

Information Docket and Consent Motion

November 18, 2020

Presbytery of Southern New England

1. Items listed on the **Information Docket** are considered reported to the Presbytery at the time of consideration of the Information Docket. Any person entitled to speak at this meeting may remove an item from the Information Docket for further reporting or discussion to take place during the Committee's report. No motion to receive reports is necessary.
2. The **Consent Motion** is intended for matters that are not controversial, and items are included in it only by unanimous consent. Any person entitled to vote at this meeting may ask that an item be removed from the Consent Motion when the Presbytery considers the Consent Motion. The Presbytery will debate and act on those items during the relevant committee report. During the period of introductions at the beginning of the meeting, names of those to be seated as corresponding members may be added to the Consent Motion by unanimous consent. The Consent Motion will be adopted by a vote.

Information Docket

The information docket consists of all reports for information presented at the meeting.

Consent Motion

Actions related to the conduct of this assembly:

- That the Presbytery grant excuses from attendance at the 183rd Stated Meeting to those needing the same, but that the Presbytery suspend the reading of their names.
- That the Presbytery grant excuses for early departures from the 183rd Stated Meeting for those requesting the same by **notifying the clerk in a timely manner by any means practicable**, but that the Presbytery suspend the reading of their names.
- That the Presbytery seat as Corresponding Members those ministers for whom a request is made at the beginning of the meeting.

Recommendations from the Stated Clerk:

- That the Presbytery approve the minutes of the 182nd Stated Meeting held on September 19, 2020, as provided with the materials for this meeting (action item #1 in the Clerk's Report).
- That the Presbytery dismiss the Ordaining and Installing Commissions listed in Item #1 of the Clerk's Report with the Presbytery's thanks (action item #2 in the Clerk's Report).

Recording of materials provided by the Treasurer:

- That the Presbytery spread upon the minutes the report of the Treasurer (marked Ref. C, with numbered attachments, in the materials for this meeting).

**REPORT OF THE PRESBYTERY ROUNDTABLE
November 18, 2020**

FOR INFORMATION:

The Presbytery Roundtable met on October 29, 2020. The minutes of this meeting are available as Ref. A-1. At this meeting, the Presbytery Roundtable:

1. Heard reports from two of the Presbytery's commissioners to the 2020 Synod Assembly, Elder Lisa Baker (Springfield: MLK) and the Rev. Chris Tate.
2. Established a schedule of meetings for 2021:
 - Presbytery Stated Meetings: Saturday, February 6 (9:30-12:00); Wednesday, May 12 (5:30-8); Wednesday, September 22 (5:30-8); Saturday, November 13 (9:30-12).
 - Roundtable: Thursday, January 14 (9:30-12); Thursday, April 15 (9:30-12); Thursday, June 10 (9:30-12); Thursday, August 26 (9:30-12); Thursday, October 28 (9:30-12).
3. Agreed to nominate Elder A. Douglas Ray (Warwick: Woodbury Union) to a vacancy on the Nominating Committee.

FOR ACTION BY THE PRESBYTERY:

The Roundtable **PLACES IN NOMINATION** Elder A. Douglas Ray (Warwick: Woodbury Union) for election to the Presbytery Nominating Committee, class of 2023.

**PRESBYTERY OF SOUTHERN NEW ENGLAND
STATED MEETING OF THE PRESBYTERY ROUNDTABLE
October 29, 2020**

The Roundtable of the Presbytery of Southern New England met via Zoom teleconference. The meeting came to order at 9:40 a.m., with opening devotions offered by the Rev. Deborah Packard.

A **QUORUM** was present.

Present were: Julie Emery, Lisa Baker, J. C. Cadwallader, Stephen Hart, Kirk Louis, John Merz, Anne Marie Meyerhoffer, Deborah Packard, Jenny Peek, Chris Tate, Candace Whitman.

Also present were: *ex-officio* members Shannan Vance-Ocampo, General Presbyter; David Baer, Stated Clerk.

Excused was: Dick Hasbany.

Absent were: Joan Priest, Nate Taylor, and Phillip Phiri, Treasurer.

The agenda for the meeting was **APPROVED** as distributed by the chair.

The Roundtable heard a report on the meeting of Synod Assembly held on October 23 and 24, from the Presbytery's commissioners, Lisa Baker and Chris Tate. Ms. Baker spoke about the pre-assembly gathering, which was led by the Rev. Traci D. Blackmon, focused on the theme "Stories Matter," using Isaiah 58:1-12. Ms. Blackmon also led the assembly in its opening and closing worship. In the discussion of the Synod budget during the assembly, Chris Tate noted that more than half of expenditures are devoted to administrative costs, and upon his motion, properly seconded, the assembly amended the budget resolution to add a statement urging that adjustments be made in order to lower these costs. (The motion was subsequently amended further to direct that the assembly be recalled to approve changes to the budget exceeding \$100,000.)

Mr. Tate further reported that the Synod Assembly approved a program of interest-free loans to presbyteries, though he noted the questions about the relationship between debt, power, and trust that such a program raises.

Ms. Baker reported on three commissioner resolutions that the assembly passed, related to anti-racism, becoming a Matthew 25 synod, and a confession of faith entitled "For Such a Time As This." As one of the makers of the Matthew 25 resolution, she expressed the hope that at least a quarter of the synod's presbyteries would become Matthew 25 presbyteries.

The Roundtable reviewed a proposed docket for the upcoming Stated Meeting of the Presbytery on November 18.

The General Presbyter gave her report. She noted the large number of ministers who have begun working among us, and encouraged members of the Roundtable to reach out to these new colleagues. She raised a prayer concern regarding the Rev. Jim Mahan, the former pastor of the Turn of River Church in Stamford, who has had an exposure to a family member with COVID-19. Ms. Vance-Ocampo discussed the possibility of communicating a pastoral message to the Presbytery following the upcoming national election on November 3.

Ms. Vance-Ocampo informed the Roundtable about anticipated leadership changes in the Presbyteries of Boston and Northern New England. She and the Stated Clerk, the Rev. David Baer, will work with the Rev. T. J. DeMarco, the Stated Clerk of Boston Presbytery and Northern New England Presbytery, to explore possibilities for closer ties, particularly in the area of ministry.

Ms. Vance-Ocampo reported having received guidance from the Office of the General Assembly regarding a bankruptcy proceeding involving the Boy Scouts of America. In many states, statutes of limitations for claims related to sexual abuse have been waived, and the BSA is seeking bankruptcy protection, due to a large number of civil claims against them. This raises the possibility that congregations that sponsored or hosted Boy Scouts, even many years in the past, could be liable. There is a deadline of November 16 for congregations to file a claim with the court in the bankruptcy proceeding. Ms. Vance-Ocampo and Mr. Baer are forwarding the guidance they have received to PSNE's congregations today.

The minutes of the Roundtable meeting held on September 3 were **APPROVED** as presented by the Stated Clerk.

In his report, the Stated Clerk presented a draft docket for the upcoming Stated Meeting of the Presbytery on November 18. The members of the Roundtable engaged in discussion regarding the focus of worship and the community conversations.

The following schedule of meetings was adopted by consent:

Stated Meetings for 2021: Saturday, February 6 (9:30-12:00); Wednesday, May 12 (5:30-8); Wednesday, September 22 (5:30-8); Saturday, November 13 (9:30-12).

Roundtable: Thursday, January 14 (9:30-12); Thursday, April 15 (9:30-12); Thursday, June 10 (9:30-12); Thursday, August 26 (9:30-12); Thursday, October 28 (9:30-12).

Upon a motion properly made by the Rev. Chris Tate and seconded, the Roundtable **VOTED** to **NOMINATE** Elder A. Douglas Ray (Warwick: Woodbury Union) for election to the Nominating Committee.

Mr. Tate reminded the Roundtable of a previously-discussed proposal to combine the Nominating Committee and the Committee on Representation. The Roundtable will revisit this proposal at the next Roundtable meeting in January.

The Roundtable also heard brief updates on the work of the Committee on Preparation for Ministry and the Committee on Ministry.

The Roundtable adjourned with a prayer offered by the Rev. Julie Emery at 12:15 p.m.

Respectfully submitted,

-signed-

Rev. David A. Baer, Stated Clerk

Administrative Commission (AC) Mandate

- Original jurisdiction from the Session for the limited purpose of “**managing the physical property of the congregation for the furtherance of its mission,**” in order to resolve the issues arising from the release of oil
- Represent the Session in responding to the State of Connecticut and its agents or other interested parties in this matter (this includes oil related vendors, environmental professionals, and legal representation)
- Approve, on behalf of the Presbytery and as the Commission deems appropriate, applications for grants and/or loans needed for the remediation of the physical property held by the Valley Presbyterian Church
- Inquire into and become an agent of reconciliation in any internal tensions that are present that disturb the peace, unity, and purity of the congregation’s life

AC Mandate Did Not Include

- Full jurisdiction over church budget
- Unlimited Presbytery funds
- Pastoral oversight of the congregation

Though legal liability runs up the chain (congregation —> presbytery —> synod —> GA), *responsibility* resides with the congregation.

The AC came alongside the Session to assist the congregation in taking its responsibility - it did not relinquish the congregation of this task.

Oil and Propane Updates

- Oil and propane equipment has been installed and is functioning properly
- Maintenance contracts for oil and propane have been signed - all in compliance with insurance policies
- Superior Plus is the provider for both. Oil is purchased through the Citizen’s Oil Co-Op and Valley Presbyterian Church will pay the floating price.

Building Status

- Air quality has been deemed “standard” for the main floor (sanctuary, offices)
- Air quality has been deemed “below standard” in the basement (classrooms, etc) - this area remains restricted until air quality is tested again (summer, 2021)
- CT DEEP has not yet granted an abatement. Therefore, testing the sample wells and the air will continue until the abatement is granted.

Financials Summary

- To date, ~\$99,972.35 has been spent in recovery of the oil spill
 - \$57,313.16 has been paid out by PSNE
 - \$42,659.16 has been paid out by Valley Church

Ref. B
Stated Clerk
November 18, 2020
Presbytery of Southern New England

**REPORT OF THE STATED CLERK
TO THE PRESBYTERY OF SOUTHERN NEW ENGLAND
November 18, 2020**

FOR INFORMATION:

1. The following Ordination and Installation Commissions appointed by the Presbytery have carried out their assigned tasks:
 - The Ordination of the Rev. Jessica Jones to validated ministry as a Palliative Care Chaplain at Norwalk Hospital, on September 13, 2020. The Moderator, Elder Stephen Hart, propounded the Constitutional Questions.
 - The Ordination and Installation of the Rev. Stephen Scovell as Pastor of the United Presbyterian Church of Milford, Connecticut, on October 25, 2020. The Moderator, Elder Stephen Hart, propounded the Constitutional Questions.
 - The Installation of the Rev. R. Scott Herr as Pastor of the First Presbyterian Church of New Canaan, Connecticut, on November 8, 2020. The Moderator, Elder Stephen Hart, propounded the Constitutional Questions.

These Commissions were duly constituted (the required Minister/Elder balance was maintained) and carried out their assigned responsibilities joyfully and in good order! The full report of each Commission is attached for reference (Refs. B-1, B-2, and B-3, respectively).

2. The Roundtable has established a schedule of Stated Meetings for the year 2021. (Please note that all meetings of the Presbytery and its committees will be held via Zoom teleconference through June 2021, with a determination about later meetings to be made later.)

Saturday, February 6 (9:30 a.m.-12:00 noon)
Wednesday, May 12 (5:30-8:00 p.m.) [Annual Meeting]
Wednesday, September 22 (5:30-8:00 p.m.)
Saturday, November 13 (9:30 a.m.-12 noon)

The Presbytery is reminded that the PSNE Bylaws provide as follows: “The Roundtable shall have the authority to set the particular times and places of stated meetings, subject to amendment by the Presbytery” (3.5).

3. The churchwide statistical reporting system becomes available for churches to begin entering their information on **Friday, December 4, 2020**. The system can be accessed at the following address:

<http://oga.pcusa.org/section/churchwide-ministries/stats/statistical-reporting-faq/>

Please note that membership statistics should reflect the church roll as of December 31, 2020. You can begin working on your reports before this, however, and you can save preliminary information and revise it later before submitting. I will be sending a reminder e-mail to clerks of session that includes the church's login information.

