

THE LORD'S NEW CHURCH WHICH IS NOVA HIEROSOLYMA

Corporation Newsletter

March-April 2016

Executive Director's Message

Information on Resolution Approved by the Board of Directors in March

In June 2014, an agreement was made with the Bryn Athyn Borough that the Corporation offices could remain in the Pitcairn House so long as no new offices or staff were added, and that the building undergo a code inspection and plans be submitted to the Borough for renovation.

The Corporation has not increased staff or offices, however; the code inspection and office plan was delayed to a later date, as the Church Hall became the main priority.

The Pitcairn House has been having increasing problems with electricity, heat and water.

In February 2015, the Board of Directors approved the Church Hall Renovation plan, for renovations to the Church Hall in Bryn Athyn that would make it handicap accessible and code compliant, for a cost of \$480,000. \$375,000 of this was to be funded by a Loan, \$105,000 was to be paid for by the proceeds of the sale of the property at Pennypack Lane.

The former Church Hall Renovation plan created two new office spaces and a copy room for the Church Staff.

Cost estimates for a new plan summarize how it has been redesigned for enough office space so all employees working in the Pitcairn House can be moved into the Church Hall. This would leave the Pitcairn House dormant until a plan could be made, but code compliance issues could be avoided before they arise.

The Board approved the change to the Church Hall Renovation Plan and will use an additional \$46,500 from the Operating Account, to be deducted from the Contingency Budget, to fund the project.

After the additional funding for the project was approved, it was discovered that it was not the plan for the new office windows to open. Thanks to a generous personal donation from Dawn and Luken Potts, and a separate donation from the Philadelphia Society, enough funds were raised for awning style windows for the three new office spaces. The employees are truly grateful for this donation!

For pictures of the ongoing construction, see page 3.

Best Regards,

~Angela Doto

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- Committee Updates
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Committee Meeting Summaries

(All times are Eastern Standard Time Zone)

Antiquities

Recent Meeting: Friday, March 18, 2016

Recent Activities: It was decided that the balance of the budget for this fiscal year will be spent on restoration. Materials Management will provide a quote for an environmental assessment of the Chapel.

Personnel Committee

Recent Meeting: Wednesday, April 20, 2016

Meeting Focus:

Discussions on Europe salary/housing and worldwide retirement, comparing pension to 403(b) plans.

Next Meeting: Wednesday, May 18, 2016 11:00

Joint Committee

Recent Meeting: Thursday April 14, 2016

Meeting Focus:

The final meeting of the Joint Committee celebrated the work completed since the Committee's origination in 2007.

Finance Committee

Recent Meeting: Tuesday, March 23, 2016

Meeting Focus:

Reviewed draft budgets for FY 2016-17

Next Meeting:

Tuesday, May 10, 2016, 11:00 a.m.

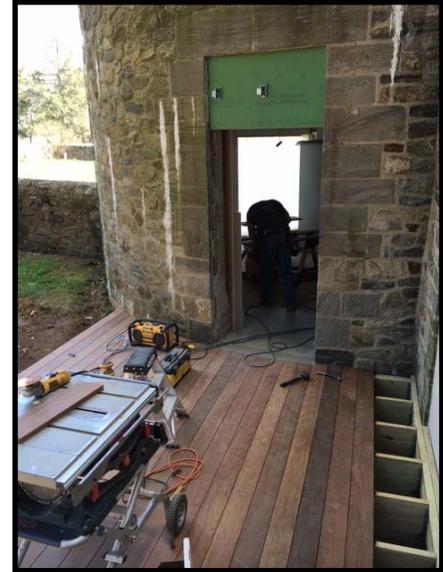
April '16						
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May '16						
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29	30	31				

	Executive Committee
	Joint Committee
	Board of Directors
	Personnel Committee
	Finance Committee



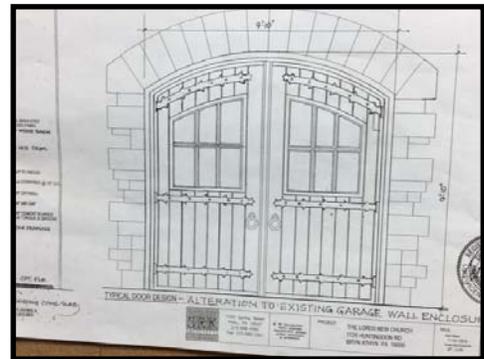
Above: New wall and door from the bottom of the silo, looking out to the sheepfold.



