

62nd Session of the  
General Conference of Seventh-day Adventists

**CHURCH MANUAL AGENDA  
REVISED**

GPS	401.	<b>A Divinely Appointed Ministry - <i>Church Manual Amendment (401-25GS)</i> [2]</b>	CM 32-35
GPS	411.	<b>Tithe - <i>Church Manual Amendment (407-25GSc)</i> [5]</b>	CM 142-143
GPS	412.	<b>Offerings - <i>Church Manual Amendment (407-25GSd)</i> [7]</b>	CM 143-145
GPS	413.	<b>Transparency and Accountability - <i>Church Manual Addition (407-25GSe)</i> [10]</b>	CM 147
GPS	422.	<b>Church Board and Its Meetings - <i>Church Manual Amendment (411-25GS)</i> [11]</b>	CM 134-138
GPS	423.	<b>Business Meetings - <i>Church Manual Amendment (412-25GS)</i> [15]</b>	CM 134

PRE/BRI/MIN/401-17GS/ChMan/ADCOM(Steering)/419-17GS/BRI/ChManSub/ChMan/  
ADCOM(Steering)/18AC/418-18GS/NAD/ChManSub/ChMan/ADCOM(Steering)/ChMan/  
19AC/418-19GS/418-20GS/417-21GS/417-22GS/ChManSub/400-23GS/ChMan/  
ADCOM(Steering)/23AC/404-23GS/402-24GS/25GCS/ChMan25GCS to GPS-25GCS

401-25GS A DIVINELY APPOINTED MINISTRY - *CHURCH*  
MANUAL AMENDMENT

RATIONALE: This amendment expresses how important it is for pastors to focus on training the local church leadership in the mission and work of the church.

RECOMMENDED, To amend the *Church Manual*, Chapter 4, Pastors and Other Church Employees, pages 32 to 35, A Divinely Appointed Ministry, to read as follows:

A Divinely Appointed Ministry

Seventh-day Adventist ministers bear the God-given responsibility of proclaiming the everlasting gospel, making disciples, and equipping the saints according to their spiritual gifts in order to equip them for service (Eph. 4:11, 12; 2 Tim. 4:2). As Ellen G. White stated: “It was at the very beginning of His ministry that Christ began to gather in His helpers. This is a lesson to all ministers. They should constantly be looking for and training those who they think could help them in their work. They should not stand alone, trying to do by themselves all that needs to be done” (Letter 53, 1905).

Among other responsibilities, pastors are called to do the work of an evangelist, reading God’s word publicly and teaching obedience to it (1 Tim. 4:13; 2 Tim. 2:24-26; 4:2, 5). They are to encourage and exhort the believers (1 Tim. 5:1, 2; 6:2), and rebuke sinners (1 Tim. 5:20); ordain elders (1 Tim. 5:22; Titus 1:5); encourage the church to help the poor and those in need (Matt. 25:40); uphold the truth and take a firm stance against false doctrines (1 Tim. 1:3, 4; 4:7; 6:20, 21; Titus 1:9). They should be examples to the believers in all matters of faith and practice (1 Tim. 4:12). “Shepherd the flock of God which is among you, serving as overseers, not by compulsion but willingly, not for dishonest gain but eagerly; nor as being lords over those entrusted to you, but being examples to the flock” (1 Peter 5:2-3). Another important part of the pastoral work is the visitation ministry. Ellen G. White stated: “Remember that a minister’s work does not consist merely in preaching. He is to visit families in their homes, to pray with them, and to open to them the Scriptures. He who does faithful work outside the pulpit will accomplish tenfold more than he who confines his labors to the desk” (9T 124).

All believers have the privilege of being part of “a royal priesthood” that proclaims “the praises of Him who called you out of darkness into His marvelous light” (1 Peter 2:5-9). To support and guide this work God “gave some to be apostles, some prophets, some evangelists, and some pastors and teachers, for the equipping of the saints for the work of ministry, for the edifying of the body of Christ” (Eph. 4:11-13).

