

SYNOD COUNCIL MEMBERS

Present

The Rev. William Baum
The Rev. Chris Bohr
Bishop Stephen Bouman
Mr. Alan Chen
Ms. Rene Chapman
Ms. Elizabeth Hoffman
Mr. Paul Jensen
The Rev. James Krauser
Mr. John Litke
The Rev. Abraham Lu
The Rev. Barbara Lundblad
Dcn. Paul Lumpkin
Dcn. Kamy Moghbeli
Dcn. Gayle Ruege
Dcn. Ed Tatlian, AIM

Excused

The Rev. Paul Johnsen
Dcn. Carol Straub, AIM

Absent

Ms. Elizabeth Hurst

AUXILIARY REPRESENTATIVES

Ms. Delores Gray, WELCA
Mr. Charles Kalthorn, LMM
Judge Dan Joy, LLM
The Rev. Kipp Zimmermann, Deans

STAFF

The Rev. Cherlyne Beck
The Rev. William Hurst
Mr. Robert Parker
Ms. Joanne Strunck

- I. CALL TO ORDER Vice President Litke
- II. DEVOTIONS Pr. Barbara Lundblad
- III. ADOPTION OF AGENDA
- The agenda was adopted with some modest adjustments
- IV. MINUTES, 16 March, consideration of
- The minutes were adopted as printed.
- V. REPORT OF THE BISHOP
- A. Remarks of the Bishop
1. Bishop Bouman lifted up the ministry of the Rev. John Tietjen and shared reflections on his memorial service.

2. Bishop Bouman talked about his recent visit to the assembly of our sister synod, Arkansas-Oklahoma, and his trip to the Murrah Building on the 9th anniversary of its bombing.
3. On February 6, 2005 the St. Olaf Choir will perform a concert at Carnegie Hall. We have been asked to help them promote this event and to share in one-half of proceeds. We are planning a bishop's reception afterward at Carnegie Hall.

B. Congregation issues:

1. On April 25th, Atonement, Staten Island voted to close. Bishop Bouman commended Bill Bogholtz and Gary Mills for their work with this congregation.
2. A process is in place for St. Paul Valley Stream to come under synodical administration.
3. Holy Trinity, Hollis. Bishop Bouman mentioned the excellent efforts of Pastor Percy Butiku, Ms. Marlene Lund, and Pastor Gary Mills toward keeping Holy Trinity Community School open, at least for another year and hopefully beyond. Adequate repairs will be made to insure the safety of the children. We may have to sell one of their buildings to do this. The bishop proposed the following resolution:

ACTION (SC04:4/1) RESOLVED that Synod Council approve a blue ribbon committee to work toward resolving the issues at Holy Trinity Community School. The members of this committee shall be: the Rev. Marva Jenkins, Mr. James Paul, Dr. David Hahn, Mr. James Johnstone, one parent of a student, and one member of the congregation. Ms Linda Mitchell, school principal, and Pastor Percy Butiku will serve as ex officio members; Pastor Gary Mills and Ms. Marlene Lund will serve as staff liaisons.

ADOPTED

4. St. John's, Bronx. The consultation committee to evaluate the issues at St. John's in the Bronx has begun its training and includes four elected members of the Consultation Committee and one appointed member: The Rev. James Thomas, Ms. Carolyn Brown, Mr. Fred Grumm, the Rev. Elizabeth Diver, and the Rev. Abraham Lu.

Zion-St. Mark's. The consultation committee has been chosen, and will include the bishop, two pastors and one lay person: Bishop Stephen Bouman, the Rev. Jeff Laustsen, the Rev. David Rommereim, Mr. James Paul.

C. Public issues

1. On May 13 Bishop Bouman will participate in a press conference at City Hall around affordable housing.
2. Bishop Bouman is serving as interim preacher for Lutheran Vespers during the Epiphany season, 2005. He has recently completed the recording sessions.

D. Appointments

1. Commission for Gay and Lesbian People

ACTION (SC04:4/2): RESOLVED that Synod Council approve the appointment of Ms. Sacajawea Hall, a member of Trinity Lower East Side, to the Commission for Gay and Lesbian People.

ADOPTED

2. Committee on Conduct of Elections

Mr. Charles Leib and Ms. Beverly Small have been appointed to the Committee on Conduct of Elections. This committee has five of the seven people it needs.

E. Calls

ACTION (SC04:4/3): RESOLVED that synod council call the Rev. William Eggers to serve as interim pastor at Redeemer-St. John Lutheran Church in Brooklyn, effective December 1, 2002.

RESOLVED that synod council call the Rev. Gaylon Barker as interim pastor at Trinity Lutheran Church in St. Albans, NY, effective April 11, 2004.

ADOPTED EN BLOC

It was noted that Pastor Eggers has been serving Redeemer-St. John's since December 1, 2002, but was never officially called through Synod Council.

F. Staff Reports

The Rev. Cherlyne Beck reported briefly on the Fall Quadrant Meetings on September 19, 20, 26, and 27. She also encouraged, on behalf of Pastor Bob

Wollenburg, council members to make their mission support calls and report back to Pastor Wollenburg.

VI. REPORT OF THE TREASURER

Mr. Paul Jensen

A. Treasurer's report

In last year's management letter the auditors inserted the following comment regarding fiscal oversight: *"Again, as noted in our prior year management letter, there was inadequate and untimely fiscal oversight resulting in the issues described above. Effective and timely fiscal oversight will enable the Synod to generate accurate and timely financial information and will greatly assist in managing the financial affairs of the Synod. In January 2003 the Synod hired a business manager to oversee the fiscal responsibilities. However, as this position requires job responsibilities beyond the accounting function, the Synod requires a bookkeeper/accountant, with good accounting skills, to perform the daily accounting functions. The current bookkeeper hired in July, on a temporary basis, has adequate data entry skills but lacks the necessary accounting skills to provide accurate and timely financial information to the business manager."*

The response from management on 6/10/03: *"I believe that this concern has been addressed through the structuring of the business office. Obviously there remains a great deal of work to be done, and possible resistance to the changes I may seek to implement, but with the staff in place, I am confident that the largest issues will fall into place over the remainder of the year. I am concerned that the changes and difficult decisions that must inevitably result from addressing these concerns may not be fully supported at the highest levels of the Synod. The biggest problems facing the Synod are to reign in excessive spending, mortgaging of future ministry by the continued spending of principal funds for operations, and special synodical projects that maintain the budget deficit. Addressing these issues this year will probably not be complete, but with a revised budget that holds individual and group spending accountable and enough time for the staff and volunteers to adjust their habits in this regard, I hope to lessen the deficit this year and eliminate it in the next fiscal year." And: "With the changes in the business office and a redrafting of the chart of accounts that is underway, I am confident that it will be easy to generate monthly or even weekly financial statements by the end of the summer. This problem is currently being resolved and should no longer be an issue by the beginning of the 4th quarter."*

The beginning of the 4th quarter was 11/01/03 and we are approaching the end of

the 1st quarter of 2004.

Mr. Jensen expressed his belief that it is of utmost importance that the Financial Management Committee (FMC) and synod council be provided with accurate monthly reports on the financial condition of the synod. These reports should be a byproduct of the accounting software and should compare actual with budget and prior year experience. Without these reports the synod is left in the dark and without sufficient data to make intelligent and informed financial decisions. Mr. Jensen hopes there is to be no further delays in producing these reports.

As of 4/23/04 Statements of Intent have been received from 146 congregations or 66%. Seventy-seven of those congregations (53%) have increased their commitment from what was given in 2003 by \$104,398. Thirty-eight congregations (26%) have decreased their commitment from what was given in 2003 by \$69,339. Thirty-eight congregations (26%) have made no change from 2003 giving. The net increase from those received is \$35,058 or 2.79%.

98 congregations or 44.5% had returned their parochial reports as of 4/23/04.

- B. Mr. Robert Parker distributed a prepared a Balance Sheet as of March 31, 2004 (**Attachment A**)
- C. Mission Support information was provided prior to the meeting:
 - 1. Contribution Summary by Conference (**Attachment B**)
 - 2. Contribution Detail by Conference (**Attachment C**)
 - 3. Graph of comparison of mission support receipts (**Attachment D**)Mr. Jensen reported that it is too early to make predictions, but it appears we continue on a downhill trend.
- D. FY2005 Income and Expenditure Budget Proposal (**Attachment E**)
This is unaudited and has some discrepancies.
- E. Synodical Audit

We do not yet have an audit report, as there have been some questions and discrepancies in the figures. Mr. Parker is working with the accountants on resolving this as quickly as possible. The process is for the Audit Committee to receive this report and determine if it adequately reflects our financial health. It then comes to synod council who recommends it to the synod assembly. Often the passage of this report is pro forma, but this year it may require more

attention. Mr. Litke presented various possibilities of how to deal with this and then the following resolution was presented.

ACTION (SC04:4/4): RESOLVED that Synod Council gather for a special meeting on May 11 at 5 pm to review and vote on the audit report. If Bishop Bouman, Mr. Jensen, and Mr. Litke determine that the issues are not substantial, a meeting will be called by teleconference.

ADOPTED

Mr. Litke stressed the importance of having the audit in enough time to review it before this meeting.

- F. A grateful thanks was expressed to Mr. Paul Jensen for his work as treasurer and for all he has done to bring the synod along the road of accountability.

VII. OLD BUSINESS

- A. Proposal for a Mission Development Board (**Attachment F**)

Synod Council and more recently the Conference of Deans has been reviewing and considering the proposal for a Mission Development Board for a number of months.

ACTION (SC04:4/5): RESOLVED that synod council adopt the Proposal for a Mission Development Board.

ADOPTED

- B. Congregations under synodical administration

When a congregation votes to close, there is a formal motion required to be passed by law. This begins formal process of acquiring title. For the full document see (**Attachment G**)

ACTION (SC04:4/6):

RESOLVED, that the **SYNOD** is hereby authorized, empowered and directed, pursuant to Section 18 of the Religious Corporations Law of the State of New York, to take all actions necessary or desirable to effectuate the dissolution of **ATONEMENT** and to transfer all of **ATONEMENT'S** assets, including, but not limited to, the real property known as and by street addresses (a) 3065 Hylan Boulevard, Staten Island, New York and (b) 196 Chesterton Avenue, Staten

Island, New York to the **SYNOD** and/or a Limited Liability Company in which the **SYNOD** is the sole member; and it is further

RESOLVED, that Bishop Stephen P. Bouman of the **SYNOD** be and hereby is authorized, empowered, and directed to designate in his sole discretion a Special Assistant to act in the name of and on behalf of the **SYNOD** in effectuating the dissolution of **ATONEMENT** as a congregation, and transferring any and all of the assets of **ATONEMENT** to the **SYNOD**; and it is further

RESOLVED, that the Special Assistant designated by Bishop Stephen P. Bouman shall be and he hereby is authorized, empowered and directed to execute, verify [if necessary], acknowledge [if necessary] and cause to be filed such Petition as may be required by law to effectuate said dissolution and transfer of assets; and it is further

RESOLVED, that the Special Assistant designated by Bishop Stephen P. Bouman be and hereby is authorized, empowered and directed to execute, acknowledge and deliver, any and all documents required to convey title to all of the assets owned by **ATONEMENT** to the **SYNOD** and/or a Limited Liability Company in which the **SYNOD** is the sole member; and it is further

RESOLVED, that the Special Assistant shall take all such further actions as may be required or desirable to effectuate the purpose of these resolutions, as well as the resolutions of **ATONEMENT** concerning its dissolution and the transfer of its assets to the **SYNOD**.