FOR ACTION BY THE PRESBYTERY:

1. I **RECOMMEND** that the Presbytery **APPROVE** the Minutes of the most recent Stated Meeting of the Presbytery (September 19, 2020), as posted on the "Minutes" section of the Presbytery of Southern New England website. *[This item has been included in the consent agenda.]*
2. I **RECOMMEND** that the Administrative Commissions referenced above in Information Item #1 be **DISMISSED** with the Presbytery's thanks. *[This item has been included in the consent agenda.]*

THE PRESBYTERY OF SOUTHERN NEW ENGLAND
MINUTES AND REPORT OF ADMINISTRATIVE COMMISSION
TO ORDAIN AND INSTALL
JESSICA JONES

Minutes

The Administrative Commission was called to order and opened with prayer by Elder Stephen Hart presiding, at 3:30 p.m. on September 13, 2020 at Wilton Presbyterian Church, Connecticut. The following members of the Commission were present:

- Moderator Elder Stephen Hart
- Rev. Shannon White
- Rev. Jenny Peek
- Rev. Susan Trucksess
- Rev. Bill Goettler
- Rev. Maria LaSala
- Rev. Tracy Mehr-Muska
- Elder Keith Rhoden
- Elder John Burgdorfer
- Elder Barbara Riihimaki

It was moved, seconded, and voted to elect Stephen Hart **as clerk of the administrative commission.**

The commission took the following other actions necessary to fulfill its charter:

It was moved, seconded, and voted to approve the Order of Worship for the service as printed in the bulletin.

It was moved, seconded, and voted to adjourn the meeting of the Commission with the closing prayer and benediction at the close of the service.

The Commission then proceeded to worship God.

During the Worship service the Moderator, Stephen Hart, asked the constitutional questions of the minister, and received affirmative answers. W-4.0404

Elder John Burgdorfer asked the constitutional questions of the congregation, and received affirmative answers. W-4.0404

The Moderator of the Commission announced that Jessica Jones had been duly installed as **Chaplain Norwalk (Conn.) Hospital.**

Rev. Jessica Jones offered the closing prayer of the worship service.

Signed: Stephen Hart

To be returned as soon as possible to:

Stated Clerk
Presbytery of Southern New England
clerk@psne.org

THE PRESBYTERY OF SOUTHERN NEW ENGLAND
MINUTES AND REPORT OF ADMINISTRATIVE COMMISSION
TO INSTALL STEPHEN SCOVELL

Minutes

The Administrative Commission was called to order and opened with prayer by Rev. Cass presiding, at 1:30 p.m. on October 25, 2020 at **United Presbyterian Church at Milford, Connecticut.**

The following members of the Commission were present:

- Moderator Elder Stephen Hart
- Elder Janice Fletcher-Yarson,
- Elder Clare Schimpf,
- Rev J.C. Cadwallader
- Rev Shelley Donaldson,
- Rev John Sandel,
- Rev. Cass Shaw

It was moved, seconded, and voted to elect Stephen Hart **as clerk of the administrative commission.**

The commission took the following other actions necessary to fulfill its charter:

It was moved, seconded, and voted to approve the Order of Worship for the service as printed in the bulletin.

It was moved, seconded, and voted to adjourn the meeting of the Commission with the closing prayer and benediction at the close of the service.

The Commission then proceeded to worship God.

During the Worship service the Moderator, Stephen Hart, asked the constitutional questions of the minister, and received affirmative answers. W-4.0404

Hart also asked the constitutional questions of the congregation, and received affirmative answers. W-4.0404

The Moderator of the Commission announced that Stephen Scovell had been duly installed as **Pastor of Presbyterian Church located in Milford, Connecticut.**

Rev. Stephen Scovell offered the closing prayer of the worship service.

Signed: Stephen Hart

To be returned as soon as possible to:
Stated Clerk
Presbytery of Southern New England
clerk@psne.org

THE PRESBYTERY OF SOUTHERN NEW ENGLAND
MINUTES AND REPORT OF ADMINISTRATIVE COMMISSION
TO INSTALL REV. DR. SCOTT HERR

Minutes

The Administrative Commission was called to order and opened with prayer by Elder Stephen Hart presiding, at 3:30 p.m. on November 8, 2020 at **First Presbyterian Church at New Canaan**, Connecticut virtually.

The following members of the Commission were present:

- Moderator** Elder Stephen Hart
- Rev. Shannon White, Wilton
- Rev. Mary Marple Thies
- Rev. Shelley Donaldson
- Rev. Brandi Drake
- Rev. Shannan Vance-Ocampo
- Elder John Lanaway
- Elder Jen Van de Graaf
- Elder Jen Gulden
- Elder Bob Spangler

It was moved, seconded, and voted to enroll the following persons as corresponding members of the administrative commission:

Rev. Dr. Mark Labberton, president of Fuller Seminary

Rev. Dr. Luke Powery dean of Duke University Chapel

Rev. Odette Lockwood-Stewart Interim Senior Pastor for the American Church in Paris .

It was moved, seconded, and voted to elect Stephen Hart **as clerk of the administrative commission.**

The commission took the following other actions necessary to fulfill its charter:

It was moved, seconded, and voted to approve the Order of Worship for the service as printed in the bulletin.

It was moved, seconded, and voted to adjourn the meeting of the Commission with the closing prayer and benediction at the close of the service.

The Commission then proceeded to worship God.

During the Worship service the Moderator, Stephen Hart, asked the constitutional questions of the minister, and received affirmative answers. W-4.0404

Elder John Burgdorfer asked the constitutional questions of the congregation, and received affirmative answers. W-4.0404

The Moderator of the Commission announced that Rev. Dr. Scott Herr had been duly installed as **Pastor of the First Presbyterian Church** located in **New Canaan, CT.**

Rev. Scott Herr offered the closing prayer of the worship service.

Signed: Stephen Hart

To be returned as soon as possible to:
Stated Clerk
Presbytery of Southern New England
clerk@psne.org

**Treasurer's Report
as of 9-30-2020**

Presbytery of Southern New England - Statement of Financial Position			
	Balance as of	Balance as of	
	12/31/2019	9/30/2020	Difference
Assets:			
<i>Cash</i>			
Checking Account for Operating Cash	83,815.14	145,353.93	A 61,538.79
Ministerial Relief Cash	23,189.06	23,577.22	388.16
Simsbury NCD - ING Savings Account	77,573.02	77,805.22	B 232.20
<i>Investments</i>			
Fidelity Investments	888,808.72	891,057.51	C 2,248.79
Merrill Lynch	30.00	30.00	-
Accounts Receivable	263,419.70	257,829.30	D (5,590.40)
Fixed Assets	6,406.72	6,406.72	-
Accumulated Depreciation	(4,575.30)	(4,575.30)	-
Total Assets	1,338,667.06	1,397,484.60	58,817.54
Liabilities:			
PPP Loan	-	65,662.00	
Total Liabilities	-	65,662.00	65,662.00
Net Assets	1,338,667.06	1,331,822.60	E (6,844.46)
Total Liabilities & Net Assets	1,338,667.06	1,397,484.60	58,817.54
A) Of the balance in the Checking Account the amount shown			
in the Dedicated Accounts Report for "Total Operating Cash Dedicated Accts." is restricted.			
B) Simsbury dismissal agreement settlement designated for New Church Development.			
C) New investment brokerage account set up with Fidelity Investments.			
D) Balance at 9-30-2020 includes Dismissal Agreement Balances of PCOG, Enfield: Calvary, and Newport: First			
and Springfield: Christ.			
E) Does not include the value of Church properties or charges against them.			

**Treasurer's Report
as of 9/30/2020**

Presbytery of Southern New England - Statement of Activities				
	2020	Year to Date	Annual	YTD
OPERATIONS	Budget	Actual	Budget Bal.	75%
Income				
General Mission	55,000.00	35,065.01	19,934.99	64%
General Mission - prior year		0.00	0.00	
Interest on Operating Cash		175.02	175.02	
Presbytery Per Capita	238,280.00	162,605.60	75,674.40	68%
Donations		1,552.94	1,552.94	
Total Income	293,280.00	199,398.57	97,337.35	68%
Expense				
Ministries of the Presbytery:				
PIM	10,000.00	10,000.00	0.00	100%
Brazilian Fellowship	20,000.00	15,000.03	4,999.97	75%
Grants for Emerging Ministries	0.00	0.00	0.00	
Social Justice	1,000.00	0.00	1,000.00	0%
Youth Triennium	0.00	0.00	0.00	
NEXT Church Support	1,000.00	0.00	1,000.00	0%
Presbytery Emerging Ministries	1,000.00	0.00	1,000.00	0%
New Initiatives	5,000.00	0.00	5,000.00	0%
Committees:				
Committee on Ministry	8,000.00	4,126.83	3,873.17	52%
Committee on Preparation	1,500.00	752.37	747.63	50%
Nominations	200.00	0.00	200.00	0%
Permanent Judicial	0.00	156.86	0.00	
Personnel	500.00	0.00	500.00	0%
Roundtable	4,000.00	6,782.82	(2,782.82)	170%
Trustees	8,000.00	8,201.66	(201.66)	103%
Personnel:				
GP Salary & Housing w/ med deduct & SECA	85,328.00	65,704.14	19,623.86	77%
GP BOP	31,284.00	24,119.00	7,165.00	77%
Stated Clerk Salary	20,400.00	15,692.40	4,707.60	77%
Stated Clerk - Additional service if needed	5,000.00	0.00	5,000.00	0%
Chaplain to the Clergy	4,000.00	589.70	3,410.30	15%
Office Manager (reduction in force pymt.)	25,000.00	28,096.31	(3,096.31)	112%
Communications Manager (new)	20,992.00	13,725.38	7,266.62	65%
Financial Manager	26,520.00	20,400.00	6,120.00	77%
Recording Clerk - stipend	800.00	0.00	800.00	0%
Treasurer - stipend	2,000.00	1,500.00	500.00	75%
Staff & Office Operations:				
GP Auto/Professional Expense	9,480.00	3,602.50	5,877.50	38%
GP Continuing Education	3,000.00	2,554.00	446.00	85%
2020 GP General Assembly Expense	1,200.00	0.00	1,200.00	0%
Stated Clerk Auto/Professional Expense	4,500.00	725.43	3,774.57	16%
2020 Stated Clerk General Assembly Exp.	1,200.00	0.00	4,500.00	0%
2020 GA Travel (overture advocate)	1,500.00	180.00	1,320.00	12%
Office Operations	7,000.00	6,592.88	407.12	94%
Equip. Replacement Reserve	2,000.00	0.00	2,000.00	0%
Total Expense	311,404.00	228,502.31	73,358.58	73%
Net Income/Expense		(29,103.74)		
PER CAPITA PASS-THRU				
Designated Income:				
GA Per Capita		38,349.30		
Synod Per Capita		19,785.26		
Total Designated Income		58,134.56		
Designated Expense:				
GA Per Capita		14,232.42		
Synod Per Capita		6,601.01		
Total Designated Expense		20,833.43		
Net Per Capita Pass-Thru		37,301.13		
MISSION PASS-THRU				
GA General Mission	16,068.05		290,745.79	Total Revenues for the year
Synod General Mission	3,625.94			
GA Special Mission	13,415.62		282,548.40	Total Expenditures for the year
Synod Special Mission	103.05			
Total Mission Pass-thru	33,212.66		8,197.39	Net Gain/Loss