The New Testament describes how the leadership of the church was established. During His ministry on Earth, Jesus appointed twelve apostles to accompany Him on His travels and

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MANUAL AMENDMENT - 2

1 sent them out to preach the Gospel and heal the sick (Mark 3:14, 15; Luke 6:13). He also sent out  
2 a larger group of seventy (Luke 10:1-23). This indicates that the organization of the church was  
3 initiated by Jesus Christ Himself in order to fulfill the mission of making disciples and teaching  
4 Bible truth (Matt. 28:18-20; Luke 24:44-49; Acts 1:8).

5  
6 Soon after Christ's ascension, the apostles faced increasing demands with the  
7 fast-growing church in Jerusalem. To cope with these challenges, they divided the leadership  
8 responsibilities in the local church into different areas. Seven men were chosen to "serve tables,"  
9 caring mainly for the practical and material needs of the church, while the apostles confined  
10 themselves "to prayer and the ministry of the Word" (Acts 6:2, 4). Both leadership groups were  
11 involved in serving or ministering, but the manner of their involvement differed significantly.  
12 These avenues of ministry reflect the offices of deacon and elder/overseer described in Paul's  
13 writings (Phil. 1:1; 1 Tim. 3:1-13; Titus 1:6-9). While most elders and deacons ministered in  
14 local settings, some elders, such as Timothy and Titus, were itinerant and supervised greater  
15 territory with multiple congregations (1 Tim. 1:3, 4; Titus 1:5).

16  
17 In harmony with the leadership model of the Jerusalem church, the apostles appointed  
18 elders as spiritual leaders in every church (Acts 14:23; Titus 1:5). This practice explains why  
19 apostles, when they left Jerusalem to preach the Gospel, did not leave a leadership vacuum in  
20 this major center of the early church. Several years later, Barnabas and Saul delivered to the  
21 elders the relief contributions they had collected from far-flung churches for the needy believers  
22 in Judea (Acts 11:29, 30). As Ellen G. White indicates, the "organization of the church at  
23 Jerusalem was to serve as a model for the organization of churches in every other place where  
24 messengers of truth should win converts to the Gospel."—AA 91.

25  
26 These New Testament principles of church organization guided Seventh-day Adventists  
27 in the years prior to and the decades following its official organization as a church in 1863.  
28 During this time, ministers were employed by the various conferences as administrators and  
29 evangelists, raising up churches, and visiting established churches that needed counsel.  
30 Following the model of ministry of Timothy and Titus, conference-employed ministers almost  
31 never functioned as resident or "settled" pastors of a local church, in contrast to the practice in  
32 most Protestant churches then and now. In this regard, Ellen G. White wrote: "Instead of keeping  
33 the ministers at work for the churches that already know the truth, let the members of the  
34 churches say to these laborers: 'Go work for souls that are perishing in darkness. We ourselves  
35 will carry forward the services of the church. We will keep up the meetings, and, by abiding in  
36 Christ, will maintain spiritual life. We will work for souls that are about us, and we will send our  
37 prayers and our gifts to sustain the laborers in more needy and destitute fields.'"—6T 30. "As a  
38 general rule, the conference laborers should go out from the churches into new fields, using their  
39 God-given ability to a purpose in seeking and saving the lost."—Ev 382.

40  
41 As a divinely appointed ministry, ministers are "to sow the seeds of truth. Place after  
42 place is to be visited; church after church is to be raised up. Those who take their stand for the

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1 truth are to be organized into churches, and then the minister is to pass on to other equally  
2 important fields.”—7T 20 “Just as soon as a church is organized, let the minister set the members  
3 at work. They will need to be taught how to labor successfully. Let the minister devote more of  
4 his time to educating than to preaching. Let him teach the people how to give to others the  
5 knowledge they have received. While the new converts should be taught to ask counsel from  
6 those more experienced in the work, they should also be taught not to put the minister in the  
7 place of God. Ministers are but human beings, men compassed with infirmities. Christ is the One  
8 to Whom we are to look for guidance.”— 7T 20. “Our ministers should plan wisely, as faithful  
9 stewards. They should feel that it is not their duty to hover over the churches already raised up,  
10 but that they should be doing aggressive evangelistic work, preaching the Word and doing  
11 house-to-house work in places that have not yet heard the truth. . . . They will find that nothing is  
12 so encouraging as doing evangelistic work in new fields.”—Ev 382.

