



Eder Financial

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Annual Conference Memorial Tribute Operational Guidelines

(Updated August 2022 by Eder Financial)

NOTE: In May 2022, Brethren Benefit Trust changed its name to Eder Financial. Because this guideline document includes a history of the Memorial Tribute, it contains references to Brethren Benefit Trust and Brethren Pension Plan, but Eder Financial is the organization associated with the production and decisions behind the annual Memorial Tribute. Eder Retirement Plan is the new name of the former Brethren Pension Plan.

OBJECTIVE

We will produce a multimedia tribute to national Church of the Brethren leaders and staff (and their spouses) who passed away during the previous year. This tribute, national in scope, does not preclude agencies and organizations, higher education institutions, districts, or congregations from producing a similar tribute focused on their constituency.

HISTORY

Origin. This tribute originated as an honor to members of Brethren Pension Plan. Names of Plan members who passed away during the preceding year were read at Annual Conference during a banquet for Brethren Pension Plan retirees. Eventually, the reading of names was moved from the discontinued banquet to the Brethren Benefit Trust business report on the Conference floor. That reading evolved into a recorded program featuring photos of the deceased and accompanied by music. Being a moment of reflection and honor, the Annual Conference officers in 2004 moved the tribute out of the business report and made it an agenda item of its own.

Request for expanded scope. Late in 2004 a request came at a meeting of national agency executives asking if the tribute could be expanded to include leadership not in the Brethren Pension Plan. The Memorial Tribute of 2005 reflected a first attempt at including agency and pastoral leadership not in the Brethren Pension Plan. But there were no set guidelines announced, which meant that while additions were allowed, the tribute did not include as many people as it could have or should have. That experience led to Brethren Benefit Trust staff working with the Annual Conference request to draft the following guidelines.

INCLUSION

People to be honored in this tribute are categorized in six ways —

1. If they come from Eder Retirement Plan —

- All annuitants from the Annual Conference agencies, districts, camps, and congregations; or Brethren annuitants from retirement communities, or the CEO of the retirement community (even if not Brethren).
- Spouses (who are Brethren) of annuitants (alive or deceased), from the Annual Conference agencies, districts, camps, and congregations.
- Active Plan members from the Annual Conference agencies, districts, camps, and congregations; or active Plan members who are Brethren from retirement communities, or the CEO of the retirement community, even if not Brethren.
- Spouses (if Brethren) of active Plan members from the Annual Conference agencies, districts, camps, and congregations.
- Inactive Plan members (former employees but still Plan members) from the Annual Conference agencies, districts, camps, and congregations; and inactive Plan members who are Brethren from retirement communities, or the CEO of the retirement community, even if not Brethren.

- Spouses, if Brethren, of inactive Plan members from the Annual Conference agencies, districts, camps, and congregations.
 - Divorced spouses are only included if the account was divided and the former spouse is now a member in his or her own right.
2. If they are not members of Eder Retirement Plan, but have or have had employment with one of the four national Church of the Brethren agencies, or with one of the denomination's 24 districts (including camps). They must –
 - Be currently employed by one of the above organizations, OR
 - Be formerly employed by one of the above organizations and be members of the Church of the Brethren.
 3. If they are not members of Eder Retirement Plan but have worked for a Church of the Brethren congregation or organization and have been called to a recognized position of pastoral/ministerial leadership within the denomination. These leaders are listed in the Church of the Brethren Yearbook as ordained, commissioned, or licensed ministers, chaplains, or pastoral counselors.
 4. All past or present moderators and Annual Conference officers of the Church of the Brethren, and all past or present board members of the four agencies of the Church of the Brethren are included.
 5. Missionaries who were placed through the General Board of the Church of the Brethren are included.
 6. If they are not members of Eder Retirement Plan but are Brethren and are currently serving or have served as the President of one of the six Brethren affiliated colleges or universities.

EXCEPTION COMMITTEE

An Exception Committee will review any names submitted for inclusion in the Memorial Tribute that may not meet the criteria of one of the above categories.

PHOTO ACQUISITION

Expanding the scope of who is included in the annual Memorial Tribute is a logical step so that the time of honor, remembrance, and reflection at Annual Conference of those who served the Church of the Brethren includes more than just members of Eder Retirement Plan.

However, with the increased scope of who can be included comes the need to expand who helps collect the photos.

The Annual Conference Officers affirm Eder Financial's commitment to continue producing the annual tribute, receiving photos, recording music, producing a DVD, and working with the Annual Conference office and Annual Conference stage technicians to play the program at the appropriate time. Eder Financial needs help, however, with obtaining the names and photos of deceased church leaders and spouses who qualify to be included in the tribute.

Eder Retirement Plan

1. Eder Financial will continue to obtain names and photos of Retirement Plan retiree members and their surviving spouses.
2. Eder Financial will continue to obtain names and photos of Retirement Plan members, both actively and inactive employed by a Brethren church or organization.

Agencies, districts, congregations, and camps.

1. Eder Financial will need to rely on agencies, districts, congregations, and camps for information about the deaths of active and inactive Retirement Plan member spouses.
2. Eder Financial will need to rely on agencies, districts, congregations, and camps for information about deaths of current and retired staff, pastors, and spouses of current pastors.

Ministers, pastors, and lay leaders

These leaders can be nominated by anyone, with names and photos submitted to Eder Financial.

REMINDERS

Each August, Eder Financial, in partnership with the Annual Conference moderator will send a letter to COB agencies, districts, congregations, retirement communities, and camps explaining the mission of the annual tribute. The letter will invite these organizations to lift up significant COB leadership who were never in the Eder Retirement Plan, asking them to send the name and photo of the person/people they want included in the tribute. A link to the submission form for names and photographs is included with the letter.

At the beginning of each subsequent quarter (in November, February, and May), Eder Financial will email a list to the designated district and agency contacts showing the approved list of names collected to date for the upcoming the tribute. These contacts will then be able to assess whether people they believe should be included are already on Eder Financial's list. If not, the district or agency can then send a name and photo, or arrange for a name and photo of the person they want included to be sent to Eder Financial.

Send all photos and inclusion forms to Loyce Borgmann

Via email:

lborgmann@eder.org

Via U.S. mail:

Eder Memorial Tribute
Eder Financial
1505 Dundee Ave.
Elgin IL 60120

Eder Financial cannot accept photos that have a photographer's logo printed on the picture without written permission from the photographer. We encourage the submission of more candid or casual shots, because they better display the personality of the person being honored, and we encourage sending a photo that contains only the honored individual.

For questions or concerns, call Loyce Borgmann at 847-688-3364.

PRODUCTION

- Received names and photos will be logged by Eder Financial Communications staff.
- Communications staff will work with the Annual Conference office to make sure the event is included on the Annual Conference schedule.
- Communications staff will produce copies of the tribute on DVD and flashdrive, and will make sure it gets played at the appropriate time at Annual Conference.
- Communications staff will send a DVD of the live production to next of kin, with an appropriate note.
- The photos from the Memorial Tribute will be included in that year's Retiree News.
- The Memorial Tribute DVD will also be sent to districts, agencies, the Annual Conference office, the Brethren Archives, and, upon request, to other organizations.
- Communications staff will also produce a combined file of the Memorial Tribute from the current year as well as the prior year, to be shown at NOAC.



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