

(Preliminary minutes – subject to approval by Presbytery of Lake Huron)

**PRESBYTERY OF LAKE HURON**  
Stated Meeting – September 20, 2016

The Presbytery of Lake Huron was called to order with prayer by the Moderator, the Rev. Wally Mayton, at 9:30 a.m., on Tuesday, September 20, 2016, at Flushing Presbyterian Church, Flushing, Michigan.

The roll was taken, and the moderator announced that a quorum was present.  
[ATTACHMENT A]

MOTION WAS SUSTAINED to adopt the docket as amended.

Welcome by the host pastor, the Rev. Teresa Peterson was given.

Visitors, new clergy and elder commissioners were introduced.

MOTION WAS SUSTAINED to seat the following as Corresponding Members: The Revs. Carol McDonald (Wabash Valley) and David Weber (Lake Michigan).

A reminder was given to silence phones.

**WORSHIP** included a **CELEBRATION OF THE LORD'S SUPPER**, sermon led by the Rev. Matthew Schramm and an **OFFERING** to Family Promise of Genesee County.

A short **BREAK** was taken prior to the Equipping for Ministry time.

During the **EQUIPPING FOR MINISTRY** time led by the Rev. Carol McDonald groups were asked to answer questions about their congregation's ministry as well as the presbytery's ministry.

The Rev. Dr. George Baird was recognized for being awarded the C. Fred Jenkins award at General Assembly this summer. He was thanked for his numerous years of service to the presbytery.

Adjourned for lunch at 12:10 pm following prayer by the Moderator.

Reconvened at 1:00 pm following prayer by the Moderator.

The **COMMISSION ON PREPARATION FOR MINISTRY** report was given by the Rev. Dr. Rhonda Myers. An update on our Inquires and Candidates Under Care was given.

The **222<sup>nd</sup> GENERAL ASSEMBLY** report was given by Teaching Elder Commissioners Jim Offrink and Rhonda Myers and Ruling Elder Commissioner Kathy Maurer. A video produced by the denomination regarding the Flint Water Crisis was shown.

The **EXECUTIVE PRESBYTER** report was given by the Rev. Dr. Dan Saperstein. A summary of his first year in the position and the anticipated staff changes was given.

The **COORDINATING TEAM** report was given by Elder Kathy Maurer.

The Coordinating Team recommended and presbytery approved:

1. To elect the following people for the committee and term indicated:

The Rev. Andrew Miller (Mt. Pleasant-First), Personnel Team, Class of 2018  
The Rev. David Myers (Linden), Personnel Team, Class of 2019

2. The Presbytery Per Capita rate for 2017 of \$15.63. This represents no change in the Presbytery's rate. **However**, the overall rate for Per Capita in 2017 will increase to **\$26.17**, because of an increase in the General Assembly portion of Per Capita. Per Capita breaks down as follows:

	<u>2016</u>	<u>2017</u>
Presbytery	\$15.63	\$15.63
Synod	\$ 3.25	\$ 3.25
<u>General Assembly</u>	<u>\$ 7.12</u>	<u>\$ 7.29</u>
TOTAL:	\$26.00	<b>\$26.17</b>

The **Personnel Team** report portion of the **Coordinating Team** report was given by the Rev. Matthew Schramm. The Personnel Team on behalf of the Coordinating Team recommended and presbytery approved:

3. The following changes to the full-time staffing pattern (2 No votes were recorded):
  - a. To eliminate the full-time position of Business Manager.
  - b. To create a part-time Financial Secretary position. As per the Personnel Policy for part-time positions, the Personnel Team will draft the job description and conduct the search.

The Vice Moderator, Elder CJ Merriman, assumed the chair.

The **STATED CLERK** report was given by the Rev. Ted McCulloch.

The Stated Clerk recommended and presbytery approved:

1. Approved the minutes for the June 7, 2016 Stated Meeting of the Presbytery.

The Stated Clerk reported the following items for information:

## Preliminary Minutes – September 20, 2016

### Page 3

2. The minutes of the Presbytery were approved with one exception. The exception was for not including the full legal description of a property sold by a congregation.
3. The annual Minutes Review will be held on October 22<sup>nd</sup> at Mt. Pleasant-First and November 12<sup>th</sup> at Vassar-First.
4. The following invitations have been received to host presbytery stated meetings in 2017:

<u>Date</u>	<u>Location</u>	<u>Time</u>
March 7	Flint-First	9:30 am
June 6	Alma College	9:30 am
September 19	Midland-Memorial	9:30 am
December 5	OPEN	9:30 am

Invitations are being accepted for the 2017 Presbytery meetings. We are especially looking for churches that have round tables that we can use for discussion and meeting time. If you have any questions, please call the Stated Clerk.

