

**PRESBYTERY OF SOUTHERN NEW ENGLAND
STATED MEETING OF THE PRESBYTERY ROUNDTABLE
June 10, 2021**

The Roundtable of the Presbytery of Southern New England met via Zoom teleconference. The meeting came to order at 9:35 a.m., with opening devotions offered by the co-chair, the Rev. Julie Emery.

A **QUORUM** was present.

Present were: Julie Emery (co-chair), Nicole Aronson, Lisa Baker, Andre Castillo, Rachelle Lee, Kirk Louis, John Merz, Deborah Packard, and Chris Tate.

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

Members of the Roundtable introduced themselves.

The agenda for the meeting, distributed in advance of the meeting by the chair, was **APPROVED**.

The General Presbyter gave her report, in which she presented a proposal on how committee and Presbytery meetings might be conducted, as the area comes out of pandemic-related restrictions. Upon a motion properly made and seconded, the Roundtable **VOTED** to **ADOPT** and **IMPLEMENT** the proposal (Attachment 1).

Mr. Baer provided a copy of the minutes of the April Roundtable meeting, which were **APPROVED** upon a motion properly made and seconded.

The Roundtable received a proposal from the Rev. J. C. Cadwallader, the Presbytery Moderator, for an in-person retreat connected with the September Stated Meeting of the Presbytery. The retreat would be held in New Bedford, Massachusetts on the afternoon and evening of Tuesday, September 21, and the meeting would be held on the morning of September 22, at the Woodbury Union Church in Warwick, Rhode Island. Upon a motion properly made and seconded, the Roundtable **VOTED** to **ADOPT** the proposal. The Moderator, the General Presbyter, and the Stated Clerk will proceed to make the appropriate arrangements.

Andre Castillo, the President of the Corporation, asked for representatives from the Roundtable to serve on the budget team, together with himself and Jim Duncan from the Board of Trustees. John Merz volunteered to serve in this role, and Mr. Castillo will inquire individually of members of the Roundtable to find one additional volunteer.

Mr. Castillo reported that the Paycheck Protection Program loan that the Presbytery had received had been forgiven by the U. S. government. The total amount was approximately \$77,000.

The Trustees will meet later today, and will consider a number of recommendations related to dedicated funds accounts. A list of the recommendations was provided to members of the Roundtable for their feedback. The total amount of funds in these accounts is approximately \$10,000.

John Merz, the chair of the Personnel Committee, reported that the committee has been developing a Covenant of Relationship for those active as employees and volunteers in the Presbytery. They are being guided by the "Standards of Ethical Conduct for Members of the Presbyterian Church (U.S.A.) approved by the General Assembly in 2002. The committee will be meeting in two weeks, and is looking for feedback.

The chairs of the other committees of the Presbytery provided updates on their work.

The Roundtable adjourned with a prayer offered by the Rev. Shannan Vance-Ocampo at 11:20 a.m. The next meeting of the Roundtable will take place at 9:30 a.m. on Thursday, August 26, 2021.

Respectfully submitted,

-signed-

Rev. David A. Baer, Stated Clerk

Attachment 1

These ideas were originally brought to the Roundtable from David Baer, Stated Clerk and Shannan Vance-Ocampo, General Presbyter. Roundtable discussed and made some suggestions which have been incorporated into this document.

The Roundtable welcomes your input before they make decisions at their June Roundtable meeting. You can do so via [this form](#).

We welcome all suggestions and ideas.

Goals/Values

- Build and grow community and relationships
- Return to in-person gatherings
- Allow for hybrid set-up for all in-person meetings
- Continue to increase opportunities for participation across the Presbytery (nominating)
- Theology of equity and inclusion
- Built-in flexibility and adaptability in the event we need to return to all virtual for health/safety reasons

Committee/Team Meetings

- Continue with Zoom for all committee meetings. This will allow more people to serve than have before
- Consider moving needed committees to evening time slots to deal with representation issues on all committees of age parity especially among Ruling Elders and to allow more ability for Nominating to find potential candidates
- At the beginning of each year hold a one-day retreat for all committee/team members to:
 - Establish Presbytery-wide goals for all committees

Attachment 1

- o Biblical/theological study and worship
- o Leadership development
- o Anti-racism and equity training
- o Individual team time/fellowship
- In-person fellowship events twice/year for all committee/teams for relationship building such as summer BBQ, holiday gathering, etc.

