

**THE 242nd STATED MEETING OF
THE SYNOD OF THE MID-ATLANTIC (PCUSA)
GINTER PARK PRESBYTERIAN CHURCH, RICHMOND, VA
SEPTEMBER 10-11, 2018**

Synod Commissioners gathered for registration and coffee at 9:00 am September 10, 2018 in Ginter Park PC Fellowship Hall Richmond, VA. Commissioners are asked to sign the attendance roll each day.

CONVENING PRAYER

The 242nd Assembly of the Synod of the Mid-Atlantic convened at 9:30 a.m. with prayer by Vice Moderator Susanne Taylor.

WELCOME AND INTRODUCTION

Vice Moderator, Susanne Taylor introduced herself and asked for prayers for Moderator Richard Claterbaugh as he recuperates from surgery. The Vice-Moderator will moderate the 242nd Stated Meeting. Commissioners and guests introduced themselves by names, presbyteries, designation and the number of synod assemblies attended.

DECLARATION OF QUORUM

The Moderator declared a quorum with 27 commissioners in attendance. Fifteen Teaching Elders and Twelve Ruling Elders represented fourteen presbyteries in the synod. The Procedural Guide states “the quorum for the Stated Meeting shall be fifty (50%) of the total number of voting commissioners, which is thirty; 28 presbytery commissioners, plus the moderator and vice moderator. Such a quorum shall be comprised of at least seven commissioners who are elders and at least seven who are ministers, which is constituted such that at least five presbyteries are represented.”

COMMISSIONERS

OFFICE

PRESBYTERY

Jane Davis	Ruling Elder	Abingdon (ABI)
Cindy Privette	Teaching Elder	Abingdon (ABI)
Nam Hong Cho	Teaching Elder	Atlantic Korean American (AKAP)
Kim Hyongsun Robinson	Ruling Elder	Atlantic Korean American (AKAP)
Keith Paige	Teaching Elder	Baltimore (BAL)
Riley Burgess	Ruling Elder	Charlotte (CHA)
Calvin Lewers	Teaching Elder	Charlotte (CHA)
Luis Nino	Ruling Elder	Coastal Carolina (CCC)
Robbie Phillips	Teaching Elder	Coastal Carolina (CCC)
Helen Bessent-Byrd	Teaching Elder	Eastern Virginia (EVA)
James Kirkpatrick	Ruling Elder	Eastern Virginia (EVA)
Nikki Morris	Ruling Elder	James (JAM)
H. Carson Rhyne	Teaching Elder	James (JAM)
Miriam Dewhurst	Ruling Elder	National Capital (NAT)
Donna Bowers	Teaching Elder	New Castle (NEW)
Mawuna Gardesey	Ruling Elder	New Castle (NEW)
Ben Cahoon	Teaching Elder	New Hope (NHO)
Tolokun Omokunde	Teaching Elder	New Hope (NHO)
Dale Brown	Teaching Elder	Peaks (PEA)
William (WD) Hasty	Teaching Elder	Peaks (PEA)

Mack Dagenhart	Ruling Elder	Salem (SAL)
Stephen Scott	Teaching Elder	Salem (SAL)
Kimberly Kline	Ruling Elder	Shenandoah (SHE)
Wing, Andy	Teaching Elder	Shenandoah (SHE)
Charles Davenport	Teaching Elder	Western North Carolina (WNC)
Dorothy Descieux	Ruling Elder	Western North Carolina (WNC)
Susanne Taylor	Vice Moderator	Shenandoah (SHE)

EXCUSED COMMISSIONERS

Margaret Washnitzer
Richard Claterbaugh

Office

Ruling Elder
Ruling Elder

Presbytery

National Capital (NAT)
Peaks (PEA)

APPOINTMENT OF TEMPORARY CLERK

The Moderator appointed Tami Scott, Synod Administrator, as the recording clerk.

SEATING OF CORRESPONDING MEMBERS

Bronwen Boswell (SHE), Executive/Stated Clerk, Warren Lesane Jr; Finance Manager, Cindy Hollingshead; Administrator, Tami Scott; David Kang (AKAP), Olivia Haney (SCOR), Jessica MacMillan (NEW), Jim Moseley (SNOM) and Carl Utley (PEA).

GUESTS AND VISITORS

Sue Brossart (Volunteer), Jeff Chapman (RBC Investments), Gloria Dennis, Warren Dennis (Presenter), John Etheredge (BNBPC), Ferdinand Gbewonyo, Mary Ann Glover (VA Council of Churches-VCC), Vera Lewers and Martha Reisner (Board of Pensions) were acknowledged.

ADOPTION OF THE DOCKET

The Moderator presented the 242nd proposed docket which was approved by common consent.

ADOPTION OF PROCEDURAL GUIDE

The Procedural Guide was presented and adopted.

APPROVAL OF THE 241st SYNOD MINUTES

The 241st Stated Meeting Minutes were approved.