13  
14 These inspired counsels remain just as relevant today. Our ministers have the solemn  
15 responsibility of leading their congregations in the mission of reaching others for Christ.  
16 As Ellen G. White stated, “The work of God in this earth can never be finished until the men and  
17 women comprising our church membership rally to the work and unite their efforts with those of  
18 ministers and church officers.”—9T 117. And “when the Chief Shepherd appears, you will  
19 receive the crown of glory that does not fade away” (1 Peter 1:4).

20  
21 ~~“God has a church, and she has a divinely appointed ministry. ‘And He gave some,~~  
22 ~~apostles; and some, prophets; and some, evangelists; and some, pastors and teachers; for the~~  
23 ~~perfecting of the saints, for the work of the ministry, for the edifying of the body of Christ: till~~  
24 ~~we all come in the unity of the faith, and of the knowledge of the Son of God, unto a perfect~~  
25 ~~man, unto the measure of the stature of the fullness of Christ. . . .’~~

26  
27 ~~“Men appointed of God have been chosen to watch with jealous care, with vigilant~~  
28 ~~perseverance, that the church may not be overthrown by the evil devices of Satan, but that she~~  
29 ~~shall stand in the world to promote the glory of God among men.”—TM 52, 53.~~

30  
31 Conference President—The conference president should be an - No change

32  
33 Conference Departmental Directors—Conference departmental directors - No change

34  
35 Ordained Pastors—Ordained pastors appointed by the conference committee - No change

36  
37 Licensed Pastors—To give individuals an opportunity to demonstrate their - No change

38  
39 Bible Instructors—The conference may employ Bible instructors and assign - No change

40  
41 Conference Directs Church Employees—The conference president in - No change

1 STW/SPD/ChManSub/ChMan/ADCOM(Steering)/24AC/411-24GSa/25GCS/ChMan25GCS to  
2 GPS-25GCS

3  
4 407-25GSc TITHE - *CHURCH MANUAL* AMENDMENT

5  
6 RATIONALE: This amendment expresses that faithfulness in tithing is vital to the work of the  
7 Church.

8  
9 RECOMMENDED, To amend the *Church Manual*, Chapter 12, Finance, pages 142 and 143,  
10 Tithe, to read as follows:

11  
12 Tithe

13  
14 ~~In recognition of the biblical plan and the solemn privilege and responsibility that rest~~  
15 ~~upon members as children of God and members of His body, the Church,~~ **In loving response to**  
16 **the gift of salvation (Rom. 6:23; Eph. 2:8-10), and in accordance with the biblical plan**  
17 **(Lev. 27:30),** all are encouraged to faithfully return a tithe, one tenth of their increase or personal  
18 income, into the denomination's treasury.

19  
20 Tithe shall not be used in any way by the local church, but held in trust and remitted to  
21 the conference treasurer. Thus tithe from all the churches flows into the conference treasury, and  
22 percentages are forwarded to the next level in accordance with General Conference and division  
23 working policies. This allows the Church to be a disciple-making movement in its regions,  
24 actively fulfilling its mission of sharing the everlasting gospel to the whole world in preparation  
25 for Christ's soon return. ~~next higher level in accordance with General Conference and division~~  
26 ~~working policies to meet the expenses of conducting the work of God in their respective spheres~~  
27 ~~of responsibility and activity.~~

28  
29 These policies have been developed for the gathering and disbursing of funds in all the  
30 world ~~and for the conducting of the business affairs of the cause. The financial and business~~  
31 ~~aspects of the~~ for funding mission and evangelistic initiatives, and for conducting the business  
32 affairs of the Church. The financial and business aspects of this work are of great importance.  
33 They cannot be separated from the proclamation of the message of salvation. They are indeed an  
34 integral part of it.

