Church in Canada and the North American Division, I therefore move,

MOVED and seconded to drop the adopted form of Policy Governance and move to the model as recommended within the North American Division working policy.

MOTION DEFEATED

2001-21 **POLICY GOVERNANCE PILOT PROJECT**

VOTED: to set the next triennium as the time frame for the Policy Governance Pilot Project process to be completed, and a clearly defined objective evaluation process be put in place to determine the success or the failure of the implementation of this model of governance.

VISION FOR THE NEXT TRIENNIUM

2001-22 **EXECUTIVE COMMITTEES' REPORT**

VOTED: to accept the Executive Committees' Vision for the Next Triennium report.

2001-23 **STRATEGIC PLAN REPORT**

VOTED: to accept the Strategic Plan report as presented by the Executive Committee.

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

Proposed
September 26, 2004

Note

In the proposed amendments to the Bylaws: (a) the ~~strikeout~~ words are to be replaced or removed, and (b) the highlighted words are the replacements or to be added in the document.

Example: In Article VIII –Bylaws and Amendments 8:01.1 ~~constitution~~ **Legislative Act of Incorporation known as, Act (Bill Pr 7)** (hereafter referred to as “Act”).

The word “constitution” will be removed and replaced by “Legislative Act of Incorporation known as, Act (Bill Pr 7) (hereafter referred to as “Act”).

Index

<i>Article</i>	<i>Title</i>	<i>Page</i>	<i>Article</i>	<i>Title</i>	<i>Page</i>
1:01.	Name.....	32			
2:01.	Successor	32			
3:01.	Relationships.....	32			
4:01.	Purpose	32			
5:01.	Territory.....	32			
6:01.	Principal Office.....	33			
7:01.	Membership	33			
8:01.	Bylaws and Amendments	33			
	Meetings				
9:01.	Regular	33			
9:02.	Special	34			
9:03.	Notice	34			
9:04.	Voting Representation	34			
9:05.	Agenda	35			
9:06.	Voting Rights of the Delegates.....	35			
9:07.	Voting Procedures	35			
9:08.	Quorum	35			
9:09.	Election and Term of Office.....	36			
9:10.	Unfinished Business	36			
	Committees				
10:01.	Organizing Committee	36			
10:02.	Nominating Committee	36			
10:03.	Constitution Act and Bylaws Committee ..	37			
	Executive Committee				
11:01.	Membership.....	38			
11:02.	Delegated Authority	38			
11:03.	Meetings	39			
11:04.	Executive Committee Notices	39			
11:05.	Quorum	39			
11:06.	Attendance.....	39			
				Officers	
12:01.			12:01.	Officer's Titles	39
12:02.			12:02.	President.....	39
12:03.			12:03.	Secretary VP for Administration	40
12:04.			12:04.	Treasurer VP for Finance	40
				Directors of Departments and Services	
13:01.			13:01.	Advisory Role	40
13:02.			13:02.	Departments and Services Structure.....	40
				Subsidiary Ministries	
14:01.			14:01.	Corporations and Agencies	40
14:02.			14:02.	Meetings of Subsidiaries	41
				Finance	
15:01.			15:01.	Tithes and Offerings.....	41
15:02.			15:02.	Policies	41
15:03.			15:03.	Bank Accounts	41
15:04.			15:04.	Financial Statements	41
				Budget, Salary Review and Audit	
16:01.			16:01.	Budget	42
16:02.			16:02.	Salary and Expense Review	42
16:03.			16:03.	General Audit Finance and Statistical Review Committee	42
16:04.			16:04.	Independent Audit.....	42
16:04.			16:04.	Function of FSR	42
16:05.			16:05.	Internal Audit	42
16:05.			16:05.	Independent Audit.....	42
16:06.			16:06.	Internal Audit	42
17:01.			17:01.	Parliamentary Authority	43
18:01.			18:01.	Conflict of Interest.....	43
19:01.			19:01.	Indemnification.....	43
20:01.			20:01.	Seal	43
21:01.			21:01.	Dissolution.....	43

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***PROPOSED
BYLAWS
OF THE ALBERTA CONFERENCE
OF THE SEVENTH-DAY ADVENTIST CHURCH***