Total Council Members: 16

Total Council Members present at the Meeting: 13

Total Votes for the Resolution: 13

Total Votes against the Resolution: 0

C. Synod Assembly

1. Assembly site selection

There has been difficulty selecting a site, primarily because we want to be responsive to the grievance we have heard regarding cost. Universities were explored but they were not willing to commit 1-2 years in advance and could also not commit until late June or July. The planning committee proposed using one of our churches, preferably on Long Island, since it is time we located there again. St. Peter's Huntington Station is the only one

large enough for plenary (in the sanctuary) and breakout rooms. People would be on their own for meals and lodging, although we may be able to arrange for a block of rooms at a local motel. There are many down sides to this but it would address the cost issue. Parking should be adequate and the train station is one-half mile away

ACTION (SC04:4/7) RESOLVED THAT the 2005 Synod Assembly be held at St. Peter's Lutheran Church in Huntington Station on May 20-21.

2. Adoption of Agenda (**Attachment H**)

The agenda for the synod assembly was reviewed and adjusted. The attachment reflects the adjusted agenda.

3. Elections

The Mission Development Board has 3 members elected by the Synod Assembly, one elected by the Synod Council, and one appointed by the Bishop. Because the Mission Development Board proposal was adopted so close to the assembly that there was insufficient time for assembly members to nominate and vote on board members, the Synod Council will elect 4 members to that board at a future meeting.

D. Nomination of Synod Treasurer

Nomination forms were submitted for Ms. Muriel Tillinghast and Mr. Robert Buescher

ACTION (SC04:4/8):RESOLVED that Ms. Muriel Tillinghast (Bethlehem Lutheran Church, Brooklyn) and Mr. Robert Buescher (Redeemer Lutheran Church, Seaford) be placed in nomination for the office of synod treasurer.

ADOPTED

E. Annual deans' reports

Cherlyne reported that she has received annual reports from every dean but one, which will be forthcoming. In future years they will be submitted to synod council; this year they will not because they included private information.

F. Congregation Constitutions
No report

Secretary Krauser

VIII. NEW BUSINESS

A. Lutheran Schools Association (LSA) Ms. Marlene Lund

Ms. Lund, Executive Director for Lutheran Schools Association, presented an overview of the Lutheran Schools in the Metropolitan New York Synod. Their mission statement is to strive for academic excellence in a caring Christian environment. The attached brochure gives more information. (**Attachment I: written request from LSA and brochure**)

Ms. Lund presented the following resolution:

ACTION (SC04:4/9): RESOLVED that Synod Council grant permission to the Lutheran Schools Association to send out a letter to all the ELCA congregations, asking them to support LSA by putting LSA in their budget with an annual gift or sending them a donation in March, which is Lutheran Schools Month.
ADOPTED

B. Trexler Fellowship Grants

Pastor Cherlyne Beck presented the Trexler Fellowship Grants for Ms. Connie Duever. Funds available for 2004 are \$6,500.00; balance remaining for November distribution is \$4,500.00

ACTION (SC04:4/10) RESOLVED that synod council approve the following Trexler Fellowship Grant requests.

Two applications were received. Two grants totaling \$2,000.00 are recommended.

Ahlstrom, Albert Retired	To participate in the Plowshares Institute Hong Kong/China trip co-sponsored by Hartford and Columbia Theological Seminaries May 24- June 7, 2004	\$1,000.00
Gaeta, Gerard Interim Pastor Good Shepherd, Plainview	To participate in the Ecumenical Liturgy & Worship Seminar, Oxford, UK August 2-13, 2004	\$1,000.00

ADOPTED

C. Sale of church property

1. Good Shepherd Lutheran Church, Bayside – sale of parsonage (**Attachment J**)

Bishop Bouman spoke with the dean of the conference, Pastor Gary Schulz, who recommended a consultation with the congregation before we take no exception to the sale of their parsonage.

ACTION (SC04:4/11): RESOLVED that, reserving the right to object to the sale of Good Shepherd's parsonage, we request a conversation with the congregation on the matter of mission and future ministry of the Good Shepherd.

ADOPTED

2. United Lutheran Church of Mount Vernon – sale of parish house
(Attachment K)

ACTION (SC04:4/12): RESOLVED that, reserving the right to object to the sale of United Lutheran's parish house, we request a conversation with the congregation on the matter of mission and future ministry of the United.

ADOPTED

Synod Council will consider making it a policy of the synod to request a conversation with any congregation wishing to sell its parsonage, prior to not taking exception to such a sale.

3. Calvary Lutheran Church, Hauppauge – sale of property for building of affordable housing for seniors. This is a different situation than the previous two requests; it is part of a mission plan and it involves vacant property.

ACTION (SC04:4/12): RESOLVED that synod council take no exception to the sale of land by Calvary Lutheran church to Catholic Charities.

ADOPTED

Secretary Krauser will send letters to the three congregations

IX. DEANS REPORT – Kipp Zimmermann

The Deans spent time talking about a new dean's "job" description at their meeting this morning. The Deans are becoming more involved at onset of a vacancy and will help shepherd congregation councils in the development of their profiles.

X. YOUTH REPORT

No report

XI. AUXILIARY ORGANIZATIONS

A. Women of the ELCA

Ms. Delores Gray

- In February the Conference of Presidents was held in San Antonio, TX
- Because of the wide range of ethnicities and cultures in Metropolitan New York Synod, Ms. Gray was asked to speak about diversity at a meeting in February.
- Board of the Women of the ELCA consists of greater than 50% women of color.
- Women of the ELCA participated in the Bach Vespers Coffee Cantata by selling Fair Trade coffee afterwards. This worked out so well that they are in conversation with Holy Trinity about doing this in other places.
- On Saturday May 1, there will be a celebration of women at The Wartburg, Mt. Vernon based on women of the Bible.
- The annual convention will be on September 18 at St. Paul's Parkchester. The street will be closed off to provide parking.

B. Lutheran Men in Mission (LMM)

Mr. Charles Kalhorn
Judge Daniel

Joy

Mr. Charles Kalhorn

- There has been a change in leadership. After 6 years Mr. Kalhorn is stepping down from the presidency of LMM and will become the treasurer. Judge Daniel Joy is the new president. Vice president is William Wooten of Abiding Presence in the Bronx. Mr. Kalhorn remains the Region 7 director until 2005.
- LMM's tri-centennial will be held in Charleston South Carolina. Business will be conducted the first half day; the remaining one and one-half days will be devoted to fellowship, prayer, praise, and training for leadership.
- In September LMM will host an overnight retreat at Koinonia, inviting both male and female leaders of the synod to talk about men's ministry. Other synods of Region 7 have been invited as well.
- The Bible Pen Pal program is growing and doing very well

Judge Daniel Joy

Judge Joy extended greetings. His vision, as president of the national body of LMM, has been toward young men and he intends to extend this vision to MNYS, going to where they are and learning to listen better. The national body commissioned a survey of young men throughout the country and as a result they now have a youth council of men between the ages of 24-35 who will be part of the governing body of LMM. There will be a retreat in Colorado as a kickoff.

C. Diaconal Council

Deacon Ed Tatlian

No report

XII. NEXT MEETING/ FAREWELL AND THANKS TO SYNOD COUNCIL MEMBERS

1. The next meeting will be a specially called meeting on May 11. Mr. Litke will let people know if we will need to gather or if it can be by telecom. June 5 is the retreat for the new synod council
2. Mr. Litke thanked all of those who have served on synod council and extended appreciation for all the work they have done. He commended them for being a good and diligent group. He asked them for comments and suggestions for the future:
 - Have former council members attend at least part of the June 5 retreat with the new council.
 - Help getting a better handle on financial reports
 - Hold synod council members accountable for going to quadrant meetings, doing mission support visits, and other leadership responsibilities
 - Provide job description. Time involvement and prayer commitment should be clear.
 - Provide hints to new council members for keeping all the various emails organized

XIII. CLOSING PRAYER AND ADJOURNMENT

Respectfully submitted,

Joanne Strunck
Administrative Assistant to the Bishop

Attachment

A

METROPOLITAN NEW YORK SYNOD

Evangelical Lutheran Church in America

Balance Sheet as of March 31, 2004

UNAUDITED

	03/31/2004	Draft FY03	FY 2002*
ASSETS			
Cash & Equivalents	\$ 1,037,919	\$ 812,741	\$ 576,629
Investments at Value	\$ 2,994,949	\$ 3,435,494	\$ 2,837,418
Accrued Interest Receivable	\$ -	\$ 2,720	\$ 2,065
Pledges Receivable	\$ -	\$ -	\$ -
Advances & Other Assets	\$ 360,571	\$ 360,571	\$ 269,077
Property, equipment & Leasehold improvements	\$ 564,375	\$ 588,115	\$ 730,555
Total Assets	\$ 4,957,814	\$ 5,199,641	\$ 4,415,744
LIABILITIES			
Accounts Payable & Accrued Expenses	\$ 235,750	\$ 433,733	\$ 508,791
Deferred Revenue	\$ -	\$ 6,658	\$ 76,992
Notes Payable	\$ 225,000	\$ 78,739	\$ 132,454
Other Liabilities	\$ -	\$ -	\$ 137,837
Total Liabilities	\$ 460,750	\$ 519,130	\$ 856,074
NET ASSETS			
Unrestricted			
Undesignated	\$ (1,199,004)	\$ (887,033)	\$ (395,521)
Designated	\$ 4,269,349	\$ 4,166,038	\$ 2,466,200
Net investment in property, equipment, & leasehold improvements	\$ 494,589	\$ 509,376	\$ 598,101
Total Unrestricted Net Assets	\$ 3,564,934	\$ 3,788,381	\$ 2,668,780
Temporarily Restricted	\$ 597,790	\$ 597,790	\$ 596,550
Permanently Restricted	\$ 334,340	\$ 294,340	\$ 294,340
Total Net Assets	\$ 932,130	\$ 892,130	\$ 890,890
Total Liabilities and Net Assets	\$ 4,957,814	\$ 5,199,641	\$ 4,415,744