35  
36 Systematic Benevolence and ~~Unity—The~~ Unity—God's word invites all believers to be  
37 faithful and systematic in their returning of tithe and giving offerings. The financial plan of the  
38 Church serves a larger purpose than appears in its financial and statistical reports. The system of  
39 sharing the funds with the world fields, as outlined by General Conference *Working Policy*,  
40 serves a wonderful purpose of unifying the Church's spiritual work throughout the world.

41  
42 How Tithe Is to Be Used—Tithe is held sacred for the work of the ministry, for Bible  
43 teaching, and for the support of conference administration in the care of the churches and of field  
44 outreach (missionary) endeavors. Tithe shall not be spent on other work, on paying church or  
45 institutional debts, or on building programs, except as approved under General Conference

1 *Working Policy*. For more information on the use of tithe, review Stewardship Ministries  
2 Resources, see Notes, #1, p. 190-191.

3  
4 “A very plain, definite message has been given to me for our people. I am bidden to tell  
5 them that they are making a mistake in applying the tithe to various objects which, though good  
6 in themselves, are not the object to which the Lord has said that the tithe should be applied.  
7 Those who make this use of the tithe are departing from the Lord’s arrangement. God will judge  
8 for these things.”—9T 248.

9  
10 How Tithe Is Handled—Tithe is the Lord’s and is to be brought as an act of worship to  
11 the conference treasury through the church in which the person’s membership is held. Where  
12 unusual circumstances exist, members should consult with conference officers.

13  
14 Church and Conference Officers to Set Example—Elders and other officers, as well as  
15 the pastor and conference and institutional employees, are expected to set good leadership  
16 examples by returning tithe. No one shall be continued as either a church officer or conference  
17 employee who does not conform to this standard of leadership.

1 STW/SPD/ChManSub/ChMan/ADCOM(Steering)/24AC/411-24GSa/25GCS/ChMan25GCS to  
2 GPS-25GCS

3  
4 407-25GSd OFFERINGS - *CHURCH MANUAL* AMENDMENT

5  
6 RATIONALE: This amendment expresses the importance of giving offerings as an act of  
7 worship and explains the different offering plans.

8  
9 RECOMMENDED, To amend the *Church Manual*, Chapter 12, Finance, pages 143-145,  
10 Offerings, to read as follows:

11  
12 Offerings

13  
14 **In addition to the tithe, Scripture emphasizes our privilege and responsibility to**  
15 **bring offerings to the Lord. We are encouraged to give offerings cheerfully and**  
16 **systematically as an act of worship for all that God has blessed us with, both great and**  
17 **small. Giving offerings is an act of loving sacrifice and a response of gratitude as we follow**  
18 **the Holy Spirit's promptings. Malachi 3:8-12 warns about withholding offerings and tithe**  
19 **and encourages us with the promise of God's blessing that will be poured out in**  
20 **abundance. Since the Church's earliest days, believers have given liberal offerings that**  
21 **have blessed and prospered God's work. ~~our obligation to bring offerings to the Lord.~~**  
22 **~~Withholding of offerings is classed with withholding tithe and is called robbery (Mal. 3:8).~~**  
23 **~~Since the Church's earliest days, members have given liberal offerings that have blessed~~**  
24 **~~and prospered God's work.~~**

25  
26 ~~In addition to the traditional calendar of offerings program, where each offering taken is~~  
27 ~~for a specific purpose, the General Conference has approved the combined offering system and~~  
28 ~~the personal giving plan. The Church has three offering plans: the Combined Offering Plan,~~  
29 **the Calendar of Offerings, and the Personal Giving Offering Plan.** Each division executive  
30 committee is authorized to determine which plan(s) will be used in its territory.

