

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

PRESBYTERY OF LAKE HURON
Stated Meeting – December 3, 2019

The Presbytery of Lake Huron was called to order with prayer by the Moderator, Elder Chris Wolf, at 9:30 a.m., on Tuesday, December 3, 2019, at First Presbyterian Church, Fenton, 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 was given by the Rev. Robbie Carnes.

Visitors and new elder commissioners were introduced.

MOTION WAS SUSTAINED to seat the following as a Corresponding Members: The Revs. David Weber (Lake Michigan), Doug Portz (Pittsburgh), Clifton Kirkpatrick (Mid-Kentucky), Moses Biney (New York City) and John Ofori (Pentecost Church).

The **NOMINATING TEAM** report was given by the Rev. Dr. Joseph Novak.

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

Officers (*Votes were taken separately.*)

The Rev. Philomena Ofori-Nipaah (Moderator)

Elder Linda Langrill (Vice Moderator)

Commission on Ministry:

The Rev. Matthew Schramm, Class of 2022

The Rev. Brant Piper, Class of 2022

Elder Don Wixson, Class of 2022

The Rev. Hakbae Moon, Class of 2022

Permanent Judicial Commission:

The Rev. Jim Neumann, Class of 2025

Elder Carolyn Krebs, Class of 2025

Presbytery Council:

Elder Linda Langrill, Class of 2022

The Rev. Andrew Miller, Class of 2022

Mission Coordinating Committee:

The Rev. Karen Blatt, Class of 2022

Trustees:

Elder Andrea Drapp, Class of 2022

WORSHIP included a **CELEBRATION OF THE LORD’S SUPPER**, sermon by the Rev. Dr. Clifton Kirkpatrick, an **OFFERING** to the Fenton Center for Hope and the **INSTALLATION OF OFFICERS**. The Rev. Philomena Ofori-Nipaah was installed as Moderator and Elder Linda Langrill was installed as the Vice Moderator.

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

EQUIPPING TIME was led by the Rev. Dr. Clifton Kirkpatrick.

Adjourned for lunch following prayer by Dan Saperstein.

Reconvened by the Moderator, the Rev. Philomena Ofori-Nipaah.

Elder Chris Wolf gave a summary of her year as Moderator for the **MODERATOR’S REPORT**.

Chris Wolf led the **INTERCESSORY PRAYER**.

The **PRESBYTERY COUNCIL** report was given by The Rev. Ted McCulloch and Elder Linda Langrill

The Presbytery Council recommended and presbytery approved:

1. Adoption of the 2020 budget as approved by the Presbytery Council [ATTACHMENT B].

From the Personnel Team:

2. The Terms of Call for the Executive Presbyter and to designate the housing allowance for 2020:

| | |
|--|-----------------------------------|
| Salary | \$45,295.55 |
| Housing Allowance | \$39,000.00 |
| Full pension/medical/ Supplemental life insurance | \$30,771.72 |
| Vacation Time | 4 weeks including 4 Sundays |
| Study Leave | 2 weeks including 2 Sundays |
| Professional Expenses and Travel Reimbursement | \$10,000 with mileage at IRS Rate |
| Study Leave Allowance | \$3,000 |

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3. The recommended changes in compensation for the Stated Clerk:

| | |
|------------------------------------|-------------|
| Salary | \$17,886.00 |
| Seca/Medicare | \$1,368.28 |
| Travel and business reimbursements | \$3,000.00 |
| Total | \$22,254.28 |

From the Policies, Bills, and Overtures Team:

4. Approve an overture to the 224th General Assembly to amend G-3.0401 [ATTACHMENT C].
5. Approve the proposed “Provisions for Electronic Meetings Policy [ATTACHMENT D]

The Presbytery Council presents the following items for information:

6. Approved the December 2019 Presbytery meeting offering be designated to the Fenton Center for Hope.
7. Approved six month deferment on 2020 per capita payment for the following church: Flushing.
8. The Presbytery Office will be closed December 5 and 6, 2019. Four new workstations have been purchased and will be installed during this time. Funds from account #000-110-51030 (Expense-Presbytery office) were used to cover costs.

During this time, anyone needing to contact the Presbytery office may do so by voice mail at 989-799-7481.

9. The Presbytery Office is in the process of:
- a) purchasing and installing Windows 10 Professional software on each workstation as Microsoft is no longer supporting older versions. Funds from account #000-110-51030 (Expense-Presbytery office) will be used to cover costs.
 - b) transitioning from the current IT providers, Yeo & Yeo Computer Consulting, to Peak Performance, PC due to cost factors.

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

The Stated Clerk recommended and presbytery approved:

1. The minutes of the September 17, 2019 Stated Meeting of the Presbytery.
2. The request of the Swartz Creek-Mundy for an exception to G-2.0404 so that they may elect a ruling elder to serve more than two consecutive terms.
3. The following actions with regard to the review of Session minutes and Church Registers:
 - a. The minutes of the following churches be approved without exception: Bay City-Westminster, Beaverton-First, Birch Run-Taymouth, Cass City-Fraser, Croswell-First, Davison-St. Andrews, Flint-First, Flushing, Holly, Houghton Lake-Kirk of the Lakes, Ithaca-First, Lapeer-First, Marlette-First, Marlette-Second, Midland-Chapel Lane, Midland-Memorial, Mt. Pleasant-First, Rosebush, Saginaw-Countryside Trinity, Saginaw-First, Saginaw-Second, Swartz Creek-Mundy, Tawas-Tawas Area and Vassar-First.
 - b. The minutes of the following churches be approved with exception: Alma-First, Flint-Trinity United and Linden.
 - c. The minutes of the following churches were not approved: None
 - d. The church registers for the following churches be approved without exception: Alma-First, Bay City-Westminster, Beaverton-First, Birch Run-Taymouth, Cass City-Fraser, Croswell-First, Davison-St. Andrews, Flint-First, Flint-Trinity United, Flushing, Holly, Houghton Lake-Kirk of the Lakes, Ithaca-First, Lapeer-First, Linden, Marlette-First, Marlette-Second, Midland-Chapel Lane, Midland-Memorial, Mt. Pleasant-First, Rosebush, Saginaw-Countryside Trinity, Saginaw-First, Saginaw-Second, Swartz Creek-Mundy, Tawas-Tawas Area and Vassar-First.
 - e. The church registers for the following church be approved with exceptions:
 - f. The church registers for the following churches were not approved: None
 - g. The following churches still need to be reviewed: Bay City-First, Breckenridge-Emerson, Caro-First, Cass City-First, Deckerville-First, Elkton-Chandler, Fairgrove, Fenton-First, Fenton-Tyrone, Flint-Unity, Grand Blanc-Kirkridge, Harbor Beach-First, Ithaca-Lafayette, Kinde-First, Saginaw-Korean, Sandusky, Twining-Maple Ridge, Ubyly-First and Yale-First (*Many churches on this list have either set up appointments to be reviewed or have been reviewed since this was posted. If reviewed since this was posted, the Clerk will add them to the appropriate report above at the Presbytery meeting.*)