*Audited

Attachment B

Contribution Summary by Conference
February 1, 2004 - March 31, 2004

<i>Conf ID</i>	<i>Name</i>	<i>Yearly Commitment</i>	<i>Commitment To Date</i>	<i>Contributions This Period</i>	<i>Variance To Date</i>
01	Hudson	\$129,348.00	\$21,558.00	\$20,959.57	(\$598.43)
02	Delaware/Hudson	\$100,400.00	\$16,733.33	\$15,982.66	(\$750.67)
03	Tappan Zee	\$200,649.00	\$33,441.50	\$15,954.98	(\$17,486.52)
04	Eastern Nassau	\$180,286.00	\$30,047.67	\$26,414.93	(\$3,632.74)
05	Western Nassau	\$102,898.00	\$17,149.67	\$10,827.24	(\$6,322.43)
06	Southwest Nassau	\$106,280.00	\$17,713.33	\$11,574.00	(\$6,139.33)
07	Peconic	\$118,946.00	\$19,824.33	\$20,123.33	\$299.00
08	Western Suffolk	\$186,283.00	\$31,047.17	\$27,605.07	(\$3,442.10)
09	Manhattan	\$104,900.00	\$17,483.33	\$22,633.75	\$5,150.42
10	Bronx	\$28,600.00	\$4,766.67	\$3,271.00	(\$1,495.67)
11	Staten Island	\$55,500.00	\$9,250.00	\$4,604.41	(\$4,645.59)
12	Queens Southeast	\$42,700.00	\$7,116.67	\$6,965.70	(\$150.97)
13	Queens Southwest	\$34,350.00	\$5,725.00	\$7,080.42	\$1,355.42
14	Queens Northeast	\$21,904.00	\$3,650.67	\$2,250.65	(\$1,400.02)
15	Queens Northwest	\$37,250.00	\$6,208.33	\$1,474.00	(\$4,734.33)
16	Brooklyn Bridges	\$27,350.00	\$4,558.33	\$3,333.34	(\$1,224.99)
17	South Shore (Brooklyn)	\$27,680.00	\$4,613.33	\$6,968.00	\$2,354.67
18	Southwest Brooklyn	\$53,800.00	\$8,966.67	\$5,865.34	(\$3,101.33)
<i>Totals:</i>		\$1,559,124.00	\$259,854.00	\$213,888.39	(\$45,965.61)

Attachment C

Hudson

Contribution Detail by Conference

February 1, 2004 - March 31, 2004

<i>Synodical ID</i>	<i>Church</i>	<i>Yearly Commitment</i>	<i>Commitment To Date</i>	<i>Contributions This Period</i>	<i>Variance To Date</i>
01-01	Immanuel - Kingston	\$4,500.00	\$750.00	\$0.00	(\$750.00)
01-02	Redeemer - Kingston	\$20,000.00	\$3,333.33	\$4,000.00	\$666.67
01-03	Trinity - Kingston	\$12,000.00	\$2,000.00	\$1,050.00	(\$950.00)
01-04	Redeemer - New Paltz	\$7,000.00	\$1,166.67	\$1,200.00	\$33.33
01-05	First - Poughkeepsie	\$1,050.00	\$175.00	\$0.00	(\$175.00)
01-06	Mount Calvary - Ruby	\$100.00	\$16.67	\$0.00	(\$16.67)
01-07	St. John's - Poughkeepsie	\$50,000.00	\$8,333.33	\$8,919.66	\$586.33
01-09	St. Paul - Red Hook	\$5,500.00	\$916.67	\$0.00	(\$916.67)
01-10	Memorial - Rhinebeck	\$5,500.00	\$916.67	\$1,000.00	\$83.33
01-11	St. Paul - Rhinebeck	\$0.00	\$0.00	\$0.00	\$0.00
01-12	Third - Rhinebeck	\$1,000.00	\$166.67	\$0.00	(\$166.67)
01-13	Atonement - Saugerties	\$8,500.00	\$1,416.67	\$1,418.00	\$1.33
01-14	St. Paul - West Camp	\$1,500.00	\$250.00	\$0.00	(\$250.00)
01-15	Christ - Woodstock	\$12,698.00	\$2,116.33	\$3,371.91	\$1,255.58
<i>Totals:</i>		\$129,348.00	\$21,558.00	\$20,959.57	(\$598.43)

Delaware/Hudson

Contribution Detail by Conference

February 1, 2004 - March 31, 2004

<i>Synodical ID</i>	<i>Church</i>	<i>Yearly Commitment</i>	<i>Commitment To Date</i>	<i>Contributions This Period</i>	<i>Variance To Date</i>
02-01	St. Thomas - Central Nyack	\$2,000.00	\$333.33	\$0.00	(\$333.33)
02-02	Christ - Ellenville	\$1,800.00	\$300.00	\$150.00	(\$150.00)
02-03	Grace - Greenwood Lake	\$4,000.00	\$666.67	\$633.34	(\$33.33)
02-04	First - Jeffersonville	\$1,700.00	\$283.33	\$333.32	\$49.99
02-05	St. Paul - Liberty	\$2,000.00	\$333.33	\$600.00	\$266.67
02-06	St. John - Middletown	\$11,900.00	\$1,983.33	\$2,000.00	\$16.67
02-07	St. Paul - Narrowsburg	\$7,500.00	\$1,250.00	\$0.00	(\$1,250.00)
02-08	St. Paul - New City	\$13,200.00	\$2,200.00	\$3,600.00	\$1,400.00
02-09	King of King - New Windsor	\$18,500.00	\$3,083.33	\$0.00	(\$3,083.33)
02-10	Christ - Newburgh	\$1,200.00	\$200.00	\$0.00	(\$200.00)
02-11	Grace - North Branch	\$1,600.00	\$266.67	\$266.00	(\$0.67)
02-12	Good Shepherd - Pearl River	\$30,000.00	\$5,000.00	\$7,500.00	\$2,500.00
02-13	St. Peter - Port Jervis	\$5,000.00	\$833.33	\$900.00	\$66.67
02-14	Christ - Suffern	\$0.00	\$0.00	\$0.00	\$0.00
<i>Totals:</i>		\$100,400.00	\$16,733.33	\$15,982.66	(\$750.67)

Tappan Zee

Contribution Detail by Conference

February 1, 2004 - March 31, 2004

<i>Synodical ID</i>	<i>Church</i>	<i>Yearly Commitment</i>	<i>Commitment To Date</i>	<i>Contributions This Period</i>	<i>Variance To Date</i>
03-01	Trinity - Brewster	\$12,840.00	\$2,140.00	\$3,300.00	\$1,160.00
03-02	Our Redeemer - Chappaqua	\$5,400.00	\$900.00	\$686.66	(\$213.34)
03-03	Our Saviour - Croton-on-Hudso	\$6,000.00	\$1,000.00	\$1,500.00	\$500.00
03-04	Dobbs Ferry - Dobbs Ferry	\$22,909.00	\$3,818.17	\$0.00	(\$3,818.17)
03-05	St. John - Mamaroneck	\$8,500.00	\$1,416.67	\$0.00	(\$1,416.67)
03-06	Resurrection - Mt. Kisco	\$22,500.00	\$3,750.00	\$2,143.00	(\$1,607.00)
03-07	United - Mt. Vernon	\$7,000.00	\$1,166.67	\$0.00	(\$1,166.67)
03-08	Holy Trinity - New Rochelle	\$5,000.00	\$833.33	\$678.00	(\$155.33)
03-09	St. Luke - New Rochelle	\$4,500.00	\$750.00	\$866.66	\$116.66
03-10	Emanuel - Pleasantville	\$34,000.00	\$5,666.67	\$0.00	(\$5,666.67)
03-11	St. Paul's - Rye-Brook	\$17,500.00	\$2,916.67	\$0.00	(\$2,916.67)
03-13	Grace - Scarsdale	\$4,000.00	\$666.67	\$0.00	(\$666.67)
03-14	St. Matthew - White Plains	\$0.00	\$0.00	\$0.00	\$0.00
03-15	Trinity - White Plains	\$12,000.00	\$2,000.00	\$1,764.00	(\$236.00)
03-16	Grace - Yorktown Heights	\$22,000.00	\$3,666.67	\$3,666.66	(\$0.01)
03-17	St. Andrew - Yorktown Heights	\$15,100.00	\$2,516.67	\$1,350.00	(\$1,166.67)
03-18	Christ Evangelical - Yonkers	\$0.00	\$0.00	\$0.00	\$0.00
03-19	Hope - Scarsdale	\$1,400.00	\$233.33	\$0.00	(\$233.33)
<i>Totals:</i>		\$200,649.00	\$33,441.50	\$15,954.98	(\$17,486.52)

Eastern Nassau

Contribution Detail by Conference

February 1, 2004 - March 31, 2004

<i>Synodical ID</i>	<i>Church</i>	<i>Yearly Commitment</i>	<i>Commitment To Date</i>	<i>Contributions This Period</i>	<i>Variance To Date</i>
04-01	St. John - Bellmore	\$13,800.00	\$2,300.00	\$2,283.00	(\$17.00)
04-02	St. Luke - Farmingdale	\$22,000.00	\$3,666.67	\$4,400.00	\$733.33
04-03	Redeemer - Hicksville	\$3,000.00	\$500.00	\$500.00	\$0.00
04-04	St. Stephen - Hicksville	\$15,000.00	\$2,500.00	\$3,750.00	\$1,250.00
04-05	Good Shepherd - Levittown,	\$0.00	\$0.00	\$1,200.00	\$1,200.00
04-06	St. David - Massapequa Park	\$30,000.00	\$5,000.00	\$4,527.45	(\$472.55)
04-07	St. John - Merrick	\$20,086.00	\$3,347.67	\$0.00	(\$3,347.67)
04-08	Grace - North Bellmore	\$7,400.00	\$1,233.33	\$0.00	(\$1,233.33)
04-09	Good Shepherd - Plainview	\$21,000.00	\$3,500.00	\$5,250.00	\$1,750.00
04-10	Our Redeemer - Seaford	\$10,000.00	\$1,666.67	\$0.00	(\$1,666.67)
04-11	Faith - Syosset	\$12,000.00	\$2,000.00	\$800.00	(\$1,200.00)
04-12	Christ - Wantagh	\$26,000.00	\$4,333.33	\$3,704.48	(\$628.85)
<i>Totals:</i>		\$180,286.00	\$30,047.67	\$26,414.93	(\$3,632.74)

Western Nassau

Contribution Detail by Conference

February 1, 2004 - March 31, 2004

<i>Synodical ID</i>	<i>Church</i>	<i>Yearly Commitment</i>	<i>Commitment To Date</i>	<i>Contributions This Period</i>	<i>Variance To Date</i>
05-01	Advent - Elmont	\$0.00	\$0.00	\$0.00	\$0.00
05-02	Christ - Floral Park	\$16,500.00	\$2,750.00	\$988.50	(\$1,761.50)
05-03	Ascension - Franklin Square	\$10,000.00	\$1,666.67	\$1,500.00	(\$166.67)
05-04	Our Savior's - Glen Head	\$7,000.00	\$1,166.67	\$585.00	(\$581.67)
05-05	Our Saviour - Manhasset	\$26,000.00	\$4,333.33	\$0.00	(\$4,333.33)
05-06	Our Saviour - Mineola	\$7,000.00	\$1,166.67	\$1,250.00	\$83.33
05-07	Christ - New Hyde Park	\$8,100.00	\$1,350.00	\$900.00	(\$450.00)
05-08	Gloria Dei - New Hyde Park	\$1,298.00	\$216.33	\$0.00	(\$216.33)
05-09	Our Savior - Port Washington	\$0.00	\$0.00	\$0.00	\$0.00
05-10	St. James - Stewart Manor	\$2,500.00	\$416.67	\$625.00	\$208.33
05-11	St. Paul - Valley Stream	\$0.00	\$0.00	\$0.00	\$0.00
05-12	Trinity - Valley Stream	\$9,000.00	\$1,500.00	\$1,778.74	\$278.74
05-13	St. Andrew's - West Hempstead	\$15,500.00	\$2,583.33	\$3,200.00	\$616.67
<i>Totals:</i>		\$102,898.00	\$17,149.67	\$10,827.24	(\$6,322.43)