ARTICLE I — Name

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

ARTICLE II — Successor

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

ARTICLE III – Relationships

- 3:01. The Conference is a part of the Seventh-day Adventist Church in Canada (hereinafter referred to as the “Church in Canada”), which in turn is a part of the North American Division of the General Conference of Seventh-day Adventists (hereinafter referred to as the “North American Division”), which in turn is a division of the General Conference of Seventh-day Adventists (hereinafter referred to as the “General Conference”), a world church organization, and all purposes, policies and procedures of the Conference shall be in harmony with the working policies and procedures of the North American Division, and the General Conference. The Conference shall pursue the mission of the Church in harmony with the doctrines, programs, and initiatives adopted and approved by the General Conference at its duly constituted sessions.

ARTICLE IV — Purpose

- 4:01. The purposes of the Conference are as follows:
1. to facilitate the proclamation of the everlasting gospel of the Lord Jesus Christ, and His imminent return as symbolized by the three angels of Revelation 14:6-12, to lovingly persuade all peoples within its territory, leading them to accept Jesus as personal Savior and to unite with His church, and nurturing them in preparation for His soon return;
 2. to coordinate a Christian ministry within its jurisdiction, including, but not limited to, pastoral, teaching, literature and health ministries;
 3. to do all such other things which, in the opinion of the Executive Committee (as defined in Article XI hereunder), are necessary or helpful to the attainment of the above purposes.

ARTICLE V — Territory

- 5:01. The territory of the Conference shall consist of the Province of Alberta and that portion of the 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 Executive Committee.

ARTICLE VII — Membership

7:01. The membership of the Conference (“Membership”) shall consist of all members of such churches, which have been or shall be properly organized and accepted by vote of a meeting of the Conference in accordance with Article IX hereunder and the *Working Policy of the North American Division of the 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 ~~constitution~~ **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 ~~Conference’s Incorporating Statute~~ **Act**.
3. 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.

ARTICLE IX — Meetings

9:01. Regular Meeting

The Conference shall hold a ~~triennial~~ **quadrennial** meeting (“Regular Meeting”) at such time and place as 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.

1 9:02. Special Meeting

- 2
- 3 1. The Executive Committee shall call a special meeting (“Special Meeting”) within twelve (12)
- 4 weeks at a time and place it deems proper, when:
- 5
- 6 a. it is voted by the Executive Committee; or
- 7
- 8 b. it is voted by the delegates at any Regular or Special Meeting; or
- 9
- 10 c. it is requested by a majority vote of the board of directors of the Church in Canada, the
- 11 North American Division Committee or the General Conference committee; or,
- 12
- 13 d. it has received a written request on a single issue from at least thirty-three percent (33%) of
- 14 the Churches or at least thirty-three percent (33%) of the members of the Conference by
- 15 vote registered in duly called church business meetings.
- 16
- 17 2. The purpose for Special Meetings shall be included in the notice of meeting.
- 18
- 19 3. The Church in Canada Board of Directors or the North American Division Committee may call
- 20 a Special Meeting of the Conference.
- 21

22 9:03. Notice

23

24 1. Regular Meetings

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

- 26
- 27
- 28 a. a notice printed in two (2) consecutive issues of the *Canadian Adventist Messenger*, the
- 29 second notice appearing at least four (4) weeks prior to the date of the meeting; or,
- 30
- 31 b. by the Executive Committee delivering notice to all Churches to be read on two
- 32 consecutive Sabbaths at least one week prior to the meeting.
- 33

34 2. Special Meetings

35 Notice of Special Meetings shall:

- 36
- 37
- 38 a. whenever possible, be given in the same manner as mandated for Regular meetings and
- 39 state the purpose and nature of the business to be transacted.
- 40
- 41 b. in case of emergency, be given at such time and in such manner as the Executive
- 42 Committee deems necessary and as is subsequently approved at the meeting.
- 43

44 9:04. Voting Representation

45

46 The voting delegates at Regular and Special Meetings of the Conference shall be Regular Delegates

47 and Delegates-at-Large as defined in (1) and (2) below.