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The Stated Clerk reported the following items for information:

4. Report from the November 2020 Synod Assembly.
5. Invitations are being accepted for 2020 Presbytery Meetings:

| | |
|-------------------------|----------------------------|
| Saturday, March 7, 2020 | Saginaw-Korean |
| June 2, 2020 | Midland-Chapel Lane |
| September 15, 2020 | Fairgrove |
| December 1, 2020 | Flint-First |
| Saturday, March 6, 2021 | Invitations being accepted |
| June 1, 2021 | Invitations being accepted |
| September 14, 2021 | Invitations being accepted |
| December 7, 2021 | Invitations being accepted |

If you are interested in hosting one of those Presbytery meetings, please **e-mail** the Stated Clerk's office – tmcculloch@presbylh.org. All meetings start at 9:30 AM. The Clerk will be recommending to Council that meeting host churches be handicap accessible.

The **SYNOD EXECUTIVE REPORT** was given by the Rev. Rafaat Zaki,

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

The **COMMISSION ON MINISTRY** report was given by Elder Janie Gugino.

A **CELEBRATION OF MINISTRY** was held for the Revs. Annie Duncan and Jim Neuman, both will be retiring soon.

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

1. To direct the Stated Clerk to transfer the membership of Doug Abel to Stockton Presbytery and the membership of Jounghnam Lee to Homestead Presbytery.
2. Approved a grant for a congregation in the amount of \$2500 for building repairs.
3. Approved an assistance grant in the amount of \$2000 for a minister member of presbytery.
4. Approved an assistance grant up to \$2800 for a minister member of presbytery.
5. Approved an Administrative Commission to Install the Rev. Brant Piper as Designated Pastor of Saginaw-Countryside Trinity on Sunday, November 10, 2019.

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6. Approved the part-time (90%, approximately 35-40 hours per week) Transitional Pastor contract between the Rev. Lindsey Carnes and Flint-Trinity United for a period of one year effective October 1, 2019. Terms are as follows:

| | |
|--------------------------------|-----------------------------|
| Cash Salary | \$44,100 |
| Housing Allowance | N/A |
| BoP coverage | \$5,292 |
| SECA Offset | \$3,374 |
| Travel Reimbursement | \$2,400 at IRS Rate |
| Continuing Education and Books | \$1,500 |
| Medical Supplement | \$3,000 |
| Other Professional Expenses | \$900 |
| Vacation Time | 4 weeks including 4 Sundays |
| Study Leave | 2 weeks including 2 Sundays |

7. Approved the Temporary Supply contract between the Rev. Linda Graham and Davison-St. Andrews effective December 1, 2019. Terms are as follows:

| | |
|------------------------------|-----------------------------|
| Salary and Housing Allowance | \$41,557.50 |
| Social Security Allowance | \$3,442.50 |
| IRA Allowance | \$4,000.00 |
| Health Insurance | \$6,238.00 |
| Study Leave | \$650 |
| Mileage | IRS Allowance |
| Professional Reimbursement | \$2,812.00 |
| Moving Allowance | \$3,000 |
| Other Professional Expenses | \$900 |
| Vacation Time | 4 weeks including 4 Sundays |
| Study Leave | 2 weeks including 2 Sundays |

8. Approved the extension of the full-time Interim Pastor contract between the Rev. David Weber and Davison-St. Andrews effective November 1, 2019 through April 30, 2020. Terms are as follows:

| | |
|-----------------------|-----------------------------|
| Cash Salary | \$14,051 |
| Housing Allowance | \$8,575 |
| Board of Pensions | \$8,372 |
| Dental Allowance | \$222 |
| Health Insurance | \$6,238 |
| SECA Offset | 1,875 |
| Travel Reimbursement | IRS Rate up to \$1,416 |
| Study Leave Allowance | \$325 |
| Reimbursable Expenses | \$200 |
| Vacation Time | 2 weeks including 2 Sundays |
| Study Leave | 1 week including 1 Sunday |

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9. Approved the part-time CRE contract renewal between Elder Chris Wolf and Marlette-First and Marlette-Second effective January 1, 2020 for a period of one year. Terms are as follows:

| | |
|--------------------------|-----------------------------|
| Salary | \$900/week |
| Social Security/Medicare | As required |
| Continuing Education | \$2,100/year |
| Travel Reimbursement | At current IRS Rate |
| Vacation Time | 4 weeks including 4 Sundays |
| Study Leave | 2 weeks including 2 Sundays |

The Rev. Philomena Ofori-Nipaah will serve as her mentor.