Southwest Nassau

Contribution Detail by Conference

February 1, 2004 - March 31, 2004

<i>Synodical ID</i>	<i>Church</i>	<i>Yearly Commitment</i>	<i>Commitment To Date</i>	<i>Contributions This Period</i>	<i>Variance To Date</i>
06-01	Bethlehem - Baldwin	\$4,200.00	\$700.00	\$1,200.00	\$500.00
06-02	St. Peter's - Baldwin	\$26,500.00	\$4,416.67	\$3,508.00	(\$908.67)
06-03	Incarnation - Cedarhurst	\$1,600.00	\$266.67	\$213.00	(\$53.67)
06-04	Christ - Freeport	\$3,000.00	\$500.00	\$0.00	(\$500.00)
06-05	Epiphany - Hempstead	\$20,000.00	\$3,333.33	\$1,500.00	(\$1,833.33)
06-06	St. John's by the Sea - Long Beach	\$0.00	\$0.00	\$300.00	\$300.00
06-07	St. John - Lynbrook	\$7,000.00	\$1,166.67	\$250.00	(\$916.67)
06-08	Grace - Malverne	\$6,030.00	\$1,005.00	\$1,234.00	\$229.00
06-09	Oceanside - Oceanside	\$500.00	\$83.33	\$0.00	(\$83.33)
06-10	Holy Trinity - Rockville Ctr.	\$23,250.00	\$3,875.00	\$2,469.00	(\$1,406.00)
06-11	Good Shepherd - Roosevelt	\$3,200.00	\$533.33	\$900.00	\$366.67
06-12	Grace - Uniondale	\$9,000.00	\$1,500.00	\$0.00	(\$1,500.00)
06-13	Cristo - Freeport	\$0.00	\$0.00	\$0.00	\$0.00
06-14	Resurreccion - Hempstead	\$2,000.00	\$333.33	\$0.00	(\$333.33)
<i>Totals:</i>		\$106,280.00	\$17,713.33	\$11,574.00	(\$6,139.33)

Peconic

Contribution Detail by Conference February 1, 2004 - March 31, 2004

<i>Synodical ID</i>	<i>Church</i>	<i>Yearly Commitment</i>	<i>Commitment To Date</i>	<i>Contributions This Period</i>	<i>Variance To Date</i>
07-01	St. Michael's - Amagansett	\$1,150.00	\$191.67	\$0.00	(\$191.67)
07-02	Incarnation - Bridgehampton	\$2,000.00	\$333.33	\$600.00	\$266.67
07-03	Holy Cross - Commack	\$7,500.00	\$1,250.00	\$600.00	(\$650.00)
07-05	St. Peter - Greenport	\$12,600.00	\$2,100.00	\$2,100.00	\$0.00
07-07	Holy Cross - Lake Ronkonkoma	\$12,000.00	\$2,000.00	\$2,000.00	\$0.00
07-08	Advent - Mattituck	\$3,500.00	\$583.33	\$0.00	(\$583.33)
07-09	Our Savior - Patchogue	\$11,700.00	\$1,950.00	\$2,206.00	\$256.00
07-10	St. Paul - Port Jefferson	\$12,696.00	\$2,116.00	\$0.00	(\$2,116.00)
07-11	St. Mark - Ridge	\$0.00	\$0.00	\$0.00	\$0.00
07-12	Trinity - Rocky Point	\$27,000.00	\$4,500.00	\$4,833.34	\$333.34
07-13	Hope - Selden	\$7,000.00	\$1,166.67	\$1,034.00	(\$132.67)
07-14	St. Andrews - Smithtown	\$21,800.00	\$3,633.33	\$5,749.99	\$2,116.66
07-15	St. James - St. James	\$0.00	\$0.00	\$1,000.00	\$1,000.00
<i>Totals:</i>		\$118,946.00	\$19,824.33	\$20,123.33	\$299.00

Western Suffolk

Contribution Detail by Conference

February 1, 2004 - March 31, 2004

<i>Synodical ID</i>	<i>Church</i>	<i>Yearly Commitment</i>	<i>Commitment To Date</i>	<i>Contributions This Period</i>	<i>Variance To Date</i>
08-01	Cross of Christ - Babylon	\$30,000.00	\$5,000.00	\$5,000.00	\$0.00
08-02	St. Luke - Bay Shore	\$0.00	\$0.00	\$0.00	\$0.00
08-03	Prince of Peace - Brentwood	\$0.00	\$0.00	\$0.00	\$0.00
08-04	Ascension - Deer Park	\$32,000.00	\$5,333.33	\$2,000.00	(\$3,333.33)
08-05	Christ - East Northport	\$15,000.00	\$2,500.00	\$1,000.00	(\$1,500.00)
08-06	St. Paul's - East Northport	\$12,000.00	\$2,000.00	\$2,000.00	\$0.00
08-07	Gloria Dei - Huntington Station	\$11,000.00	\$1,833.33	\$2,000.00	\$166.67
08-08	St. Peters - Huntington Station	\$28,383.00	\$4,730.50	\$6,980.00	\$2,249.50
08-09	Christ - Islip Terrace	\$8,000.00	\$1,333.33	\$0.00	(\$1,333.33)
08-10	St. John - Lindenhurst	\$16,000.00	\$2,666.67	\$2,666.00	(\$0.67)
08-11	King of Kings - Melville	\$1,600.00	\$266.67	\$334.00	\$67.33
08-12	Latvian Church of New York - Melville	\$2,800.00	\$466.67	\$0.00	(\$466.67)
08-13	Trinity - Wyandanch	\$2,000.00	\$333.33	\$0.00	(\$333.33)
08-14	Abiding Presence - Fort Solonga	\$21,000.00	\$3,500.00	\$4,000.00	\$500.00
08-15	Calvary - Hauppauge	\$6,500.00	\$1,083.33	\$1,625.07	\$541.74
<i>Totals:</i>		\$186,283.00	\$31,047.17	\$27,605.07	(\$3,442.10)

Manhattan

Contribution Detail by Conference

February 1, 2004 - March 31, 2004

<i>Synodical ID</i>	<i>Church</i>	<i>Yearly Commitment</i>	<i>Commitment To Date</i>	<i>Contributions This Period</i>	<i>Variance To Date</i>
09-01	Advent - New York	\$11,000.00	\$1,833.33	\$3,150.00	\$1,316.67
09-03	Christ - New York	\$5,400.00	\$900.00	\$1,338.75	\$438.75
09-04	New York Finnish - New York	\$0.00	\$0.00	\$0.00	\$0.00
09-05	Grace & St. Paul - New York	\$6,500.00	\$1,083.33	\$1,055.00	(\$28.33)
09-06	Gustavus Adolphus - New York	\$18,000.00	\$3,000.00	\$0.00	(\$3,000.00)
09-07	Holy Trinity - New York	\$0.00	\$0.00	\$2,500.00	\$2,500.00
09-08	Immanuel - New York	\$15,000.00	\$2,500.00	\$3,090.00	\$590.00
09-09	Our Saviour Atonement - New York	\$11,000.00	\$1,833.33	\$3,000.00	\$1,166.67
09-10	St. John - New York	\$0.00	\$0.00	\$0.00	\$0.00
09-11	St. Luke - New York,	\$9,000.00	\$1,500.00	\$2,500.00	\$1,000.00
09-13	St. Paul (German) - New York	\$1,000.00	\$166.67	\$0.00	(\$166.67)
09-14	St. Peter - New York	\$24,000.00	\$4,000.00	\$6,000.00	\$2,000.00
09-15	Transfiguration - New York	\$0.00	\$0.00	\$0.00	\$0.00
09-16	Trinity of Manhattan - New York,	\$2,000.00	\$333.33	\$0.00	(\$333.33)
09-17	Trinity (Lower Eastside) - New York	\$2,000.00	\$333.33	\$0.00	(\$333.33)
09-18	Zion - Bronx	\$0.00	\$0.00	\$0.00	\$0.00
09-19	Zion - St. Mark - New York	\$0.00	\$0.00	\$0.00	\$0.00
<i>Totals:</i>		\$104,900.00	\$17,483.33	\$22,633.75	\$5,150.42

Bronx

Contribution Detail by Conference February 1, 2004 - March 31, 2004

Synodical ID	Church	Yearly Commitment	Commitment To Date	Contributions This Period	Variance To Date
10-01	Abiding Presence - Bronx	\$0.00	\$0.00	\$0.00	\$0.00
10-02	All Saints - Bronx	\$1,200.00	\$200.00	\$0.00	(\$200.00)
10-03	Bethlehem - Bronx	\$2,500.00	\$416.67	\$1,000.00	\$583.33
10-04	New Hope - Bronx	\$1,000.00	\$166.67	\$0.00	(\$166.67)
10-05	Calvary - Bronx	\$0.00	\$0.00	\$526.00	\$526.00
10-06	Epiphany - Bronx	\$2,000.00	\$333.33	\$540.00	\$206.67
10-07	First - Bronx	\$4,000.00	\$666.67	\$255.00	(\$411.67)
10-08	Fordham - Bronx	\$7,500.00	\$1,250.00	\$0.00	(\$1,250.00)
10-09	Kingsbridge - Bronx	\$0.00	\$0.00	\$350.00	\$350.00
10-10	Resurrection - Bronx	\$0.00	\$0.00	\$0.00	\$0.00
10-11	St. John - Bronx	\$0.00	\$0.00	\$0.00	\$0.00
10-12	St. Luke - Bronx	\$0.00	\$0.00	\$0.00	\$0.00
10-13	St. Paul - Bronx	\$5,500.00	\$916.67	\$300.00	(\$616.67)
10-14	St. Peter's - Bronx	\$0.00	\$0.00	\$0.00	\$0.00
10-15	St. Peter - Bronx	\$0.00	\$0.00	\$0.00	\$0.00
10-16	St. Thomas - Bronx	\$1,200.00	\$200.00	\$300.00	\$100.00
10-17	Transfiguration - Bronx	\$3,700.00	\$616.67	\$0.00	(\$616.67)
Totals:		\$28,600.00	\$4,766.67	\$3,271.00	(\$1,495.67)

