

**Lutheran Mission Cooperation Tanzania**  
**Minutes of the 48<sup>th</sup> LMC Board Meeting**  
**14<sup>th</sup> – 15<sup>th</sup> October 2016**  
**Mbeya**

**1. Introduction**

**1.1. Morning Devotion**

**14<sup>th</sup> of October: Bp Isaya Mengele**

*... Jesus went around teaching from village to village. He called the 12 disciples to him. Then he began to send them out two by two. He gave them authority to drive out evil spirits. Here is what he told them to do: "Take only a walking stick for your trip. Do not take bread or a bag. Take no money in your belts. Wear sandals. But do not take extra clothes. ..."* Mark 6:7-13

Those are the words of Jesus to his disciples, it is a command: Take only a walking stick – Don't take bread or a bag – Take no money – Wear sandals – No extra clothes. This was the way Jesus commanded his disciples two thousand years ago.

This is the word of Jesus to all his disciples throughout all time and we have to follow the great Commission, to go out. Can we today follow Jesus' words; take a walking stick, no money, no change of cloth? Serving Jesus in the mission differs in time; now we take the flight to other continents, with luggage and credit card. But the great Commission is the same; to bring the gospel to all people.

**15<sup>th</sup> of October: Ms Anna Claesson**

*"Do your best to come to me quickly. ... has deserted me ... he left me because he loved this world ... bring my coat ... bring my books ... first time I was put on trial, no one came to help me ... The Lord stood at my side. He gave me the strength to preach the whole message. ..."* 2 Timothy 4:9-18

When reading the Paul's letters in the New Testament we have created ourselves a preconceived picture of Saint Paul, the great theologian. When we compare with Paul's personal words to Timothy, a new picture emerges. The text describes an ordinary man with the same needs as you and me. Paul is sitting in prison. He feels abandoned by his friends, only Luke is with him and he is longing to see Timothy. He asks him to bring Mark with him and not forgetting his books, Paul is a scholar. Not forgetting the coat, it's cold in the prison. Paul has the same need as you and me, but he is trusting the Lord in every situation. *"The Lord will save me from every evil attack. He will bring me safely to his heavenly kingdom. Give him glory for ever and ever. Amen"*

**1.2. Opening of the 48<sup>th</sup> board meeting**

The LMC chairperson opened the meeting by welcoming all board members.

**1.3. Roll-Call**

Bp. Dr. Israel-Peter Mwakyolile, LMC Chairperson

Rev. Manfred Scheckenbach, LMC Co-Chairperson

Bp. Isaya Mengele, ELCT

Ms. Mary Laiser, ELCT

Rev. Benyam Kassahun, ELCA

Ms. Anna Claesson, SEM

Mr. Loata Laizer Mungaya, ELCT DSG Finance and Administration

## **Apology**

Mr. Lasse Lampinen, FELM

## **LMC Secretariat**

Mr. Peter Karlsson, LMC Secretary

Mr. Sireli Pallangyo, Administrative Officer

Sr. Flaviana Temba, Financial Officer

### **1.4. Acceptance of agenda and timetable**

The agenda was accepted as presented.

### **1.5. Greetings and updates.**

**Israel-Peter Mwakyolile** gave greetings from Konde Diocese and welcomed us all to Konde Diocese in Mbeya, the Round Table and after the RT to the partnership meeting in Matema.

**Isaya Mengele** gave greetings from Southern Diocese. There is a turmoil in the diocese with Mufindi district that wants to break out from the Southern Diocese and we are asked to pray for the diocese.

**Manfred Scheckenbach** gave greetings from MEW and Neuendettelsau. He informed about a Master Programme in Religion and Conflict Transformation that MEW is supporting in cooperation with partner universities in Germany, Tanzania (TUMA), Malaysia and Costa Rica. This is his last LMC Board after 12 years and he will retire in February 2017. His successor is Mr Claus Heim.

**Anna Claesson** gave greetings from General Secretary Rev Stefan Holmström and Mission Director Rev Erik Johansson.

**Benyam Kassahun** gave greetings from ELCA and the presiding bishop. The coming presidential election is affecting the whole community and also the church and we were asked to pray for the election and the nation.