Stated Meetings

- Continue with quarterly in-person meetings of the Presbytery
- All meetings to include hybrid participation options
- One meeting each year converted to an attractional all-Presbytery training event with outside leader(s) (with potential to invite Boston, Northern New England to join us)
- All Presbytery meeting dates/locations/times announced by November of the prior year for planning purposes
- Potential winter meeting Zoom-only as we typically have unstable weather and historically this meeting (pre-Covid) was rescheduled often

Staff

- Continue with twice/month Zoom staff meetings as we have been doing pre-Covid and during Covid.
- Quarterly in-person staff gatherings

Other

Attachment 1

- Target the **(September 2021)** November 13, 2021 Stated Meeting for the first in-person gathering for PSNE (location TBD). With hybrid set-up. Meeting to be focused on worship, fellowship, renewing relationships and healing.
- Have a fall clergy wellness retreat annually with outside leadership. Begin with this in Fall 2021 to allow separate space for processing, etc. of the pandemic by clergy with a variety of wellness modalities built in.
- Full implementation of above to begin January 2022

**PRESBYTERY OF SOUTHERN NEW ENGLAND
STATED MEETING OF THE PRESBYTERY ROUNDTABLE
August 26, 2021**

The Roundtable of the Presbytery of Southern New England met via Zoom teleconference. The meeting came to order at 9:35 a.m., with opening devotions offered by the co-chair, the Rev. Julie Emery, during which members of the Roundtable introduced themselves and shared something that has been a source of joy during the summer. The devotion concluded with a litany for gratitude.

A **QUORUM** was present.

Present were: Julie Emery (co-chair), Mildred McNeill (co-chair), Nicole Aronson, Lisa Baker, J. C. Cadwallader, Andre Castillo, Rachelle Lee, John Merz, Deborah Packard, and Chris Tate.

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

The agenda for the meeting, distributed in advance of the meeting by the chair, was **APPROVED**, with additions.

The minutes of the June Roundtable meeting were **APPROVED** as presented by the clerk.

The General Presbyter noted the presence of her report in the shared Google Drive folder. At the last meeting the Roundtable discussed plans for adapting to this stage of the pandemic, and the current state of these plans is discussed in the General Presbyter's report. Erika Plank Hagan, the Presbytery Communicator, will be cleaning up the shared folders of each of PSNE's committees next week.

The Roundtable welcomed Jessica Vasquez-Torres of Crossroads Anti-Racism, who summarized her work with the Anti-Racism Task Force during the past year, and made a proposal for continuing her work with PSNE. Some of her assessments about where the Presbytery is on its anti-racism journey:

- She introduced the six-stage spectrum from overt white supremacy (1) to committed, transformational anti-racism (6). Most church institutions find themselves somewhere between 2 (tokenism) and 3 (superficial change) on this spectrum. PCUSA polity does not allow us to move backward to stage 1, so we can either stand still or progress. Ms. Vasquez-Torres, together with the Anti-Racism Task Force's co-chairs, Jenny Peek and Kirk Louis, assess that the presbytery is currently *deeply embedded in stage 2*, with a sense of stability in this position. This means that moving forward is much more difficult than if we were experiencing the failure of our life in stage 2.
- This is happening in the context of what some social psychologists call "the awakening that never happened." In 2020, many white Americans were super-activated by the murder of George Floyd in May, but by September attitudes had returned to where they were beforehand. White people, by and large, have moved on from a focus on racial justice. In practical terms, this means that we are working with a group of people in our

churches who are willing to say the right things and to be “nice,” but not to do the hard work of effecting change. This means that moving forward will require a shift in the way leaders operate in the system.

