

PROPOSED RESOLUTION

Christ Lincoln Church Policy Manual Amendment To Add Family Members to Appendix B to Address Family Relationships Involving Church Leadership

1	PROPOSED RESOLUTION	
2		To add additional clarifying language to Appendix B
3		of the Church Policy Manual:
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5	BE IT RESOLVED,	that the Lay Leadership Board hereby adopts the proposed additional
6		language to Appendix B of the Church Policy Manual entitled
7		“Conflict-of Interest Policy” highlighted on the attached
8		proposed amendment to address potential conflicts of interest
9		that may arise with family relationships involving church leadership.
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Presented to LLB for a vote at the 06/01/2026 LLB Meeting

Appendix B: Conflict-of-Interest Policy

Preamble

Election to the Lay Leadership Board or acceptance of a Call to the ministry of our Lord and Savior at Christ Lutheran Church is an honor with which come certain responsibilities. Each individual has the duty not to advance personal interests in a way that could injure or take advantage of the church. In order to avoid even the appearance of impropriety, the LLB of Christ Lutheran Church has adopted this Conflict-of-Interest Policy.

Conflicts of interest may fall into two categories; conflicts of interest per se, that is, inappropriate personal gain derived from the pursuit of normal duties; and conflicts of commitment, which refers to the choices Called/Professional staff or LLB members make about their priorities, especially the allocation of their time to other organizations in which they also serve.

This policy is intended to comply with the procedure prescribed in Nebraska Revised Statute sec. 21-1987 (Reissue 1997), governing conflicts of interest for directors of nonprofit corporations and in fulfillment of Part II, paragraph A, section 1, sub-section o, of the Bylaws of Christ Lutheran Church. In the event there is an inconsistency between the requirements and procedures prescribed herein and those in Section 21-1987 of Nebraska Laws, the statute shall control.

Disclosure Requirement

This conflict-of-interest policy is designed to recognize and deal with the real and perceived conflicts that will arise. The most basic and important procedure for dealing with these conflicts is full and open disclosure of potential conflicts between an individual's ministry-related obligations and responsibilities on the one hand, and outside professional goals and/or interests on the other.

Recognizing and disclosing the existence of conflicts of interest and commitment must be, primarily, the responsibility of individual members of the LLB and individual members of the Called/Professional staff.

We must be guided by a sense of personal responsibility, mindful of the trust that our brothers and sisters in Christ have placed in us. The standard that should be applied in thinking about conflicts of interest is how matters will appear to an outside third party. In this respect, actions by individuals should protect the integrity of Christ Lutheran Church.

Disclosure allows the LLB to identify and address conflicts of interest. The LLB has a responsibility to help individuals resolve, or at least minimize, conflicts of interest. The Director of Ministries has a special responsibility of creating an environment that encourages full disclosure.

Examples of activities which would NOT constitute a violation of this policy and need NOT

be disclosed are; service in the National Guard or a reserve formation; circuit, district, or Synod activities; attendance at professional development events.

Examples of an activity which COULD constitute a violation of this policy and DOES need to be disclosed are; a personal or family relationship with a vendor to the church; receipt of money from congregation members of more than \$100.00 (since such amounts must meet the tax-free gift provision of Internal Revenue Code 102(a) or else be considered taxable income).

Family Relationships Involving Church Leadership

Because the Congregation is committed to maintaining the integrity of its governance and ministry decision-making processes, special care shall be taken when members of the same family serve in positions of leadership, governance, or employment within Christ Lutheran Church.

For purposes of this policy, "Immediate Family Member" means a spouse, parent, child, sibling, grandparent, grandchild, parent-in-law, child-in-law, sibling-in-law, or any individual residing in the same household.

Disclosure

Any member of the Lay Leadership Board ("LLB"), Pastor, Called Worker, Executive Team member, officer, employee, or committee member who has an Immediate Family Member serving as a Pastor, Called Worker, Executive Team member, officer, employee, or member of the LLB shall disclose that relationship to the Chair of the LLB.

Such disclosure shall be recorded in the minutes of the next LLB meeting.

Recusal from Personnel Matters

No member of the LLB shall participate in discussions, investigations, evaluations, compensation decisions, disciplinary actions, call matters, contract matters, peaceful release discussions, or employment decisions involving an Immediate Family Member.

The affected individual shall leave the meeting during discussion of the matter, except when requested to provide factual information, and shall not vote on the matter.

The minutes shall reflect the recusal.

Call and Release Matters

No member of the LLB shall participate in any recommendation, deliberation, or vote regarding the calling, evaluation, discipline, peaceful release, removal, compensation, or employment status of an Immediate Family Member serving as a Pastor, commissioned minister, Called Worker, or employee of the Congregation.

Determination of Conflict

If uncertainty exists concerning whether a family relationship creates a conflict requiring recusal, the disinterested members of the LLB shall determine the matter by majority vote.

Appearance of Impropriety

Even when a technical conflict of interest does not exist, members of the LLB and church leadership shall avoid participating in matters where a reasonable member of the Congregation could question the impartiality of the decision-making process due to a family relationship.

Exceptions

Nothing in this policy shall prohibit an Immediate Family Member from serving as a member of the Congregation, employee, Called Worker, committee member, officer, or member of the LLB. The purpose of this policy is not to prohibit service, but to ensure transparency, impartiality, and trust in the governance of the Congregation.

Procedures for Dealing with Conflicts of Interest

The LLB will be responsible for dealing with all conflicts of interest.

If the individual in question is a member of the LLB, he or she will notify the Chair of the LLB, or its Executive Committee, in writing, as soon as he or she realizes that a conflict exists or could exist. The individual in question will not take part in the LLB's discussion of the conflict except to disclose pertinent facts and to answer questions.

LLB members must excuse themselves from participation in the decision-making process in those instances where they have direct or indirect ownership or control of a financial interest in an entity with which the church has a relationship.

If the individual in question is a member of the Called/Professional staff, he or she will notify the Director of Ministries in writing as soon as he or she realizes that a conflict exists or could exist. The Director of Ministries will then report to the LLB or its Executive Committee. The individual in question will make himself or herself available to disclose pertinent facts and to answer questions.

In either case, the minutes of the meeting will contain the written disclosure and its disposition by the LLB, which will in all instances be guided by their consideration of the best interests of Christ Lutheran Church.

Violations of the Conflict-of-Interest Policy

Christ Lutheran Church, through the LLB, has the authority to take action against individuals who violate the conflict-of-interest policy. Sanctions, which include removal from office, are to be graduated to reflect the seriousness of the violation. In enforcing this policy, it must be recognized that conflicts are not always blatant; they are not always

easily defined in terms of obvious or absolute rights and wrongs. Distinctions must be made between neglect, honest oversights, or ignorance of procedures on the one hand and willful violations on the other, especially deliberate failure to disclose relationships that cause conflict of interest.

[Current as of July 8, 2024]