Above: Back of silo, showing new deck built for handicap accessibility from rear or Church Hall.



Above: New roadway between lower and upper driveway. Road color will lighten in one year.



Above: Drawing of exterior walls for new offices. These will appear on the outside of the image on the bottom left.



Above: Exterior of courtyard area next to main glass door entry. Future site of offices.

Resolutions Approved by the Board of Directors in April

2016-11 Annual Corporation Meeting Timeline

The Board of Directors approved dates and deadlines related to the Annual Corporation Meeting to be held November 12, 2016.

2016-13 Additions & Changes to Employee Handbook

Ms. Doto has been reviewing the Employee Handbook. Additions and corrections presented to the Board of Directors were approved.

2016-12 Policies to Revoke

Three policies that are no longer appropriate were revoked by the Board of Directors.

Original Approval Date	Resolution Name and Description	Notes
3-25-2006	"Beehives" Nancy Schnarr has permission to keep beehives in the area of the old tennis court	This decision will be reassessed by the new Property Management Corporation's Board.
5-20-2006	"Beautification of the Property by the old tennis courts" Nancy Schnarr may continue the beautification of the property, and may add pheasants and fruit trees in the designated areas	This activity was not maintained; therefore it has been revoked.
1-20-2007	"Priests Auto Repair Fund" The Corporation authorizes a fund for Priests to apply for one major auto repair annually, not to exceed \$400.00	This activity was no longer appropriate and has therefore been revoked.



Spring flowers in front of Pitcairn House

CRORC Timeline Update April 2016

Note: The CRORC Timeline outlined work to be done from November 2015 through October 2016. Priorities and workloads have shifted constantly. The date of completion for all tasks has been removed. Any tasks that have been fully completed will be reported for one month, and then removed from this list.

The entire CRORC Timeline included 41 tasks. To date, 19 tasks have been completed or have a scheduled completion date; 12 tasks are in process; 3 tasks have been delayed due to complex factors; 8 tasks have not yet been started or no feedback has been given.

To make it easy to see what has been updated, all newly updated tasks are highlighted in Green.

Corporation to Initiate Work		
Administrative Support	Status	Notes
Form a committee to review and decide how to update and improve the International Church Website.	In Process.	A website design company has been hired, the design platform has been chosen, and the committee is working toward a plan for converting the old website into a new format.
Research, develop, & implement a retirement plan that is cost effective and available to all priests, Diocese & Society employees, and Corporation employees. (Personnel Committee, Finance Committee, BOD, & ED)	In Process	<p>Personnel Committee has been reviewing migration of USA pension plan to 403b. An actuary provided information on how much would need to be saved for all Priests and Employees to have a pension or 403b type retirement plan.</p> <p>The Personnel Committee is further discussing how best to implement retirement savings and plans worldwide, matched to each country.</p> <p>A fund was started in FY 2015 to start saving for Ukraine retirement. RSA and Lesotho's Provident funds will be reviewed. In the meantime, any priest or employee in RSA or Lesotho who is eligible to participate in the Provident Fund, must do so, in order to be considered for any future retirement benefits.</p>
Organization Structure	Status	Notes
Work with Legal Counsel to update By-Laws as changes are made to the Corporation structure, functions, or to clarify information. (Ex. Dir. and Exec. Cmte)	In Process.	A draft version has been sent to Legal Counsel. By-Laws revisions to be sent to 2016 Annual Corporation Meeting for vote.
Functional Relationship with Dioceses, Societies, Missions, etc.	Status	Notes
Identify ways to utilize the skills & knowledge of Corporation members. (ED, BOD, & Corporation members)	In Process	Efforts continue.
Develop a descriptive document that defines the Corporation's relationship with each Church Entity and share with Church Entity and Corporation members. (CRORC Committees, ED, & BOD)	In Process	A draft document has been created. This project is continued as time allows.