Staten Island

Contribution Detail by Conference

February 1, 2004 - March 31, 2004

<i>Synodical ID</i>	<i>Church</i>	<i>Yearly Commitment</i>	<i>Commitment To Date</i>	<i>Contributions This Period</i>	<i>Variance To Date</i>
11-01	Atonement - Staten Island	\$1,600.00	\$266.67	\$0.00	(\$266.67)
11-02	Christ - Staten Island	\$7,500.00	\$1,250.00	\$2,264.41	\$1,014.41
11-03	Eltingville - Staten Island	\$0.00	\$0.00	\$0.00	\$0.00
11-04	Immanuel - Staten Island	\$5,500.00	\$916.67	\$0.00	(\$916.67)
11-05	Messiah - Staten Island	\$4,600.00	\$766.67	\$0.00	(\$766.67)
11-06	Our Saviour - Staten Island	\$2,300.00	\$383.33	\$0.00	(\$383.33)
11-07	St. Paul's-St. Luke's - Staten Island	\$2,000.00	\$333.33	\$340.00	\$6.67
11-08	Trinity - Staten Island	\$16,000.00	\$2,666.67	\$2,000.00	(\$666.67)
11-09	Zion - Staten Island	\$16,000.00	\$2,666.67	\$0.00	(\$2,666.67)
<i>Totals:</i>		\$55,500.00	\$9,250.00	\$4,604.41	(\$4,645.59)

Queens Southeast

Contribution Detail by Conference

February 1, 2004 - March 31, 2004

<i>Synodical ID</i>	<i>Church</i>	<i>Yearly Commitment</i>	<i>Commitment To Date</i>	<i>Contributions This Period</i>	<i>Variance To Date</i>
12-01	Prince of Peace - Cambria Heights	\$0.00	\$0.00	\$2,024.00	\$2,024.00
12-02	Holy Trinity - Hollis	\$0.00	\$0.00	\$0.00	\$0.00
12-04	New Hope - Jamaica	\$15,500.00	\$2,583.33	\$2,666.70	\$83.37
12-05	Our Saviour - Jamaica	\$15,500.00	\$2,583.33	\$0.00	(\$2,583.33)
12-06	Ephiphany - Laurelton	\$1,500.00	\$250.00	\$625.00	\$375.00
12-07	Redeemer - Queens Village	\$6,000.00	\$1,000.00	\$1,650.00	\$650.00
12-09	St. Peter - Springfield Gar	\$3,000.00	\$500.00	\$0.00	(\$500.00)
12-10	Resurrection - St. Albans	\$0.00	\$0.00	\$0.00	\$0.00
12-11	Trinity - St. Albans	\$1,200.00	\$200.00	\$0.00	(\$200.00)
<i>Totals:</i>		\$42,700.00	\$7,116.67	\$6,965.70	(\$150.97)

Queens Southwest
Contribution Detail by Conference
February 1, 2004 - March 31, 2004

<i>Synodical ID</i>	<i>Church</i>	<i>Yearly Commitment</i>	<i>Commitment To Date</i>	<i>Contributions This Period</i>	<i>Variance To Date</i>
13-01	St. Phillip - Brooklyn	\$500.00	\$83.33	\$0.00	(\$83.33)
13-02	Ascension - Glendale	\$1,000.00	\$166.67	\$0.00	(\$166.67)
13-03	St. Barnabas - Howard Beach	\$4,400.00	\$733.33	\$718.00	(\$15.33)
13-04	Christ - Ozone Park	\$900.00	\$150.00	\$150.00	\$0.00
13-05	St. James-St. Matthew's - Ozone Park	\$6,600.00	\$1,100.00	\$1,800.00	\$700.00
13-07	St. John - Richmond Hill	\$3,000.00	\$500.00	\$825.00	\$325.00
13-08	St. Pauls - Rich. Hill (114 St)	\$2,500.00	\$416.67	\$1,000.00	\$583.33
13-09	St. Paul - Rich. Hill (129 St)	\$9,000.00	\$1,500.00	\$1,350.00	(\$150.00)
13-10	Covenant - Ridgewood	\$1,800.00	\$300.00	\$270.00	(\$30.00)
13-11	St. Luke - Woodhaven	\$4,650.00	\$775.00	\$667.42	(\$107.58)
13-12	Kalam	\$0.00	\$0.00	\$300.00	\$300.00
<i>Totals:</i>		\$34,350.00	\$5,725.00	\$7,080.42	\$1,355.42

Queens Northeast

Contribution Detail by Conference

February 1, 2004 - March 31, 2004

<i>Synodical ID</i>	<i>Church</i>	<i>Yearly Commitment</i>	<i>Commitment To Date</i>	<i>Contributions This Period</i>	<i>Variance To Date</i>
14-01	Good Shepherd - Bayside	\$2,000.00	\$333.33	\$0.00	(\$333.33)
14-02	Holy Trinity - Bellerose	\$7,000.00	\$1,166.67	\$1,749.99	\$583.32
14-03	St. Paul - Floral Park	\$1,500.00	\$250.00	\$416.66	\$166.66
14-04	Christ - Flushing	\$0.00	\$0.00	\$0.00	\$0.00
14-05	Messiah - Flushing	\$5,500.00	\$916.67	\$0.00	(\$916.67)
14-06	Redeemer - Flushing Hgts.	\$1,400.00	\$233.33	\$0.00	(\$233.33)
14-08	All Saints - Jamaica	\$504.00	\$84.00	\$84.00	\$0.00
14-09	Christ - Little Neck	\$4,000.00	\$666.67	\$0.00	(\$666.67)
14-10	Ashirwad -Floral Park	\$0.00	\$0.00	\$0.00	\$0.00
<i>Totals:</i>		\$21,904.00	\$3,650.67	\$2,250.65	(\$1,400.02)

Queens Northwest

Contribution Detail by Conference

February 1, 2004 - March 31, 2004

<i>Synodical ID</i>	<i>Church</i>	<i>Yearly Commitment</i>	<i>Commitment To Date</i>	<i>Contributions This Period</i>	<i>Variance To Date</i>
15-01	Grace - Astoria	\$0.00	\$0.00	\$0.00	\$0.00
15-02	Augustana - East Elmhurt	\$1,200.00	\$200.00	\$0.00	(\$200.00)
15-03	Bethany - Elmhurst	\$700.00	\$116.67	\$174.00	\$57.33
15-04	Grace - Forest Hills	\$0.00	\$0.00	\$0.00	\$0.00
15-05	Atonement - Jackson Heights	\$3,000.00	\$500.00	\$500.00	\$0.00
15-06	Trinity - Long Island Cty	\$4,800.00	\$800.00	\$800.00	\$0.00
15-07	Trinity-St. Andrew's - Maspeth	\$5,200.00	\$866.67	\$0.00	(\$866.67)
15-08	Trinity - Middle Village	\$10,500.00	\$1,750.00	\$0.00	(\$1,750.00)
15-09	St. Jacobus - Woodside	\$9,200.00	\$1,533.33	\$0.00	(\$1,533.33)
15-10	Grace Chinese - Elmhurst	\$2,650.00	\$441.67	\$0.00	(\$441.67)
<i>Totals:</i>		\$37,250.00	\$6,208.33	\$1,474.00	(\$4,734.33)

Brooklyn Bridges

Contribution Detail by Conference

February 1, 2004 - March 31, 2004

<i>Synodical ID</i>	<i>Church</i>	<i>Yearly Commitment</i>	<i>Commitment To Date</i>	<i>Contributions This Period</i>	<i>Variance To Date</i>
16-01	Bethlehem - Brooklyn	\$1,500.00	\$250.00	\$0.00	(\$250.00)
16-04	Epiphany - Brooklyn	\$0.00	\$0.00	\$0.00	\$0.00
16-05	Espiritu Santo - Brooklyn	\$1,200.00	\$200.00	\$0.00	(\$200.00)
16-07	Messiah - Brooklyn	\$0.00	\$0.00	\$0.00	\$0.00
16-08	Reformation - Brooklyn	\$1,250.00	\$208.33	\$0.00	(\$208.33)
16-09	St. John - Brooklyn	\$0.00	\$0.00	\$0.00	\$0.00
16-10	St. John - St. Matthew - Emanuel - Bro	\$20,000.00	\$3,333.33	\$3,333.34	\$0.01
16-11	St. Luke - Brooklyn	\$2,400.00	\$400.00	\$0.00	(\$400.00)
16-14	St. Peter - Brooklyn	\$1,000.00	\$166.67	\$0.00	(\$166.67)
16-15	Zion - Brooklyn	\$0.00	\$0.00	\$0.00	\$0.00
<i>Totals:</i>		\$27,350.00	\$4,558.33	\$3,333.34	(\$1,224.99)

South Shore (Brooklyn)

Contribution Detail by Conference

February 1, 2004 - March 31, 2004

<i>Synodical ID</i>	<i>Church</i>	<i>Yearly Commitment</i>	<i>Commitment To Date</i>	<i>Contributions This Period</i>	<i>Variance To Date</i>
17-01	Advent - Brooklyn	\$2,740.00	\$456.67	\$2,689.00	\$2,232.33
17-02	Holy Redeemer - Brooklyn	\$5,000.00	\$833.33	\$417.00	(\$416.33)
17-03	Holy Trinity - Brooklyn	\$10,540.00	\$1,756.67	\$2,685.00	\$928.33
17-04	Redeemer - Brooklyn	\$1,000.00	\$166.67	\$600.00	\$433.33
17-05	St. James - Brooklyn	\$0.00	\$0.00	\$0.00	\$0.00
17-07	St. Paul's - Brooklyn	\$3,000.00	\$500.00	\$500.00	\$0.00
17-08	St. Paul - Brooklyn	\$0.00	\$0.00	\$0.00	\$0.00
17-09	St. Stephen - Brooklyn	\$4,500.00	\$750.00	\$0.00	(\$750.00)
17-10	Trinity - Brooklyn	\$900.00	\$150.00	\$77.00	(\$73.00)
<i>Totals:</i>		\$27,680.00	\$4,613.33	\$6,968.00	\$2,354.67

Southwest Brooklyn

Contribution Detail by Conference

February 1, 2004 - March 31, 2004

<i>Synodical ID</i>	<i>Church</i>	<i>Yearly Commitment</i>	<i>Commitment To Date</i>	<i>Contributions This Period</i>	<i>Variance To Date</i>
18-01	Bethlehem - Brooklyn	\$7,000.00	\$1,166.67	\$0.00	(\$1,166.67)
18-02	Bethany - Brooklyn	\$3,500.00	\$583.33	\$583.34	\$0.01
18-03	Christ - Brooklyn	\$0.00	\$0.00	\$0.00	\$0.00
18-05	Good Shepherd - Brooklyn	\$18,000.00	\$3,000.00	\$0.00	(\$3,000.00)
18-07	Our Saviour - Brooklyn	\$8,500.00	\$1,416.67	\$1,582.00	\$165.33
18-08	Redeemer - St. John's - Brooklyn	\$0.00	\$0.00	\$0.00	\$0.00
18-09	St. Jacobi - Brooklyn	\$1,500.00	\$250.00	\$0.00	(\$250.00)
18-11	Salem - Brooklyn	\$1,800.00	\$300.00	\$1,200.00	\$900.00
18-12	Trinity - Brooklyn	\$12,000.00	\$2,000.00	\$2,000.00	\$0.00
18-13	Zion - Brooklyn	\$0.00	\$0.00	\$0.00	\$0.00
18-14	Salam Arabic Church - Brooklyn	\$1,500.00	\$250.00	\$500.00	\$250.00
<i>Totals:</i>		\$53,800.00	\$8,966.67	\$5,865.34	(\$3,101.33)

Attachment E

Metropolitan New York Synod
 Budgeted Operations - Revenue and Expenses
 From 2/1/2004 Through 3/31/2004