- The capacities that have to be built depend on the willingness of the Roundtable to take an active part in planning and carrying out the programmatic dimensions of an anti-racism strategy.

Members of the Roundtable offered observations and posed questions. Ms. Vasquez-Torres promised an updated proposal, which will reflect the points of discussion during this meeting. She is happy to answer additional questions by e-mail.

Members of the Roundtable then continued to discuss their role with respect to the anti-racism work of the Presbytery.

John Merz, the chair of the Personnel Committee, reviewed the budget proposal as it pertains to the Presbytery’s personnel. The Committee is proposing a 4% COLA for all staff, with the exception of the Presbytery bookkeeper. The hours of the bookkeeper will be increased by five hours per week, in lieu of an increase in the rate of pay.

Jim Glenn has been serving as Chaplain to the Clergy, without remuneration other than an expense account. He has announced that he will be leaving the position, with this last day September 22, the date of the Stated Meeting. The Personnel Committee hopes that the Presbytery can honor Jim at the meeting. It will be doing an ongoing needs assessment with respect to the position of Chaplain to the Clergy, but in the mean time the General Presbyter will take on the role of offering pastoral care to ministers.

The Presbyterian Immigrant Ministry (PIM) has employed three part-time chaplains who have visited those held in immigration detention. Due to the COVID-19 pandemic, the chaplains have been unable to access these facilities, and over time—due to the practices of Immigration and Customs Enforcement (ICE)—the chaplains have not been able to keep in touch, even through correspondence, with those they had been serving. The Presbytery has helped to support this ministry, but it is no longer enough to sustain this ministry. The Personnel Committee has given notice to two of the chaplains that their position will be discontinued. In the mean time, the Committee is seeking funds to continue the work of Alonso DaCunha, the third chaplain, to wind down his work through the end of the year. While they expect that the Presbytery will continue to seek opportunities for ministry with immigrants and refugees, this particular expression of that concern seems to be at an end. There will be an opportunity at a future Presbytery meeting to celebrate the work of our chaplains and of PIM.

Andre Castillo presented the proposed 2022 budget on behalf of the Budget Team. Upon the recommendation of the Budget Team, the Roundtable **VOTED** to **RECOMMEND** that the Presbytery **APPROVE** the 2022 Budget (Attachment 1).

The Trustees have made recommendations concerning the disposition of funds in dedicated accounts. Upon the recommendation of the Trustees, the Roundtable **VOTED** to **APPROVE** the recommendation (Attachment 2).

The Stated Clerk presented a proposed docket for the September meeting. It was the sense of the Roundtable that, although the proposed retreat for clergy should proceed, it would

be advisable for the September Stated Meeting to be held online. Upon a motion properly made and seconded, the Roundtable **VOTED** to **APPROVE** the proposed docket, as amended (Attachment 3).

Upon the recommendation of the Nominating Committee, and in accordance with the PSNE Bylaws, 6.5Q, the Roundtable **VOTED** to **APPOINT** the Rev. Susan Olson and the Rev. Deb Packard as ordination exam readers, subject to ratification by the full Presbytery at the next Stated Meeting.

The Roundtable adjourned with a prayer offered by the Rev. Shannan Vance-Ocampo at 11:20 a.m. The next meeting of the Roundtable will take place at 9:30 a.m. on Thursday, October 28, 2021.