Corporation to Initiate Work		
Corporation Policies	Status	Notes
Take all Policy Resolutions passed by the BOD since 2003 and create a Policy Handbook by Category. (ED & EA))	In Process.	Expected completion December 2016
Develop a Procedures Handbook that defines how the Policies passed by the BOD will be implemented. (ED & EA)	In Process.	Expected completion December 2016
Place the Policy and Procedures Handbook on a shared network for all Societies & Dioceses to access; update and maintain on a monthly basis. (ED & EA)	In Process.	
Personnel	Status	Notes
Research, develop, & implement an internship/ AmeriCorps program to assist in establishing order in Corporation materials, grant writing, and completing projects for the Corporation. (ED, Personnel & Finance Committees)	In Process	Job Description and Research is being completed as time allows.
Administrative Support	Status	Notes
Assist the Priests in developing an effective outreach program to spread the Word of the Lord by Using the Social Media Network Using Publication Funds to translate & publish the Third Testament, etc. Assist each Church entity in developing an appropriate Outreach Plan for their Society or Diocese. (IIC, Publication Committee, ICP, COC, BOD, & ED)	Not started.	
Develop a Shared Network to be used by all Church Entities, Corporation, and Church members to improve communication and have all policies, procedures, forms, etc. available to all.	In Process	

Church to Initiate Work		
Administrative Support	Status	Notes
Assist the Priests in developing a long range plan and vision for LNC. (ED, IIC, ICP, COC & Church members)	Not started.	
Assist the Priests in developing the standards for starting and supporting a Church Mission (start-up) for the church. (ICP, COC, ED, Finance & Personnel Committee)	Delayed	Preliminary research and discussions have occurred, but no significant progress
Personnel	Status	Notes
Consider developing a policy regarding who decides the job description, salary, evaluation, and supervision for the Diocesan & Society Administrators	Delayed	
Assist the Priests in developing Job Standards and Performance Accountability/Evaluation System and implement the system for all priests. (Personnel Committee, ICP & COC)	Delayed	So far, the priests have agreed to a Job Description, but have yet to approve a system of accountability/evaluation system.
Tasks Sent to IIC, ICP, & COC	Status	Notes
Develop clear definitions of the roles for the Priesthood in regards to the Ecclesiastical governance of the church. (ICP, Council of Clergy & IIC)	Not Started.	No feedback from ICP at this time.
Discuss the issue that church and corporation members do not view the priests as leaders in the church and how to change this perception. Present a written plan to the Corporation membership. (IIC, ICP, COC, & Church members)	Not Started.	ICP has discussed this, but no formal written plan has been submitted yet.
Identify training needs of the priests and submit a request to the Corporation to assist in identifying potential trainers, including Corporation members or employees. (ICP, COC, Personnel Com. BOM, BOT)	In Progress.	Some requests approved FY 2016 & FY 2017 budget process.
Consider how and when it is critical to start a Church Mission (start-up) and create a policy and document with the support from the Corporation. (ICP, COC, IIC, & ED)	Not Started.	No feedback from ICP at this time.

Church to Initiate Work		
Tasks Sent to IIC, ICP, & COC	Status	Notes
<p>Develop a plan for the future of the church including, but not limited to:</p> <ul style="list-style-type: none"> Development of priests to lead in the future Recruitment of priests to serve those areas with a need for additional priests Growth in the Church "In Growth" Develop plans to reach current members of church who are inactive or distant members How to spread the Word of the Lord Publications beyond translated books Outreach plans Look for ways to promote alternatives for financial self-sufficiency dependency on the Church Endowment (IIC, ICP, COC, BOD, BOM, BOT, Sweden Foundation, & Church Members) 	In Process	Some of these topics are being addressed in special Board & Priest discussion meetings in April and May.
Discuss whether it is time to have a Bishop again to help address the issue of leadership and accountability amongst the priests and present results of discussion at next Assembly. (IIC, ICP, COC, & Church Members.)	Not Started.	No feedback from ICP at this time.

Cash for Causes – Gift Cards



If you shop at Giant Food, Giant Gas or Martins, this is a great way to help raise funds for the Corporation.

Whether you live near or far, you can purchase a gift card from us, and you will **donate both to the Church and those in need at the same time!**

Simply purchase a Giant Gift Card. LNC will then use that gift card to purchase food for a local food bank. By doing this, Giant donates 5% of the gift card value back to the Church or Corporation. You donate \$100, we spend \$100 on the needy, and LNC receives \$5 back.

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