	Current Period Actual	Budget to Current	Difference
Revenue			
Revenue			
Mission support	213,888.39	273,268.00	(59,379.61)
Other Revenue	4,913.20	23,677.00	(18,763.80)
Total Revenue	218,801.59	296,945.00	(78,143.41)
Expense			
Budgeted Operations			
Benevolence	132,559.95	122,970.00	9,589.95
Congregational Life	9,134.47	4,675.00	4,459.47
Outreach	1,801.00	7,223.00	(5,422.00)
Partner Grants	29,883.31	25,000.00	4,883.31
Ministry	12,407.93	13,317.00	(909.07)
Education	13,431.66	9,965.00	3,466.66
Advocacy & Social Ministry	2,032.49	3,591.00	(1,558.51)
Bishop's Office	5,040.57	20,981.00	(15,940.43)
Human Resources & Oper Costs			
Salaries Staff	170,578.54	107,442.00	63,136.54
Pension & Benefits	71,373.05	32,895.00	38,478.05
Travel	16,392.87	10,392.00	6,000.87
Meals	303.72	0.00	303.72
Rent	27,061.64	23,453.00	3,608.64
Postage & Office Supplies	7,285.02	5,493.00	1,792.02
Telephone	3,184.45	3,183.00	1.45
Printing	1,350.00	3,536.00	(2,186.00)
Xerox	10,343.61	5,500.00	4,843.61
Computer lease	5,613.41	2,575.00	3,038.41
Subscriptions & books	593.39	0.00	593.39
Maintenance & repair	3,469.14	5,150.00	(1,680.86)
Liability insurance	4,023.63	4,292.00	(268.37)
Miscellaneous expense	3,000.00	1,167.00	1,833.00
Total Expense	530,863.85	412,800.00	118,063.85
Total Net Income	(312,062.26)	(115,855.00)	(196,207.26)

This uses old budget presentation & format, so expenses offset by other means are not reflected here, nor does it reflect current program allocations.

Attachment F

Proposal for a Mission Development Board

This document describes an approach to helping congregations that are at risk for a viable ministry to redevelop, re-deploy or liquidate their assets to the benefit of the mission and ministry of the congregation and the synod. The goal is a defined process and organization to focus skills, responsibility and decision making when congregations require the formal assistance that has been known as “Synodical Administration”. The proposed title for the new structure is the Mission Development Board.

The goal of the proposal is to make full use of existing pastoral and collegial resources from synod committees, commissions, and rosters but to supplement this resource with technical, legal, and business skills from compensated persons organized as part of an on-call team responsible to the Mission Development Board.

The broad outline of the process includes a persistent monitoring of the health of local congregations followed by a formal intervention process when required. The monitoring process both identifies congregations that are particularly skilled in some aspect of their ministry that they may be encouraged to share their experiences and skills, and identifies congregations that are particularly weak that they may be encouraged to seek assistance.

The formal assistance of the Mission Development Board sketched below will be invoked only when the monitoring process identifies a need that has not been met with the existing resources of the local pastor, Deans, and the Evangelical Outreach (EO) commission. Therefore the mechanism of the Mission Development Board (MDB) is only a small part of the continuing interdependent relationships of congregations to their conferences and to the Synod.

Synopsis

- The MDB is self funded from the proceeds of redevelopment so it does not affect the synod operating budget
- Each congregational administration activity is organized as a separate Limited Liability Corporation under the synod to manage risks.
- Deans are charged with providing monitoring and early warning of the health of congregations.
- There is a formal evaluation process to determine if synod administration is warranted and what its goals should be. This uses a team of synod representatives, congregational representatives, and MDB persons
- The MDB provides the core expertise to extract maximum benefit from each administration, subject to written goals and objectives for each.
- All proceeds, after paying costs, are reinvested in the mission of the synod, using a team for synod-wide planning, and individual care teams for each supported mission.

Monitoring

Monitoring is an important aspect of the whole process and it is already in place. Deans are charged with an annual congregational visit to (among other goals) support the

1 monitoring and identification of the economic and pastoral characteristics of a congregation
2 that may reasonably be or become at risk.

3 To assist this evaluation with respect to economic or congregational viability, the
4 Evangelical Outreach Commission will develop a data gathering instrument for use by the
5 Deans. The instrument could include worship attendance, annual unrestricted income,
6 benevolence rate, debt load, economic and attendance trends, etc. These reports will be
7 available to the Synod staff and form one resource for a decision to request intervention.

8 Rationale: The Dean's annual visits are intended to meet more concerns than just
9 congregational viability, so an organized instrument will be helpful to ensure
10 mission development concerns are not left out of the visit. Some of the suggested
11 data is available, in principle, from the parochial reports, but many parochial
12 reports are not submitted or not completed with credible data. If the Dean had a
13 draft data-gathering instrument, possibly partially filled in from previous parochial
14 report data, the instrument could prompt useful questions to help identify concerns
15 before they become serious.

16 Deans will be reimbursed for doing the formal annual evaluation reports at a fixed
17 honorarium per instance to help motivate these visits. Pastors that do not provide
18 reasonable collaboration in this process should be reviewed by the bishop.

19 Rationale: there is concern on the part of some that Deans may have too much to do,
20 particularly considering their own congregational concerns, so that congregational
21 visitation may not be done conscientiously. A modest stipend is intended to
22 motivate these visits. Should this strategy be accepted, we should track it's
23 effectiveness in motivating Deans. The last sentence is just stating the obvious and
24 is not intended as a new concept.

25 **Formal Intervention Organization**

26 To be formally responsible for the overall process of synodical intervention in 'at risk'
27 congregations, the synod would charter a Mission Development Board. The charter of the
28 board is to:

- 29 • assist in the evaluation of whether or not a congregation at risk requires Synodical
30 Administration for the purpose of reorganization, redeployment or dissolution;
- 31 • manage the real assets of congregations that are under synodical administration so as
32 to realize the most value from those assets; and
- 33 • assist the synod in identifying and forming plans for new mission development that
34 would use the resources released from the congregations under synodical administration.

35 Rationale: A formal organization provides discipline for the process and also
36 accumulates experience that can be applied to future engagements. The core
37 competency of the organization is in the management and redevelopment process
38 and it should operate relatively independently in this area. Its expertise will be
39 applied in collaboration with others in the evaluation (intake) and new mission
40 development processes.

41 This board would:

- 1 • Be organized as a distinct unit within the MNYS and be the responsible unit for
2 managing the individual LLC's, one for each property that the Synod has
3 administrative control over;
- 4 • Report annually to the Synod Assembly and on appropriate schedule to the Synod
5 Council;
- 6 • Have a core team of experts with various legal, real estate, building engineering,
7 financial and political/governance skills. These persons would be paid for their
8 assistance using some form of per diem or per task billing as their assistance is needed
9 by the Board;
- 10 • Be separately accounted as a temporarily restricted fund distinct from the normal
11 operating financial activity of the synod. The customary financial processes and
12 oversight of the synod financial officers will apply;
- 13 • Pay the costs to do the day to day management and other redevelopment efforts
14 commended to the board from proceeds of resource redevelopment.

15 Rationale: These two provisions intend that the finances be separately tracked in
16 the manner of standard fund accounting so cross subsidies do not occur without
17 explicit visibility and/or authorization. Because expenses are paid from proceeds, it
18 also follows that expenses may not exceed proceeds unless there were some specific
19 fiscal agreement do so so. Temporary transfers to cover a cash flow problem are one
20 possibility, but the current informal team working on these issues (without benefit
21 of the proposed structure) has planned for adequate cash flow to avoid unfunded
22 expenses. Reporting and review of financial reports would be on the same schedule
23 as normal synod financial reporting.

24 The trustees of the MDB are elected to 4 year terms. They include 1 Synod Council person
25 appointed by the Bishop, 1 member elected by the Synod Council and 3 persons elected at
26 large by the Synod Assembly. The Bishop is an advisory member of the board and appoints
27 the chair from among the board members. No member of the board may serve more than 10
28 consecutive years.

29 Rationale: smaller boards are more effective, larger are more representative so a
30 board of five is a compromise. In general, the governance of the MDB involves
31 Synod Council members to ensure relevance to overall synod goals and objectives
32 (also, see below). It is undetermined whether or not there is sufficient time and
33 energy in Synod Council members to accept these additional expectations. The
34 provision that a majority are directly elected by the Synod Assembly is intended to
35 provide a more strategic synod-wide viewpoint than the more tactical concerns of the
36 Synod Council.

37 **Process**

38 The process of working with a congregation is in three phases.

39 • Intake

40 When intervention by the synod in a congregation seems plausible, a formal process will
41 be used to ensure all aspects of a situation are objectively evaluated before any decision
42 to act is made. This analysis period is the Intake phase of the overall MDB process.

- 1 • Resource Management
- 2 If the congregation enters synodical administration, the processes to manage the real
- 3 assets and extract the most appropriate value from those assets are part of the Resource
- 4 Management phase.
- 5 • Mission Development
- 6 The results of the Resource Management phase will provide financial (and possibly real
- 7 property) assets that are dedicated to supporting the mission of the synod or the ELCA.
- 8 The processes used to determine how to use these assets and managing their use are
- 9 part of the third (Mission Development) phase.
- 10 During the Intake and Mission Development phases, the board has an advisory role in
- 11 collaboration with other persons and resources in the Synod. During the Resource
- 12 Management stage the board has primary authority for acting but receives advice from
- 13 other persons and resources in the Synod.

14 ***1.a) Intake:***

15 The Intake phase is designed to be a proactive process that thoughtfully determines

16 appropriate goals and means for responding to mission crises in congregations. Should the

17 decision be that the Synod should administer the property of the congregation for purposes

18 of redevelopment, redeployment, or liquidation and reinvestment in mission, then the

19 Synod will obtain the legal right to administer the real assets of the congregation. This

20 process follows the conclusion of the analysis phase of the Intake Process and the result is a

21 congregation or property under Synod Administration.

22 There may be causes that result in Synodical Administration before the Intake analysis is

23 complete. This could include circumstances such as imminent bankruptcy, unexpected

24 liabilities, or unresolved dissension that require urgency in the assumption of responsibility

25 inherent in Synod Administration. Such causes are alluded to in the governing documents

26 S13.24¹, S 13.25², and C7.01³ among other places. Should this occur, the Synod

27 Administration of the assets will be charged with asset preservation against undue

28 deterioration, mitigation of risk and other normal conservation actions until the Intake

29 Analysis can complete and a decision made as sketched below.

¹ S13.24. If any congregation of this synod has disbanded, or if the members of a congregation agree that it is no longer possible for it to function as such, or if it is the opinion of the Synod Council that the membership of a congregation has become so scattered or so diminished in numbers as to make it impractical for such a congregation to fulfill the purposes for which it was organized or that it is necessary for this synod to protect the congregation's property from waste and deterioration, the Synod Council, itself or through trustees appointed by it, may take charge and control of the property of the congregation to hold, manage and convey the same on behalf of this synod. The congregation shall have the right to appeal the decision to the Synod Assembly.

²S13.25. This synod may temporarily assume administration of a congregation upon its request or with its concurrence.