10. Approved the full-time Pastoral Call of the Rev. Heather Holder and Crosswell-First for a period of one year effective January 1, 2020. And to authorize her to moderator session and labor within the bounds of the presbytery until receipt of her transfer. Terms are as follows:

| | |
|-----------------------|--|
| Cash Salary | \$30,000 |
| Housing Allowance | \$18,000 |
| Moving Expenses | Covered in full |
| Reimbursement | |
| Other: | One-time payment of \$6,000 upon commencement of call. This reduces cash salary by \$2,000 for the first three years of service. |
| BoP coverage | As required |
| Travel Reimbursement | IRS Rate |
| Continuing Education | \$1,000 |
| Professional Expenses | \$50 |
| Vacation Time | 4 weeks including 4 Sundays |
| Study Leave | 2 weeks including 2 Sundays |

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

The Trustees recommended and presbytery approved:

1. Authorize First Presbyterian Church of Flint to borrow \$500,000 from the Presbyterian Investment and Loan Program (PILP) for the purpose of completing building renovations. The Presbytery guarantees the loan. This is a bridge construction loan while they are awaiting the completion of their capital campaign which should pay off most if not all of the balance.

The Trustees presented the following items for information:

2. Approved the request from Saginaw Warren Administrative Commission for up to \$12,000 for the purpose of paying utility bills at the Warren Avenue building. Funds from account #000-110-52002 (Expense-non-budgeted expenditures) would be used to cover costs.
3. Authorized the buyout of two mortgage grants currently held between First Presbyterian Church of Deckerville and Presbyterian Investment and Loan Program (PILP) for approximately \$4,407.70. Funds from account #000-110-52002 (Expense-non-budgeted expenditures) would be used to cover costs.

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

The **MISSION COORDINATION COMMITTEE** report was given by Elder Judy McDowell.

The committee recommended and presbytery approved:

1. Beginning January 1, the Presbytery direct 50% of funds raised through the Two-Coins-a-Meal Offering to the Evangelical Church in the Republic of Niger (EERN) to establish cereal (grain) banks in rural communities experiencing extreme hunger. The breakdown of recipients for the offering will be: 50% EERN; 25% Presbyterian Hunger Program; 25% local congregational use.

The Committee presented the following for information:

2. On becoming a “Matthew 25 Church.” Adoption will be considered at the March, 2020 Stated Meeting of the Presbytery.

The **BOARD OF PENSIONS** report was given by the Rev. Doug Portz

The meeting adjourned following prayer by the Moderator at 2:55 pm.

The next stated meeting of the Presbytery of Lake Huron will be held Saturday, March 7, 2020 at the Korean Presbyterian Church, Saginaw, Michigan, beginning at 9:30 a.m.

Respectfully Submitted,

Ted McCulloch
Stated Clerk

ATTACHMENT A – Attendance

| NAME OF MINISTER | <u>Present</u> | <u>Excused</u> | <u>Absent</u> | NAME OF MINISTER | <u>Present</u> | <u>Excused</u> | <u>Absent</u> |
|------------------------------|-----------------------|-----------------------|----------------------|-------------------------|-----------------------|-----------------------|----------------------|
| Ahn, Daniel (HR) | | 1 | | Moon, Hakbae | 1 | | |
| Becker, John (HR) | | 1 | | Neumann, James | 1 | | |
| Blackburn, David (HR) | | 1 | | Neuville, Donald (HR) | | | 1 |
| Blatt, Karen (HR) | 1 | | | Novak, Joseph | 1 | | |
| Borycz, Edward (HR) | | 1 | | Offrink, James (HR) | | | 1 |
| Brooks, Alexander (HR) | | 1 | | Ofori-Nipaah, Philomena | 1 | | |
| Browne, Roger (HR) | | 1 | | Pak, Shimon | | | 1 |
| Carnes, Lindsey | | 1 | | Park, Dong Won (HR) | | | 1 |
| Carnes, Robbie | 1 | | | Parker, Kenneth (HR) | | | 1 |
| Chambers, Janice (HR) | | 1 | | Peterson, Alex | | | 1 |
| Chang, Catherine | | 1 | | Piper, Brant | 1 | | |
| Clark, Bert (HR) | | 1 | | Piper, Leslie | | | 1 |
| Cundiff, Thomas (HR) | | 1 | | Pomerville, Andrew | | | 1 |
| Cunningham, Bruce (HR) | | 1 | | Russell, Dawn | 1 | | |
| Der-Garabedian, Lucy | | 1 | | Russell, Peter (HR) | | | 1 |
| Duncan, Annie | 1 | | | Saperstein, Dan | 1 | | |
| Emrich, Robert (HR) | | 1 | | Schacher, Tom | | | 1 |
| Eshelman, David (HR) | 1 | | | Schramm, Matthew | 1 | | |
| Evans-Justin, Mary Anne (HR) | | 1 | | Shoemaker, Rodney | | | 1 |
| Gillette, George (HR) | | 1 | | Shugert, Stephen (HR) | | | 1 |
| Graham, Linda | 1 | | | Smith, Joy | 1 | | |
| Grant, Glenn | 1 | | | Snyder, Noel | | | 1 |
| Grimes, Ronald (HR) | | 1 | | Stilwell, Elizabeth | | | 1 |
| Gruening, Katja | 1 | | | Swihart, Dale (HR) | | | 1 |
| Hetzel, Kenneth (HR) | | 1 | | Taylor, Robert (HR) | | | 1 |
| High, Timm | 1 | | | Todd, Cassie | 1 | | |
| Holmes, Ewen | | 1 | | Vredeveld, Ron | | | 1 |
| Hunter, Rhashell | | 1 | | Walser, Joseph (HR) | | | 1 |
| Jensen, Christina | 1 | | | Winther, Jean | | | 1 |
| Kroener, John Scott | 1 | | | Ytterock, Paul | | | 1 |
| Lawther, Richard (HR) | | 1 | | Zaki, Raafat | 1 | | |
| Lee, Hoon Koo | | 1 | | | | | |
| Loenshal, Michael | | 1 | | | | | |
| Marquardt, Charles | | 1 | | | | | |
| Mayton, Wally | 1 | | | Total Present | 23 | | |
| McCulloch, Ted | 1 | | | Total Excused | 46 | | |
| McMellen, Larry (HR) | | 1 | | Total Absent | 1 | | |
| Miller, Andrew | | 1 | | | | | |
| Moody, Chris | | | 1 | | | | |