48

49 1. Regular Delegates

50

51 Regular Delegates shall be duly accredited by any one of the churches, each of the Churches

52 being entitled to one Regular Delegate without regard to membership plus one additional

1 Regular Delegate for each ~~thirty-five(35)~~ **fifty (50)** church members, or major fraction thereof,
2 and who hold membership in the local church which accredits them (“Regular Delegates”);
3

4 2. Delegates-at-Large

5 Delegates-at-large shall be:

- 6 a. Members of the Executive Committee,
7
8 b. Members of the ~~Constitution Act~~ and Bylaws Committee,
9
10 c. Employees of the Conference holding credentials or licenses issued by the Conference **who**
11 **have worked in the Alberta Conference for at least four (4) years**,
12
13 d. Members of the Board of Directors of the Church in Canada,
14
15 e. Members of the General Conference Committee who may be present at any Regular or
16 Special meeting of the Conference, provided that the number of such delegates representing
17 the General Conference shall not exceed ten percent (10%) of the total number of Regular
18 Delegates, and
19
20 f. Members of the Nominating Committee.
21
22
23

24 9:05. Agenda

25
26 The Executive Committee shall approve the agenda and ensure that the agenda, together with
27 supporting documentation, is distributed to the delegates at least two weeks prior to a Regular
28 Meeting of the Conference. Prior to approving the agenda the Executive Committee shall solicit and
29 consider agenda proposals from the delegates to the Regular Meeting.
30

31 9:06. Voting Rights of the Delegates

32
33 Each Delegate shall be entitled to one (1) vote. The voting rights of a Delegate shall be limited to
34 the particular meeting for which the Delegate has been accredited or nominated.
35

36 9:07. Voting Procedures

- 37
38 1. All delegates must be present in person at any Regular or Special meeting in order to be
39 eligible to vote. There shall be no voting by proxy.
40
41 2. Voting shall be by show of delegate cards or by secret ballot.
42
43 3. Questions shall be decided by a simple majority of those voting unless otherwise provided
44 herein, or required by law.
45

46 9:08. Quorum

47
48 At least twenty percent (20%) of the Regular Delegates must be present at all times at any regular or
49 special meeting to constitute a quorum for the transaction of business.
50

1 9:09. Election and Term of Office

2
3 All officers and members of the Executive Committee who are not ex officio members shall be
4 elected by the delegates at the Regular Meeting of the Conference and shall hold their offices until the
5 next Regular Meeting of the Conference, unless they resign or are removed from office, for cause, by
6 the Executive Committee or by a Special Meeting.
7

8 9:10. Unfinished Business

9
10 All business not concluded at a Regular meeting shall be referred to the Executive Committee for
11 disposition. Upon addressing such matters the Executive Committee shall publish a report of all
12 actions taken to the Churches in a publication generally distributed to the membership of the
13 Conference.
14

15
16 ARTICLE X — Committees
17

18 10:01. Organizing Committee

- 19
20 1. Prior to each Regular meeting, an Organizing Committee shall:
- 21 a. be formed by each Church choosing or empowering its delegation to choose one Regular
22 Delegate plus one additional Regular Delegate for each 500 church members or a major
23 fraction thereof to serve on the Organizing Committee;
 - 24 b. begin its work and nominate a Nominating Committee prior to the Regular Meeting.
25
- 26
27 2. Notice of the time and place of the meeting of the Organizing Committee shall be given in the
28 official notice of the Regular Meeting.
29
- 30
31 3. The president of the Church in Canada or designee shall be a non-voting member of the
32 Organizing Committee, shall call the meeting of the Organizing Committee to order, and shall
33 facilitate the selection of the Chairperson.
34
- 35 4. The Organizing Committee shall nominate and the Regular meeting shall elect:
- 36 a. a Nominating Committee;
 - 37 b. an ~~an Constitution Act~~ and Bylaws Committee, and
 - 38 c. other committees as may be necessary.
39
40
41
42