The **NOMINATING TEAM** report was given by the Rev. Ted McCulloch.

The Nominating Team placed the following people in nomination for the committees and classes indicated and presbytery approved:

**Officers** *(Votes were taken separately.)*

Elder CJ Merriman (Lapeer-First), Moderator

The Rev. Desiree Lawson (Flint-Trinity United), Vice Moderator

**Coordinating Team:**

Elder Tom Miles (Mt. Pleasant-First), Region 1, Class of 2019

Elder Adam Engel (Saginaw-Second), Region 2, Class of 2019

Elder Roger Terrill (Fenton-First), Region 3, Class of 2019

Elder Doug Gorringer (Sandusky), Region 4, Class of 2019

**Commission On Ministry:**

Elder Georgia McCall (Flint-Trinity United), Region 3, Class of 2018

The Rev. Ken Parker (Saginaw-Countryside Trinity), Region 2, Class of 2019

The Rev. Matthew Schramm (Bay City-Westminster), Region 2, Class of 2019

The Rev. Dr. Tom Schacher (Midland-Memorial), Region 2, Class of 2019

Elder Joyce Hetzler (Bay City-First), Region 2, Class of 2019

The Rev. Glenn Grant (Grand Blanc-Kirkridge), Region 3, Class of 2019

Elder Bill Rayment (Harbor Beach-First), Region 4, Class of 2019

**Commission On Preparation For Ministry:**

The Rev. Dr. Rhonda Myers (Midland-Chapel Lane), Class of 2019

The Rev. Dr. Sharlyn Gates (Holly), Class of 2019 (Vote for Sharlyn was taken separately as this was a nomination from the floor.)

**Committee on Representation:**

Elder JoLinda Manus (Vassar-First), Class of 2019

**Nominating Team:**

Elder JoLinda Manus (Vassar-First), Region 4, Class of 2019

The Rev. Dr. Sharlyn Gates (Holly), At-Large, Class of 2019

**Board of Trustees:**

The Rev. Dr. George Baird (Honorably Retired), Class of 2019

Elder Andrea Drapp (Saginaw-Second), Class of 2019

**Ordination Readers for Class of 2017:**

The Rev. Katja Gruening (Sandusky and Yale-First)

Elder Chris Wolf (Marlette-First and Marlette-Second)

**Alternate Ordination Reader for Class of 2017:**

The Rev. Doug Abel (Vassar-First)

The **TRUSTEES** report was given by the Rev. Dr. Dan Saperstein.

The Trustees presented the following item for information:

1. The Trustees are presenting an insurance coverages policy for the Presbytery of Lake Huron. It is presented for review and comments to then be voted on at December Presbytery meeting. Written comments may be directed to the Trustees c/o Executive Presbyter Dan Saperstein [dsaperstein@presbylh.org](mailto:dsaperstein@presbylh.org). [ATTACHMENT B]
2. The Korean Presbyterian Church has paid off both loans held with the Presbytery and have been approved for 12 months interest only on their loan with the Presbyterian Investment and Loan Program
3. The Trustees are currently reviewing the Presbytery's investment management options.
4. Trustees authorized staff to execute a contract for a new server as the current server will no longer have technical support after December 31.

The **YOUTH TRIENNIEUM** report was given by the Rev. Andrew Miller.

The **COMMISSION ON MINISTRY** report was given by the Rev. Andrew Miller.

The commission recommended and presbytery approved:

1. The 2017 Minimum Terms of Call for the Presbytery. [ATTACHMENT C]

The Commission on Ministry reports that it took the following actions on behalf of presbytery:

2. Directed the Stated Clerk to change the status of the Rev. Tom Cundiff to Honorably Retired effective January 1, 2017.
3. Approved the Administrative Commission to Install the Rev. Dr. Joseph Novak as Pastor of Flint-First on September 11, 2016 at 2:00 pm. The commission members are: The Revs. Glenn Grant and Desiree Lawson, the Rev. Dr. Wally Mayton (Commission Moderator) and Elders CJ Merriman (Lapeer-First) and Janie Gugino (Saginaw-First).
4. Approved that Jerry Walden, Director of the Gerholz Counseling Center, be added to the presbytery's pulpit supply list but without permission to perform the sacraments.
5. Approved spending up to \$3000 on the Ministry Appreciation Dinner on October 7, 2016.
6. Approved to have background checks done before a neutral pulpit in the search process if practical. These checks would be for those coming into the Presbytery and moving within the presbytery. It is recommended that churches perform a background check every five years.
7. Approved the 2015 Necrology Report. [ATTACHMENT D]

The Moderator assumed the chair. The meeting adjourned following prayer by the Moderator at 2:10 pm.