ATTACHMENT A – Attendance (Continued)

| NAME OF CHURCH | <u>Present</u> | <u>Absent</u> | <u>Elder Commissioner(s) Present</u> |
|------------------------------|-----------------------|----------------------|---|
| Alma-First | | 1 | |
| Bay City-First | 1 | | Heather Bailey |
| Bay City-Westminster | | 1 | |
| Beaverton | | 1 | |
| Birch Run | 1 | | Lil Ostrom |
| Breckenridge | | 1 | |
| Caro | | 1 | |
| Cass City-First | | 1 | |
| Cass City-Fraser | 1 | | Liz Leitch |
| Croswell | | 1 | |
| Davison | 1 | | Phidge Howe |
| Deckerville | | 1 | |
| Elkton-Chandler | | 1 | |
| Fairgrove | 1 | | Beth Asperger |
| Fenton-First | | 1 | |
| Fenton-Tyrone | | 1 | |
| Flint-First | | 3 | |
| Flint-Trinity United | 1 | | Delphine Moore |
| Flint-Unity | | 1 | |
| Flushing | | 1 | |
| Grand Blanc-Kirkridge | | 1 | |
| Harbor Beach | | 1 | |
| Holly | 1 | | Jan Bradshaw |
| Houghton Lake | | 1 | |
| Ithaca-First | 1 | | Vickie Thum |
| Ithaca-Lafayette | | 1 | |
| Kinde-First | | 1 | |
| Lapeer | 1 | | Sharon Galbreath |
| Linden | | 1 | |
| Marlette-First | 1 | | Judith Hudson |
| Marlette-Second | | 1 | |
| Midland-Chapel Lane | 1 | | Linda Langrill |
| Midland-Memorial | 2 | | Mary Ann Gilbert, Judy McDowell |
| Mt. Pleasant | | 1 | |
| Rosebush | | 1 | |
| Saginaw-Countryside Trinity | 1 | | Mary Longstuth |
| Saginaw-First | 1 | | Janie Gugino |
| Saginaw-Korean | | 1 | |
| Saginaw-Second | 1 | | Doug Byron |
| Sandusky | | 1 | |
| Swartz Creek | 1 | | Gail Smith |
| Tawas | 1 | | Andre DeWilde |
| Twining | | 1 | |
| Ubyly | | 1 | |
| Vassar | 1 | | Dan Johnson |
| Yale | | 1 | |
| Total Present | 19 | | |
| Total Represented | 18 | | |
| Total Not Represented | | 29 | |

ATTACHMENT A – Attendance (Continued)

| ELDER MEMBERS | <u>Present</u> | <u>Absent</u> | <u>Excused</u> |
|---|-----------------------|----------------------|-----------------------|
| Andrea Drapp (Trustee) | | | 1 |
| Adam Engel (Presbytery Council) | | | 1 |
| Sarah Martin-Fanone (Presby Council) | | | 1 |
| Doug Gorringer (Presbytery Council) | | | 1 |
| Janie Gugino (COM Moderator) *** | | | |
| Linda Langrill (Personnel Team Mod) *** | | | |
| Georgia McCall (PW Moderator) | 1 | | |
| CJ Merriman (Presbytery Council) | 1 | | |
| Tom Miles (Presbytery Council) *** | | | 1 |
| Delphine Moore (Presbytery Council) *** | | | |
| Mary Ann Parker (Nominating Team) | 1 | | |
| Roger Scovill (Treasurer) *** | | | 1 |

Total Elder Members 3 0 6

*** Signed in as Elder Commissioner, did not count here

| COMMISSIONED RULING ELDERS | <u>Present</u> | <u>Absent</u> | <u>Excused</u> |
|-----------------------------------|-----------------------|----------------------|-----------------------|
| Baker, Jon | | | 1 |
| Shaun Hardimon | | | 1 |
| Linda Living-Hawley | | | 1 |
| Liz Long | | | 1 |
| Peggy Ronk | | | 1 |
| Kathleen Rowe | 1 | | |
| Wixson, Don | 1 | | |
| Chris Wolf | 1 | | |
| CRE Attending | 3 | | |
| CRE Not Attending | 0 | | |
| CRE Excused | 5 | | |

MEETING ATTENDANCE TOTALS

| CATEGORY | <u>Present</u> | <u>Absent</u> | <u>Excused</u> |
|-----------------------------------|-----------------------|----------------------|-----------------------|
| Members of Presbytery | 23 | 1 | 46 |
| Corresponding Members | 5 | | |
| Commissioned Ruling Elders | 3 | 0 | 5 |
| Church Commissioners | 19 | 29 | |
| Elder Members | 3 | 0 | 6 |
| Visitors (Including LHP Staff) | 16 | | |
| Total People in Attendance | 69 | | |
| Churches represented | 18 | | |
| Churches not represented | | 29 | |