31  
32 **Regular and Systematic Offerings—Regular and systematic offerings are given after any**  
33 **income or increase in assets (Proverbs 3:9) as an act of worship, in recognition of God's**  
34  **blessings. They represent a worshiper's chosen proportion of any income or increase in assets**  
35 **(Deut. 16:17; 1 Cor. 16:2). One's expression of worship through financial stewardship begins**  
36 **with tithing and the support of the Church through regular and systematic offerings. Worshipers**  
37 **should be encouraged to distribute their regular and systematic offerings to equitably cover all**  
38 **the mission needs of the Church, locally, regionally, and internationally (Acts 1:8).**

39  
40 **Where the Combined Offering Plan is practiced, worshipers are encouraged to give their**  
41 **regular and systematic offerings as unassigned offerings, that will be equitably distributed by the**  
42 **church according to a pre-arranged formula, covering all the mission needs of the Church,**  
43 **locally, regionally, and internationally (Acts 1:8). All **unassigned** offerings, collected at any time**  
44 **or mode, including during Sabbath School, will be distributed according to this same formula.**  
45 **(See p. 89.)**

1 “Those churches who are the most systematic and liberal in sustaining the cause of God  
2 are the most prosperous spiritually.”—3T 405.

3  
4 “If the plan of systematic benevolence were adopted by every individual and fully carried  
5 out, there would be a constant supply in the treasury. The income would flow in like a steady  
6 stream constantly supplied by overflowing springs of benevolence.”—3T 389.

7  
8 ~~Sabbath School Offerings—The Church’s most widely used and successful method of~~  
9 ~~regular systematic giving is through Sabbath School offerings, which are devoted to world~~  
10 ~~mission work.~~

11  
12 Other Offerings—Other offerings may be necessary from time to time for world mission  
13 work and for local projects. However, such offerings should be limited so as not to detract from  
14 the purpose and benefit of promoting regular and systematic giving. When such offerings are  
15 collected, they are to be used for the specific purpose for which it has been given. Those  
16 offerings should be promoted and given above and beyond regular return of tithe and systematic  
17 offerings through the local church. (For information regarding offerings collected during Sabbath  
18 School, see p. 88.) are taken from time to time for world mission work and for general and local  
19 projects. When any offering is taken, all money collected, unless otherwise indicated by the  
20 donor, shall be counted as part of that particular offering.

21  
22 Special Gifts to Fields—The financial support of the worldwide work of the Church is  
23 based on the budget system. Appropriations are made to the various fields on the basis of  
24 budgeted needs. This is a fair and equitable method of distributing the funds.

25  
26 Where special gifts outside the regular budget plan are made to a particular field, a  
27 disparity is created to the disadvantage of other fields. If such gifts are given for the purpose of  
28 starting new work, the work thus started may languish when the special gift is used up, or it may  
29 have to be included in the budget for its future support. Thus other fields, with perhaps greater  
30 needs but without the opportunity of making them known, would be deprived of their equitable  
31 part of general funds that would be diverted to the work started by special gifts.

32  
33 History has proved the wisdom of having members generously and loyally give their  
34 offerings and gifts through the accepted channels and knowing that every field shares in the  
35 benefits of their giving.

36  
37 Assisting the Poor and Needy—Offerings for the poor and needy ~~are~~ may be taken to  
38 assist the members who require help. A reserve fund should be kept for such emergency cases. In  
39 addition, the church should take a benevolent attitude toward all in need, and the board may  
40 make appropriations from this fund to assist the church’s health and welfare work for families in  
41 the community.