43 10:02. Nominating Committee

44
45 1. Membership

46
47 The Nominating Committee shall consist of at least thirteen (13) and not more than nineteen
48 (19) voting members with the president, or designee, of the Church in Canada, serving as a
49 non-voting Chairperson. The Nominating Committee shall consist of not less than sixty percent
50 (60%) laypersons with the remainder coming from the pastoral staff and other denominational
51 employees. When selecting the Nominating Committee, the Organizing Committee shall have
52 as one of its objectives the appointment of persons who collectively reflect the regional, gender,
53 ethnic, and other social characteristics of the Membership.
54

1 2. Function

2
3 The Nominating Committee shall function between the Regular Meetings of the Conference
4 and shall submit its reports and detailed recommendations to the Executive
5 Committee or to the next Regular Meeting as the case may be.
6

7 3. Committee Term Membership

- 8
9 a. No member of the Nominating Committee shall serve for more than two (2) full
10 consecutive terms.
11
12 b. No member of the Executive Committee shall be eligible for election to the Nominating
13 Committee.
14

15 4. Reports

16
17 The reports of the Nominating Committee shall be delivered to the Regular Meeting at the
18 outset of the meeting. The reports shall be comprised of one name for each of the positions of
19 ~~President, secretary~~ **Vice President for Administration (hereafter referred to as “VP for**
20 **Administration”)**, and ~~treasurer~~ **Vice President for Finance (hereafter referred to as “VP**
21 **for Finance”)** of the Conference (“President”, ~~“Secretary”~~ **“VP for Administration”**, and
22 ~~“Treasurer”~~ **“VP for Finance”**) and one slate of names for the Executive Committee. There
23 shall be no nominations from the floor of the meeting. Any delegate who wishes to propose an
24 additional or substitute name or names or who desires to discuss a name or names in such
25 reports may request the Chairperson to refer the reports back to the Nominating Committee,
26 before which the delegate shall be invited to appear.
27

28 5. Officer Vacancies

- 29
30 a. If the office of President, ~~Secretary~~ **VP for Administration**, or ~~Treasurer~~ **VP for Finance**
31 becomes vacant more than six months before the Regular meeting, the Nominating
32 Committee shall nominate a new President, ~~Secretary~~ **VP for Administration**, or ~~Treasurer~~
33 **VP for Finance**. In such case, the Nominating Committee shall be called within forty-five
34 days after the vacancy occurs. The nominations from the Nominating Committee shall be
35 presented to the Executive Committee for its consideration in the election of a new
36 President, ~~Secretary~~ **VP for Administration**, or ~~Treasurer~~ **VP for Finance**.
37
38 b. In the event the Executive Committee rejects a nomination or refers a nomination back to
39 the Nominating Committee, the Executive Committee and Nominating Committee shall
40 thereafter meet together for the continuing purpose of choosing a new officer. Such,
41 meetings shall be joint meetings, but a new officer may only be elected with a majority vote
42 of each of the Nominating Committee and of the Executive Committee.
43

44 10:03. Constitution Act and Bylaws Committee

45
46 The ~~Constitution Act~~ and Bylaws Committee shall be elected at the Regular Meeting of the
47 Conference and shall consist of not less than five (5) and not more than seven (7) members.
48 Excluding members ex officio, no individual shall serve on the ~~Constitution Act~~ and Bylaws
49 Committee for more than three (3) consecutive terms. The ~~Secretary~~ **VP for Administration** of the
50 Conference shall be a member ex officio. The Secretary of the Church in Canada shall be a non-
51 voting member ex officio. The ~~Secretary~~ **VP for Administration** of the Conference shall

1 set the time and place for the meeting of the ~~Constitution Act~~ and Bylaws Committee and facilitate
2 the selection of the Chairperson. The ~~Constitution Act~~ and Bylaws Committee shall function between
3 the Regular Meetings of the Conference and shall submit its reports and detailed recommendations to
4 the Executive Committee and to the next Regular Meeting.
5
6