Respectfully submitted,

-signed-

Rev. David A. Baer, Stated Clerk

DRAFT

Attachment 1

Proposed PSNE Budget for 2022

OPERATIONS	2021 Budget	Year to Date Actual	Annual Budget Bal.	YTD 59%	2022		COLA
					Proposed		
Income							
General Mission	50,000.00	28,506.55	21,493.45	57%	50,000.00		0.00
General Mission - prior year	0.00	0.00	0.00				
Interest on Operating Cash	0.00	17.48	17.48				
Presbytery Per Capita	234,210.00	123,974.95	110,235.05	53%	227,772.00		(6,438.00)
Presbytery Per Capita Withheld Income	(15,000.00)				(15,000.00)		0.00
GA/Synod Per Capita paid for churches that withhold	(6,000.00)				(6,000.00)		0.00
Donations	0.00	1,777.69	1,777.69				
Total Income	263,210.00	154,276.67	133,523.67	59%	256,772.00 A		(6,438.00)
Expense							
Ministries of the Presbytery:							
PIM	10,000.00	10,000.00	0.00	100%	0.00 H		(10,000.00)
Brazilian Fellowship	20,000.00	11,666.69	8,333.31	58%	20,000.00		(10,000.00)
Social Justice	750.00	0.00	750.00	0%	750.00		0.00
NEXT Church Support	1,000.00	0.00	1,000.00	0%	1,000.00		0.00
New Initiatives/Emerging Ministries	5,000.00	0.00	5,000.00	0%	5,000.00		0.00
Committees:							
Committee on Ministry	8,000.00	708.10	7,291.90	9%	4,000.00		(4,000.00)
Committee on Preparation	3,000.00	461.45	2,538.55	15%	3,000.00		0.00
Nominations	200.00	0.00	200.00	0%	200.00		0.00
Personnel	500.00	0.00	500.00	0%	500.00		0.00
Roundtable	4,000.00	236.00	3,764.00	6%	4,000.00		0.00
Trustees	10,300.00	10,954.76	(654.76)	106%	8,300.00 B		(2,000.00)
Personnel:							
GP Salary & Housing & SECA	85,318.00	48,823.74	36,494.26	57%	87,112.48 C		1,794.48 (+4%)
GP BOP	31,358.00	18,259.87	13,098.13	58%	31,358.00 C.1		0.00
Stated Clerk Salary	20,400.00	11,769.18	8,630.82	58%	21,216.00		816.00 (+4%)

Attachment 1

Stated Clerk - Additional service if needed	1,500.00	0.00	1,500.00	0%	0.00	(1,500.00)
Communications Manager	20,992.00	12,110.63	8,881.37	58%	21,832.00	840.00 (+4%)
Financial Manager	26,520.00	15,300.00	11,220.00	58%	35,360.00 J	8,840.00
Treasurer - stipend	2,000.00	1,000.00	1,000.00	50%	2,000.00	0.00
Staff & Office Operations:						
GP Auto/Professional Expense	6,000.00	2,999.83	3,000.17	50%	6,000.00	0.00
GP Continuing Education	3,000.00	3,000.00	0.00	100%	3,000.00	0.00
GP Medical Reimbursement	0.00	0.00	0.00	0%	1,556.00 C	
2021 GP General Assembly Expense	1,200.00	0.00	1,200.00	0%	0.00 D	(1,200.00)
Stated Clerk Auto/Professional Expense	4,500.00	0.00	4,500.00	0%	1,000.00 E	(3,500.00)
2021 Stated Clerk General Assembly Exp.	1,200.00	0.00	1,200.00	0%	0.00 D	(1,200.00)
2020 GA Travel (overture advocate)	750.00	0.00	750.00	0%	0.00 F	(750.00)
Chaplain to the Clergy	4,000.00	0.00	4,000.00	0%	1,000.00 G	(3,000.00)
Equip. Replacement Reserve	2,000.00	0.00	2,000.00	0%	2,000.00	0.00
Total Expense	273,488.00	147,290.25	111,114.44	54%	260,184.48	(13,303.52)
Operating Budget Net Surplus/Loss*	(10,278.00)				(3,412.48)	
Net Income/Expense		6,986.42				