42  
43 Church Budget for Local Expenses—The most satisfactory method of providing for  
44 church expenses is the budget plan. Before the beginning of the new budget year, the board



1 should prepare a budget of expenses for church activities during the next year. The budget should  
2 include all income and expenses, including those related to all departments. It should provide for  
3 such projected costs as utilities, insurance, maintenance, janitor service, funds for the poor and  
4 needy, and church school expense. (See Notes, #2, p. 191, for sample budget.)  
5

6 The budget should be presented to the church for its study and adoption, and for plans to  
7 assure that funds shall be provided to balance the budget during the coming year. Funds to meet  
8 the church expense budget may be raised by offerings or subscriptions. Members should be  
9 urged to support their local church in proportion to their financial circumstances.  
10

11 Announcing Tithe and Offerings—Returning tithe and giving offerings is an essential  
12 part of the worship service. Great care should be given to announcing the tithe and offering  
13 collection during Sabbath School, Sabbath worship service, and, where possible, via church  
14 bulletins and other church communications. The announcement should promote biblical  
15 stewardship principles, including giving as an act of worship, the clear connection that exists  
16 between giving and mission, the value of regular and systematic giving, and the wonderful  
17 blessings that result from faithfulness. Resources are available through the offices of Adventist  
18 Mission and Stewardship Ministries of the local conference.

1 STW/SPD/ChManSub/ChMan/ADCOM(Steering)/24AC/411-24GSa/25GCS/ChMan25GCS to  
2 GPS-25GCS

3  
4 407-25GSe TRANSPARENCY AND ACCOUNTABILITY - *CHURCH*  
5 *MANUAL* ADDITION  
6

7 RATIONALE: This amendment underscores the importance of accountability through  
8 transparency and financial reporting.  
9

10 RECOMMENDED, To add a new section, Transparency and Accountability, to the *Church*  
11 *Manual*, Chapter 12, Finance, following Auditing, on page 147, to read as follows:  
12

13 Transparency and Accountability—The church should prepare quarterly reports to be  
14 presented to the church members. These reports should include information about the  
15 proper governance of funds, the adequate allocation of resources for mission-related  
16 purposes, and testimonies highlighting the impact of contributions on advancing the  
17 Church’s mission. Furthermore, the church should present an annual report showing the  
18 proportion that is systematic in returning tithe and giving offerings.

SSPM/ChManSub/ChMan/ADCOM(Steering)/24AC/413-24GS/25GCS/ChMan25GCS to GPS-25GCS

#### 411-25GS CHURCH BOARD AND ITS MEETINGS - *CHURCH* *MANUAL* AMENDMENT

RATIONALE: This amendment intends to highlight the importance of disciple-making, evangelism, and reclaiming ministries in the strategic plans of the church board.

RECOMMENDED, To amend the *Church Manual*, Chapter 11, Services and Other Meetings, pages 134 to 138, Church Board and Its Meetings, to read as follows:

#### Church Board and Its Meetings

Definition and Function—Every church must have a functioning board whose members have been elected during a church business meeting. Its chief concern is having an active and comprehensive plan to fulfill its mission of making disciples, which includes evangelism, outreach to the community, and the spiritual nurture and training of the church. ~~discipleship plan in place, which includes both the spiritual nurture of the church and the work of planning and fostering evangelism.~~

Included in church board responsibilities are:

1. ~~An active discipleship plan.~~
2. ~~Evangelism in all of its phases.~~
3. ~~Spiritual nurturing and mentoring of members.~~
4. ~~Maintenance of doctrinal purity.~~
5. ~~Upholding of Christian standards.~~
6. ~~Recommending changes in church membership.~~
7. ~~Oversight of church finances.~~
8. ~~Protection and care of church properties.~~
9. ~~Coordination of church departments.~~

**In addition to this overarching plan, the church board is to ensure the protection, safeguarding, and care of all church attendees, foster faithfulness to biblical teaching and uphold Christian standards in the church, recommend changes in church membership, oversee church finances, coordinate the work of the various departments of the church, and maintain church properties.**

411-25GS CHURCH BOARD AND ITS MEETINGS - *CHURCH*  
*MANUAL* AMENDMENT - 2

The gospel commission of Jesus tells us that making disciples, which includes baptizing and teaching, is the primary function of the church (Matt. 28:18-20). It is, therefore, also the primary function of the board, which serves as the chief committee of the church. When the board devotes its first interests and highest energies to involving every member in proclaiming the good news and making disciples, most problems are alleviated or prevented, and a strong, positive influence is felt in the spiritual life and growth of members.