**DEDICATED ACCOUNTS
AS OF 9/30/2020**

Ref. C-2

OPERATING CASH DEDICATED ACCOUNTS:	Balance 12/31/2019	Year to Date Receipts	Year to Date Expenses	Balance 9/30/2020
Committee on Ministry				
Leadership Training	750.00	-	-	750.00
Coaching	4,226.52	-	-	4,226.52
Total Committee on Ministry	4,976.52	-	-	4,976.52
Grants/Donations				
Brookfield Grant - Tornado	1,891.53	-	1,891.53	-
Designated Donations*	7,000.00	-	4,000.00	3,000.00
Latinas in Action	-	22,500.00	17,500.00	5,000.00
Grant - MLK Church	4,400.71	49,530.00	42,664.08	11,266.63
Transformation Grant	(1,528.28)	5,981.88	4,453.60	-
Tri-Presbytery Consultant	1,288.68	-	-	1,288.68
Total Grants	13,052.64	78,011.88	70,509.21	20,555.31
Social Justice:				
Peacemaking Donations	5,417.06	201.98	-	5,619.04
Total Social Justice	5,417.06	201.98	-	5,619.04
Presbytery Immigrant Ministry	12,172.65	30,819.01	35,140.64	7,851.02
PIM - Presbytery Women Grant	541.66	-	541.66	-
Total PY Immigrant Ministry	12,714.31	30,819.01	35,682.30	7,851.02
Valley Presbyterian Church AC	-	5,066.09	5,066.09	-
Total Operating Cash Dedicated Accts.	36,160.53	114,098.96	111,257.60	39,001.89
Cranston: Faith Closing	448,970.13	-	9,046.95	439,923.18
Dismissal Agreement Income	174,676.50	-	-	174,676.50
ING Savings Account				
Simsbury /NCD Reserve	77,602.92	232.20	-	77,835.12
TOTAL DEDICATED ACCOUNTS	737,410.08	114,331.16	120,304.55	731,436.69
<i>*This is a donation from the Tate Foundation for Campus Ministry. To be distributed around our Presbytery.</i>				

**Investment Summary
as of 9/30/2020**

Presbytery of Southern New England								
		December		Transfers	Transfers	Unrealized		
		2019	Fees	In	Out	Gain(Loss)	9/30/2020	
		Balance					Balance	
Fidelity Investments		888,808.72		-	-	2,248.79	891,057.51	
Simsbury NCD-ING Savings Account		77,602.92		-	-	232.20	77,835.12	
Totals		966,411.64	-	-	-	2,480.99	968,892.63	
Restricted Investment Funds:								
Simsbury NCD-ING Savings Account	77,835.12							
Total Restricted Funds	77,835.12							
Unrestricted Investment Funds:								
Fidelity Investments	891,057.51							
Total Unrestricted Funds	891,057.51							

CHURCH GIVING AS OF 9/30/2020						
		PRESBYTERY	PRESBYTERY	PRESBYTERY	PRESBYTERY	PRESBYTERY
		GENERAL MISSION	GENERAL MISSION	PER CAPITA DUE	PER CAPITA	PER CAPITA
PIN#	CHURCH	YEARLY PLEDGE	RECEIVED TO DATE	MONTHLY	DUE TO DATE	RECEIVED TO DATE
4620	Ashaway: Babcock	\$ -	\$ -	\$ 175.75	\$ 1,581.75	\$ 1,581.75
1274	Barrington	\$ -	\$ 1,160.00	\$ 240.50	\$ 2,164.50	\$ 2,164.50
10562	Brookfield: Valley	\$ -	\$ -	\$ 397.75	\$ 3,579.75	\$ 3,579.75
10027	Cumberland: Calvin	\$ -	\$ -	\$ 357.67	\$ 3,219.03	\$ 1,110.00
4581	Darien: Noroton	\$ -	\$ -	\$ 4,409.17	\$ 39,682.53	\$ 39,682.53
4574	Fairfield: First	\$ -	\$ -	\$ 1,069.92	\$ 9,629.28	\$ 9,629.28
1779	Fall River: Calvary	\$ -	\$ -	\$ 80.17	\$ 721.53	\$ 721.53
4578	Granby: First	\$ -	\$ 700.00	\$ 104.84	\$ 943.56	\$ 943.56
4576	Greenwich: First	\$ -	\$ -	\$ 2,364.92	\$ 21,284.28	\$ 21,284.28
3716	Groton: St. Andrews	\$ -	\$ -	\$ 382.34	\$ 3,441.06	\$ 3,441.06
10645	Hamden: Korean	\$ -	\$ 5,600.00	\$ 925.00	\$ 8,325.00	\$ 8,325.00
4577	Hartford: First	\$ -	\$ -	\$ 320.67	\$ 2,886.03	\$ 2,886.03
4579	Milford: United	\$ -	\$ -	\$ 203.50	\$ 1,831.50	\$ 851.86
3719	New Canaan: First	\$ -	\$ -	\$ 1,751.34	\$ 15,762.06	\$ 15,762.06
10985	New Haven: Korean	\$ -	\$ -	\$ 172.67	\$ 1,554.03	\$ 2,072.04 *
4580	New Haven: First	\$ -	\$ 4,556.25	\$ 656.75	\$ 5,910.75	\$ 5,910.75
10939	Providence	\$ -	\$ 1,400.00	\$ 403.92	\$ 3,635.28	\$ 3,635.28
10530	Springfield: MLK	\$ -	\$ -	\$ 123.34	\$ 1,110.06	\$ 1,110.06
4583	Stamford: First	\$ -	\$ 12,735.00	\$ 1,421.42	\$ 12,792.78	\$ 12,792.78
4586	Stamford: TOR	\$ -	\$ -	\$ 126.42	\$ 1,137.78	\$ 1,137.78
4609	Warwick:Greenwood	\$ -	\$ -	\$ 977.42	\$ 8,796.78	\$ 1,987.57
4607	Warwick: Woodbury	\$ -	\$ 1,890.00	\$ 296.00	\$ 2,664.00	\$ 2,664.00
9427	Waterford:Crssrds	\$ -	\$ 6,673.76	\$ 237.42	\$ 2,136.78	\$ 2,136.78
4585	West Htd:West	\$ -	\$ -	\$ 897.25	\$ 8,075.25	\$ 8,075.25
4618	Westerly:Dunns	\$ -	\$ -	\$ 906.50	\$ 8,158.50	\$ 8,158.50
960	Wilton	\$ -	\$ -	\$ 854.09	\$ 7,686.81	\$ 7,686.81
					\$ -	
TOTAL		\$ -	\$ 34,715.01	\$ 19,856.74	\$ 178,710.66	\$ 169,330.79

* Paid year in full.

As we head into the final few months of 2020 let us take a deep breath. Whew.

When this year started, I had a whole other plan in my mind for the ministry of the Presbytery and where we would be headed. I was expecting other things too: a family trip this past summer to Colombia, time in North Carolina with my parents, a get-away for our 20th wedding anniversary in June, and other family and friends celebrations and gatherings. I was expecting to go to the General Assembly in Baltimore, a city I have loved to visit since my childhood, having brought a membership this year to the National Aquarium, anticipating many visits to that city this year.

We collectively rang the New Year in as the start of the 2020's. Many of the big-picture conversations for what this decade would bring was that this decade is *the* pivotal one for humanity to get a grip on the climate crisis, to change our ways, and to be in solidarity across the globe in healing and renewing the Creation. Alas, what happened is that our carelessness and disregard that borders on abuse for God's precious creatures and their habitats landed everyone in a massive global health pandemic.

What plans and possibilities for this year were in your mind at the beginning of this year? What things did you have planned with your loved ones, family and friends? What professional and personal goals have had to be set aside? What was enlivening your imagination back in January? I imagine, the reality in our household and the prayers and laments in my heart, are not so different from your own.

It has also been a year where over and over again I have been in awe of the resiliency and faithfulness of the many ministers and leaders that make up this Presbytery. So many ministries have made significant transitions during this pandemic, we have walked through an election season that was fraught and painful on so many levels and we as the larger Presbytery have continued to strengthen and spiritually prepare in our anti-racism work. As this year begins to draw to a close I am grateful and honored to walk alongside each of you.

Please note two important communications in the Presbytery packet and that went out via email to all Moderators and Clerks of Sessions on November 13th. The first regards the rising Covid-19 infection rates throughout the Presbytery and our strong urging for all ministries to return to virtual-only gatherings for the safety and care of our communities. The second is from the Committee on Ministry encouraging all congregations to make use of two worship services that are being prepared for December 27, 2020 and January 3, 2021 (including communion) and to give both Sundays as time off to all worship leaders and pastors without impact on continuing education or vacation time. Exhaustion is a real thing and many of our leaders around the Presbytery are quite simply - exhausted, spirit and body. **Please,**

please, receive this gift from the Presbytery and allow them time off for rest and re-creation. This has been and continues to be a season of leadership like no other.

I wish each of you blessings and peace as we enter into the Season of Advent in a few weeks. Advent, of course, is a season of waiting, something that has taken on many new meanings this year. In our waiting, might we also prepare - for the inbreaking of the Christ Child again into our midst - and for God's reign of peace-filled justice for all of Creation!

Blessings,

A handwritten signature in black ink that reads "Shannan". The script is cursive and fluid, with a prominent loop at the end of the word.

Rev. Shannan Vance-Ocampo
General Presbyter

THE REPORT OF THE COMMITTEE ON MINISTRY
November 18, 2020

FOR PRESBYTERY ACTION:

1. To **APPROVE** the 2021 Policies on Pastoral Compensation as amended. (Ref. H-1)

FOR PRESBYTERY INFORMATION

1. Dismissed the Rev. Carol Howard Merritt to the Presbytery of Hudson River, upon their request.
2. Dismissed the Rev. Dr. Ruth Herron Smalt to the Presbytery of Peace River, upon their request.
3. Dismissed the Rev. Sandra Kim to the Presbytery of Los Ranchos, upon their request.
4. Dismissed the Rev. Thomas Groome to the Presbytery of Shenandoah, upon their request.
5. Granted permission to the Rev. David Baer, a member of Palisades Presbytery, to labor within the bounds of the presbytery for the period of August 1, 2020, through July 31, 2021.
6. Dismissed the Rev. Adele Crawford to National Capital Presbytery, upon their request.
7. Approved the installation plans for Rev. Stephen Scovell
10. Received the Covenant for Closure form for Rev. Carol Merritt, former interim pastor of the First Presbyterian Church, New Canaan.
11. Received an exit interview report for Rev. Jason Santalucia, former pastor of St. Andrew Presbyterian Church, Groton.
12. Approved the formation of a PNC for St. Andrew Presbyterian Church.
13. Appointed the Rev. Joan Priest as moderator of the session, if the way be clear.
14. Approved the job description for part-time stated supply pastor for the Turn of River Church
15. Approved the discontinuation of the requirement for an annual report.
16. Acting on behalf of the Presbytery in accordance with the parish associate covenant between the Rev. Lynda Clements and the Session of the Dunn's Corners Presbyterian Church of Westerly, ended the parish associate relationship at their mutual request.
17. Ratified adding the Rev. J. C. Cadwallader as a member of the installing commission for the Rev. Steven Scovell at the United Presbyterian Church of Milford on October 25.
18. Ratified the installation plans for the Rev. R. Scott Herr at the First Presbyterian Church of New Canaan on November 8.

Respectfully submitted,

Rev. Candace Whitman, co-chair

Elder Clare Schimpf, co-chair

PRESBYTERY OF SOUTHERN NEW ENGLAND
Policies for Pastoral Compensation

Proposed changes/additions are in **bold**

The Presbytery of Southern New England (PSNE) annually reviews and establishes policies for compensation of Teaching Elders, including persons serving in this role from another denomination, serving a PSNE congregation in an installed or temporary position (see G-2.0504 for these terms). When considering a call to a non-PSNE church, PSNE members may use this policy as a guide. The intention of these policies is to assist congregations and Teaching Elders in their discussion about the components of compensation and to ensure that there be fair pastoral compensation facilitating effective ministry with a particular community.

1. General Provisions:

- a. All calls shall conform to the requirements of the *Constitution* of the Presbyterian Church USA, be in writing and include all agreements between the Teaching Elders and the congregations. They shall be reported to the PSNE Committee on Ministry and when appropriate, recommended for approval by PSNE.
- b. Annual meetings with the Teaching Elder(s) and the Session or their personnel committee(s) shall review the adequacy of each element of the calls and modify these as may be advisable. **The liaison from the COM should discuss compensation issues with the Session annually, including any Presbytery recommendations regarding Cost of Living salary adjustments.**
- c. Congregations shall comply with Equal Employment Opportunity provisions and shall adhere to fair employment practices without regard to race, ethnic origin, gender, age, disability, marital status or sexual orientation.
- d. PSNE and its Committee on Ministry exist to support mission and ministry and recognize that particular situations may not fit these compensation policies. Local churches may seek approval of such calls. When doing so they shall either submit a plan that brings them into compliance within three years or request an exception to the policy by documenting the particular circumstances that prevent compliance. Such exceptions, when granted, must be included in the written call.
- e. This compensation policy becomes effective January 1 of the year following approval. The compensation for both new and continuing Teaching Elders shall comply with these minimum standards.