ATTACHMENT B – 2020 Proposed Budget

| Acct # | Description | 2018 Budget | | 2019 Budget | | 2019 Actual | | 2018 Budget | | 2020 Projected Budget | 2020 annual budget vs 2019 adopted budget |
|---------------------------------------|--------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|------------------------|-------------|--|-----------------------|---|
| | | Annual | Actual | Annual | YTD thru 6/2019 | YTD thru 6/2019 | Actual YTD thru 6/2018 | | | | |
| 40100 | Per Capita | \$202,858.00 | \$193,671.42 | \$203,991.04 | \$173,975.64 | \$177,818.64 | \$197,287.00 | | | | |
| 40200 | GA Basic mission | \$46,107.00 | \$52,498.99 | | | \$38,903.65 | | | | | (\$6,704.04) |
| 40210 | Synod Basic Mission | \$0.00 | \$570.31 | | | | | | | | |
| 40220 | Presbytery Basic mission | \$122,000.00 | \$106,318.09 | \$122,000.00 | \$74,451.59 | \$87,853.07 | \$118,000.00 | | | | (\$4,000.00) |
| 40225 | Prior Year Pledge | \$0.00 | \$0.00 | \$0.00 | | | | | | | |
| 40260 | Joy Fund | \$18,500.00 | \$16,789.66 | \$20,000.00 | \$8,078.56 | \$10,453.86 | \$20,000.00 | | | | \$0.00 |
| 40270 | PW of Lake Huron Presbytery | \$750.00 | \$397.08 | \$750.00 | | \$109.50 | \$750.00 | | | | \$0.00 |
| 40280 | Investment distribution | \$64,142.00 | \$6,016.92 | \$66,736.03 | \$3,855.62 | \$3,051.84 | \$68,416.00 | | | | \$1,679.97 |
| 40281 | Prep for Ministry Fund transfer | \$0.00 | \$0.00 | | | | | | | | |
| 40283 | Committee on Ministry Fund transfer | \$0.00 | \$0.00 | | | | | | | | |
| Sub-total income | | \$454,357.00 | \$376,262.47 | \$413,477.07 | \$260,361.41 | \$318,744.21 | \$404,453.00 | | | | (\$9,024.07) |
| 40350 | Miscellaneous income | \$2,368.20 | \$981.65 | \$2,800.00 | \$1,019.80 | \$2,681.43 | \$2,800.00 | | | | \$0.00 |
| 40370 | Other MTS: Presbytery | \$0.00 | \$0.00 | \$0.00 | | | | | | | |
| 40380 | Other MTS: Synod | \$0.00 | \$207.05 | \$0.00 | \$132.70 | \$143.31 | | | | | |
| 40390 | Other MTS: GA | \$0.00 | \$74,648.73 | \$0.00 | \$47,640.00 | \$59,441.17 | | | | | |
| 40395 | Gifts in Kind | \$0.00 | \$0.00 | \$0.00 | | | | | | | |
| 40396 | Gain/Loss on Sale of Church | \$0.00 | \$0.00 | \$0.00 | | | | | | | |
| Sub-total Miscellaneous income | | \$2,368.20 | \$75,837.43 | \$2,800.00 | \$48,792.50 | \$62,265.91 | \$2,800.00 | | | | (\$9,024.07) |
| TOTAL INCOME | | \$456,725.20 | \$452,099.90 | \$416,277.07 | \$309,153.91 | \$381,010.12 | \$407,253.00 | | | | |
| DISBURSEMENTS | | | | | | | | | | | |
| Executive Presbyter | | | | | | | | | | | |
| 50063 | Salary | \$52,472.00 | \$42,060.00 | \$51,296.00 | \$25,647.96 | \$25,236.00 | \$45,295.55 | | | | (\$6,000.45) |
| 50064 | Housing allowance | \$30,000.00 | \$26,666.68 | \$32,000.00 | \$15,999.96 | \$16,000.04 | \$39,000.00 | | | | \$7,000.00 |
| 50065 | Pension/medical/disability/Supp.Life | \$27,529.00 | \$22,940.84 | \$30,095.00 | \$14,987.70 | \$13,764.12 | \$30,771.72 | | | | \$676.72 |
| 50066 | Travel/business reimbursements | \$10,000.00 | \$6,602.32 | \$10,000.00 | \$1,012.78 | \$3,789.90 | \$10,000.00 | | | | \$0.00 |
| 50067 | Continuing education | \$3,000.00 | \$1,754.37 | \$3,000.00 | \$689.72 | \$1,139.46 | \$3,000.00 | | | | \$0.00 |
| EP 2022 Sabbatical Substitute reserve | | | | | | | \$1,000.00 | | | | \$1,000.00 |
| Total EP | | \$123,001.00 | \$100,024.21 | \$126,391.00 | \$58,338.12 | \$59,929.52 | \$129,067.27 | | | | \$2,676.27 |
| Financial Secretary | | | | | | | | | | | |
| 50141 | Salary | \$18,488.00 | \$12,703.24 | \$18,913.00 | \$8,274.94 | \$7,427.71 | \$19,141.20 | | | | \$228.20 |
| 50142 | Fica/medi | \$1,414.00 | \$1,003.70 | \$1,447.00 | \$639.34 | \$600.12 | \$1,464.30 | | | | \$17.30 |
| 50143 | Travel expenses | \$600.00 | \$0.00 | \$600.00 | | \$0.00 | \$600.00 | | | | \$0.00 |
| 50144 | Continuing Education | \$1,500.00 | \$563.61 | \$1,500.00 | | \$0.00 | \$1,500.00 | | | | \$0.00 |
| Total Finance Secretary | | \$22,002.00 | \$14,270.55 | \$22,460.00 | \$8,914.28 | \$8,027.83 | \$22,705.50 | | | | \$245.50 |

ATTACHMENT B – 2020 Proposed Budget (Continued)