³ C7.01. If this congregation ceases to exist, title to undisposed property shall pass to the Metropolitan New York Synod of the Evangelical Lutheran Church in America.

1 The Intake phase can be entered either by the recommendation of EO or synod staff with
2 concurrence of the Bishop, or voluntarily by request of the congregation. The intake phase
3 is for investigation and data gathering to support a decision at the end of the phase. The
4 intake phase is limited to 6 months or less and the phase is ended by production of a report.

5 Each intake (including those that begin with urgent assumption of responsibility via Synod
6 Administration) begins with a written statement of the problem as then known and the
7 care or assistance required. Involuntary intake statements are written and signed by the
8 Office of the Bishop. Voluntary intake statements are written and signed by congregational
9 authorities with the concurrence of the Office of the Bishop. The intake process formally
10 begins when the MDB leadership accepts the statement.

11 Rationale: there is a difficult balance in this process. The process of analysis and
12 decision should not be assigned solely to the MDB, but it is a process of the Synod
13 and its leadership. On the other hand, it is essential that a decision for resource
14 development via synodical administration (for involuntary intakes) be done
15 systematically, objectively, and fairly. Thus there is an attempt to balance in this
16 process the formality, expertise and objectivity of an MBD process, the collegial
17 participation of representative elements of the Synod, the responsibility of the
18 Bishop and Synod Council for supervision and the obligation of congregations for
19 responsible self-governance.

20 When the intake phase begins, the Office of the Bishop forms a care team of three to eight
21 persons. The team always includes an administrative expert from MDB as convenor,
22 Teams should include persons with a diversity of views and experience, such as a Dean, a
23 Synod Council member, members appointed by EO, the pastor/vice pastor of the
24 congregation and members from the congregation. Synod staff may be assigned to work
25 with or on a care team. This team is charged with support, investigation, analysis, and
26 recommendation. Investigation will include:

27 Definition of the governing documents including a copy of the Constitution and a list
28 of officers (present and recent past) for the congregation and any directly dependent
29 organizations.

30 Analysis of financial status, including debt, income and expense. An audit may be
31 performed. This should include issues such as liability, worker's comp and disability
32 insurance; real estate tax status; payroll tax liabilities; personnel policies and
33 benefit packages.

34 Analysis of real property status, both physical, financial, and legal

35 Analysis of archival and historical assets to include at least parish records and items
36 of historic or artistic value that should be particularly cared for.

37 Analysis of congregational dynamics as an organization

38 Analysis of neighborhood mission context, opportunities and challenges.

39 Other analyses as suggested by the intake proposal statement or the experience of
40 the care team.

41 Congregations voluntarily entering intake must commit to financial support of
42 expenditures required during the intake period. The MDB board may limit the number of
43 congregations in the intake process if resources are not available to support the care teams.

1 Rationale: it is probably unusual that (e.g.) a congregation would spontaneously seek
2 an analysis of whether and how to dissolve. On the other hand, the expertise of the
3 MDB can and should be used to inform congregational decisions of whether to
4 relocate/rebuild, merge with other congregations, or engage in substantial real
5 property development. Voluntary entry of the intake process envisions a formal
6 acknowledgement that the processes and skills of the MDB can be used to provide
7 noncompulsory advice to congregations so long as congregations bear the directly
8 attributable costs of the analysis and investigation.

9 The end of the intake phase is an MDB report that includes the data gathered and a
10 recommended action. The recommended action could include (e.g.) self-governed
11 redevelopment, assisted redevelopment, Synod Admin with dissolution, Synod Admin with
12 reorganization, relocation, or merger.

13 For voluntary intakes, the MDB report is communicated to the congregation and the Intake
14 phase is complete. For involuntary intakes, the MDB report is forwarded to the Synod
15 Council and the Office of the Bishop for decision. The Synod Council, with the concurrence
16 of the Bishop, determines the proper course of action.

17 Rationale: it is important that any decision on how to make best use of resources for
18 the mission of the synod be assigned to the supervising authority of the Office of the
19 Bishop and the Synod Council. Therefore, the intake process produces advice, data,
20 and recommendations on the question, but the decision resets with the elected
21 leadership and the Office of the Bishop.

22 If the determined action includes Synodical Administration and legal title has not already
23 been obtained, then the MDB will begin the process of acquiring the appropriate legal
24 rights to the real property of the congregation and assigning those rights to an LLC
25 organized for management of that congregation's assets.⁴

26 ***1.b) Resource Management:***

27 Once title to real assets is assigned to the LLC formed for the purpose, the congregation
28 enters the Resource Management phase⁵. There are two types of management processes
29 that can engage the Resource Management phase of the Mission Development Board.

30 1.b.1) Self Governed and Assisted Redevelopment

31 Self-governed redevelopment may use the expertise of the MDB team, but the congregation
32 reimburses all expenses incurred by that assistance. In this case, the assigned care team is
33 dissolved and collaboration with the congregation is commended to the EO commission.

34 For assisted redevelopment, the assigned care team or its successor should be retained and
35 assigned the responsibility to coordinate the process. This arrangement may use the
36 technical resources of the Resource Management team on a cost-reimbursed basis. The
37 redeveloping congregation will pay all costs of the assistance.

⁴ In some urgent circumstances, such legal rights may have been already been obtained as noted previously.

⁵ If the management of the LLC does not anticipate litigation, then the LLC publishing activity may be deferred until necessary as part of the management responsibility of the MDB.

1 Rationale: these types of resource management envision the possibility that the
2 MDB expertise teams are a resource for congregations. It is not likely that this type
3 of relationship would be very common, but by defining the possibility it is not
4 excluded.

5 1.b.2) Synod Administration and Redevelopment

6 If a congregation is synodically administered, then a written plan is required for the
7 Resource Management process. A written plan will state the end goals for the Resource
8 Management process and the anticipated time for the process. If the recommended action
9 could result in liquidation of the real assets of the congregation, the Resource Management
10 plan may anticipate sale, transfer, redeployment or other redevelopment options for those
11 real assets. Plans must be developed in the context of the strategic insight of the Mission
12 Planning Team and the comments of the Mission Planning Team must be solicited before
13 the plan is presented to the MDB and the Synod Council.

14 Rationale: The redevelopment process may best provide a rehabilitated real
15 property for the use of other missions. Therefore, redevelopment should not be
16 decided solely on the basis of the property under consideration, but also consider the
17 mission planning of the synod with respect to the locality of the real property under
18 consideration. This requirement ensures that strategic mission planning will be
19 part of the decision of the MDB and the Synod Council for each property under
20 synod administration.

21 When this plan is written and approved by both the MDB and the Synod Council, the MDB
22 organizes a redevelopment team that is given the authority to seek those goals. If the
23 process requires more than one year, then the redevelopment team will make annual
24 written reports to the MDB board and the Synod Council, noting the progress, steps still to
25 be done, and anticipated completion time and result. Any substantive required changes to
26 the original written plan must be approved by the MDB board and the Synod Council.

27 The original assigned care team becomes advisory and is relieved of direct responsibility.
28 The MDB board has management authority over each redevelopment team.

29 Rationale: the MDB is chartered to act independently, subject only to observing the
30 intent of the written plan for Resource Management and to annual reports to the
31 Synod Assembly and periodic reports to the Synod Council. This is a deliberate
32 decision designed to reduce the difficulties from varieties of second thoughts, micro-
33 management, and individual sensitivities. The written Resource Management plan,
34 of course, may specify the observance of specific constraints. However, the more
35 detailed the constraints upon Resource Management, the more costly the process
36 and the less likely that optimal resource recovery can be obtained. Approval by
37 Synod Council ensures that the plan includes all reasonable issues important to the
38 synod. Approval by the MDB ensures that plans do not include unreasonable
39 specificity that would seriously hamper the Resource Management tasks.

40 ***1.c) New Missions Development***

41 Resources released from congregational administration support the cost of that
42 administration. Because costs often must be expended before the realization of a benefit,
43 the MDB will retain sufficient working capital to support the ongoing work. Resources
44 available beyond these anticipated costs are devoted to mission work of the synod.

1 Rationale: the design deliberately de-couples the recovery of resource value from the
2 commitment of available resources to new ministries. As recovery of value is often
3 uncertain as to both time and amount, this is reasonable and prudent management.
4 It also prevents the temptation of not only counting chickens before they are
5 hatched, but also selling the mature birds as a futures contract to eager buyers!
6 Thus the process design anticipates that the MDB will retain a working capital of
7 several hundred thousand dollars (probably) and release monies only as they are
8 clearly available and not necessary to support the development costs of properties
9 under administration. This plan also is designed so the operating costs of the MDB
10 will not be a burden to the operating budget of the synod.

11 It is also possible that a Resource Management plan may specify rehabilitation or
12 renovation of a property so that it can be returned to a synodical mission purpose. If
13 this is the case, the process would use working capital from previous Resource
14 Management processes rather than release the monies to a Mission Planning teams
15 (see below).

16 As resources become available for release (as determined by the MDB), a Mission Planning
17 team is charged with developing a mission plan for the use of releasable resources. The
18 Mission Planning team consists of the Bishop, a Dean or other member of the ministerium,
19 a representative from the EO commission appointed by the Bishop, one or two synod staff
20 members as advisors and a Synod Council member elected by the Synod Council. Other
21 than the Bishop, the terms of the Mission Planning team are 4 years, with no member
22 serving longer than 10 consecutive years.

23 The Mission Planning team will report to the Synod Assembly and Synod Council annually
24 on the overall state of the mission developments in progress. Each individual mission
25 development (below) also will provide an annual written report to the Synod Council
26 comparing current progress to the expectations in the original plan.

27 Each proposed individual mission development requires a 5 year written plan defining
28 goals, people and financial resources (per year), and success/failure criteria per year. If
29 approved by the Bishop and the Synod Council, then a mission team is formed to shepherd
30 each venture. A Mission team includes the Bishop, a Dean or other member of the
31 ministerium from the locality of the proposed mission, a Synod Council member, a member
32 of the staff of the Office of the Bishop and 2 members from the area being developed. Each
33 mission team is responsible for annual evaluation of progress and report to the Synod
34 Council. The Synod Council must approve any commitment of mission support from MDB-
35 released resources to extend beyond 5 yrs, with a limit of 7 yrs of support.

36 Rationale: this process requires that mission development plans have a planned
37 specific, bounded support time before the mission will be either self-supported or
38 supported by other resources. The process would discourage the beginning of
39 missions that require continual support by synod mission development funds.