2. Requirements and Guidelines:

- a. **Effective Salary: The definition of Effective Salary is given on the Board of Pensions website www.pensions.org and ~~Effective minimum salary for full-time service shall be \$51,350. PSNE uses the Board of Pensions (Board) definition of effective salary which is explained on the Board website~~ and in the instructions for Board of Pensions form ENR-111. **The BOP calculator provides guidance for churches which have manses and those which do****

not. The BOP website should be the first stop for PNCs working on developing salary packages. Churches are required to report the total compensation package for clergy each year. A copy of the Parish Clergy terms of call annual reporting form is attached found on the PSNE website for your information. ~~(The Board of Pensions considers thirty-five hours per week to be fulltime~~

b. Presbytery Mandates: Presbytery mandates that new calls meet Presbytery minimums and approves recommendations for those minimums. Salaries for less than full time calls should be prorated. It is important for churches with established calls to ensure that at least the current minimum is maintained and to consider other factors mentioned in this guideline.

c. Current Presbytery minimums: Entry level Minimum effective salary for 2020 is \$55,000, for 2021 is \$58,000 and for 2022 is \$61,000.

d. Other Considerations: In determining a fair effective salary churches need to take into consideration significant factors, such as widely varying housing costs in different geographic parts of the Presbytery, experience level, and size of congregation. Considering these factors requires adjustments beyond the minimum figures

i. Geographic differences. There are significant differences as to median income level and housing costs in our presbytery, which need to factor into fair compensation. Several resources are available to help determine this.

The HUD website www.huduser.gov/portal/datasets/il.html provides county by county figures for median family income.

The HUD website www.huduser.gov/portal/datasets/fmr.html provides fair market value for rents by county. This could provide a benchmark for determining a housing allowance.

Median housing values can be secured through local realtors. For CT, the website www.ctrealtor.org provides information. For MA it is www.marealtor.org and for RI, www.rirealtors.org. Ideally, ministers should live in the same community where they serve. However, for some communities with churches without manses, who must provide a housing allowance, prohibitive housing costs make that difficult. Churches providing a housing allowance need to allow for flexibility in housing arrangements, recognizing that ultimately the choice of where to live is the minister's.

ii. Experience level. Churches should consider an adjustment to the minimum salary based on years of experience. A suggested expectation would be to add 1% for each year since ordination for the first ten years and .5% for each year thereafter

iii. **Size of church.** Churches should consider an adjustment beyond the minimums based on the size of the church. A suggested expectation would be 5% more for each 100 members beyond 200. Thus, for example, the adjustment for a church of 200-299 members would be 5%, for a church of 300-399 members would be 10%, etc.

iv. **Gender and Race disparities.** There is still considerable disparity in effective salary between male and female pastors in full time installed positions. Similar disparities are present as well for racial ethnic ministers. Churches are urged to review the Board of Pensions document Living by the Gospel and consider ways to rectify that concern. The Committee on Ministry, in reviewing calls, will look at comparative situations in order to insure more equity in this matter.

v. **Associate Pastors** – It is recommended that effective salary for Associate Pastors should be between 70 and 85% of the salary for Pastors/Head of Staff, depending on experience, church members and scope of responsibilities.

vi. Appended to this document are spreadsheets/calculator which can help you consider all these factors in developing a proposed effective salary for a newly called minister or reviewing the compensation of an ongoing installed pastor.

(This is in the process of being developed, but likely follow the model used by the CT Conference of UCC website www.ctt.ucc.org)

e. **Benefits Plan Dues:** Compensation shall include payment of the Board of Pensions' mandated dues for medical, death and disability insurance, and pension benefits, also called the Pastor's Participation plan. Dues are mandatory for all installed pastors regardless of hours served. Other teaching elders may be enrolled in either the Pastor's Participation plan or in menu options. For other teaching elders enrolled in the Pastor's Participation, there is a 20-hours per week minimum scheduled working-hour requirement for participation. For other teaching elders enrolled in menu options, there is no minimum scheduled working-hour requirement for medical coverage but there is a 20-hour minimum scheduled weekly working-hour requirement for all other benefits. PSNE requires employing organizations to pay the Board healthcare and pension dues for the Pastor's Participation plan regardless of the pastor's family status and regardless of whether a minister member's spouse and dependents have healthcare coverage through an alternative source. The Committee on Ministry may grant exceptions in extenuating circumstances. The dues are specified by the Board each year as percentages of Effective Salary. The Board annually specifies flat dollar amounts for the minimum and maximum dues basis for the components of the benefit plan. The Board website provides a dues calculator at:

<http://www.pensions.org/AvailableResources/Calculators/Pages/Dues-Calculator.aspx>. Note that the Board has special provisions concerning clergy couples.

- f. Self-care: Attention to self-care is essential to the well-being of both Teaching Elders and congregations. The responsibilities of ministry often cannot be fully planned or scheduled, so it is important to establish norms and intentionally maintain them on average. Expectation of regular service beyond a typical full-time work week often leads to problems. The number of units or hours of service expected per week should be clearly laid out between the Teaching Elder and the congregation. At least two days off per week should be provided.
- g. Paid Holidays: Paid holidays shall be provided as is customary in the area in which the church is located.
- h. Annual Vacation: Four full weeks of vacation annually and five weeks after ten years of continuous service in a congregation shall be provided. The church is to provide coverage for all pastoral functions in the Teaching Elder's absence, including but not limited to conducting worship services.
- i. Annual Study Leave: Two weeks annually of paid study leave shall be provided. Unused portions may accumulate to not more than six weeks. The study leave shall be approved by the Session as far in advance as possible and normally should not immediately precede, follow, or be mixed with vacation time. As with vacation, the church is to provide coverage for all pastoral functions in the Teaching Elder's absence.
- j. Early Ministry Institute: Teaching Elders whose first parish ministry is in PSNE shall participate in the Early Ministry Institute of the Synod of the Northeast. The church shall provide appropriate time off for participation in this program.
- k. Sabbatical leave: A three-month sabbatical with salary and benefits shall be arranged between the Teaching Elder and session after each sixth year of continuous installed service.
- l. Accountable Reimbursement Plan:
- i. Continuing Education allowance – A reimbursement budget of at least \$1,000 against paid receipts for expenses for books, continuing education, and study leave shall be provided. This allowance may be accumulated for up to three years
 - ii. Automobile and Professional expenses – Terms of call shall include a reimbursement account to cover the cost of a Teaching Elder's driving to meetings and pastoral visits, and other appropriate travel as well as other professional expenses such as professional memberships, subscriptions, and so forth. Expenses for the use of the Teaching Elder's personal car preferably should be reimbursed

at the mileage rate allowed by the Internal Revenue Service for business travel.

iii. Moving costs where applicable shall be reimbursed against paid invoices or billed directly to the church. Provision for moving costs shall be included in the terms of call of the Teaching Elder.

m. Self-employment Contribution Act (SECA) Tax Allowance: A Social Security offset payment of one half of the Teaching Elder's self-employment tax is recommended to prepare for adequate retirement income.

n. **Housing Equity Fund (Retirement savings plan)**- Churches that require the minister to live in a manse are encouraged to contribute to a housing equity fund, so the minister might build equity in anticipation of housing needs in retirement. The recommendation is \$100 month. The Board of Pensions offers a retirement savings plan through Fidelity Investments (which can be for housing equity), to which the church could contribute. The plan number is 57887. Contact 800 343-0860 for further information

Updated by PSNE on September 19, 2015

Updated by PSNE on February 6, 2016

Updated by COM September 14, 2016 Updated

and Approved by PSNE November 19, 2016

Updated and Approved by PSNE November 18, 2017

Updated and Approved by PSNE November 17, 2018

Updated and approved by PSNE September 19, 2020????

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Committee on Preparation for Ministry

Presbytery of Southern New England

November 18, 2020

Information items

Since the last Presbytery meeting:

1. The committee held annual consultations with Jin Hwa (Deborah) Lee (Hamden, CT: New Haven Korean), Kirk Louis (Providence, RI: Providence Presbyterian), and Gerson Roca (Providence, RI: Providence Presbyterian).

2. Inquirer Jin Hwa (Deborah) Lee (Hamden, CT: New Haven Korean) has been recommended by CPM to be received as a Candidate.

3. Currently under care of the Presbytery are 2 Inquirers, 7 Candidates and 4 Candidates Certified Ready to Receive a Call.

8. The committee's next meeting is January 12, 2021.

Action Items

Motion

That the Presbytery **EXAMINE** Ms. Jin Hwa (Deborah) Lee, pending the **APPROVAL** of such examination, **RECEIVE** her as a Candidate. Ms. Lee is an Inquirer and member of New Haven Korean Church (Hamden, CT). She is a graduate of Yale Divinity School with a Master of Divinity Degree and is currently in the Master of Arts program at Gordon-Conwell Theological Seminary in MA.

Nominations Committee
Presbytery of Southern New England
November 18, 2020

For Action:

The Committee places in nomination the following persons for election by the Presbytery:

Board of Trustees:

- Elder John Winstead (First: Fairfield)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Chris Tate". The signature is written in a cursive style with a large, stylized initial "C".

Chris Tate, Chair

PRESBYTERY OF SOUTHERN NEW ENGLAND
Report of the Board of Trustees
November 18, 2020

For action by the presbytery:

- 1 Board of Trustees **VOTED** to **RECOMMEND** that the Presbytery **APPROVE** the application from Calvary United Presbyterian Church in Fall River, for a loan from the Presbyterian Investment and Loan Program to finance a repair of the church's roof. The amount of the loan is \$28,000 at an annualized rate of 3.00%, and the term of the loan is 10 years.
- 2 Board of Trustees **VOTED** to **RECOMMEND** that the Presbytery **APPROVE** the following proposal. (The Committee on Ministry has approved a concurrence.) The proposal is to constitute the Board of Trustees as an Administrative Commission for the purpose of continuing the work of the current Administrative Commission for the Valley Presbyterian Church, **and** to dismiss the current Administrative Commission with the Presbytery's **thanks**. (The proposal, with accompanying rationale, is attached as Ref. P-1.)

For Information:

- Board of Trustees **voted** to **engage** the Presbyterian Foundation as a broker. Trustees **voted** to **direct** the Treasurer to transfer the balance of the Fidelity Investments account to the Presbyterian Foundation, to be invested with a 70%-30% split between stocks and bonds/cash, provided that there are no restrictions on these funds that would prevent such investments. Currently the Presbytery has approximately \$890,000 invested with Fidelity Investments.
- Board of Trustees working on policy regarding General Assembly's recommendation on reparations and information piece regarding property management.

Presbytery of Southern New England

Proposal to Constitute the Board of Trustees as an Administrative Commission

The Presbytery Board of Trustees and the Committee on Ministry jointly **RECOMMEND** that the Presbytery **DISMISS** the Administrative Commission for the Valley Presbyterian Church established on September 12, 2018, with thanks for their service;

and that it **CONSTITUTE** the Board of Trustees as an Administrative Commission for the Valley Presbyterian Church, in accordance with **Book of Order G-3.0109b**. The purpose of this Administrative Commission shall be to inquire into and to resolve all of the issues related to the report to the State of Connecticut regarding the release of fuel oil from a tank on the property held by the Valley Presbyterian Church, which has given rise to concerns about the sufficiency of the congregation's resources for the remediation of the property and the exposure of the Church and the Presbytery to civil litigation.

In accordance with the Bylaws of the Presbytery of Southern New England, Chapter 11, the membership of the Board of Trustees consists entirely of minister members of the Presbytery and elder members of its congregations, and as such these members are eligible to serve as members of an Administrative Commission of the Presbytery.

