

**From:** Jot Turner

**Sent:** Monday, January 8, 2018 4:50 PM

**To:** 'Jason Norman' <jason.norman@efca.org>; Julie Amann <julie.amann@efca.org>; Greg Strand <Greg.Strand@efca.org>; Fritz Dale <Fritz.Dale@efca.org>; Sylvia Lund <Sylvia.Lund@efca.org>

**Cc:** Lanny Harris <lanny.harris@efca.org>

**Subject:** FW: Ministerial Association - Project 8203

Below is a summary of the conversation, decisions, and action points from the conversation Lanny and I had with Darin Anderson of the Ministerial Association today. He agreed with several recommendations that were being made:

1. The Ministerial Association should not form a separate 501c3, but should stay under the EFCA's 501c3.
2. An EFCA Foundation designated fund would be the ideal place to administer the MA's funds. Darin was in agreement with the basics of the draft agreement; however, he wanted the bulleted charitable purposes to be:
  1. Administrative support
  2. Board travel expenses
  3. Leaders Network promotion via website, media, banquet, etc.
  4. Recovery Church Coordinator stipend
  5. Resources for districts
3. Being as the MA in its current form is organized as a dues-based organization and until the MA changes its constitution/bylaws, it cannot convert to a donation-based organization. The goal would be to make the change in constitution/bylaws through necessary processes in 2018 so that it becomes official in 2019. During that process the draft of the designated fund agreement would be finalized as the model of what will take place in 2019. Until then, the "dues" being paid in 2018 cannot be placed in the designated fund as charitable contributions.

Jot agreed to research what services are currently being done by EFCA personnel and whether the EFCA was being compensated. Here is what Jot learned:

1. Service allocations for MA were charged in the past but were discontinued 3-4 years ago. As a result, services of Sylvia Lund and Dani Richards have not been paid. Darin was under the impression that the MA had been paying for their services.
2. Dani invoices members monthly and processes payments in batches that she delivers to Donor Services. She estimates this takes 4 hours/month.
3. Sylvia creates check requests for board or other MA expenses on behalf of the MA board. She also organizes and plans the MA banquet at the annual Theology Conference. She estimates this takes 2 hours per month.
4. Accounting processes check requests and maintains the FE record.
5. Donor Services processes credit card dues payments and deposits the batches prepared by Dani.
6. Fritz Dale and/or Greg Strand serve as executive liaisons with the MA.

7. If the MA begins providing Evangelical Conviction to new pastors in districts (2.e above), the administration of this expense will need to be reimbursed.

An appropriate monthly service allocation should be locked down and be considered payment for administrative support (2.a above). An appropriate amount should be established for the Recovery Church Coordinator stipend (2.d above).

Lanny will redraft the EFCA Leaders Network Fund agreement with a 1/1/19 date to serve as a model during the transitional year of 2018.

A point person should be designated to follow what is described above through after Jot leaves the end of February. I recommend either Fritz or Greg be that point person.

Jot

**Jot Turner**

**Executive Vice President Finance & Operations**

Office: 952-853-1782

Cell: 952-564-9521

[jot.turner@efca.org](mailto:jot.turner@efca.org)

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