STATED CLERK AND EXECUTIVE REPORT

The Stated Clerk welcomed attendees and clarified who had a voice and vote. He explained the intent of the Omnibus motion. Jessica MacMillan, Carl Utley, Stephen Scott and David Kang were acknowledged as presbytery leaders. The Clerk updated the Assembly on the following:

- Synod Minutes Review – The Office of the General Assembly (OGA) certified and approved SOMA Minutes for 2016/2017 with no exceptions. Synods have been advised to include photos/narratives of their mission work and to provide the minutes electronically and in paper form to facilitate the review process in future submissions.
- Presbytery Minutes Review: The Administration Committee oversees the Annual Presbytery Minutes review. Presbytery Stated Clerks conduct the reviews. Thirteen of the Fourteen Presbyteries submitted minutes for review. AKAP did not submit minutes for 2017 and this is the third year of non-compliance.

- Conflict of Interest: The purpose of this form is to provide safeguards in preventing members of SOMA from using their position for the purposes or give the appearance of being motivated by desire for private financial gain for themselves or others. Annual compliance is required.
- Health: Moderator Richard Claterbaugh had undergone open heart surgery. He is at home recovering; please keep him in prayer.
- Deaths and Memorial Services: The Assembly will be a part of Dr. Katie Cannon Memorial Service via facebook live. We also acknowledge former commissioner and friend, Rev. Eddie Deas, who transitioned in July 2018. Both persons impacted the region and the PCUSA at large.
- Retirements: Bill Reinhold (CCC), Wilson Gunn (NAT) and Carson Rhyne (JAM) are retiring as General Presbytery/Stated Clerk during 2018. (See Stated Clerk Report for listing of SCs/EPS)
- AKAP Remedial Complaints: The work of assigning an Administrative Commission to AKAP has been placed on hold. Securing Korean representation has been difficult. In addition, two Remedial complaints were filed (Nam Cho vs SOMA) and (AKAP vs SOMA) with the General Assembly Permanent Judicial Commission (GAPJC). Both complaints allege the 241st Synod Assembly committed irregularities, delinquencies and errors in that at that assembly a recommendation was approved to organize an Administrative Commission to assume jurisdiction over AKAP. The GAPJC has merged the two into one complaint. The trial will be held October 18-19, 2018 in Atlanta. The SOMA Committee of Counsel is composed of TE Wilbur Douglass (Chair-EVA), RE Susanne Taylor (SHE) and TE Bill Reinhold (CCC).
- SPJC: The Synod Permanent Judicial Commission has one trial scheduled for October 17, 2018 in Richmond, VA. Two trials were held in May 2018 in Richmond.
- Speer Trust Fund: New Castle Presbytery has changed its organization structure impacting how and whether the synod will be an ongoing recipient of Speer Trust Funds. Jessica MacMillan is staffing the Ignite Team to help define/clarify the application process and possibility of funding.
- Ecumenical Ministries: The Stated Clerk represents the region on several ecumenical bodies (VA Council of Churches/VA Interfaith Center for Public Policy) and encourages other presbytery leaders to consider involvement. See Stated Clerk Report for Highlights of Executive Activity.
- Announcement: The Assembly was invited to participate in the 2019 Synod Presbyterian Men's Mission Trip to Kenya June 3-15, 2018. An invitation was extended to all for a two day Faith Summit on Organ procurement and transfer at LifeNet Health on October 24-25, 2018.
See Appendix A –A-1 (Stated Clerk Report, Addendum & Attachments)

PRESENTATIONS

The Rev. Mary Ann Glover, Interim General Minister of the VCC, greeted the Assembly. She updated the Assembly on the work of VCC and its aim to develop deeper relationships. She spoke of the need for Transformational Change with a compelling spiritual vision shaped by a creative and inclusive community. She encouraged all to mentor the next generation of the ecumenical movement.

Mr. Jeff Chapman, Financial Advisor at RBC Wealth Management, has served as the synod's investment manager for ten years. He provided a performance evaluation on the synod's investment portfolio. Fixed Income has been challenging while the interest rate rises. He expressed his delight with the synod's investment return. It has been a good run for the last 10 years but he predicts a bumpy market as we go forward. He encouraged the synod to draw down some of its earnings now if needed. Chapman remains optimistic in corporate/global earnings and stressed that technology is where the market is looking.

NOMINATING COMMITTEE REPORT I

Co-Moderator Jim Moseley highlighted Designated Committee assignments and recommendations for Administration, Finance, Grants & Awards, and Presbytery Initiatives.