Attendees were encouraged to complete their feedback forms prior to leaving.

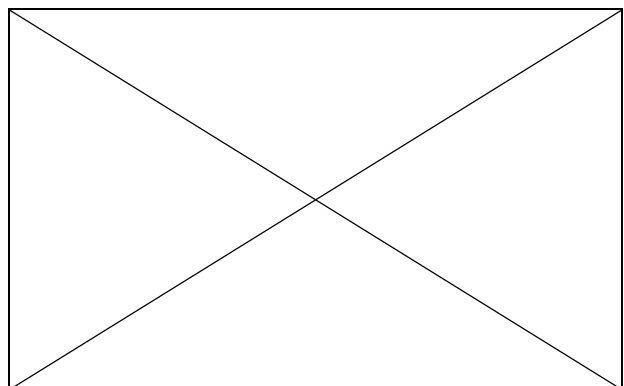
The next stated meeting of the Presbytery of Lake Huron will be held Tuesday, December 6, 2016 at Second Presbyterian Church, Saginaw, Michigan, beginning at 9:30 a.m.

Respectfully Submitted,

Ted McCulloch  
Stated Clerk

**ATTACHMENT A – Attendance**

<b><u>Present</u></b>	<b><u>Excused</u></b>	<b><u>Absent</u></b>		<b><u>Present</u></b>	<b><u>Excused</u></b>	<b><u>Absent</u></b>
<b>NAME OF MINISTER</b>				<b>NAME OF MINISTER</b>		
	1			Miller, Carol (HR)	1	
Ahn, Daniel (HR)	1			Moody, Chris		1
Anderson, Kenneth (HR)	1			Musgrave, John (HR)	1	
Baird, George (HR)	1			Myers, David	1	
Becker, John (HR)	1			Myers, Rhonda	1	
Blackburn, David (HR)	1			Neumann, James	1	
Blatt, Karen (HR)	1			Neuville, Donald (HR)	1	
Borycz, Edward	1			Novak, Joseph	1	
Brackbill, Thomas	1			Offrink, James (HR)	1	
Brooks, Alexander (HR)	1			Pak, Shimon		1
Browne, Jim	1			Park, Dong Won (HR)	1	
Browne, Roger (HR)	1			Parker, Kenneth	1	
Carnes, Lindsey	1			Peterson, Theresa	1	
Carnes, Robert	1			Rasmussen-Baker, Jill	1	
Chambers, Janice (HR)	1			Russell, Peter (HR)	1	
Chang, Catherine	1			Saperstein, Dan	1	
Clark, Bert (HR)	1			Schacher, Tom	1	
Cundiff, Thomas	1			Schramm, Matthew	1	
Cunningham, Bruce (HR)	1			Shoemaker, Rodney	1	
Der-Garabedian, Lucy	1			Shugert, Stephen (HR)	1	
Emrich, Robert (HR)	1			Snyder, Noel	1	
Eshelman, David (HR)	1			Stilwell, Elizabeth	1	
Evans-Justin, Mary Anne (HR)	1			Stratton, Brian	1	
Fox, Robert (HR)	1			Swihart, Dale (HR)	1	
Gates, Fred (HR)	1			Taylor, Robert (HR)	1	
Gates, Sharlyn	1			Walser, Joseph (HR)	1	
Gillette, George (HR)	1			Weenink, Jeffrey	1	
Graham, Linda	1			Ytterock, Paul	1	
Grant, Glenn	1					
Grimes, Ronald (HR)	1					
Gruening, Katja	1					
Hetzel, Kenneth	1					
Hunter, Rhashell	1					
Lakey, Robert (HR)	1					
Lawson, Desiree	1					
Lawther, Richard (HR)	1					
Leas, Robert (HR)	1					
Lee, Hoon Koo	1					
Lee, Joungnam			1			
Loenshal, Michael	1					
Marquardt, Charles			1			
Mayton, Wally	1					
McCulloch, Ted	1					
McMellen, Larry (HR)	1					
Miller, Andrew	1					
				<b>Total Present</b>	27	
				<b>Total Excused</b>	42	
				<b>Total Absent</b>	4	