*note: unpaid GA/SY per capita in addition

- A) Reflects reduction in PY membership from 6330 to 6156.
- B) Reduced for Review Year 2022, next Audit 2024
- C) Moved Medical Deductible under Staff & Office Operations; Personnel & GP to discuss moving increase to Medical C.1.) To be adjusted as appropriate, pending conversation btwn Personnel & GP
- D) Remove for 2022, potentially reinstate in 2026
- E) Subject to increase if needed.
- F) PY will no longer send Overture Advocate to GA.
- G) To be revisited along with conversations around Chaplain role
- H) Proactive conversations to continue re: immigrant/refugee ministries
- J) Personnel & Trustees approved 5 hr/wk increase, beginning 01/22

Attachment 2

PSNE – Dedicated Accounts Balances

Acct.#913 Designated Donations – Balance \$3,000
Prior year donations for Campus Ministry.

Recommendation: Ask donors to reprioritize this as we no longer have campus ministries we are supporting.

Acct.#915 Coaching – Balance \$4,226.52

As with acct.#928 below, about 5 years ago there was discussion as to where these funds could be used. No decision was made.

Recommendation: Return funds to COM to handle coaching and consulting requests.

Acct.#919 Peacemaking – Balance \$5,697.85
Accumulated donations for Peacemaking.

Recommendation: Put funds towards upcoming anti-racism work in PSNE.

Acct.#928 Leadership Training (COM) – Balance \$750

COM Budget funds from many years ago. From reviewing emails from about five years ago this was brought with COM if they could use the money for some type of leadership training. No decision was made.

Recommendation: Return funds to COM for use in 2021.

Acct.#935 Tri-PY Consultant – Balance \$1,288.68
Received grant many years ago at the time Northern New England, Boston and Southern New England Presbytery began considering merging the three presbyteries.

Recommendation: Return funds ⅓ each to the three Presbyteries as undesignated funds/income for 2021. \$429.56 each. Shannan and David to reach out to T.J. DeMarco.

Acct.#1000 AJC – Roundtable – Balance \$331.55
Roundtable approved \$60,000 to be used to support the AJC for the Valley Brookfield church. All but this balance was used.

Recommendation: return funds to the original account they were drawn from. The Valley situation is now with the Trustees and the congregation is responsible for all bills now related to the oil spill and remediation.

**186TH STATED MEETING OF THE
PRESBYTERY OF SOUTHERN NEW ENGLAND**
**Woodbury United Presbyterian Church,
Warwick, Rhode Island
and online via Zoom and livestream
Wednesday, September 22, 2021**
Proposed Docket

- 5:00 Zoom Call Opens
- 5:30 Gather in God's Name
Call to Order, Prayer, and Forming the Roll
Online Meeting Orientation – Erika Hagan & David Baer
Docket, Enrollment, Introductions
Arrangements and Acknowledgment of Land – T. J. DeMarco
Consent Motion
- 5:45 One-on-One in Breakout Rooms
- 6:05 Worship - led by the Anti-Racism and Equity Committee of the Presbytery
- 6:45 Dinner in Small Breakout Groups
- 7:15 Mission and Ministry of the Presbytery (continued)
Roundtable Report (Ref. A)
 - Proposed PSNE budget for 2022Report of the General Presbyter (Ref. D)
Report of the Committee on Ministry (Ref. H)
 - Examination of candidate for ordination: Grace Woodward
 - Examination of candidates for membership: Cy Varland, Jeffrey Weenink.
 - Approval of calls/temporary pastoral relationships: Terrlyn Curry Avery & Springfield: MLK, Jeffrey Weenink & Wilton.
 - Retirements: Cass Shaw and Virginia Smanik.Report of the Committee on Preparation for Ministry (Ref. J)
Report of the Nominating Committee (Ref. O)
Report of the Personnel Committee - thanksgiving for the ministry of Katia Dacunha and Paulo Riberio as chaplains for PIM
Old or New Business
- 8:30 Adjournment

*Times are provided as advisory estimates of the pace of business
and do not create special orders.*

*Bullet points under committee reports highlight items requiring docket time,
not a complete list.*