7 ARTICLE XI — Executive Committee
8

9 11:01. Membership
10

11 An executive committee of the Conference (“Executive Committee”) shall be elected at the Regular
12 Meeting of the Conference and shall consist of not less than thirteen (13) and not more than twenty
13 (20) members. Excluding members ex officio, no individual shall serve on the Executive Committee
14 for more than two (2) full consecutive terms. The President, ~~Secretary~~ **VP for Administration** and
15 ~~Treasurer~~ **VP for Finance** shall be members ex officio. The Executive Committee, including the ex
16 officio members, shall contain not less than sixty percent (60%) laypersons with the remainder of the
17 members selected from among pastors, educators, departmental directors, and institutional
18 representatives, or other denominational employees. When selecting the Executive Committee, the
19 Nominating Committee shall have as one of its objectives the appointment of persons who reflect the
20 regional, gender, ethnic, and other social characteristics of the Membership. The officers of the
21 Church in Canada, the North American Division, and the General Conference are members ex officio
22 of the Executive Committee, however, their membership shall be in addition to the number detailed
23 above. Any such officers exercising their voting rights at any one meeting shall not make up more
24 than ten percent of the Executive Committee membership present.
25

26 11:02. Delegated Authority
27

- 28 1. The Executive Committee of the Conference is delegated the authority to act on behalf of the
29 members between Regular Meetings, including the power to:
 - 30 a. fill for the current term any vacancies that may occur by death, resignation, termination, or
31 otherwise, in its boards, committees, departments, or its officers;
 - 32 b. elect or remove for cause officers and Executive Committee members;
 - 33 c. appoint or remove office and field staff such as directors or associate directors of
34 departments and services, pastors, teachers, secretaries, and any other employee of the
35 Conference;
 - 36 d. conduct annual written evaluations of all employees except the President, ~~Secretary~~ **VP for**
37 **Administration**, and ~~Treasurer~~ **VP for Finance**;
 - 38 e. conduct written evaluations of the President, ~~Secretary~~ **VP for Administration**, and
39 ~~Treasurer~~ **VP for Finance** prior to the midpoint of the term and within six months prior to
40 the end of the term; and
 - 41 f. grant and withdraw credentials and licenses by two-thirds (2/3) majority vote of the
42 members of the Executive Committee.
- 43 2. The Executive Committee shall provide overall direction for the work of the Conference,
44 appoint committees and boards, employ office and field staff personnel, and shall bring about
45 such distribution of its employees as may be necessary to execute its work effectively.
46
47
48
49
50
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52
53

1 11:03. Meetings

- 2
- 3 1. Regular meetings of the Executive Committee may be scheduled at such times and places as it
- 4 may select.
- 5
- 6 2. A special meeting shall be called by the ~~Secretary~~ **VP for Administration** in response to the
- 7 written request of a majority of the members of the Executive Committee.
- 8
- 9 3. In the event of a vacancy in the offices of the President and ~~Secretary~~ **VP for Administration**,
- 10 by death or otherwise, a special meeting may be called by the president or designate of the
- 11 Church in Canada who will chair the special meeting.
- 12
- 13 4. Meetings may be held by way of telephone **or video** conference call.
- 14

15 11:04. Executive Committee Notices

16

17 Reasonable notice of meetings, including meetings by way of conference call, must be given to all

18 members of the Executive Committee except for an Executive Committee meeting called in

19 conjunction with a Regular Meeting of the Conference.

20

21 11:05. Quorum

22

23 A quorum shall consist of a simple majority of the members of the Executive Committee.

24

25 11:06. Attendance

26

27 Upon the absence from three (3) consecutive regularly scheduled meetings, or in any event four (4)

28 regularly scheduled meetings in one (1) given year, by any Executive Committee member, the

29 Executive committee shall review the matter and may declare the member's position vacant.

30

31

32 ARTICLE XII — Officers

33

34 12:01. Officers' Titles

35

36 The officers of the Conference shall be a President, a ~~Secretary~~ **VP for Administration**, and a

37 ~~Treasurer~~ **VP for Finance**. The office of ~~Secretary~~ **VP for Administration** and of ~~Treasurer~~ **VP for**

38 **Finance** may be filled by one individual. The officers shall be authorized to sign on behalf of the

39 Conference. The Executive Committee may grant signing authority to other individuals as necessary.

40 It is the duty of these officers, in consultation with one another, to carry forward the work according

41 to plans, policies, and programs voted by the Conference or the Executive Committee. These plans,