**Christ's love for the Church needs to be manifested within the Church by His followers. Being a disciple entails not only Biblical teaching, but also a passionate commitment to loving our fellow believers unconditionally. This was the heart of Christ's message to His disciples as He faced the cross (John 15:9-13). Christ's command to them applies to us: that we "love one another." Ellen G. White's powerful insight into this historical scene is still vital for us: "This love is the evidence of their discipleship."—DA 677, 678.**

~~Spiritual Nurture—Christ's love for the Church needs to be manifested within the Church by His followers. True discipleship entails not only Biblical teaching (Matt. 28:20), but also a passionate commitment to loving our fellow believers unconditionally. This was the heart of Christ's message to His disciples as He faced the cross (John 15:9-13). Christ's command to them applies to us: that we "love one another." Ellen G. White's powerful insight into this historical scene is still vital for us: "This love is the evidence of their discipleship."—DA 677, 678.~~

~~Therefore, it is one of the primary functions of the board to ensure that members are nurtured and mentored in a personal, dynamic relationship with Jesus Christ.~~

~~Making Disciples—The mission of the Church is to make disciples of Jesus Christ, who live as His loving witnesses and proclaim to all people the everlasting gospel of the Three Angels' Messages in preparation for His soon return (Matt. 28:18-20, Acts 1:8, Rev. 14:6-12). The purpose of the Church as the body of Christ is to intentionally make disciples so that they continue in an active and fruitful relationship with Christ and His Church.~~

~~Disciple-making is based on an ongoing, lifelong relationship with Jesus. The believer commits to "abiding in Christ" (John 15:8), to being trained for fruitful discipleship disciple-making by sharing Jesus with others, as well as to leading other members to also be faithful disciples.~~

~~The Church, individually and collectively, shares responsibility for ensuring that every church member remains part of the body of Christ.~~

~~Membership—The board is elected by the members at the time - No changes~~

411-25GS CHURCH BOARD AND ITS MEETINGS - *CHURCH*  
*MANUAL* AMENDMENT - 3

Officers—The chairperson of the board is the conference-appointed - No change

Meetings—Because the work of the board is vital to the - No change

Work of the Board—The board is responsible to: 1. Develop and oversee an active, ongoing disciple-making plan which includes both spiritual nurture and evangelistic outreach. This plan is the most important item for the board's attention. ~~Ensure that there is an active, ongoing discipleship plan in place, which includes both spiritual nurture and outreach ministries. This is the most important item for the board's attention.~~

~~2. Study membership lists and initiate plans for reconnecting (reclaiming) members who have separated from the church.~~

~~3. 2. Educate and nurture all members into a personal and dynamic relationship with Jesus Christ; one that includes prayer, Bible study, attending Sabbath School, witnessing, intentional spiritual growth, and using their talents and spiritual gifts in the church and community. Train local church leadership in how to encourage intentional spiritual growth in themselves and others.~~

3. Study the membership list and initiate plans for reconnecting with (reclaiming) members who have separated from the church. A healthy church develops a nurturing plan that equips every member to be involved in disciple-making using their talents and spiritual gifts. In addition, it should create a strategy to retain and reclaim former and inactive members through (1) a regular redemptive membership review process and (2) reclaiming ministries. (See p. 61.)

4. Evangelize the outreach (missionary) territory of the church. Once each quarter an entire meeting should be devoted to plans for evangelism. The board will study conference recommendations for evangelistic programs and methods and how they can be implemented locally. The pastor and the board will initiate and develop plans for public evangelistic meetings.