**ATTACHMENT A – Attendance (Continued)**

<b>NAME OF CHURCH</b>	<b><u>Present</u></b>	<b><u>Absent</u></b>	<b><u>Elder Commissioner(s) Present</u></b>
Alma-Eastminster		1	
Alma-First	1		G. Ann Baker
Bay City-First	1		Joyce Hetzler
Bay City-Westminster	1		Chris Olzinga
Beaverton	1		Caroline Johnson
Birch Run	1		Lillian Ostrom
Breckenridge		1	
Caro		1	
Cass City-First		1	
Cass City-Fraser		1	
Croswell		1	
Davison		1	
Deckerville	1		Linda Spencer
Elkton-Chandler		1	
Fairgrove		1	
Fenton-First	1	1	Nancy Parker
Fenton-Tyrone		1	
Flint-First		4	
Flint-Trinity United	1		Waldo Bronson
Flint-Unity		1	
Flushing		1	
Grand Blanc-Kirkridge	1		Frank Walker
Harbor Beach	1		Bill Rayment
Holly	1		Charlee Litten
Houghton Lake	1		Bea Loranger
Ithaca-First	1		Vickie Thum
Ithaca-Lafayette		1	
Kinde-First		1	
Lapeer	1		Arthur Sieting
Linden		1	
Marlette-First		1	
Marlette-Second		1	
Midland-Chapel Lane	1		Linda Langrill
Midland-Memorial	2		Tom Ryden and Judy McDowell
Mt. Pleasant	1		James Bidwell
Rosebush		1	
Saginaw-Countryside Trinity		1	
Saginaw-First	1		Bambi Straebel
Saginaw-Korean		1	
Saginaw-Second	1		Hans J. Schmidt
Saginaw-Warren Avenue	1		Don Lyons
Sandusky	1		Vicky Bright
Swartz Creek	1		Gail Smith
Tawas	1		Andre DeWilde
Twining		1	
Ubly		1	
Vassar		1	
Yale		1	
<b>Total Present</b>	<b>24</b>		
<b>Total Represented</b>	<b>23</b>		
<b>Total Not Represented</b>	<b>25</b>		

**ATTACHMENT A – Attendance (Continued)**

<b>ELDER MEMBERS</b>	<b><u>Present</u></b>	<b><u>Absent</u></b>	<b><u>Excused</u></b>
Mark Battell (Coordinating Team)			1
Joanne Clever (PW)			1
Carol Dulin (Coordinating Team)			1
Adam Engel (Coordinating Team)			1
Doug Gorringer (Coordinating Team)			1
Kathy Maurer (CT Moderator)	1		
CJ Merriman (Vice Moderator)	1		
Cliff Miles (Trustee)			1
Tom Miles (Coordinating Team)			1
Mary Ann Parker (Nominating Team)			1
Paul Schmidt (Coordinating Team)			1
Roger Scovill (Treasurer)			1
<b>Total Elder Members</b>	2	0	10

<b>COMMISSIONED RULING ELDERS</b>	<b><u>Present</u></b>	<b><u>Absent</u></b>	<b><u>Excused</u></b>
Jon Essex			1
Mark Garavaglia	1		
Kathy Grimes			1
Shaun Hardimon			1
Henry Kubin	1		
Mary Kubin			1
Linda Living-Hawley			1
Liz Long	1		
Sam McKim			1
Charles Moerdyk			1
Peggy Ronk			1
Kathleen Rowe	1		
Don Wixson	1		
Chris Wolf	1		
<b>CRE Attending</b>	6		
<b>CRE Not Attending</b>	0		
<b>CRE Excused</b>	8		

**MEETING ATTENDANCE TOTALS**

<b>CATEGORY</b>	<b><u>Present</u></b>	<b><u>Absent</u></b>	<b><u>Excused</u></b>
Members of Presbytery	27	4	42
Corresponding Members	2		
Commissioned Ruling Elders	6	0	8
Church Commissioners	24	25	
Elder Members	2	0	10
Visitors (Including LHP Staff)	19		
<b>Total People in Attendance</b>	<b>80</b>		
Churches represented	23		
Churches not represented		25	



**ATTACHMENT B – Proposed Policy on Insurance Coverage**

**Trustees Committee  
Presbytery of Lake Huron  
Proposed Policy on Insurance Coverage  
September 20, 2016**

The Book of Order requires “Each council shall obtain property and liability insurance coverage to protect its facilities, programs, staff, and elected and appointed officers” (G-3.0112). It is the presbytery’s responsibility not only to obtain its own insurance, but also:

- To conduct administrative review of the records of member churches for compliance with the Book of Order requirement
- To establish any criteria for minimum insurance coverage consistent with G-3.0112
- To ensure that property used to secure mortgages and/or capital improvement loans are sufficiently insured to guarantee loan payment in the event of damage or loss of structures on the property.