The Board of Trustees, constituted as an Administrative Commission for the Valley Presbyterian Church of Brookfield, Connecticut, shall have the **AUTHORITY** and the **POWER** to:

1. Exercise original jurisdiction of the Session, already assumed by the Presbytery under the provisions of **Book of Order G-3.0303(e)**, *for the limited purpose of* "managing the physical property of the congregation for the furtherance of its mission" (G-3.0201(c)), in order to resolve the issues arising from the release of oil.
2. Meet with the Session of the Valley Presbyterian Church and represent the Session in responding to the State of Connecticut and its agents or other interested parties in this matter.
3. Approve, on behalf of the Presbytery and as the Commission deems appropriate, applications for grants and/or loans needed for the remediation of the physical

property held by the Valley Presbyterian Church. All grant and loan approvals shall be reported to the Presbytery at its next Stated Meeting.

4. Create communication channels between Church leadership and the congregation, informing and interpreting the work and decisions of the administrative commission and Session within the life of the Valley Church. The administrative commission shall report its work to the Presbytery at appropriate intervals through the Stated Clerk, and shall maintain a thorough record of all of its proceedings, which shall be submitted to the Presbytery for incorporation into the permanent records of the Presbytery of Southern New England.

Background and Rationale

In May 2018, the Valley Presbyterian Church of Brookfield discovered the release of over 500 gallons of fuel oil from a storage tank in its basement. It was determined that the oil had escaped through a crack in the basement floor and entered the soil underneath the church building. In September 2018, at the request of the Session of the Valley Presbyterian Church, PSNE established an administrative commission with the power of original jurisdiction over the management of the church's property, in order to help the church meet its obligations under the laws of the State of Connecticut regarding this environmental hazard.

The administrative commission engaged the services of a Licensed Environmental Professional and began providing for the notification of neighbors and monitoring of the soil required by Connecticut law. At the present time, the oil appears to be remaining in place and not threatening either the church's water supply or that of its neighbors. Nevertheless, the state requires ongoing monitoring and reporting due to the presence of the oil on the property.

While it was important at the outset for a specialized team to serve as an Administrative Commission acting on behalf of the Presbytery, the remaining work to be done is of a more occasional and episodic nature. As the work relates to the management of property and related matters—insurance, finances, and risk management—the Trustees and the COM feel that the Board of Trustees is the appropriate body in which to vest the responsibility for its completion. Because of the need to continue to exercise original jurisdiction over the management of the church's property, it is necessary to constitute the Board as an Administrative Commission for this purpose.

Ref. P-1
Trustees
November 18, 2020
Presbytery of Southern New England

The COM and the Trustees express their heartfelt thanks to the Rev. J. C. Cadwallader, the Rev. Jimmy McPherson, the Rev. Shannon White, Elder Sandy Zuvanich, and Elder John Winstead, the original members of the Administrative Commission, for their persistence and dedication in carrying out the responsibilities entrusted to them by the Presbytery.

John Winstead has indicated his willingness to be nominated for election to the Board of Trustees, and his presence would help to maintain the continuity of the Presbytery's work with the Valley Church regarding the oil spill.

**182nd Stated Meeting
of the Presbytery of Southern New England
Zoom Teleconference
September 19, 2020**

The Presbytery of Southern New England of the Presbyterian Church (U.S.A.) held a Stated Meeting via Zoom teleconference on September 19, 2020, as authorized by the PSNE Bylaws, Section 16, “Electronic Meetings.”

The Presbytery was called to order at 9:35 a.m. by the Moderator, Elder Stephen Hart, who reflected on the death of Justice Ruth Bader Ginsburg on the previous day and his own hopes to foster reconciliation as moderator. He then led the assembly in prayer.

QUORUM

A **QUORUM** was present. The Stated Clerk announced that the roll for this meeting was being formed through online pre-registration for the meeting.

ELECTRONIC MEETING ORIENTATION

The moderator recognized Erika Plank Hagan, the Presbytery Communicator, who reviewed the procedures for electronic meetings.

ATTENDANCE

Ministers-	49
Elders-	<u>27</u>
	76

MINISTERS PRESENT

As established by pre-registration and notice provided to the clerk on the day of the meeting, the following minister members were present:

Susan Asher	Shelley Donaldson	Johanna Johns Jung
Thelma Burgonio-Watson	Brandi Drake	Jessica Jones
Jocelyn Cadwallader	Julie Emery	Do Hoon Kim
Andre Castillo	William Goettler	Ik Tae Kim
Christine Caton	Barbara Hager	Kathryn Kibbie Laird
Stephen Clark	Jan Hawkins	Maria LaSala
Alonso Dacunha	Thomas Hawkins	Dana Lindsley
Richard Dannenfelser	Tiffany Nicely Holleck	Nancy McLaren

Tracy Mehr-Muska
John Merz
Anne Marie Meyerhoffer
Susan Olson
Deborah Packard
Jenny Peek
Susan M. Pfeil
Joan Priest

Richard Reifsnyder
Paulo Ribeiro
Lin Grace Rohr
John Sandel
Cass Shaw
Virginia Smanik
Pamela Spence Bakker
Christopher Tate

Mary Thies
Susan Power Trucksess
Frances Unsell
David Van Dyke
Shannan Vance-Ocampo
Shannon White
Candace Whitman
Heather Wright

MINISTERS EXCUSED

The following minister members were excused: Eileen Epperson, Byeta Hoover-Mulvany, Anne Marie Meyerhoffer, and Samuel Scheiner.

ELDER COMMISSIONERS

The following Elders represented the Churches of the Presbytery:

Ashaway: Babcock

Barrington

Brookfield: Valley

Cumberland

Darien: Noroton

Farifield: First

Fall River: Calvary

Granby: Pioneer Valley

Greenwich: First

Groton: St. Andrew

Hamden: New Haven Korean

Hartford: First

Milford: United

New Canaan: First

New Haven: Connecticut Korean

New Haven: First

Providence

Springfield: Martin Luther King

Stamford: First

Margaret Das, Ernest Jung

Peter Cameron, Betty Conlon

Sib Law, Ivy McKinney

Lori Niehaus, Charlene Roberson

Jean Degrooth, Dale Green

Janice Fletcher-Yarson, Nadine Logan

John Lanaway, Armin Thies

Rona Johnston, Beth Aura Miller,

Nancy Woodington

Daniel Blackford, Sheryl Mason

Robert Baker

Christina McIntyre

Stamford: Turn of River	Fred Roberg
Warwick: Greenwood	Emmy Kmet
Warwick: Woodbury	
Waterford: Crossroads	
West Hartford: Westminster	Nicole Aronson
Westerly: Dunn's Corners	
Wilton	

PRESBYTERY ROUNDTABLE

The following Elder members and officers from the Presbytery Roundtable were present: Stephen Hart, Dick Hasbany, and Clare Schimpf.

NON-ORDAINED PRESBYTERY STAFF

Erika Plank Hagan, the Presbytery Communicator, was present.

VISITORS

Nine (9) visitors registered for the meeting: Katia Dacunha, Ryan Joslin, Rachel Yejee Park, Arthur Riihimaki, Barbara Riihimaki, Stephen Scovell, Nathan Taylor, Mary Webber, and Grace Woodward.

CHURCHES WITHOUT REPRESENTATION

Twelve (12) Churches were without Elder Commissioner representation.

ADOPTION OF THE DOCKET

The Presbytery **VOTED** to adopt the docket as presented by the Stated Clerk.

ENROLLMENT AND INTRODUCTIONS

The Presbytery **VOTED** to enroll the following as Corresponding Members:

The Rev. David A. Baer – Presbytery of the Palisades

The Rev. James Brinks Bennett – Presbytery of San Jose

The Rev. Richard Crocker – Presbytery of Northern New England

The Rev. Christine Johnson Foster – National Capital Presbytery

The Rev. R. Scott Herr – Presbytery of Plains and Peaks

The Rev. Erin Keys – National Capital Presbytery

The Rev. Melodie Long – Presbytery of Winnebago

The Rev. Mark Montgomery – Fairfield Association (UCC)

The Rev. Gregory Penza – Presbytery of Philadelphia

The Rev. Mieke Vandersall – Presbytery of New York City

The Rev. Anne Weirich – Presbytery of Muskingum Valley

Shannan Vance-Ocampo, the General Presbyter, presented a video from the 224th General Assembly, in which the members of the Native American Caucus recognized the original inhabitants of the lands on which the churches of the PC(U.S.A.) stand.

CONSENT MOTION

The Presbytery **VOTED**:

- That the Presbytery grant excuses from attendance at the 182nd Stated Meeting to those needing the same, but that the Presbytery suspend the reading of their names.
- That the Presbytery grant excuses for early departures from the 182nd Stated Meeting for those requesting the same by ***notifying the clerk in a timely manner by any means practicable***, but that the Presbytery suspend the reading of their names.
- That the Presbytery seat as Corresponding Members those ministers for whom a request is made at the beginning of the meeting.
- That the Presbytery approve the minutes of the 181st Stated Meeting held on May 16, 2020, as provided with the materials for this meeting (the sole action item in the Clerk's Report).
- That the Presbytery spread upon the minutes the report of the Treasurer (marked Ref. C, with numbered attachments, in the materials for this meeting).

WORSHIP

The Rev. Julie Emery announced the start of worship, noting that the whole of the Presbytery's work today was to be conceived of as an act of worship. She invited the assembly to join in a formal Call to Worship and the singing of "All Creatures of Our God and King."

PRESBYTERY ROUNDTABLE

The Rev. Julie Emery, chair, presented the report of the Roundtable. She summarized the recent work of the Roundtable. She called upon the Rev. John Merz, chair of the budget committee, to present a

proposed budget for the Presbytery for 2021. At the recommendation of the Roundtable, the Presbytery **VOTED** to **ADOPT** the 2021 Budget as follows:

	2020	2020 Est.	2021	Notes
	Current	YearEnd projections	Proposed	
Income				
General Mission	\$ 55,000	\$ 50,000	\$ 50,000	
Presbytery Per Capita	\$ 238,280	\$ 220,684	\$ 234,210	Per Capita Membership # decrease from 6440 to 6330 (\$37)
Presbytery Per Capita Withheld Income	\$ (7,670)	\$	\$ (15,000)	estimated
GA/Synd Per Capita paid for churches that withhold	\$	\$	\$ (6,000)	estimated
Total Income	\$ 285,610	\$ 270,684	\$ 263,210	
Expenses				
Ministries of the Presbytery				
Presbyterian Immigrant Ministry (PIM)	\$ 10,000	\$ 10,000	\$ 10,000	
Brazilian Fellowship	\$ 20,000	\$ 20,000	\$ 20,000	
Social Justice	\$ 1,000	\$	\$ 750	
NEXT Church Support	\$ 1,000	\$ 1,000	\$ 1,000	
New Initiatives/Emerging	\$ 6,000	\$	\$ 5,000	all current expenses covered by grants
Committees				
Committee on Ministry	\$ 8,000	\$ 8,000	\$ 8,000	
Committee on Preparation	\$ 1,500	\$ 152	\$ 3,000	5 possible candidate evals x \$600
Nominations	\$ 200	\$	\$ 200	
Personnel	\$ 500	\$ 500	\$ 500	
Presbytery Roundtable	\$ 4,000	\$ 4,000	\$ 4,000	honorarium, worship, consultants
Trustees (insurance, audit)	\$ 8,000	\$ 8,300	\$ 10,300	2021 audit fee @ \$7,500
Personnel				
GP Salary & Housing w/ med deduct	\$ 85,328	\$ 85,915	\$ 85,318	
GP BOP	\$ 31,284	\$ 32,024	\$ 31,358	
Stated Clerk Salary	\$ 20,400	\$ 20,400	\$ 20,400	
Stated Clerk - Additional service if needed	\$ 5,000	\$ 1,040	\$ 1,500	
Chaplain to the Clergy	\$ 4,000	\$ 500	\$ 4,000	2020 actuals are less due to COVID
Office Manager--reduction in force-payout-	\$ 25,000	\$ 28,000	\$	
Communications Manager (salary, fringe)	\$ 20,992	\$ 20,992	\$ 20,992	
Financial Manager Contract	\$ 26,520	\$ 26,520	\$ 26,520	
Recording Clerk--stipend-	\$ 800	\$	\$	
Treasurer - stipend	\$ 2,000	\$ 2,000	\$ 2,000	
Subtotal Personnel	\$ 221,324	\$ 269,343	\$ 254,838	
Staff & Office Operations				
GP Auto/Professional Expense	\$ 9,480	\$ 6,000	\$ 6,000	due to less travel
GP Continuing Ed	\$ 3,000	\$ 3,000	\$ 3,000	
2020 GP General Assembly Expense	\$ 1,200	\$ 1,200	\$ 1,200	Reflects annual amount for biennial GA Assembly.
Stated Clerk Auto/Professional Expense	\$ 4,500	\$ 750	\$ 4,500	Limited 2020 travel, unsure of 2021 travel projections
2020 Stated Clerk General Assembly Expense	\$ 1,200	\$ 1,200	\$ 1,200	Reflects annual amount for biennial GA Assembly.
2020 GA Travel (overture advocate)	\$ 1,500	\$	\$ 750	biennial
Office Operation (postage, web services, supplies)	\$ 7,000	\$ 6,000	\$ 6,000	
Equip. Replacement Reserve	\$ 2,000	\$	\$ 2,000	
Total Expense	\$ 311,404	\$ 287,468	\$ 279,488	
Operating Budget Net Surplus/Loss*	\$ (25,794)	\$ (16,784)	\$ (16,278)	

*note: unpaid GA/SY per capita in addition

During the debate, the Rev. Shannon White requested that the minutes of this meeting reflect her

appeal to churches withholding *per capita* funds to reconsider their decision.