5. Coordinate outreach programs for all church departments, although each department develops its plans for outreach within its own sphere. To avoid conflict in timing, competition in securing volunteers, and to achieve maximum beneficial results, coordination is essential. Before completing and announcing plans for any program, each department should submit its plans to the board for approval. The departments also report to the board on the progress and results of their outreach programs. The board may suggest how departmental programs can contribute to the preparation, conduct, and follow-up of a public evangelistic campaign.

411-25GS CHURCH BOARD AND ITS MEETINGS - *CHURCH*  
*MANUAL* AMENDMENT - 4

1           6.       Encourage the personal ministries department to enlist all members and children  
2 in some form of personal outreach (missionary) service. Training classes should be conducted in  
3 various lines of outreach ministry.  
4

5           7.       Encourage the interest coordinator to ensure that every interest is personally and  
6 promptly followed up by assigned laypersons.  
7

8           8.       Encourage each department to report at least quarterly to the board and to  
9 members at business meetings or in Sabbath meetings in regards to spiritual nurture and  
10 evangelism.  
11

12           9.       Receive regular reports. The board should consider details of church business and  
13 receive regular reports of the treasurer on the church's finances. ~~The board should study the~~  
14 ~~membership record and inquire into the spiritual standing of all members and provide for visits~~  
15 ~~to sick, discouraged, or backslidden members.~~ Other officers should periodically report.  
16

17           10.      Promote Adventist education.  
18

19           Committees of the Board—The board should permit no other business - No change

PRE/ChManSub/ChMan/ADCOM(Steering)/24AC/414-24GS/25GCS/ChMan25GCS to GPS-25GCS

#### 412-25GS BUSINESS MEETINGS - *CHURCH MANUAL* AMENDMENT

RATIONALE: This amendment allows for church business meetings to be held virtually.

RECOMMENDED, To amend the *Church Manual*, Chapter 11, Services and Other Meetings, page 134, Business Meetings, to read as follows:

#### Business Meetings

The local church operates within defined roles in Seventh-day Adventist Church structure. Within the context of those roles, the business meeting is the constituency meeting of the local church. (See pp. 28-29.) Members in regular standing are encouraged to attend and are entitled to vote. A member under censure has no right to participate by voice or vote.

Business meetings shall be held at least once a year. The pastor, or the board in consultation with and support of the pastor, calls the meeting. Business meetings should be announced a week or two in advance at the regular Sabbath worship service, with detail as to time and place. The pastor, an elder chosen by the pastor, or, in some cases, the conference president, or his designee, serves as chairperson of the business meeting.

Each church decides what the quorum will be for future meetings.

**Where authorized by the conference executive committee (who shall give guidance on basic principles and technical solutions) and approved by the church, members may participate in business meetings by means of an electronic conference or similar communication by which all persons participating can communicate with each other at the same time, and participation by such means shall constitute presence in person at such a meeting.** Votes by proxy or letter are not permitted.

Major items should be decided at a regular or specially called business meeting.

The business meeting has authority over the board and may delegate responsibilities to the board in addition to those already assigned by the *Church Manual*. (See pp. 134-138.)

The business meeting agenda should include reports about the work of the church. At least once a year the agenda should include reports covering church activities. Based on those reports, a proposed plan of action for the next year, including an annual budget, should be presented for approval. When possible, reports and plans for the next year should be presented in writing. (See Notes, #7, pp. 189-190.)

In order to maintain a spirit of cooperation between the church and conference, the church shall secure counsel from conference officers on all major matters.

412-25GS BUSINESS MEETINGS - CHURCH MANUAL  
AMENDMENT - 2

- 1 Conference and union officers (president, secretary, treasurer) or their designee may attend
- 2 without vote (unless granted by the church) any business meeting of any church in their territory.
- 3 An action to allow voting is not required if the officer is currently a member of that
- 4 congregation.