Attachment

H

**Metropolitan New York Synod
Evangelical Lutheran Church in America
Agenda of the 2004 the Synod Assembly**
(Agenda subject to change)

**Rye Town Hilton
West Ave.
Rye, NY
1-800-HILTON**

Reclaiming the Great Commission

Thursday May 20

11:00 a.m. - 1:00 pm Registration

12:00 – 1:00 pm Lunch

1:00 - 4:00 pm Plenary 1

Opening

Welcome

Introduction of Chaplain

Canon Dr. Robin Greenwood
Provincial Ministry Officer, The Church in Wales

Prayer (2)

Canon Dr. Robin Greenwood

Report of the Registration and Attendance Committee (1)

The Rev. Rosalind Brathwaite, Chair

Introduction of Parliamentarian (1)

Ms. Dorothy Demarest

Adoption of Agenda (4)

Rules of Procedure (2)

Elections – procedures & floor (12)

Mr. James Steipp, Chair
Immanuel Lutheran Church, Kingston

Report of Reference & Counsel – procedures (12)
The Rev. Amandus Derr, Chair
Saint Peter's, Manhattan

Introduction of ELCA Representative (1)
The Rev. Floyd Schoenhals, Bishop
Oklahoma-Arkansas Synod

Introduction ELCA Church Council Representative
The Rev. John Richter
Atonement Lutheran Church, Wyomissing PA

Introduction of Synod Officers (1)

Mr. John Litke, Vice President
The Rev. James Krauser, Secretary
Mr. Paul Jensen, Treasurer

Treasurer's Report (15)
Mr. Paul Jensen
Trinity, Staten Island

Introduction of Budget (10)
Mr. Paul Jensen

Greetings from the Atlantic District, LCMS (10)
The Rev. Dr. David Benke, President Atlantic District

Mission Moment (5)

Report of the ELCA Representative, Part 1 (30)
Bishop Floyd Schoenhals

Reference and Counsel (55)
The Rev. Amandus Derr, Chair

Introduction of Assembly Planning Committee (3)
Ms. Louise Litke, Chair

Introduction of Synod Staff (10)

Announcements (3)
Ms. Louise Litke

Prayer (2)
Canon Dr. Robin Greenwood

3:50 pm

Break (10)

4:00 – 4:50 pm

Forums I

4:50

Break (10)

5:00 – 6:40 pm

Dinner and Distinguished Disciple

6:40

Break (20)

7:00 – 10:00 pm

Evangelical Outreach Event

Friday, May 21

7:00 – 8:15 am

Breakfast/Budget Hearing

8:15 – 8:55 am

Service of the Word

8:55 – 9:00 am

Break

9:00 – 11:50 am

Plenary II

Prayer (2)

Canon Dr. Robin Greenwood

ELCA Representative Report II (30)

Bishop Floyd Schoenhals

Mission Moment (5)

The Rev. James M. Childs, Jr. (60)

Director for ELCA Studies on Sexuality;
Professor of Theology and Ethics Trinity Lutheran
Seminary, Columbus, Ohio

Synod Diaconate (15)

Deacon Peter Slingerland, Chair Diaconal Council

Military Chaplains (10)

The Rev. Ron Klose, Our Redeemer Seaford
The Rev. William Wiecher, Redeemer New Paltz
The Rev. Peter Rustico, St. John Middletown

Reference and Counsel (40)

The Rev. Amandus Derr

	Introduction of New Pastors on our Territory (5)
	Announcements (2) Ms. Louise Litke
	Prayer (2) Canon Dr. Robin Greenwood, Chaplain
11:50 – 12:00	Break
12:00 – 1:05	Lunch
1:05 – 1:15	Break
1:15 – 4:03 pm	Plenary III
	Elections (2) Mr. James Steipp, Chair Elections Committee Immanuel, Kingston
	Introduction of Candidates for Ordination (15) The Rev. Jeff Kolbo
	Report of the Bishop I (30) The Rev. Dr. Stephen P. Bouman, Bishop
	Report of the Synod Council (30) Mr. John Litke, Vice-president
	Mission Moment (2)
	Reference and Counsel (40) The Rev. Amandus Derr, Chair
	Lutheran Theological Seminary at Philadelphia (15) The Rev. Dr. Philip Krey, President
	Reception of New Congregation – Bishop Stephen Bouman/The Rev. David Anglada (14) Reformation Korean Lutheran Church The Rev. Ok Jonathan Shin
	Recognition of Anniversaries (15)
	Announcements (3)
	Prayer (2) Canon Dr. Robin Greenwood, Chaplain
	Break (10)

4:05 – 4:55 pm
5:05 – 6:50 pm

Forums
Dinner

Break (30)

7:20 – 9:20 pm

Festival Eucharist
Manhattanville College

Saturday, May 22

7:00 – 8:15 am

Breakfast

8:15 – 8:45 am

Morning Prayer

Break (15)

9:00 – 11:30 am

Plenary IV

Elections (10)

Mr. James Steipp, Chair

Bishop's Report II (30)

The Rev. Dr. Stephen P. Bouman, Bishop

Tanzania Endowment (8)

The Rev. Bob Wollenburg

Assistant to the Bishop for Giving

Budget (10)

Mr. Paul Jensen

Urban Empowerment Fund (5)

Mr. Tony Aguilar

Assistant to the Bishop for Synod Life

Lutheran Services Alliance of New York (LS-NYA) (10)

Mr. Ronald Drews

President and CEO of Lutheran Social Services

Lutheran Men in Mission (10)

Mr. Charles Kalhorn, President

Cross of Christ, Babylon

Mission Moment (3)

Youth Report (15)
Diane Gilroy

Reference and Counsel (51)
The Rev. Amandus Derr, Chair

Announcements (5)
Ms. Louise Litke

Prayer (1)
Canon Dr. Robin Greenwood, Chaplain

Break (15)

11:45 am – 12:45

Lunch

Break (10)

12:55 – 3:40 pm

Plenary V

Eucharist (60)

Elections (10)
Mr. James Steipp, Chair

Reference and Counsel (60)
The Rev. Amandus Derr, Chair

Necrologist Report (15)
The Rev. James Krauser, Secretary

Report on the Report of the Bishop
Judge Daniel Joy, Chair

Registration/Attendance (3)
The Rev. Rosalind Brathwaite

Announcements (2)

Closing (10)

Attachment I

April 19, 2004

To The Synod Council:

Lutheran Schools Association would like to send out a letter to all the ELCA congregations, asking them to support LSA by:

1. Putting LSA in their budget with an annual gift

or

2. Sending us a donation in March which is Lutheran Schools Month.

LSA is concerned with declines in our schools enrollments, rise in tuition costs and high staff turnover because of inadequate salaries.

The goal for LSA is to provide continual evaluation and improvement, coordinate consultative, informational and mutual support systems, stimulate continued professional growth, and finance cooperative activities.

Our schools are our future. We need our churches to be dedicated to the support of our schools so we can provide quality, Christ-centered education to those in our care.

Attachment

J

**Good Shepherd Lutheran Church
Rev. Dr. Jane Gaeta, Pastor**

April 8, 2004

The Rev. Dr. Stephen P. Bouman
Bishop, Metropolitan New York Synod, ELCA
The Interchurch Center
475 Riverside Drive, 16th Floor
New York NY 10115

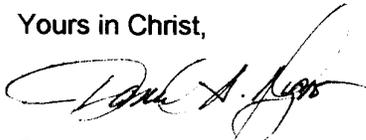
Dear Bishop Bouman,

Greetings to you and to all at our Synod at this most important time of our Church Year. As you know, Good Shepherd has been, as have so many other congregations, struggling these last few years with our finances. Under Pastor Gaeta's leadership we are a stable church, albeit one with a declining membership and the difficulties associated with that. We participated actively for almost 12 months in a dialogue with other congregations of the NE Queens Conference. Our Dean, Pastor Schultz, tried very hard to keep everyone focused and to reach a viable solution. We at Good Shepherd hoped that it would bear fruit, but so far it has not.

With no immediate options coming from those sessions, we at our council meeting of April 6th discussed some options of our own. We would like to be able to keep Pastor Gaeta with us for as long as possible and remain here in Bayside for as long as possible. When Pastor Gaeta expressed an interest in moving from the parsonage to a home she and her husband purchased in Eastchester, it opened a possibility we had been only lightly touching upon for a few years – selling our parsonage. I realize the negative side of such an action and hoped that we would never need to consider the subject. But, the sale of the parsonage in these days of high real estate value would mean the difference between Good Shepherd existing for two more years versus ten or more years. Retaining the parsonage and renting it, while providing Pastor an adequate housing allowance, would not provide the cash we need for annual expenses that now exceed our income by \$20,000 or more.

We know that we would be able to sell the building for \$500,000 or more and would be prepared to forward ten percent of the sale price to the Synod. We ask that you consider granting us permission for this sale and we thank you for your prayerful consideration of our plight.

Yours in Christ,



Daniel A. Nigro III
Council Vice President

Cc: The Synod Council of the Metropolitan New York Synod, c/o John Litke

201-03 29th Avenue

Bayside, New York 11360

Attachment K



United Lutheran Church of Mount Vernon

500 BRADLEY AVENUE

MOUNT VERNON, N.Y. 10552-2544

Office: (914)664-4434

The Rev. Dr. Stephen P. Bouman, Bishop
Metropolitan New York Synod
475 Riverside Dr. #1620
New York, N.Y. 10115

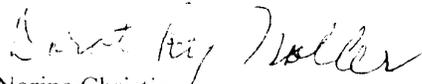
Dear Bishop Bouman,

On behalf of the church council and congregation of United Lutheran Church we are writing to advise you of our intention to sell our parish house. The premises is located on 8 Marion Ave. in Mt. Vernon, NY. The premises is unoccupied at this time and has been since the latter part of 2003. We are still in the early stages and felt it was advisable to make our intentions known to you.

We welcome any information you can provide us on what, if any, actions need to be taken by us with respect to the Synod, for the sale of this property.

We look forward to hearing from you.

Sincerely,


Norine Christian
Church Council President

The Rev. Dr. Stephen Bouman, Bishop
Metropolitan New York Synod
475 Riverside Dr. 16th floor
New York, N.Y. 10115

Dear Bishop Bouman and Synod Council,

April 5, 2004

I am writing on behalf of the congregation I serve, Calvary Lutheran Church, Hauppauge. We are asking that, at the April 27th, 2004 Synod Council meeting, the Synod Council take no exception to the outright sale of 3.25 acres and the sale of 3 acres of development rights (due to sewage issues) to Catholic Charities for the building of 34 units of affordable housing for seniors.

We recognize that the action of the Synod Council is contingent upon the vote of the Calvary congregation. We are writing to you at this point because the congregational vote will be held prior to the next Synod Council meeting and we are under a time constraint, as Catholic Charities must have a legal commitment from Calvary prior to June.

Should Calvary vote to sell, Calvary will still retain title to 4.95 acres, approximately 2 acres of which are still buildable. The contract will include a provision for possible expansion of Calvary's facilities should that become needed in the future. We will safeguard our future expansion by inclusion of our plans in papers filed with the county at the time that Catholic Charities files their papers.

Calvary is ably represented by attorney, John V.N. Klein, former Suffolk County Supervisor, now of the firm, Meyer, Suozzi, English and Klein.

We are excited about this project for the obvious reason of providing housing for those in need but also because this is an interfaith project. The temple located adjacent to Calvary's property, Temple Beth Chai, is also selling 2 acres of their property to Catholic Charities. There will be an additional 22 units of affordable housing for seniors put up on their property, making a total of 56 units.

In the last 3 years Calvary has lost 15 families (most of them seniors) because of the high cost of living on Long Island. We are thankful to God for the opportunity to use our resources to provide affordable homes for others.

Thank you for your attention to this request.

Yours in Christ,

Rev. Kristina V. Ahlman, Pastor