| | | | | | | | | | |
|---|---|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|--|
| Admin. Assistant/Office Manager | | | | | | | | | |
| 50131 | Wages | \$23,042.00 | \$19,527.84 | \$25,078.00 | \$12,508.63 | \$11,643.36 | \$26,887.64 | \$1,809.64 | |
| 50132 | Fica/medi | \$1,763.00 | \$1,493.91 | \$1,918.00 | \$969.39 | \$890.73 | \$2,056.90 | \$138.90 | |
| 50134 | Continuing Education | \$500.00 | | \$500.00 | | \$0.00 | \$500.00 | \$0.00 | |
| | Total Administrative Assistant | \$25,305.00 | \$21,021.75 | \$27,496.00 | \$13,478.02 | \$12,534.09 | \$29,444.54 | \$1,948.54 | |
| Communication Mgr/Recording Clerk: | | | | | | | | | |
| 50161 | Wages | \$31,887.00 | \$26,649.02 | \$32,633.00 | \$15,440.14 | \$15,873.08 | \$33,025.20 | \$392.20 | |
| 50162 | Fica/medi | \$2,439.00 | \$2,038.50 | \$2,496.00 | \$1,229.18 | \$1,214.30 | \$2,526.43 | \$30.43 | |
| 50163 | Continuing Education | \$1,000.00 | \$0.00 | \$1,000.00 | \$2,305.65 | \$0.00 | \$1,000.00 | \$0.00 | |
| | Total Comm Mgr/Recording Clerk | \$35,326.00 | \$28,687.70 | \$36,129.00 | \$18,974.97 | \$17,087.38 | \$36,551.63 | \$422.63 | |
| Stated Clerk: | | | | | | | | | |
| 50221 | Salary | \$17,469.00 | \$14,557.60 | \$17,644.00 | \$8,822.04 | \$8,734.56 | \$17,886.00 | \$242.00 | |
| 50222 | Seca/Medi | \$1,336.00 | \$1,113.60 | \$1,350.00 | \$674.88 | \$668.16 | \$1,368.28 | \$18.28 | |
| 50224 | Travel/business reimbursements | \$3,000.00 | \$2,562.89 | \$3,000.00 | \$148.73 | \$944.06 | \$3,000.00 | \$0.00 | |
| | Total Stated Clerk | \$21,805.00 | \$18,234.09 | \$21,994.00 | \$9,645.65 | \$10,346.78 | \$22,254.28 | \$260.28 | |
| Other | | | | | | | | | |
| 50231 | Treasurer Annual Salary | \$1,000.00 | \$0.00 | \$1,000.00 | | \$0.00 | \$1,000.00 | \$0.00 | |
| 50230 | Staff Development | \$1,000.00 | \$884.04 | \$1,000.00 | \$486.68 | \$651.26 | \$1,000.00 | \$0.00 | |
| 50235 | Contingency | \$600.00 | \$0.00 | \$600.00 | | \$0.00 | \$400.00 | (\$200.00) | |
| | Support staff group life @50k | | | \$360.00 | \$180.00 | | \$360.00 | \$0.00 | |
| | Total Other | \$2,600.00 | \$884.04 | \$2,960.00 | \$666.68 | \$651.26 | \$2,760.00 | (\$200.00) | |
| | Total Personnel | \$230,039.00 | \$171,651.60 | \$237,430.00 | \$110,017.72 | \$109,576.86 | \$242,783.22 | \$5,353.22 | |
| Preparation for Ministry (#104) | | | | | | | | | |
| 50605 | Annual Consultations & other | \$400.00 | \$0.00 | \$400.00 | | \$0.00 | \$400.00 | \$0.00 | |
| 50606 | Career counseling | \$600.00 | \$600.00 | \$600.00 | | \$600.00 | \$600.00 | \$0.00 | |
| 50608 | Scholarships & Grants | \$400.00 | \$0.00 | \$400.00 | | \$0.00 | \$400.00 | \$0.00 | |
| 50609 | Midwest Career Center donation | \$400.00 | \$0.00 | \$400.00 | | \$0.00 | \$400.00 | \$0.00 | |
| 50610 | CRE Training Program | \$1,500.00 | \$0.00 | \$1,500.00 | | \$0.00 | \$1,500.00 | \$0.00 | |
| | CPM transfers | | \$0.00 | | | | | | |
| | Preparation for Ministry Total | \$3,300.00 | \$600.00 | \$3,300.00 | \$0.00 | \$600.00 | \$3,300.00 | \$0.00 | |
| Commission on Ministry (#105) | | | | | | | | | |
| 50701 | Shared grants & emergency | \$2,500.00 | \$86.25 | \$2,500.00 | \$2,610.00 | \$86.25 | \$2,500.00 | \$0.00 | |
| 50703 | Disciplinary procedure expenses | \$2,500.00 | \$0.00 | \$2,500.00 | | \$0.00 | \$0.00 | (\$2,500.00) | |
| 50704 | Care & Professional development-Clergy/CF | \$4,000.00 | \$4,208.67 | \$2,000.00 | | \$4,208.67 | \$2,000.00 | \$0.00 | |
| 50707 | Training | \$500.00 | \$147.08 | \$500.00 | \$87.10 | \$15.49 | \$500.00 | \$0.00 | |
| | COM transfers | | | | | | | | |
| | Committee on Ministry total | \$9,500.00 | \$4,442.00 | \$7,500.00 | \$2,697.10 | \$4,310.41 | \$5,000.00 | (\$2,500.00) | |

ATTACHMENT B – 2020 Proposed Budget (Continued)