**Loata Laizer Mungaya** gave greeting from the ELCT Common Work, the General Secretary and the Presiding Bishop.

**Mary Laiser** gave greetings from North Central Diocese and Bishop Rev Solomon Massangwa. In August the diocese lost its General Secretary, the late Mr Samuel Saiduran Njake who passed away because of a heart attack. Acting General Secretary is Ms Rose Makara and she is the first woman in the management of the diocese since the diocese started 1904, 112 years ago.

### **1.6. Confirmation of Minutes of 47<sup>th</sup> board meeting**

The minutes of the 47<sup>th</sup> LMC board meeting were confirmed as the correct records of the proceedings of the meeting.

### **1.7. Matters arising from previous meetings**

#### **1.7.1. Medical Loan Fund**

The Executive Council has discussed the use of the fund and agreed on to purchase a vehicle using the Medical Loan Fund, see below 5.2.1 Matters from ELCT.

#### **1.7.2. Theological Education Fund**

The LMC Secretary informed that, according to the decision in LMC June board meeting, the TZS 1.5 billion has been transferred to Tanzania and is put into an FDR (Fixed Deposit) for one year with the interest of 15% with Maendeleo Bank PLC. The FDR is in the custody of LMC.

**1.7.3. Future direction of LMC**

The LMC Secretary informed about the answer sent by the Chairperson to Church of Sweden after the deliberation in the June board meeting and the reply we have received from the Church of Sweden.

**1.7.4. ODF Policy**

A new policy for ODF – Organisation Development Fund aiming to train and educate key positions in dioceses was presented. The LMC Board resolved:

- To approve the ODF – Organisation Development Fund Policy

**2. Report and ongoing activities**

**2.1. LMC Secretary Report**

The LMC Secretary presented his report and it was received with appreciation.

**2.2. BDF – Bachelor of Divinity Fund**

LMC Secretary presented a list of Bachelor of Divinity students. Noticeable was the number of female students that has increased and two dioceses, Dodoma and Meru, have managed to bring two female students each and LMC will pay for those extra female students. An updated zonal fare list for the academic year 2016/2017 was presented. The LMC Board resolved:

- To approve the new zonal fare list

**2.3. CBF – Capacity Building Fund**

The CBF report for the academic year 2015/2016 was presented to the board. This year there have been 14 students and only three remaining students for the last academic year 2016/2017.

**2.4. ODF – Organisation Development Fund**

A new policy for ODF – Organisation Development Fund aiming to train and educate key positions in dioceses was presented together with a report on beneficent of the fund.

**2.5. FTP – Further Training Program**

The FTP – Further Training Program/Group Training aiming to build the capacity of ELCT employee’s performance in regard to the required standards; strengthening the unity of the Church and networking among different Church workers. A narrative report on conducted seminars was presented.

**2.6. Program Fund Report**

A Program Fund report and an Audit status report were presented. There are still shortcomings in reporting and the unpaid balance as of 1<sup>st</sup> of October 2016 is TZS 120.8 million. Seven dioceses have not received the second installment due to the fact that LMC office is awaiting for the report on the first installment and out of those seven dioceses, three have not come in with the draft accounts 2015.

**2.7. Ongoing Project Report**

A report on pending projects was presented.

- Diocese in Mara Region “Bishop’s House”: The last balance of TZS 20 million was disbursed on 25/08/2016. The construction is going on well and we are waiting for a progress report.
- North Eastern Diocese “Land ownership”: LMC still holds the balance of TZS 10 million until report is received that the Government has compensated the people concerned.

### **3. LMC Finances**

#### **3.1. LMC Budget 2017**

LMC Secretary presented the LMC budget 2017. The Board discussed the budget and resolved:

- To accept the budget so that it is presented to the Round Table.

#### **3.2. Management Letter**

The management letter was presented. The auditor had a comment on the risk to keep the computer with the financial software and backup in the open office area without cooling and fire suppression systems. To minimize the effect of data loss in the event of disaster as fire or theft, the Secretariat has implemented to have all backups in the cloud. The LMC Board resolved:

- To accept the action taken to minimize the risk of potential data loss.