REPORT OF THE GENERAL PRESBYTER

The Rev. Shannan Vance-Ocampo gave her report, in which she reflected on experiencing loss in her family during the pandemic, and remembering her husband's aunt with loved ones over Zoom, with the Catholic practice of the *novena*. She reflected on the loss of *physical presence* in our relationships, and the grief that stems from experiencing loss together with others. She acknowledged the tiredness of our community, as we seek to accompany others through a time of immense loss, but at a distance. She noted losses in the national community—most recently Rep. John Lewis and Justice Ruth Bader Ginsburg. She concluded with reading “When Great Trees Fall,” a poem by Toni Morrison.

PRESBYTERY ROUNDTABLE (continued)

On behalf of the Roundtable, the Rev. Julie Emery **PLACED IN NOMINATION** the Rev. Chris Tate to serve as chair of the Presbytery Nominating Committee for 2020-2021. There were no nominations from the floor. The Presbytery **VOTED** to **CLOSE** the nominations, and Mr. Tate was **ELECTED**.

OPEN SPACE

The assembly recessed to meet in Zoom breakout rooms for Open Space, which included the following topics:

1. Sermon by Rev. Dr. Will Gaffney
2. Sermon by the Rev. Otis Moss
3. Interview with Dr. Robert Jones of PRRI
4. Liberation Bible Study with PCUSA leaders

RECESS

The Presbytery observed a brief recess.

COMMITTEE ON MINISTRY

The Rev. Candace Whitman, co-chair, gave the committee's report. She noted that a large number of minister members had presented themselves to be received as members of the Presbytery since the last stated meeting, and she presented a set of Special Rules for their examination proposed by the Roundtable and the Committee on Ministry. Upon the recommendation of these committees, the Presbytery **VOTED** to **ADOPT** the following Special Rules:

1. The Presbytery shall **RECESS** to meet in Examination Teams, each of which will examine one or two candidates. Each Examination Team will be moderated by a member of the Committee on Ministry, and the other members of each team will be assigned from the roll of voting members and commissioners of the Presbytery pre-registered for the meeting. (Examination Team meetings will be conducted through the use of Zoom's "breakout room" feature.)
2. No less than seven days before the date of the Stated Meeting, the list of Examination Team moderators and candidates to be examined by each team will be published with the materials for the meeting, together with candidates' materials. Any voting member or commissioner pre-registered for the meeting may submit questions for any candidate to the corresponding Examination Team moderator, which the moderator may pose to the candidate at his or her discretion.
3. Examinations will be conducted during a period of one half-hour, after which the candidates will be excused, and the moderator of each Examination Team will put to the members of the team the following question, with respect to each candidate: Shall the Examination Team recommend that the examination of (name) for membership in the Presbytery of Southern New England be **APPROVED** and (name) be **ENROLLED** as (a member in a validated ministry/a member-at-large/an honorably retired minister) upon his/her dismissal by the Presbytery of (current presbytery of membership)?"
4. When the Presbytery **RECONVENES** as a whole, each Examination Team shall move its recommendation with respect to each candidate. Debate as to the approval of examinations shall be limited to five minutes per candidate, but may be extended by a two-thirds vote of the Presbytery.
5. After approval of a candidate's examination, the Presbytery shall act on any other recommendations of the Committee on Ministry incident upon the minister's reception as a member (e.g. approval of terms of call).

In accordance with these Special Rules, the assembly was dismissed into Zoom breakout rooms to conduct the examinations, and subsequently reconvened.

Upon the recommendation of the examination team for Richard Crocker, the Presbytery **VOTED** to **APPROVE** his examination, and to **ENROLL** him as an honorably retired member upon his dismissal by the Presbytery of Northern New England.

Upon the recommendation of the examination team for R. Scott Herr, the Presbytery **VOTED** to **APPROVE** his examination, and to **ENROLL** him as a member upon his dismissal by the Presbytery of Plains and Peaks. The Presbytery further **VOTED**, at the recommendation of the Committee, to **APPROVE** the call of the First Presbyterian Church of New Canaan to the Rev. R. Scott Herr to serve as pastor, subject to the following terms:

Cash salary	\$ 96,000
Housing allowance	\$ 48,000
TOTAL EFFECTIVE SALARY:	\$ 144,000

Benefit Plan Dues	\$ 53,280
Accountable Reimbursements	\$ 12,000
Social Security	\$ 11,016
TOTAL COMPENSATION	\$220,296

Upon the recommendation of the examination team for Erin Keys, the Presbytery **VOTED** to **APPROVE** her examination, and to **ENROLL** her as a member in validated ministry upon her dismissal by the National Capital Presbytery. (The Rev. Erin Keys has been invited to serve as the Executive Director of the Center for Hope and Renewal, a pastoral counseling center in Greenwich.)

Upon the recommendation of the examination team for Melodie Long, the Presbytery **VOTED** to **APPROVE** her examination, and to **ENROLL** her as a member upon her dismissal by the Presbytery of Winnebago. The Presbytery further **VOTED**, at the recommendation of the Committee, to **CONCUR** in the invitation of the Crossroads Presbyterian Church of Waterford to the Rev. Melodie Long to serve as interim pastor, subject to the following terms:

Cash salary	\$ 43,800
Housing allowance	\$ 28,866
Medical deductible	\$ 1,575
Pastoral SS offset	\$ 5,635
Pastor car allowance	\$ 1,000
TOTAL EFFECTIVE SALARY:	\$ 80,876

Pension Benefits	\$ 8,896
Medical Benefits	\$ 20,219
Continuing Education	\$ 1,100
TOTAL COMPENSATION	\$111,091

Upon the recommendation of the examination team for Mark Montgomery, who is affiliated with the Fairfield Association of the United Church of Christ, the Presbytery **VOTED** to **APPROVE** his examination, and to **ENROLL** him as a temporary member for the duration of his service at the First Presbyterian Church of Greenwich. The Presbytery further **VOTED**, at the recommendation of the Committee, to **CONCUR** in the invitation of the First Presbyterian Church of Greenwich to the Rev. Mark Montgomery to serve as interim pastor, subject to the following terms:

Cash salary	\$125,000
Housing allowance	\$ 30,000
TOTAL EFFECTIVE SALARY:	\$155,000

Benefits Plan Dues	\$ 49,600
Social Security	\$ 10,785
Continuing Ed	\$ 1,000
Travel	\$ 2,500
Professional Expenses	\$ 4,000
Other	\$ 2,000
TOTAL COMPENSATION	\$224,885

Upon the recommendation of the examination team for Greg Penza, the Presbytery **VOTED** to **APPROVE** his examination, and to **ENROLL** him as a member upon his dismissal by the Presbytery of Philadelphia. The Presbytery further **VOTED**, at the recommendation of the Committee, to **APPROVE** the call of the First Presbyterian Church of Fairfield to the Rev. Gregory Penza to serve as pastor, subject to the following terms:

Cash salary	\$ 80,000
Housing allowance	\$ 24,000
TOTAL EFFECTIVE SALARY:	\$104,000

Benefits Plan Dues	\$ 38,480
Accountable Reimbursements	\$ 4,200
Social Security	\$ 7,956
TOTAL COMPENSATION	\$154,636

Upon the recommendation of the examination team for Mieke Vandersall, the Presbytery **VOTED** to **APPROVE** her examination, and to **ENROLL** her as a member in validated ministry upon her dismissal by the Presbytery of New York City. (The Rev. Mieke Vandersall serves as pastor of Not So Churchy, one of the 1001 New Worshiping Communities.)

Upon the recommendation of the examination team for Anne Weirich, the Presbytery **VOTED** to **APPROVE** her examination, and to **ENROLL** her as an honorably retired member upon his dismissal by the Presbytery of Muskingum Valley.

The Committee further advised the Presbytery that it had taken the following actions. (Those actions represented in **BOLDFACE TYPE** were taken under the authority delegated to the Committee by the Presbytery's bylaws):

1. **APPOINTED** the Rev. Joan Priest as moderator of the Turn of River Presbyterian Church in Stamford, effective immediately.
2. Approved the First Presbyterian Church of Greenwich to form a Pastor Nominating Committee.
3. **DISSOLVED** the pastoral relationship between the Rev. Kathryn Laird and the First Presbyterian Church of New Canaan.
4. Received Covenants of Closure for the Thomas Groome, III (Fairfield: First), Kathryn Laird (New Canaan: First), Carol Merritt (New Canaan: First), and Jason Santalucia (Groton: St. Andrew's).
5. Conducted exit interviews with Thomas Groome, III (Fairfield: First), Kathryn Laird (New Canaan: First), and Carol Merritt (New Canaan: First).
6. **GRANTED PERMISSION** to the Rev. Gregory Keosaian, a member of Palisades Presbytery, to labor within the bounds of PSNE from August 1, 2020, through July 31, 2020.
7. Approved the stated supply position description for the Valley Presbyterian Church.

RECESS

The Presbytery **VOTED** to **RECESS** for lunch at 12:30 p.m., and reconvened at 1:15 p.m.

COMMITTEE ON MINISTRY (continued)

Ms. Whitman presented Stephen Scovell, a candidate under care of the Presbytery of Newton, for examination for ordination to the Ministry of Word and Sacrament. The United Presbyterian Church of Milford has called Mr. Scovell to serve as pastor. The Presbytery proceeded to **EXAMINE** Mr. Scovell. Upon a motion properly made and seconded, the examination was **ARRESTED**, and Mr. Scovell was invited to retire to the waiting room. The Presbytery **VOTED**:

- to **APPROVE** the examination of Stephen Scovell for ordination to the Ministry of Word and Sacrament;
- to **REQUEST** that the Presbytery of Newton **ORDAIN** Mr. Scovell, and upon his ordination **DISMISS** him to the Presbytery of Southern New England;
- to **ENROLL** the Rev. Stephen Scovell as a member of the Presbytery of Southern New England upon his dismissal by the Presbytery of Newton; and

- to **APPROVE** the call of the United Presbyterian Church of Milford to Mr. Scovell to serve as pastor, subject to the following terms, at half-time:

Cash salary	\$ 25,000
Housing allowance	\$ 15,000
SECA	\$ 3,773.58
TOTAL EFFECTIVE SALARY:	\$ 43,773.58

Accountable Reimbursements \$ 2,000
TOTAL COMPENSATION \$45,773.58

Ms. Whitman presented a signed agreement between the Turn of River Presbyterian Church of Stamford and the Rev. James Mahan. Upon a motion properly made and seconded, the Presbytery **VOTED** to **APPROVE** the agreement, and to **DISSOLVE** the pastoral relationship between the congregation and Mr. Mahan, effective September 15. The agreement is spread upon these minutes:

September 1, 2020

With great regret, the Session of the Turn of River Presbyterian Church voted on July 27, 2020 to request that the Southern New England work with the Rev. Jim Mahan to bring his call to serve as Pastor to the Congregation to a close. This is after many years of faithful service, and with regret as the Rev. Mahan's health has declined significantly. This letter represents the agreement of the three parties to the call: the Rev. Mahan, the Congregation and the Presbytery.