| | | | | | | | | | | |
|--|---|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|---------------------|----------------------|
| Mission Coordinating Committee (#106) | | | | | | | | | | |
| 50909 | Mission Grants | \$2,500.00 | \$0.00 | \$2,500.00 | \$98.40 | \$0.00 | \$2,500.00 | \$0.00 | \$2,500.00 | \$0.00 |
| 50910 | Missionary Designated Support | \$4,000.00 | \$243.80 | \$4,000.00 | | \$243.80 | \$6,000.00 | \$2,000.00 | \$6,000.00 | \$2,000.00 |
| 50911 | Disaster Preparedness Team | \$1,000.00 | \$0.00 | \$1,000.00 | | \$0.00 | \$1,000.00 | \$0.00 | \$1,000.00 | \$0.00 |
| | Mission Coordinating Committee total | \$7,500.00 | \$243.80 | \$7,500.00 | \$98.40 | \$243.80 | \$9,500.00 | \$2,000.00 | \$9,500.00 | \$2,000.00 |
| Presbytery Council/CT (#107) | | | | | | | | | | |
| 50905 | Youth Triennium | \$3,000.00 | \$0.00 | \$3,000.00 | \$87.10 | \$0.00 | \$2,000.00 | (\$1,000.00) | \$2,000.00 | (\$1,000.00) |
| 50906 | Alma Youth Mix expenses | \$1,000.00 | \$1,000.00 | \$1,000.00 | | \$1,000.00 | \$1,000.00 | \$0.00 | \$1,000.00 | \$0.00 |
| 50907 | Leadership Development | \$300.00 | \$0.00 | \$300.00 | | \$0.00 | \$300.00 | \$0.00 | \$300.00 | \$0.00 |
| 50912 | Alma College Chaplaincy | \$2,500.00 | \$0.00 | \$2,500.00 | | \$0.00 | \$2,500.00 | \$0.00 | \$2,500.00 | \$0.00 |
| 50995 | CT meetings/moderatorial expenses | \$2,500.00 | \$214.07 | \$2,000.00 | \$87.10 | \$39.79 | \$1,000.00 | (\$1,000.00) | \$1,000.00 | (\$1,000.00) |
| | Presbytery Council/CT Team total | \$9,300.00 | \$1,214.07 | \$8,800.00 | \$174.20 | \$1,039.79 | \$6,800.00 | (\$2,000.00) | \$6,800.00 | (\$2,000.00) |
| Board of Trustees (#108) | | | | | | | | | | |
| 50312 | Annual audit | \$5,000.00 | \$3,000.00 | \$5,000.00 | \$1,650.00 | \$0.00 | \$5,000.00 | \$0.00 | \$5,000.00 | \$0.00 |
| 50313 | Legal expenses | \$1,000.00 | 0.00 | \$1,000.00 | | \$0.00 | \$1,000.00 | \$0.00 | \$1,000.00 | \$0.00 |
| 50314 | Insurance | \$4,200.00 | \$3,023.75 | \$4,700.00 | \$1,721.50 | \$2,348.50 | \$4,700.00 | \$0.00 | \$4,700.00 | \$0.00 |
| | Trustees total | \$10,200.00 | \$7,481.62 | \$10,700.00 | \$3,371.50 | \$2,348.50 | \$10,700.00 | \$0.00 | \$10,700.00 | \$0.00 |
| Other (#110) | | | | | | | | | | |
| 51030 | Presbytery meetings | \$3,000.00 | \$1,937.91 | \$3,000.00 | \$1,021.03 | \$1,378.04 | \$3,000.00 | \$0.00 | \$3,000.00 | \$0.00 |
| 51033 | Presbytery conferences | \$2,000.00 | \$1,786.23 | \$2,000.00 | \$16,707.98 | \$0.00 | \$1,500.00 | (\$500.00) | \$1,500.00 | (\$500.00) |
| 51031 | Presbytery Office | \$45,000.00 | \$28,353.58 | \$45,000.00 | \$1,080.00 | \$17,280.56 | \$38,000.00 | (\$7,000.00) | \$38,000.00 | (\$7,000.00) |
| 51032 | Publications & website | \$3,000.00 | \$4,364.80 | \$3,000.00 | | \$1,419.85 | \$3,000.00 | \$0.00 | \$3,000.00 | \$0.00 |
| 51034 | Standing units administrative expenses | \$4,000.00 | \$1,968.71 | \$3,000.00 | \$733.54 | \$803.45 | \$3,000.00 | \$0.00 | \$3,000.00 | \$0.00 |
| 51036 | Participation in G.A. | \$1,000.00 | \$220.50 | \$1,000.00 | | \$95.00 | \$1,000.00 | \$0.00 | \$1,000.00 | \$0.00 |
| 51040 | Permanent Judicial Commission | \$100.00 | \$0.00 | \$100.00 | | \$0.00 | \$100.00 | \$0.00 | \$100.00 | \$0.00 |
| 51404 | G.A. per cap | \$58,206.90 | \$58,206.90 | \$64,833.80 | \$64,833.80 | \$58,206.90 | \$60,886.85 | (\$3,946.95) | \$60,886.85 | (\$3,946.95) |
| 51405 | Synod per cap | \$24,472.50 | \$24,446.50 | \$23,543.00 | \$23,543.00 | \$24,472.50 | \$22,109.75 | (\$1,433.25) | \$22,109.75 | (\$1,433.25) |
| 51406 | G.A. Basic mission | \$46,107.00 | \$44,551.01 | | | \$38,910.44 | | | | |
| 51407 | Synod Basic Mission | \$0.00 | \$0.00 | | | \$553.65 | | | | |
| 51408 | Prior Year's Pledge Disbursement | \$0.00 | \$0.00 | \$0.00 | | \$0.00 | | | | |
| 51409 | Loan interest payment | \$0.00 | \$0.00 | \$0.00 | | \$0.00 | | | | |
| 51410 | Loan principal payment | \$0.00 | \$0.00 | \$0.00 | | \$0.00 | | | | |
| | Total Other | \$186,886.40 | \$165,836.14 | \$145,476.80 | \$107,919.35 | \$145,120.39 | \$132,596.60 | (\$12,880.20) | \$132,596.60 | (\$12,880.20) |
| | Budget sub-total | \$456,725.40 | \$351,465.23 | \$420,706.80 | \$224,278.27 | \$260,239.75 | \$410,679.82 | (\$10,026.98) | \$410,679.82 | (\$10,026.98) |

ATTACHMENT B – 2020 Proposed Budget (Continued)

| | | | | | |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|----------------------|
| 52002 Non-budgeted expenditures | \$0.00 | \$14,035.20 | \$0.00 | \$0.00 | \$0.00 |
| 52105 GP Search Committee | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 52004 Other MTS: Presbytery | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 52005 Other MTS: Synod | \$0.00 | \$1,146.31 | \$1,128.98 | \$1,128.98 | \$1,128.98 |
| 52006 Other MTS: GA | \$0.00 | \$106,855.55 | \$45,806.25 | \$78,200.35 | \$78,200.35 |
| 52009 Transfer Out | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Total Miscellaneous | \$0.00 | \$122,037.06 | \$0.00 | \$45,806.25 | \$79,329.33 |
| Grand total | \$456,725.40 | \$450,948.70 | \$420,706.80 | \$270,084.52 | \$339,569.08 |
| | | | | | (\$10,026.98) |