#### **3.3. Appointing New Auditors**

Following the decision from the June board meeting to look into the possibility of doing a new procurement, the LMC Secretary presented proposals from four firms. After discussions, the LMC Board resolved:

- To propose to the Round Table to appoint VA Business Assurance Service to audit the 2016 Financial Statement.

### **4. The LMC Secretariat**

#### **4.1. Personnel**

Salaries 2016 for the personnel and renewal of contracts with Sr Flaviana Temba and Mr Tumsifu David have not been discussed with the ELCT Common Work. According to the contract, a three party agreement, it is ELCT Common Work who is the employing unit and the personnel are seconded to LMC. Renewal of contracts and salary increment has to be agreed upon by the employing part before reporting to the board. The LMC Board is a technical unit and is legally under ELCT.

#### **4.2. LMC Secretary Position**

The period for the LMC Secretary will end in 2017. The board discussed a way forward with the LMC Secretary position and how to make the transition period smooth. The process to recruit a new LMC Secretary will be undertaken by the northern members.

#### **4.3. Incoming and outgoing members of LMC Board**

End of term for ELCT is Ms Mary Laiser and from Northern partners Rev Scheckenbach, MEW, Mr Lampinen, FELM and Ms Claesson, SEM will be ending her term one year earlier. ELCT and Northern members have to bring names respectively to the Round Table for decision and the Northern members have to bring a name for the Co-Chairperson.

### **5. Matters from Members**

#### **5.1. From Northern members**

##### **5.1.1. From German members**

We have received a letter from Rev Kees, BMW who wrote on behalf of the German members. There are concerns and dissatisfactions of the service of the ELCT Service Office. The ELCT Common Work is asked to find an effective solution to make the service of the service office effective and present it in the Round Table. Loata Laizer Mungaya presented actions taken by the ELCT Common Work to improve the work of the ELCT Service Office.

## 5.2. ELCT matters

Loata Laizer Mungaya informed the board matters from the dioceses and Common Work and ELCT Investments.

### 5.2.1. From Dioceses and Common work

#### ELCT new house rent structure

The ELCT Executive Council held in Dodoma on 23<sup>rd</sup> – 24<sup>th</sup> September 2016 approved a new house rent structure as indicated in the ELCT House Rent Policy paper attached to this report.

- The LMC Board received the new house rent structure and reacted on the enormous raise in percentage and asked ELCT to reconsider the new rates.

#### Support of Audits Fees to Dioceses in need

Unfortunately, this matter was not presented to the ELCT Executive Council for discussion. However, ELCT Management discussed it in its normal meeting on 7<sup>th</sup> October, 2016 and agreed to table it to the LMC Board pending ELCT members of the LMC Round Table to discuss and agree on the way forward.

#### Medical Loan Scheme - Request from Southern Zone

The ELCT Southern Dioceses tabled a request to the ELCT Executive Council for a vehicle to be used by Fistula Program at Ilembula Hospital. Ilembula hospital has two Doctors who are providing this service to Private and Government hospitals for some time now in the Southern Zone.

The Executive Council after its deliberation agreed that the vehicle should be purchased using Medical Loan funds. The terms and conditions should be as stipulated when purchasing the Fistula Vehicle given to the Selian Lutheran Hospital.

- The LMC Board resolved to order a vehicle, Toyota Land Cruiser Hard Top, to be used by the Fistula Program at Ilembula Hospital to support the Southern Zone.

#### Further Training Program Funds (FTP) - Planning and Development Council request

The ELCT Planning and Development Council tabled its request to the ELCT Executive Council to approve annual fund amounting to TZS 16 million to enable them to do a follow-up on the outcome of the FTP already done as analyzed below:

Coordinator – Southern Cluster	TZS 4,000,000.00
Northern Cluster	TZS 2,000,000.00
Lake Zone/cluster	TZS 2,000,000.00
Head office	<u>TZS 8,000,000.00</u>
	TZS 16,000,000.00

The amount will be part of the FTP grand budget to be approved by the LMC Board from the 2017 budget. The Executive Council approved the funds to be released by LMC as suggested.

- The LMC Board discussed the importance of monitoring and evaluation and to have an action plan, but it should be considered when requesting i.e. in the budget of the planned group training. The LMC Board resolved:
  - For the present year a specified budget has to be presented to the working committee for acceptance and for the future, it has to be included in the budget requests.