Rev. Mahan

The Rev. Mahan agrees that he will abide by and sign the Covenant of Closure of the Presbytery of Southern England. He agrees that he and his family will vacate the Manse no later than October 31, 2020 leaving the Manse in a clean and empty condition. If there are areas of concern with the physical structure, grounds, or small and/or major appliances, he will communicate this in writing to the Clerk of Session before he vacates the Manse so that the Session can know of the things they will need to address.

The Session

The Session, on behalf of the Congregation, agrees to hold a Meeting of the Congregation in which they will vote to dissolve the Rev. Mahan's call with the Congregation, effective September 15, 2020. They also agree to give the Rev. Mahan and his family access to the dumpster in the church parking lot through October 31, 2020 for their use. They will handle the packing of the Rev. Mahan's office. They further agree to work with the Congregation with a fitting way of offering their thanksgiving to the Rev. Mahan for his years of service to the Congregation. The Session has appointed Elder Fred Roberg to serve as liaison to the Mahan family for questions and concerns related to the Manse.

The Presbytery

The Presbytery agrees to continue to work with the Session and the Rev. Mahan through the liaison to the Turn of River Congregation from the Committee on Ministry, the Chaplain to the Presbytery who will continue to care for the Rev. Mahan and his family, and the General Presbyter. Following September 15, 2020 the Rev. Mahan will become a Member at Large in the Presbytery in good standing. When the time comes, the Stated Clerk of the Presbytery will work with the Presbytery of Great Rivers for an orderly transfer of Rev. Mahan's good standing to that Presbytery. The Executive to Executive

check for the Rev. Mahan with the Presbytery of Great Rivers has already occurred and is considered completed. The Presbytery agrees to work with the Board of Pensions to assist the Mahan family with two assistance grants, one for medical expenses and the other for move expenses.

Signatures affirming approval:

Congregation (following the Congregational Meeting)

Clerk of Session for the Congregation

Elder Nancy Sciglimpaglia

Name (signature) *Nancy Sciglimpaglia*

Date *September 18, 2020*

Presbytery (following the September Stated Meeting of the Presbytery)

Rev. David Baer

Stated Clerk Signature

Date

Rev. James Mahan

Signature *Rev. James K. Mahan*

Date *September 15, 2020*

Ms. Whitman presented a proposed amendment to the Guidelines for the Ministerial Relief Fund,

which is administered by the Committee on Ministry. Upon the recommendation of the Committee, the Presbytery **VOTED** to **AMEND** the document as follows: in the first paragraph, addressing eligibility to receive funds, following the words “continuing members,” insert the text “, inquirers, or candidates”. (The purpose of this change is to allow relief funds to be used to meet the needs of the presbytery’s inquirers and candidates, as well as minister members.)

NOMINATING COMMITTEE

The Rev. Chris Tate presented the report of the Nominating Committee. He noted that the committee appreciates self-referrals, or referrals of others, for roles within the Presbytery. On behalf of the Committee, Mr. Tate placed in nomination the following persons for election by the Presbytery:

As Commissioners to the General Assembly for the Synod of the Northeast:

- Elder Lisa Baker (MLK: Springfield)
- Elder Barbara Riihimaki (Westminster)
- Rev. Mieke Vandersall (Member at Large)
- Rev. Christopher Tate (Member at Large)

As Youth Advisory Delegate to the General Assembly for the Synod of the Northeast:

- Ashley Aronson (Westminster)

There were no nominations from the floor. Upon a motion properly made and seconded, the Presbytery **VOTED** to **CLOSE** the nominations, and thereby **ELECTED** the slate as presented.

Mr. Tate further **PLACED IN NOMINATION** for service on the Committee on Ministry:

- Elder Janet Wade-Utay (RE, Westminster), class of 2023

There were no nominations from the floor. Upon a motion properly made and seconded, the Presbytery **VOTED** to **CLOSE** the nominations, and thereby **ELECTED** Ms. Wade-Utay.

BOARD OF TRUSTEES

Elder Dan Blackford (Providence), presented the report of the Board of Trustees. On behalf of the Trustees, the Presbytery **VOTED** to **APPROVE** the sale of property held by the First Presbyterian Church of Greenwich at 376 Sound Beach Avenue in Old Greenwich, Connecticut, to Louise Cahill and Jonathan Cahill of 15 Lockwood Avenue, Old Greenwich, Connecticut 06870, for \$1,705,000. The closing will take place on or before October 31, 2020.

Background: The Session of the First Presbyterian Church of Greenwich has provided the Trustees with a contract of sale, which the Trustees have reviewed. The Session has designated all proceeds to be used to support clergy housing purchases/costs. The sale price represents the highest of several offers and is higher than the listing price. There is no relationship between the buyers and the congregation.

COMMITTEE ON PREPARATION FOR MINISTRY

The Rev. Joan Priest presented the report of the Committee on Preparation for Ministry. The Committee presented Ms. Grace Woodward (New Haven: First), an inquirer under care, for examination for candidacy. Ms. Woodward is in her third year in the Master of Divinity program at Yale Divinity School. She is serving as a student intern at the Westminster Presbyterian Church in West Hartford. Following an introduction and a period of questioning, the Presbytery **VOTED** to **APPROVE** the examination and to **RECEIVE** Ms. Woodward as a Candidate.

The Committee presented Mr. Ryan Joslin (New Haven: First), an inquirer under care, for examination for candidacy. Mr. Joslin is in his third year in the Master of Divinity program at Yale Divinity School. Following an introduction and a period of questioning, the Presbytery **VOTED** to **APPROVE** the examination and to **RECEIVE** Mr. Joslin as a Candidate.

The Committee presented Ms. Rachel Park (Hamden: New Haven Korean), an inquirer under care, for examination for candidacy. Ms. Park has received her Master of Divinity degree from Princeton Theological Seminary, and is currently taking classes at Yale Divinity School. Ms. Park offered a visual presentation illustrating her faith and sense of call. Following an introduction and a period of questioning, the Presbytery **VOTED** to **APPROVE** the examination and to **RECEIVE** Ms. Park as a Candidate.

The moderator, Elder Stephen Hart, led the Presbytery in a service of reception for these new candidates, during which candidates affirmed their acceptance of the responsibilities of candidacy, and Mr. Hart offered a scriptural charge and prayer.

RENUNCIATION OF JURISDICTION

The Rev. David Baer, the Stated Clerk, reported that on September 18, he received a written statement from the Rev. **Sean Miller**, a member of PSNE, renouncing the jurisdiction of the Presbyterian Church (U.S.A.). He noted that in accordance with the *Book of Order*, G-2.0509, Mr. Miller's renunciation became effective upon the clerk's receipt of the written statement, that it would be recorded in these minutes and reported to the Office of the General Assembly, and that Mr. Miller's name would be removed from the Presbytery's membership roll.

ADJOURNMENT

With no further business to transact, Presbytery **ADJOURNED**, and was led in a closing prayer by the Rev. Shannon White, at 3:00 p.m.

Respectfully submitted,

Rev. David A. Baer, Stated Clerk

DRAFT

Presbytery of Southern New England

Statement of Financial Position

August 31, 2020

	<u>Year Begin Balance</u>	<u>Year to Date Balance</u>
Assets		
Cash		
101 Operating Cash	83,815.14	172,924.68
107 Relief Cash	23,189.06	23,565.34
111 Simsbury NCD-Capitol One Savings Acct.	77,573.02	77,701.74
Cash Totals:	<u>184,577.22</u>	<u>274,191.76</u>
Investments		
113 Merrill Lynch MMA	0.00	0.00
104 Merrill Lynch Equities	30.00	30.00
105 Fidelity Investments	888,808.72	891,057.51
Investments Totals:	<u>888,838.72</u>	<u>891,087.51</u>
Receivables		
103 Accounts Receivable	318,419.70	312,829.30
120 PV adjustments on dismissal agreements	(55,000.00)	(55,000.00)
Receivables Totals:	<u>263,419.70</u>	<u>257,829.30</u>
Assets		
109 Fixed Assets	6,406.72	6,406.72
110 Accumulated Depreciation	(4,575.30)	(4,575.30)
Assets Totals:	<u>1,831.42</u>	<u>1,831.42</u>
Total Assets:	<u><u>1,338,667.06</u></u>	<u><u>1,424,939.99</u></u>
Liabilities		
Cash		
206 Deferred Revenue	0.00	0.00
Receivables		
208 Allowance for Bad Debt	0.00	0.00
Loans Receivable		
210 PPP Note	0.00	65,662.00
Payroll Liabilities		
201 Federal Tax Payable	2,338.00	2,280.00
202 State Tax Payable	434.00	269.09
203 FICA Payable	168.34	186.00
204 Medicare Payable	87.93	43.52
205 Health Benefits Payable	0.00	60.88
211 Tax Deferred - 403b	0.00	659.76
212 Garnishment	0.00	0.00
213 FSA - Medical Savings Account	25.00	(1,054.84)
Payroll Liabilities Totals:	<u>3,053.27</u>	<u>2,444.41</u>
Total Liabilities:	<u>3,053.27</u>	<u>68,106.41</u>

Ref. C – Treasurer’s Report
 PSNE – September 19, 2020 (2/8)

	Year Begin Balance	Year to Date Balance
Net Assets		
Assets		
310 Unrestricted Net Assets	469,014.00	469,014.00
325 Board Designated - Endowment	0.00	0.00
350 Temp Restricted - PPA	0.00	0.00
304 Net Reserve	0.00	0.00
301 Net Income for Relief Fund	(12,054.37)	(12,054.37)
335 Temp Restricted - Relief Fund	19,824.00	19,824.00
305 Net Capital Reserve	0.00	0.00
328 Board Designated - Reserves	0.00	0.00
302 Net Inc. for Program Fund	(126.89)	(126.89)
309 Church Development	62,119.00	62,119.00
306 Temporarily Restricted	155,724.35	155,724.35
320 Board Designated - Social Justice	0.00	0.00
330 Temp Restricted - Simsbury NCD Reserve	89,009.00	89,009.00
338 Temp Restricted - Living into New Church	4,226.00	4,226.00
340 Temp Restricted - Emerg. Min. Dismissals	189,700.00	189,700.00
Assets Totals:	977,435.09	977,435.09
Equity		
300 Net Income	(286,830.47)	(287,809.50)
Dedicated Accounts		
Without Donor Restrictions	544,510.90	529,496.59
With Donor Restrictions	192,824.14	261,576.41
Dedicated Accounts Totals:	737,335.04	791,073.00
Current Period Changes to Net Assets	0.00	(31,539.14)
Total Net Assets:	1,427,939.66	1,449,159.45
Total Liabilities & Net Assets:	1,430,992.93	1,517,265.86

Presbytery of Southern New England

Statement of Activities

August 31, 2020

Account Shortcut and Description	Annual Budget	YTD Actual	Annual Budget vs. YTD Actual
Income			
Income			
400 Presbytery Per Capita	238,280.00	150,926.42	(87,353.58)
405 General Mission	55,000.00	32,933.76	(22,066.24)
406 General Mission-Prior Year	0.00	0.00	0.00
407 Donations	0.00	1,552.94	1,552.94
Income Totals:	293,280.00	185,413.12	(107,866.88)
Other Income			
404 Interest on Operating Cash	0.00	106.82	106.82
409 Misc. Income	0.00	0.00	0.00
403 Merrill Lynch MMA dividends	0.00	0.00	0.00
410 Fidelity market changes	0.00	2,248.79	2,248.79
402 Relief Fund Donations	0.00	2,185.57	2,185.57
Other Income Totals:	0.00	4,541.18	4,541.18
Income Totals:	293,280.00	189,954.30	(103,325.70)
Expense			
Roundtable			
527 Roundtable Operating	1,000.00	1,348.02	(348.02)
515 Chaplain to the Clergy	4,000.00	334.05	3,665.95
530 One Day Meetings	3,000.00	(422.08)	3,422.08
619 Crossroads Anti-Racism Training	0.00	5,856.88	(5,856.88)
Roundtable Totals:	8,000.00	7,116.87	883.13
Nurturing & Creating Relationships			
560 Interim Pastor - grant transfer	0.00	(38,930.42)	38,930.42
500 Interim Pastor - Salary	0.00	18,811.88	(18,811.88)
526 Interim Pastor - Housing	0.00	17,308.26	(17,308.26)
538 Interim Pastor - SECA	0.00	2,303.52	(2,303.52)
549 Interim Pastor - Medical	0.00	5,923.12	(5,923.12)
550 Interim Pastor - Pension	0.00	2,369.36	(2,369.36)
552 Interim Pastor - Professional Expenses	0.00	0.00	0.00
553 Interim Pastor - Auto Expenses	0.00	0.00	0.00
554 MLK Church - Retreats	0.00	0.00	0.00
Nurturing & Creating Relationships Totals:	0.00	7,785.72	(7,785.72)
Stewardship & Mission			
580 NEXT Church Support	1,000.00	0.00	1,000.00
585 New Initiatives	5,000.00	0.00	5,000.00
592 PY Immigration Ministry	10,000.00	10,000.00	0.00
546 Hyannis Brazilian- Cape Cod	20,000.00	11,666.69	8,333.31