ATTACHMENT C – Overture to GA

**On Amending G-3.0401 to Facilitate Full Participation and Representation in Synods –
from the Presbytery of Lake Huron**

Recommendation:

The Presbytery of Lake Huron overtures the 224th General Assembly (2020) to amend section G-3.0401 of the Form of Government to add the sentence, “A synod’s plan to fulfill the principles of participation and representation may provide by rule for additional voting members of the synod. Such members shall be ruling elders or ministers of the Word and Sacrament, in numbers as nearly equal as possible, and shall have the endorsement of their presbyteries,” so that it reads,

...When a synod meets, it shall be composed of commissioners elected by the presbyteries. Each presbytery shall elect at least one ruling elder and one minister of the Word and Sacrament to serve as commissioners to synod. A synod shall determine a plan for the election of commissioners to the synod, as well as the method to fulfill the principles of participation and representation found in F-1.0403 and G-3.0103; both plans shall be subject to approval by a majority of the presbyteries in the synod. The commissioners from each presbytery shall be divided equally between ruling elders and ministers of the Word and Sacrament. **A synod’s plan to fulfill the principles of participation and representation may provide by rule for additional voting members of the synod. Such members shall be ruling elders or ministers of the Word and Sacrament, in numbers as nearly equal as possible, and shall have the endorsement of their presbyteries.** Each person elected moderator or other officer shall be enrolled as a member of the synod until a successor is elected and installed.

Rationale:

The current language of G-3.0401 creates a problem in fulfilling the requirements both for the election of commissioners and the principles of participation and representation. Since synods “shall be composed of commissioners elected by presbyteries,” a synod may be prevented from “hearing the voices of people long silenced” (A Brief Statement of Faith) who might not be elected as a commissioner. Since Synods cannot compel the election of particular commissioners, important constituencies of synods such as racial ethnic caucuses, immigrant communities, or mission networks could be excluded from participation in the decisions of the synod.

In 2016, the GAPJC rendered a decision in the case of *MacKellar v. Synod of the Northeast* which reads in part, “To the extent the Synod’s Bylaws and Standing Rules fail to give proper weight to the requirements of F-3.0202 and G-3.0401 by giving vote to members who are neither ruling elders nor teaching elders, they are unconstitutional.” The decision invoked but did not emphasize the statement in G-3.0401 that synods shall be composed [only] of commissioners elected by presbyteries – it was addressing specifically the election of persons who were not ruling or teaching elders. While it did not rule out other mechanisms by which synods might fulfill the mandate for participation and representation in G-3.0401, some have interpreted it just that way, necessitating this amendment.

ATTACHMENT C – Overture to GA (Continued)

The proposed language permits synods to adopt rules, subject to the approval of a majority of their presbyteries, to extend voting privileges to additional persons in the synod for the purpose of participation and representation. The synod would determine the rule according to its own mission needs, without the requirement that such members be commissioners of presbyteries, although such persons would be required to have their presbytery's endorsement to serve.

The amendment would preserve the historic principle of regular gradation of councils (F-3.0203) by requiring each voting member to have been elected or endorsed by their presbyteries. It would preserve the principle of governance by ruling elders and teaching elders (F-3.0202) by requiring that such additional members be balanced as nearly equally as possible. It would also free synods to find ways to fulfill both the plan for election of commissioners and the plan for participation and representation according to their particular mission needs with creativity and integrity.

ATTACHMENT D – Policy for Electronic Meetings
Presbytery of Lake Huron - Policy for Electronic Meetings

- 1) Electronic meetings may be held when the Council or other entity acting on behalf of the Presbytery must conduct business that is time sensitive and in need of action before the next traditional meeting, or when the cost of a traditional meeting is not justified for the business at hand when electronic alternatives are available.
- 2) Electronic meetings are permissible only if every member of the Council, committee or other Presbytery entity has reasonable access to the technology that allows participation in the meeting.
- 3) Electronic meetings must provide for simultaneous audio communication among all participants in order to allow for discussion of the issue being considered. Collaborative technologies such as web-based Zoom, Go To Meeting and Skype, conference calls, and interactive video teleconferences fit the necessary requirements for maintaining the deliberative character of meetings held in accordance with the most recent edition of Roberts Rules of Order.
- 4) Only the chairperson or moderator of the Council, committee, or other Presbytery entity may call an electronic meeting and may do so upon the request of three members.
- 5) Notice of an electronic meeting shall be given by the chair or moderator of the Council, committee, or other Presbytery entity at least 3 days before the meeting and shall include the purpose of the meeting. Instructions on how to participate technologically shall accompany the call for the meeting.
- 6) A quorum for an electronic meeting shall be a majority of members of the Council, committee, or entity of the Presbytery and shall be declared at the beginning of the meeting.
- 7) Just as in a traditional meeting, electronic meetings shall begin and close with prayer.
- 8) The same rules regarding participation apply in electronic meetings as in traditional ones: the body may but is not obligated to grant the privilege of the floor to a guest, who may not vote or speak to an issue once debate closes. A guest in an electronic meeting is someone who is not a member of the Council or committee.
- 9) Minutes of the proceedings shall be recorded and added to the minutes record.
- 10) Motions shall be processed in the same manner as in a traditional meeting. The chair shall also give careful consideration to technological issues that might impact a person's ability to participate fully and give opportunity for adjustments before business is taken up. Before a vote is taken or consent measured, the chair will also determine whether any members are no longer present due to a technological disruption.
- 11) The chair shall give attention to ensuring that all persons are included in the discussion and have the capability of hearing and participating fully in the meeting.
- 12) When e-mail is used for sharing information and coming to consensus on a matter, the resulting decision shall be confirmed or rejected by vote at the next meeting of any entity of the presbytery.

Resource links:

http://oga.pcusa.org/site_media/media/uploads/oga/pdf/mid_council_ministries/electronic_meeting_sample_rules_ronr.pdf

<https://www.presbyterianmission.org/pcn/2017/07/05/tips-hosting-successful-online-meeting/>