#### Request for Additional Subsidies

ELCT Executive Council requests for additional subsidy for Njombe Deaf School. The current subsidy is TZS 4,200,000. The requested amount is TZS 17,500,000.00

☉ In the Programme budget, LMC is supporting ELCT Common Work with TZS 190.4 million to be distributed to the different programs within Common Work. If CW needs to reallocate the distribution it can be done within this budget. The LMC Board resolved:

- To increase the amount to ELCT Common work with TZS 13.3 million in the budget to enable ELCT Common Work to allocate this amount to the Njombe Deaf School. The new amount of ELCT Common Work is TZS 203.7 million.

#### **ELCT Service Office – Dar es Salaam**

Following several comments from stakeholders using the ELCT Service Office in Dar es Salaam regarding the quality of service provided, the following were done:

- One staff, Ms Nice Kaaya, employed in August 2016 to make them two in the office.
- Renovation of office was done in August 2016.
- The communication is now improved whereby, any communication through emails should be copied to Accounts Officer, Deputy Secretary General Finance and Administration and Secretary General for easy follow-up through email address mentioned below.
- Designates an Accounts Officer, Ms Josephine Msangi, who will be dealing with Service Office financial matters and therefore all deposit slips or financial supporting documents made to ELCT Services Office Accounts should be addressed to the email address below.
- The Accounts Officer will be responsible for acknowledging receipt of money deposited in the ELCT bank accounts at Maendeleo Bank
- She will also be making follow-ups of the work done for the money received.
- Should there be any complaint; partners are advised to share it with the ELCT Senior staff mentioned below.

Alongside with the above mentioned improvement, the ELCT Executive Council approved the following changes in September 2016 to be effective from 1<sup>st</sup> January 2017:

- To increase the service fees from USD 50 per person charged currently to USD 75.
- To introduce a service fee of TZS 30,000 per person from ELCT Units using the office for processing documents.
- Endorsed that all payments should be paid through bank account and paying slip to be sent to Accounts officer's email with copy to DSG Finance & Administration, Secretary General and Mr Ngwijo at Service Office
- Email addresses to be used:

Mr. Godfrey Ngwijo, Service Office	<a href="mailto:gngwijo@elct.or.tz">gngwijo@elct.or.tz</a>
Ms. Nice Kaaya, Service Office	<a href="mailto:kaayanice@elct.or.tz">kaayanice@elct.or.tz</a>
Ms. Josephine Msangi, Accounts Officer	<a href="mailto:nshiggy@elct.or.tz">nshiggy@elct.or.tz</a>
Mr. Loata Laizer Mungaya, DSG Finance & Admin	<a href="mailto:lmungaya@elct.or.tz">lmungaya@elct.or.tz</a>
Mr. Brighton Killewa, Secretary General	<a href="mailto:bkillewa@elct.or.tz">bkillewa@elct.or.tz</a>

The following matters will also be reflected in the opening speech of the Presiding Bishop at LMC Round Table.

#### **Mwanga becomes a diocese**

Mwanga diocese is in preparation for its inauguration on 6<sup>th</sup> November, 2016 after its General Election which elected Pastor Chediel Elinaza Sendoro to become a first Bishop and Pastor Timothy Msangi the Assistant to the Bishop.

### **Youth Consultation**

The ELCT Youth Consultation was held in Dodoma 4-8 June 2016 attended by 700 participants drawn from ELCT Dioceses and mission areas within the country. The Theme of the meeting was *“Can we find such a man as this, in whom is the spirit of God?” Genesis 41: 38b).*

### **Meru Diocese**

In its 12<sup>th</sup> General Assembly held on 21<sup>st</sup> – 23<sup>rd</sup> August, 2016 among other things, Meru Diocese elected Pastor Elias Kitoi to become a second Bishop after retirement of Bishop Dr. Paul Akyoo. His consecration will be on 15<sup>th</sup> January 2017.

### **Northern Diocese**

On 14<sup>th</sup> – 21<sup>st</sup> August 2016 the Northern Diocese held its ordinary General Assembly at Masoka – Moshi.