In order to fulfill its fiduciary responsibility on behalf of the Presbytery of Lake Huron, the Trustees Committee recommends the following requirements and guidelines as Presbytery policy. “Shall” statements are requirements; “should” statements are guidelines only. “Churches” refers to church corporations, acting through their sessions or trustees.

1. All churches **shall** secure property insurance for its real property. Property used for worship shall be insured at replacement value. Other real property **shall** be insured at a level sufficient to enable the ministry of the church to continue at its current level in the event of damage or loss. This insurance **shall** include any necessary riders for hail and/or severe weather.
2. All property on which there is an outstanding mortgage or other encumbrance **shall** be insured at replacement value.
3. Churches undertaking construction or other capital improvements **shall** guarantee completion of the work through appropriate insurance. Construction funded through a source other than the Presbyterian Investment and Loan Program (PILP) **shall** minimally have insurance equivalent to that mandated by PILP.
4. An amount equal to the annual deductible for property insurance claims should be held in reserve. If a church owns buildings on which there is an outstanding mortgage or other encumbrance, this amount **shall** be held in reserve.

5. All churches **shall** obtain liability insurance for injury, death, or disability incurred on its property or in connection with its programs either on or off property, or by its ministers, staff, or employees acting in their capacities of employment. The amount of this insurance should be determined in consultation with the church's insurance agent, but **shall** in no case be less than \$500,000 total per event.
6. All churches **shall** obtain Directors and Officers insurance for its session and trustees. The amount should be determined in consultation with the church's insurance agent, but **shall** in no case be less than \$500,000 total per event.
7. All churches **shall** obtain sexual misconduct liability insurance for its ministers, staff, and employees; and for its volunteers who serve with or for persons under 18 years of age. The amount should be determined in consultation with the church's insurance agent, but **shall** in no case be less than \$500,000 total per event.
8. Churches **shall** obtain appropriate insurance or bond to cover loss through financial misconduct of persons charged with managing church finances. The amount should be determined in consultation with the church's insurance agent, but **shall** in no case be less than \$50,000 total.
9. All churches **shall** obtain all insurance required of them under civil law (e.g., automobile insurance, worker's compensation, etc.)
10. Churches should obtain other coverage that is sufficient to enable the continuity of the church's ministry at its current level in the event of a loss or injury. These may include, but are not limited to, hired/unowned auto insurance; personal property insurance; identity theft protection.

**ATTACHMENT C – 2017 Minimum Terms of Call**  
**2017 MINIMUM TERMS OF CALL**  
**REPORT TO THE PRESBYTERY OF LAKE HURON**  
**September 20, 2016**

The policy of Lake Huron Presbytery with regard to minimum salary figures is twofold:

1. The Presbytery changes the minimum cash salary figure for ministers annually in accordance with the change in the Cost of Living figures issued by the Bureau of Labor Statistics. The figure to be used is to be the one issued by the Bureau on July 1<sup>st</sup> for the preceding twelve months, and is to become effective on the following January 1<sup>st</sup>.
2. The Presbytery has established two minimum salary packages – one for ministers who have up to 10 years of experience, and one for ministers who have 10 years or more experience.

**The Cost of Living increase on July 1, 2016 was 0.41 percent. Therefore, the Committee reports that the Minimum Terms of Call for 2017 should be increased as follows:**

Items	Full time, less than 10 years	Full time, more than 10 years
Cash Salary	34,878	35,560
Housing allowance (20% of cash)	6,975	7,112
Medical/pension/disability (with manse)	16,549	16,873
Medical/pension/disability (with housing allowance)	15,276	15,575
Travel Reimbursement	Current IRS business rate	Current IRS business rate
Study Leave allowance	\$650	\$650
Study leave time	2 weeks including 2 Sundays	2 weeks including 2 Sundays
Vacation time	4 weeks including 4 Sundays	4 weeks including 4 Sundays
Moving expenses	All	All

**Important Changes Regarding Medical Coverage through the Board of Pensions**

Each congregation with a clergy member of the Board of Pensions is required, by the PC(USA), to provide Medical Coverage. This is not something whereby a member or congregation can opt out. Beginning January 1, 2017, the additional 1.5% dues for spouses and dependents are automatically included in the calculation of effective salary for dues. This is going to provide for call neutrality. Dues will be 36.5% of effective salary for teaching elders.