42 policies, and programs shall be in harmony with the doctrines and actions adopted an approved by the

43 General Conference.

44

45 12:02. President

46

47 The President, who shall be an ordained minister of experience, is the first officer and shall report to

48 the Executive Committee in consultation with the ~~Secretary~~ **VP for Administration** and the

49 ~~Treasurer~~ **VP for Finance**. He shall act as chairman of the constituency meetings and the Executive

50 Committee, and serve in the general interests of the Conference as the constituency and the Executive

51 Committee shall determine. In his leadership he shall adhere to the policies of the Church in Canada,

52 the North American Division, and the General Conference, and work in harmony with the Board of

53 Directors of the Church in Canada and in close counsel with its officers.

54

1 12:03. Secretary Vice President for Administration

2
3 The ~~Secretary~~ **VP for Administration**, associated with the President as an executive officer, shall
4 serve under the direction of the Executive Committee and shall act as vice-chairperson of the
5 Executive Committee. The ~~Secretary~~ **VP for Administration** shall report to the Executive
6 Committee after consultation with the President. It shall be the duty of the ~~Secretary~~ **VP for**
7 **Administration** to keep the minutes of Conference constituency meetings and of Executive
8 Committee meetings, to furnish copies of these minutes to all members of the Executive Committee
9 and to the officers of the Church in Canada. The ~~Secretary~~ **VP for Administration** shall also be
10 responsible for providing information as may be requested by the President or by the Executive
11 Committee, and shall perform such other duties as usually pertain to the office.
12

13 12:04. Treasurer Vice President for Finance

14
15 The ~~Treasurer~~ **VP for Finance**, associated with the President as an executive officer, shall serve
16 under the direction of the Executive Committee. The ~~Treasurer~~ **VP for Finance** shall report to the
17 Executive Committee after consultation with the President. The ~~Treasurer~~ **VP for Finance** shall be
18 responsible for providing financial leadership to the organization which will include, but shall not be
19 limited to, receiving, safeguarding and disbursing all funds in harmony with the actions of the
20 Executive Committee, for remitting all required funds to the Church in Canada/~~North American~~
21 ~~Division~~ in harmony with the North American Division Policy and for providing financial
22 information to the President and to the Executive Committee. The ~~Treasurer~~ **VP for Finance** shall
23 also be responsible for furnishing copies of the financial statements to the officers of the Church in
24 Canada.
25
26

27 ARTICLE XIII — Directors of Departments and Services

28
29 13:01. Advisory Role

30
31 The directors of departments and services of the Conference shall work under the direction of the
32 Executive Committee and the President. They shall serve in an advisory, consultative, facilitative,
33 and resource relationship to the Churches.
34

35 13:02. Departments and Services Structure

36
37 The departments and services of the Conference shall be organized as determined by the Executive
38 Committee from time to time in harmony with but not necessarily duplicating those of the Church in
39 Canada or the General Conference.
40
41

42 ARTICLE XIV — Subsidiary Ministries

43
44 14:01. Corporations and Agencies

45
46 The Conference may carry on its ministry through subsidiary agencies, organizations, and institutions
47 that may, where necessary and appropriate, function either as unincorporated or incorporated entities.
48

49 Where such entities are unincorporated, the Conference shall evidence their legal relationship with
50 the status as a division or agency of the Conference by means of the appropriate registrations as may
51 be required by local law. Before the Conference forms any subsidiary legal organization it shall
52 secure the approval of the board of directors of the Church in Canada.
53

1 14:02. Meetings of Subsidiaries

2
3 The meetings of the Conference's legally organized subsidiaries shall be held in conjunction with the
4 regularly scheduled meetings of the Conference or as provided by the constating documents of the
5 respective subsidiary legal organization. The election of the boards of directors or executive
6 committees of these legally organized entities shall be in harmony with the statutory laws applicable
7 to each such entity.
8
9

10 ARTICLE XV – Finance

11
12 15:01. Tithes and Offerings

13
14 The funds of the Conference shall consist of such tithes and offerings as it shall receive from within its
15 territory, and such gifts, legacies, bequests, devises, appropriations, reverted funds, direct tithes and
16 other income and donations as may be made to it.
17