Ref. C – Treasurer’s Report
PSNE – September 19, 2020 (4/8)

Account Shortcut and Description	Annual Budget	YTD Actual	Annual Budget vs. YTD Actual
510 Presbytery Emerging Ministries	1,000.00	0.00	1,000.00
539 Social Justice	1,000.00	0.00	1,000.00
578 Youth Triennium	0.00	0.00	0.00
548 RI Council of Churches	0.00	0.00	0.00
Stewardship & Mission Totals:	38,000.00	21,666.69	16,333.31
Personnel			
545 Honorariums	2,800.00	1,000.00	1,800.00
501 Personnel Operating	500.00	0.00	500.00
Personnel Totals:	3,300.00	1,000.00	2,300.00
Committee on Ministry			
531 COM Operating	8,000.00	4,126.83	3,873.17
555 Leadership Training	0.00	0.00	0.00
583 Triennial Visitations	0.00	0.00	0.00
Committee on Ministry Totals:	8,000.00	4,126.83	3,873.17
Committee on Preparation			
535 CPM Operating	600.00	0.00	600.00
556 Candidate Support	900.00	152.37	747.63
584 Career Counseling	0.00	0.00	0.00
600 Annual Consultations	0.00	0.00	0.00
602 Leadership Training	0.00	0.00	0.00
Committee on Preparation Totals:	1,500.00	152.37	1,347.63
Trustees			
502 Trustees Operating	200.00	16.00	184.00
506 Audit Expense	5,200.00	5,720.00	(520.00)
507 Insurance	2,600.00	2,465.66	134.34
Trustees Totals:	8,000.00	8,201.66	(201.66)
Nominations			
557 Nominations Operating	200.00	0.00	200.00
Salaries & Benefits			
513 GP Salary	38,110.00	26,272.75	11,837.25
514 GP Housing Allowance	41,700.00	28,758.18	12,941.82
516 GP SECA Tax Allowance	6,105.00	4,209.58	1,895.42
522 GP Board of Pensions	32,024.00	21,442.83	10,581.17
508 GP Med. Deduct.	1,596.00	333.23	1,262.77
551 GP Continuing Ed.	3,000.00	2,554.00	446.00
517 Office Manager Salary	23,213.00	18,225.18	4,987.82
518 Office Manager BOP	7,149.00	6,718.11	430.89
519 Office Manager Med. Deduct.	1,963.00	1,866.18	96.82
520 Communications Manager	19,500.00	11,250.00	8,250.00
512 Stated Clerk	20,400.00	14,123.16	6,276.84
521 Financial Manager	26,520.00	18,360.00	8,160.00
524 Employer Payroll Tax	3,268.00	2,147.49	1,120.51
561 Stated Clerk - Additional Time as Needed	5,000.00	0.00	5,000.00
Salaries & Benefits Totals:	229,548.00	156,260.69	73,287.31

Ref. C – Treasurer’s Report
PSNE – September 19, 2020 (5/8)

Account Shortcut and Description	Annual Budget	YTD Actual	Annual Budget vs. YTD Actual
Permanent Judicial			
573 PJC Operating	0.00	156.86	(156.86)
Presbytery Immigrant Ministry			
509 PIM Minister - Salary	0.00	0.00	0.00
525 PIM Minister - Housing	0.00	0.00	0.00
528 PIM Minister - SECA	0.00	0.00	0.00
529 PIM donations transfer	0.00	0.00	0.00
Presbytery Immigrant Ministry Totals:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Office Operations			
532 Sweep Account Monthly Balancing Entry	0.00	3,297.52	(3,297.52)
534 Postage	830.00	581.10	248.90
537 Roll Over Conference Calling	0.00	0.00	0.00
542 Office Supplies	3,200.00	1,470.42	1,729.58
543 Web Hosting	340.00	343.00	(3.00)
558 Nextiva	700.00	406.82	293.18
559 Home Office Internet	0.00	0.00	0.00
562 Printing	0.00	0.00	0.00
567 Publications	100.00	0.00	100.00
570 Shredding	150.00	0.00	150.00
571 Computer Assistance	750.00	2,765.09	(2,015.09)
614 Home Office Expense	0.00	0.00	0.00
615 Computer Training	0.00	0.00	0.00
616 Computer Upgrades	0.00	72.34	(72.34)
617 Computer Repairs/Maint.	0.00	0.00	0.00
618 Unexpected Exp. for Office	500.00	550.02	(50.02)
622 Computer Replacement	370.00	0.00	370.00
540 Fax Line	60.00	0.00	60.00
Office Operations Totals:	<u>7,000.00</u>	<u>9,486.31</u>	<u>(2,486.31)</u>
Travel			
503 GA Expenses	1,500.00	180.00	1,320.00
533 GP Auto/Professional	9,480.00	3,359.36	6,120.64
581 Stated Clerk Auto/Prof.	5,700.00	0.00	5,700.00
541 GP GA Travel	1,200.00	0.00	1,200.00
Travel Totals:	<u>17,880.00</u>	<u>3,539.36</u>	<u>14,340.64</u>
Other Expenses			
504 Miscellaneous	0.00	0.00	0.00
511 Equip. Replacement	2,000.00	0.00	2,000.00
566 Depreciation Expense	0.00	0.00	0.00
596 Provision for Bad Debt Exp.	0.00	0.00	0.00
523 Online Giving Fees	0.00	0.00	0.00
595 Ministerial Relief	0.00	2,000.08	(2,000.08)
601 Committee of Representation	0.00	0.00	0.00
Other Expenses Totals:	<u>2,000.00</u>	<u>2,000.08</u>	<u>(0.08)</u>
Expense Totals:	<u>323,428.00</u>	<u>221,493.44</u>	<u>101,934.56</u>

Ref. C – Treasurer’s Report
PSNE – September 19, 2020 (6/8)

Account Shortcut and Description	<u>Annual Budget</u>	<u>YTD Actual</u>	<u>Annual Budget vs. YTD Actual</u>
Income - Expense:	(30,148.00)	(31,539.14)	(1,391.14)

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Presbytery of Southern New England

Dedicated Accounts

August 31, 2020

Account Shortcut and Description	Beginning Balance	Month Credits	Month Debits	YTD Credits	YTD Debits	Ending Balance
Operating						
Other Income						
961 PC USA- Transformation Grant	(1,528.28)	0.00	0.00	5,981.88	4,453.60	0.00
999 Deferred Dedicated Donations	0.00	0.00	0.00	15,000.00	7,500.00	7,500.00
935 Tri-PY Consultant	1,288.68	0.00	0.00	0.00	0.00	1,288.68
923 Equipment Reserve Fund	0.00	0.00	0.00	0.00	0.00	0.00
990 PC USA - Brookfield Grant	1,891.53	0.00	0.00	0.00	1,891.53	0.00
960 Synod Grant for MLK Church	4,400.71	0.00	0.00	49,530.00	42,664.08	11,266.63
Other Income Totals:	6,052.64	0.00	0.00	70,511.88	56,509.21	20,055.31
Roundtable						
1000 IC & AJC - Roundtable	0.00	0.00	0.00	4,368.45	4,036.90	331.55
Trustees						
998 Valley Presbyterian Church	0.00	0.00	0.00	6,046.95	6,046.95	0.00
Travel						
912 General Assembly Travel	2,400.00	0.00	0.00	0.00	0.00	2,400.00
Other Expenses						
921 Cranston: Faith closing	448,970.13	0.00	0.00	0.00	9,046.95	439,923.18
997 Woodbury Church Fire	0.00	0.00	0.00	0.00	0.00	0.00
Other Expenses Totals:	448,970.13	0.00	0.00	0.00	9,046.95	439,923.18
Pass-thru Accounts						
900 GA Per Capita	(3,306.30)	5,855.10	0.00	35,651.27	14,232.42	18,112.55
901 Synod Per Capita	831.26	3,085.67	0.00	18,363.30	6,601.01	12,593.55
Pass-thru Accounts Totals:	(2,475.04)	8,940.77	0.00	54,014.57	20,833.43	30,706.10
Operating Totals:	454,947.73	8,940.77	0.00	134,941.85	96,473.44	493,416.14
Program						
Nurturing & Creating Relationships						
909 Church Development Reserve	0.00	0.00	0.00	0.00	0.00	0.00
920 Simsbury/NCD Reserve	77,602.92	0.00	0.00	128.72	0.00	77,731.64
950 Dismissal Agreement Income	182,176.50	0.00	0.00	0.00	0.00	182,176.50
955 PV adj. on dismiss agreements - exp	(7,500.00)	0.00	0.00	0.00	0.00	(7,500.00)
Nurturing & Creating Relationships Totals:	252,279.42	0.00	0.00	128.72	0.00	252,408.14
Stewardship & Mission						
911 Next Year Mission Pledges	0.00	0.00	0.00	0.00	0.00	0.00
914 UHME Grant	0.00	0.00	0.00	0.00	0.00	0.00
913 Designated Donations	7,000.00	0.00	0.00	0.00	4,000.00	3,000.00
Stewardship & Mission Totals:	7,000.00	0.00	0.00	0.00	4,000.00	3,000.00
Committee on Ministry						
928 Leadership Training	750.00	0.00	0.00	0.00	0.00	750.00

Ref. C – Treasurer’s Report
PSNE – September 19, 2020 (8/8)

Account Shortcut and Description	Beginning Balance	Month Credits	Month Debits	YTD Credits	YTD Debits	Ending Balance
915 Coaching	4,226.52	0.00	0.00	0.00	0.00	4,226.52
Committee on Ministry Totals:	4,976.52	0.00	0.00	0.00	0.00	4,976.52
Presbytery Immigrant Ministry						
910 PY Ministry-Immigrant	12,172.65	3,634.00	4,038.00	30,402.01	32,829.64	9,745.02
907 PY Immigrant Min. - PW Grant	541.66	0.00	0.00	231.42	773.08	0.00
Presbytery Immigrant Ministry Totals:	12,714.31	3,634.00	4,038.00	30,633.43	33,602.72	9,745.02
Pass-thru Accounts						
902 GA General Mission	0.00	3,212.95	0.00	14,816.80	8,709.65	6,107.15
903 Synod General Mission	0.00	780.86	0.00	3,483.44	1,879.22	1,604.22
904 GA Special Mission	0.00	0.00	0.00	13,415.62	9,188.62	4,227.00
905 Synod Special Mission	0.00	0.00	0.00	103.05	103.05	0.00
930 Latinas in Action Grant	0.00	0.00	0.00	17,500.00	7,500.00	10,000.00
Pass-thru Accounts Totals:	0.00	3,993.81	0.00	49,318.91	27,380.54	21,938.37
Social Justice						
919 Peacemaking Donations	5,417.06	0.00	0.00	171.75	0.00	5,588.81
Program Totals:	282,387.31	7,627.81	4,038.00	80,252.81	64,983.26	297,656.86
Total for selected dedicated accounts:	737,335.04	16,568.58	4,038.00	215,194.66	161,456.70	791,073.00