### **ELCT Pastors Consultation**

The ELCT Pastors Consultation was done in Dodoma from 25<sup>th</sup> to 29<sup>th</sup> September 2016 of which 1470 Pastors from ELCT Dioceses, Mission areas and its Institutions attended.

The Theme was *“The 500 years of the Reformation: Our Witness”*. The Pastors also had an opportunity to reflect on their role of pastor in teaching Christian Education, pastoral care and counseling, revival within the Church and Lutheran liturgy and worship.

### **Bukoba Earthquake disaster**

On 10<sup>th</sup> September, 2016 the earthquake with a 5.9 magnitude struck 22km northern of Nsunga, Kagera region sending shock waves to the neighboring Bukoba, Missenyi, Karagwe and Kyerwa Districts in the Lake Zone. The tragedy claimed the life of 19 people leaving other 253 injured.

The most impacted area was Bukoba where 16 people were killed. The affected families need our prayers and humanitarian support.

### **Death of the North Central Diocesan General Secretary**

On 12<sup>th</sup> August 2016, North Central Diocese lost its General Secretary, the late Mr. Samuel Saiguran Njake, who passed away in Dar es Salaam following a heart attack. His body was laid to rest in Dar es Salaam on 16<sup>th</sup> August 2016.

### **SEKOMU Deadly Attack**

On 03<sup>rd</sup> September 2016 armed robbers attacked the Sebastian Kolowa Memorial University (SEKOMU) killed one guard, left one injured. The families of the deceased and the injured one need our prayers at this hard time they are facing.

The leadership of the North Eastern Diocese wrote to partners requesting financial support for the renovation of two dormitories, and construction of police post and fence.

## **5.2.2. ELCT Investments**

### **Retirement Scheme Matters**

#### **Purchase of Kitole farm**

Retirement Scheme in the year 2016 purchased a 430 acres worth TShs 26,800,000 (saying TZS twenty six million eight hundred thousand only) located in Kitole Village, Ukalawa Ward in Lupembe, Njombe Rural District in Njombe region. The farm is 105 km from Njombe town towards East.

The processing of title deed is in the final stage where by the preliminary mapping was already approved by Njombe Rural District Councilors. The ELCT is waiting for the Ministry's endorsement for title deed.

**Maendeleo Bank Tanzania Limited**

Retirement Scheme purchased shares worth TZS 300 million and therefore possessing 4% of shareholding of this bank. The performance of the bank is good; it was on the 29th of September 2016 where it was mentioned as the Best Listed Company in the Enterprise Growth Market by Dar es Salaam Stock Exchange Market (DSE).

**6. Round Table 2016**

**6.1. Agenda and Agenda Material**

The agenda material was discussed and agreed on with some small corrections that have been discussed and decided under different agendas during the board.

The board agreed to have the session after the Bible study on Tuesday for discussions in groups. To give all participants the possibility to discuss the Key Note Address and Bible Studies and then present the outcome of those discussions to the plenary.

**7. Coming meetings**

**7.1. Board meetings 2017**

7<sup>th</sup> – 8<sup>th</sup> of March 2017, arrival 6<sup>th</sup> departure 9<sup>th</sup> – in Moshi

23<sup>rd</sup> – 24<sup>th</sup> of May, arrival 22<sup>nd</sup> departure 25<sup>th</sup> – in Arusha

13<sup>th</sup> – 14<sup>th</sup> and 18<sup>th</sup> of October 2017, arrival 12<sup>th</sup> departure 18<sup>th</sup> afternoon or 19<sup>th</sup> – in Iringa

**7.2. Round Table 2017**

Date: 16<sup>th</sup> – 17<sup>th</sup> of October

Venue: Iringa *Diocese*

Theme: *not ready*

Bible verse: *not ready*

Bible Studies Leader: *not ready*

Keynote speaker: *Bp Dr Musa Filibus, LCCN*

Budget: *not ready*

**8. AOB and Closing**

**8.1. Closing**

The LMC chairperson expressed thanks to all board members for their contributions, then he closed the meeting with a word of prayer.

Bishop Dr. Israel-Peter Mwakyolile  
LMC Chairperson

Peter Karlsson  
LMC Secretary