18 15:02. Policies

19
20 The portion of the tithes which is reserved for this Conference, as specified by policy, and all other
21 funds shall be used in harmony with the financial policies of the North American Division; and, in the
22 case of donations, their use shall be in harmony with the specifications of donors and in compliance
23 with government regulations. ~~Tithes is shared with the Church in Canada and the North American~~
24 ~~Division on fixed percentages as set by the North American Division Executive Committee, and with~~
25 ~~the General Conference on fixed percentages as set by the Annual Council of the General Conference~~
26 ~~Executive Committee.~~
27

28 15:03. Bank Accounts

29
30 The funds of the Conference shall be safeguarded in harmony with financial policies of the North
31 American Division. Monies shall be deposited in the name of the Alberta Conference of the
32 Seventh-day Adventist Church in regular or special accounts, in such banks or savings institutions as
33 the Executive Committee shall designate, and shall be withdrawn only by persons authorized by the
34 Executive Committee.
35

36 15:04. Financial Statements

37
38 The Conference shall prepare annually appropriate statements of income and fund balances and
39 shall be responsible for the filing of any financial information directly with the Church in Canada and
40 the North American Division and, to the extent required by law, with any municipal, provincial, or
41 federal government.
42
43

44 ARTICLE XVI – Budget, Salary Review and Audit

45
46 16:01. Budget

47
48 The Conference shall prepare an annual budget in harmony with the policies of the North American
49 Division.
50

1 16:02. Salary and Expense Review

2
3 The Executive Committee shall appoint or serve as an Employee Remuneration Committee to review
4 annually the salary and expense of all employees of the Conference and set salary rates for the
5 subsequent year.

6
7 16:03. ~~General Audit~~ **Financial and Statistical Review Committee (hereafter referred to as FSR)**

8
9 The membership of the ~~general audit~~ **FSR** committee shall meet annually and shall consist of:

- 10
11 1. the members of the Executive Committee;
- 12
13 2. the President, Secretary and Treasurer of the Church in Canada or their designees;
- 14
15 3. ~~sufficient additional members to be appointed by the Executive Committee~~ **two delegates from**
16 **each region which will be recommended by the Regional Management Team to be added**
17 **to this committee** so that a majority of the ~~general audit~~ **FSR** committee shall consist of
18 persons not employed by the Church in Canada.

19
20 **16:04. Function of FSR**

21
22 **The FSR Committee shall annually:**

- 23
24 **1. Review the salary and expenses for all employees of the Conference.**
- 25
26 **2. Set salary rates for the subsequent year.**
- 27
28 **3. Review the financial operation of the Conference.**
- 29
30 **4. Review the membership and other statistics.**

31
32 ~~16:04. Independent Audit~~

33 **16:05.**

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

37
38 ~~16:05. Internal Audit~~

39 **16:06.**

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

44
45
46 ARTICLE XVII – Parliamentary Authority

47
48 17:01. The parliamentary authority for the Conference pertaining to all rules and procedures not covered
49 by its bylaws shall be based on those published or recommended by the General Conference or as
50 otherwise adopted by the Conference.

1
2
3 ARTICLE XVIII – Conflict of Interest

4 18:01. It shall be the duty of every Executive Committee member of the Conference who is in any way,
5 whether directly or indirectly, in a pecuniary conflict of interest to declare at every meeting the
6 conflict in the manner and at the time required by the applicable provisions of the Conflict of Interest
7 Policy of the Church in Canada and to refrain from voting on any item of the business when
8 prohibited by the Conflict of Interest Policy. Each member upon election and annually thereafter
9 shall be required to sign the Conflict of Interest Guidelines.