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**Important**

Effective January 1, 2015 all pastors with new calls within the presbytery will attend the Pastors in Transition seminar within the first two years. The cost to be split equally between the presbytery and the congregation.

The following Maternity/Paternity Policy was approved by Presbytery on Dec. 1, 2009:

a. Maternity Leave: should be provided to female clergy following the birth or adoption of a child. Leave should be provided in the following way: eight (8) weeks at full compensation (including salary and housing). Vacation time may be taken in addition to the 8 weeks maternity leave extending the leave to twelve (12) weeks paid. During this time the session is responsible for providing pulpit supply and may apply to COM for financial assistance from their budgeted funds.

b. Paternity Leave: should be provided to male clergy following the birth or adoption of a child. Leave should be provided in the following way: two (2) weeks at full compensation (including salary and housing). Vacation time may be taken in addition to the two (2) weeks paternity leave extending the leave to six (6) weeks paid. During this time the session is responsible for providing pulpit supply and may apply to COM for financial assistance from their budgeted funds.

This information is also available on our website:

[www.presbylh.org/committees/committee-on-ministry-com/](http://www.presbylh.org/committees/committee-on-ministry-com/)

**ATTACHMENT D – 2015 Necrology Report**

**2015 Necrology Report to Presbytery**

<b><u>Church</u></b>	<b><u>Elder</u></b>	<b><u>Date of Death</u></b>
Alma-Eastminster	David James “Bud” Randolph Roglund Patricia Zank	August 10, 2012 * July 25, 2013 * December 22
Alma-First	James Vanderbeek	March 1
Bay City-First	Cornelia Follis Albert Hicks	June 21 August 25
Bay City-Westminster	Martha Kovacsi Albert Collver, Sr. Richard Hennrick	March 18 July 21 July 28
Breckenridge-Emerson	Edna R. Martin	May 18
Croswell-First	Herb Thibdaue	January 18
Elkton-Chandler	Mary Arnold Carter	February 20
Flint-First	John Robert Jones Sarah Anderson Dr, Duane Kimmel, DDS	February 1 October 9 December 11
Flint-Trinity United	Ronald Shirley	January 29
Flushing-Flushing	Lyle Marshall  Earl Sanders Jane Fredrickson Barbara Elder	February (exact date unknown) February 22 April 4 July 3
Houghton Lake-Kirk of the Lakes	Barbara Heseltine	May 20
Ithaca-Lafayette	Barbara Strouse	July 18
Grand Blanc-Kirkridge	Glen Russel Clark	September 1, 2014 *
Ithaca-First	Grace Vanderbeek Ada Chaffin	December 13 April 16

## Preliminary Minutes – September 20, 2016

### Page 14

Kinde-First Linden-Linden	Michael L. Gage Margaret Johnson Brower Carol Hall	August 16 April 23 September 21
Midland-Memorial	Betty Alyce Hummel Bonnie Kennett Gerald T. Maxson George T. Quayle	April 1 July 9 February 11 December 12
Mt. Pleasant-First	Annabel Brown William Theunissen Betty Enders Joanne Roy	February 20 April 17 April 25 December 9
Rosebush-Rosebush	Dale Graham Bernice Graham Donna Maddock-Skonski Leona Sims	June 30, 2014 * April 6, 2014 * May 14, 2013 * February 5, 2012 *
Saginaw-Countryside	Robert Patterson Patricia S. Camerson Ida M. Minnis Sally R. Poag	April 25 September 11 November 28 December 12
Saginaw-First	Jesse Thornhill Julia Alspaugh	February 26 March 9
Saginaw-Second	Mari Thompson	July 2
Sandusky-Sandusky	Katherine Philp Margaret Mezo	April 6 November 19
Tawas-Tawas Area	Dr. William C. Rosenfeld, M.D.	October 22
Twining-Maple Ridge	Allison Mclean/Browne June Federspiel	January 8 July 9

\* Not previously reported