

**Report of the District Executive Committee to  
The Western Pennsylvania District and Prayer Conference 2017**

**I. Matters Referred from DEXCOM to District and Prayer Conference 2017**

- A. DEXCOM recommends that the 2018 District Operating Budget (DOB) assessment rate be set at 2.9%.

ACTION TAKEN: Referred to the Committee on Finance.

- B. DEXCOM recommends that the 2018 District Operating Budget (DOB) be set at \$946,265 and be funded with \$835,652 from church assessments and \$110,613 from the Unrestricted DOB Fund.

ACTION TAKEN: Referred to the Committee on Finance.

- C. DEXCOM recommends the adoption of the unaudited 2016 Financial Review based on the Evangelical Council for Financial Accountability (ECFA) standards and requirements. (This Review has been sent to ECFA as a part of our membership requirements.)

ACTION TAKEN: Referred to the Committee on Finance.

**A. Matters to Report from DEXCOM to District and Prayer Conference 2017**

- A. DEXCOM recommended a Church Planting Budget of \$300,000 for 2017.
- B. DEXCOM approved adding \$1,000 to each hourly employees Health Savings Account and adding \$2,000 to each salaried employees Health Savings Account, taken from the District Office Unrestricted Fund.
- C. Whereas, the DEXCOM has become aware of a discrepancy in salary between the District Superintendent and the Assistant District Superintendent and the rest of the District Leadership Team (DLT), and

Whereas, District Conference 2016 approved the 2017 District Operating Budget (DOB) in which the salary of the District Superintendent and the Assistant District Superintendent will each be supplemented in the amount of \$10,000,

DEXCOM approved adding \$10,000 to the salaries of the District Superintendent and Assistant District Superintendent for the year 2016, from the District Unrestricted Fund.

- D. DEXCOM set the salary cap of M. Mavis Chan for 2017 at \$75,000.
- E. DEXCOM affirmed the previous annual salary cap set for Dr. Cathy Sigmund at \$10,000 for the City as Chapel ministry, per action taken by DEXCOM May 11,

2015. This action will remain in place for all subsequent years unless the cap is altered or the fund closed by DEXCOM.

- F. DEXCOM affirmed the WPA Accountable Reimbursement Policy adopted February 16, 2016.
- G. DEXCOM moved \$10,000 from the District Unrestricted Fund to the DLT Scholarship Fund.
- H. DEXCOM approved the Official Worker and Retired Worker List and appointed individuals to serve in positions for 2017.
- I. DEXCOM resolved, effective January 1, 2017, that David A. Nagel and Joseph D. Floris, Jr. be authorized signors and empowered to act on behalf of the Western PA District of the C&MA to distribute from the Fund established with the Orchard Foundation and to determine the Orchard Investment Model to be used.
- J. DEXCOM was informed by Jeffery A. Norris that the Evangelical Council for Financial Accountability (ECFA) recommends an Audit Review the first two years of a three-year cycle with a full audit the third year. By mistake, an Audit Compilation was done in 2015 instead of an Audit Review. This mistake was reported to the ECFA with no consequence.
- K. DEXCOM received the audit review for 2016 and empowered the District Superintendent to respond accordingly.
- L. DEXCOM appointed a sub-committee of Paul G. Cope, Joseph D. Floris and Clete Stephan to study the issue of changing the time of District Conference to mid-October. The results were reported to DEXCOM and referred to the District Leadership Team.
- M. DEXCOM set the dates for District Conference 2017 to be September 18-20, 2017 and confirmed that it be held at Butler Community Alliance Church.
- N. DEXCOM approved adding \$14,085 from the District Operating Unrestricted Fund to the \$15,915 love gift from the District Churches for Jeffery and Lynette Norris for a total amount of \$30,000 and designated it as Housing Allowance in 2017.
- O. DEXCOM compensated Jeffery A. Norris with three months of full benefits as severance, including any taxes that may apply.
- P. DEXCOM added \$750 to the salary of Jeffery A. Norris for 2016 in order that he might purchase library and office equipment used while serving at the District Office.
- Q. DEXCOM granted dual ownership to Jeffery A. Norris and the WPA District of the C&MA for all items created while in the employment of the District Office.

- R. DEXCOM approved a sample Intellectual Property policy for local churches.
- S. DEXCOM permitted Jeffery and Lynette Norris to remain in the District owned parsonage through March 31, 2017, as needed, in order to pack and find ministry placement.
- T. DEXCOM approved a six-month transition for David A. Nagel to care for housing needs, etc., upon assuming the District Superintendent role.
- U. DEXCOM transferred \$5,000 from the District Unrestricted Fund for moving expenses for David A. Nagel.
- V. DEXCOM approved funding of necessary repairs and updates to the District Superintendent Parsonage as recommended by the Parsonage Committee.
- W. DEXCOM approved up to \$15,000 for severance pay for Cheryl M. Grossoehme, gifted her laptop used while serving at the District Office, with proper receipt noted on her W-2, and gifted her District-owned LCD projector to Envision Atlanta for continued use.
- X. DEXCOM acted to start fresh with the District Chaplaincy Ministry, effective June 1, 2017, by expressing appreciation to current chaplains without reappointment, with the exception of Bernard J. Knefley, who will continue to serve as the District Chaplain Coordinator.
- Y. DEXCOM appointed Clyde L. Davis, Jr. as a District Chaplain and empowered the District Superintendent, in consultation with the District Chaplain Coordinator, to appoint District Chaplains to fill existing vacancies.
- Z. DEXCOM approved establishing a scholarship fund in the amount of \$10,000 from the District Unrestricted Fund for General Council in Columbus, Ohio, with distribution up to \$1,000 per couple, at the discretion of the District Superintendent.
- AA. DEXCOM approved up to \$5,000 from the District Unrestricted Fund to assist the District Youth Commission in facilitating bus transportation for the one-day youth rally at General Council in Columbus, Ohio.
- BB. DEXCOM approved up to \$3,000 from the District Unrestricted Fund to subsidize a house rental to facilitate attendance by Called to Serve participants for the weekend event during General Council in Columbus, Ohio.
- CC. DEXCOM set the official closing date of Kennedy First C&MA Church as July 3, 2016.
- DD. DEXCOM approved depositing the assets from the sale of the Radiant Life Church property (minus closing costs and outstanding bills) in the District Reserve Fund.

- EE. DEXCOM granted permission to the Somerset Alliance Church to sell the parsonage of the St. Michael Parkview C&MA Church/Somerset C&MA Satellite for the sum of \$47,000, less closing costs with proceeds of the sale being placed in reserves for future expansion or outreach in the St. Michael/South Fork communities.
- FF. DEXCOM approved the sale of the Hillcrest Parsonage, Lower Burrell, PA for \$172,000, minus real estate costs and placed in the District Reserve Fund for use within the WPA District of the C&MA.
- GG. DEXCOM approved the Alliance Development Fund (ADF) Loan for the Cherry Tree Alliance Church (Uniontown) in the amount of \$65,000.
- HH. DEXCOM set the official closing date of Faith Journey Alliance Church (Moon Township) at August 31, 2017 and acted to begin the process of selling the property. Additionally, DEXCOM approved paying off the existing indebtedness upon closure of the church on August 31, 2017.
- II. DEXCOM appointed Kelly J. Haux as Program Committee Chairperson and empowered the District Superintendent to make necessary adjustments to the Conference Committees for 2017.

Respectfully submitted on behalf of DEXCOM 2016-2017,



Mark R. Conklin  
District Secretary