10
11 ARTICLE XIX – Indemnification

- 12
13 19:01. 1. To the extent permitted by law, the Conference shall indemnify any person who was or is a
14 party or is threatened to be made a party to any threatened, pending, or completed action, suit,
15 or proceeding, whether civil, criminal, administrative, or investigative committee or an officer,
16 employee, or agent of the Conference against expenses (including legal fees), judgments, fines,
17 and amounts paid in settlement actually and reasonably incurred by him/her in connection with
18 such action, suit, or proceeding if he/she acted in good faith and in a manner he/she reasonably
19 believed to be in or not opposed to the best interest of the Conference, and, with respect to any
20 criminal action or proceeding, had no reasonable cause to believe his/her conduct was unlawful.
21
22 2. This right of indemnification shall be in addition to, and not exclusive of, all other rights to
23 which such member of the Executive Committee, or an officer or department director may be
24 entitled.
25
26

27 ARTICLE XX – Seal

28
29 20:01. The seal shall consist of a circular impression with the words “The Alberta Conference of the
30 Seventh-day Adventist Church” in an outer circle enclosing the words “seal”. The seal shall be in the
31 custody of the Secretary **VP for Administration**.
32
33

34 ARTICLE XXI – Dissolution

- 35
36 21:01. 1. The Conference may be dissolved only by a two-thirds majority vote of the delegates present
37 and voting at any constituency meeting.
38
39 2. On the dissolution or winding up of the Conference, its assets remaining after payment of, or
40 provision for payment of, all debts and liabilities of the Conference shall be transferred to the
41 Church in Canada or as otherwise provided in the Conference’s Incorporating Statute.

Regions – Listing Churches & Membership

(Membership as at December 31, 2003)

REGION 1 Southeast Area		REGION 3 Central Area	
<u>Church</u>	<u>Membership</u>	<u>Church</u>	<u>Membership</u>
Brooks	12	Beiseker-Level Land	86
Lethbridge	169	Bentley	50
Medicine Hat	174	College Heights	1232
		Hanna	26
Total	355	Lacombe Community	197
		Loyalist	28
Suggested number of Nominating Committee members:	1	Maskwachees Company	45
Suggested number of Conference Committee members:	1	Mirror	37
		Olds	77
		Ponoka	132
		Potter's Place Company	7
		Red Deer	342
		Rimbey	34
		Rocky Mountain House	48
		Stettler	49
		Sylvan Lake	203
		Totals	2593
		Suggested number of Nominating Committee members:	6
		Suggested number of Conference Committee members:	5
REGION 2 Calgary & Area			
<u>Church</u>	<u>Membership</u>		
Airdrie	43		
Calgary Bridgeland	278		
Calgary Central	875		
Calgary Garden Road	377		
Calgary Mountain View	157		
Calgary Korean Company	26		
Calgary Parkdale	82		
Calgary Southside	74		
Calgary Spanish	97		
Canmore Mtn Sanctuary Company	21		
Drumheller	10		
Gleichen Company	25		
Total	2065		
Suggested number of Nominating Committee members:	4		
Suggested number of Conference Committee members:	3		

**REGION 4
Edmonton & Area**

<u>Church</u>	<u>Membership</u>
Edmonton Central	580
Edmonton Korean Company	65
Edmonton South	402
Edmonton Spanish	145
Edmonton West	300
Edson	26
January Creek Company	8
Leduc	99
Onoway	84
Parkland Company	19
Red Willow	173
Sherwood Park	163
Smoky Lake	61
Warburg	107
Wetaskiwin	94
Whitecourt Company	7
 Totals	 2333

**Suggested number of Nominating
Committee members: 4**
**Suggested number of Conference
Committee members: 4**

**REGION 5
Northeast Area**

<u>Church</u>	<u>Membership</u>
Beauvallon	100
Bonnyville	35
Boyle	18
Camrose	31
Fort McMurray	60
Innisfree	34
Lac La Biche Company	20
Lloydminster	28
Ryley	71
Sedgewick	96
Tofield Company	13
Vegreville	61
 Totals	 567
 Suggested number of Nominating Committee members:	 2
Suggested number of Conference Committee members:	2

**REGION 6
Peace Area**

<u>Church</u>	<u>Membership</u>
Fairview	87
Grande Prairie	156
Morning Star	21
Peace River	88
Yellowknife	51
 Totals	 403
 Suggested number of Nominating Committee members:	 2
Suggested number of Conference Committee members:	1

Alberta Conference by Regions