ADMINISTRATION

Class	Name	Designation	Presbytery
2019	Helen Bessent-Byrd (Chair)	BFTE	(EVA)
2020	Benjamin Cahoon	WMTE	(NHO)
2020	Nam Hong Cho	AMTE	AKAP
2020	Miriam Dewhurst	WFRE	(NAT)
2020	W.D. Hasty	WMTE	(PEA)
2020	Calvin Lewers	BMTE	(CHA)
2020	Ed Terry	WMRE	(BAL)

FINANCE

Class	Name	Designation	Presbytery
2019	Dale Brown	WMTE	(PEA)
2018	Riley Burgess (Co-Chair)	WMRE	(CHA)
2018	Charles Davenport	WMTE	(WNA)
2020	Jane Davis	WFRE	(ABI)
2018	Nikki Morris	WFRE	(JAM)
2018	Robbie Phillips (Co-Chair)	WFTE	(CCC)
2019	Margaret Washnitzer	BFRE	(NAT)

GRANTS AND AWARDS

Class	Name	Designation	Presbytery
2018	Donna Bowers	WFTE	(NEW)
2020	Kimberly Kline	WFRE	(SHE)
2020	James Kirkpatrick (Chair)	WMRE	(EVA)
2019	Mack Dagenhart	WMRE	(SAL)
2020	Luis Nino	HMRE	(CCC)
2020	Keith Paige	BMTE	(BAL)
2019	Carson Rhyne	WMTE	(JAM)

PRESBYTERY INITIATIVES

Class	Name	Designation	Presbytery
2019	Andy Wing	WMTE	(SHE)
2020	Dorothy Descieux	WFRE	(WNC)
2020	Stephen Scott	WMTE	(SAL)
2019	Omokunde Tolokun	BMTE	(NHO)
2019	Cindy Privette (Chair)	WFTE	(ABI)
2018	Kim Hyungsoon Robinson	AFRE	(AKAP)
2020	Mawuna Gardesey	BMRE	(NEW)

EXECUTIVE COMMITTEE

Class	Name	Designation	Presbytery
2019	Helen Bessent-Byrd	BFTE	(EVA)
2018	Riley Burgess	WMRE	(CHA)
At -Large	Richard Claterbaugh (Moderator)	WMRE	(PEA)
2020	Jim Kirkpatrick	WMRE	(EVA)

2018	Robbie Phillips	WFTE	(CCC)
2019	Cindy Privette	WFTE	(ABI)
2018	Susanne Taylor	WFRE	(SHE)

The chairs and membership on Designated Committee were approved. See Appendix **B** - Nominating Report Part 1.

PLENARY ONE - THE NEXT GENERATION

The Rev. Dr. Warren Dennis is Professor Emeritus, New Brunswick Theological Seminary -The Dirk Romeyn Professor Metro-Urban Ministry. He provided a summary of Dr. Katie Cannon’s life, noting the legacy and footprint she has left for the Next Generation. She set an example of identifying, mentoring and bringing up the Next Generation of African American Leaders. Both Moseley and Dennis introduced the Next Generation Initiative by stressing the importance to Identify, Nurture and Sustain the next generation. As a part of the presentation, the assembly will be live streaming the memorial service for Dr. Cannon at 11:30 a.m. A summary was given on Dr. Cannon’s life and her impact on this next generation of African American Leadership. There is a severe shortage of African American leadership as pastors and in church councils. Katie Cannon was the first African American woman ordained in the UPC. She has been a strong voice for advocacy and interpretation to the larger church; and that work is not finished. Dennis will join Jim Moseley in Plenary One by facilitating the Next Generation Initiative. After their presentation, the assembly participated in the Memorial Service which was Live Streamed. After witnessing the service, the assembly recessed for lunch.

PLENARY TWO - THE NEXT GENERATION REFLECTIONS

Attendees joined in the Big Circle for Next Generation discussions. “What is required to launch this initiative”? Moseley used a space metaphor of the launching of the Next Generation Initiative to the launching of sputnik and man’s space flight. He stressed that the synod must find a compelling spiritual vision, then it would be able to find its new direction. What does it take to build this launch pad for the next generation? A framework of seven questions for measuring synod readiness and assessment of the synod was presented as small groups (5-6 people) were formed to discuss and to get a composite score of synod readiness. The groups were reminded of the crisis in leadership. They were asked “Where are these leaders for the Presbyterian Church for the future”? OGA has already projected that more racial ethnic persons are going to seminary as opposed to whites. Small groups met for 45 minutes and recorded their responses to be assessed and reported later. Feedback from the small groups indicated that Grassroots is where the initiative needs to start. Now is the time to implement the initiative or we will lose momentum. Additional reflections cautioned placing new pastors in old churches.

DESIGNATED COMMITTEES

Committee Chairs introduced themselves and shared their committee goals, objectives and agenda items. Commissioners were reminded of recusal policies noted in the Procedural Guide (section IX.9.5) “*Synod Commissioners will recuse themselves from voting in committee on matters before the synod which bears on that commissioner’s presbytery or church*”. Chairpersons were provided a flash drive containing Meeting Minutes and Report templates to record meeting actions. They were asked to submit their flash drives to the Synod Administrator by the end of the day. The Assembly recessed for committee meetings.

WORSHIP AND COMMUNION

The Assembly reconvened for worship and communion at 5:30 p.m. in the Sanctuary of Ginter Park Presbyterian Church. Robbie Phillips and Stephen Scott led worship and administered Communion. The Necrology Report was read. Scott preached the sermon corresponding to Ezekiel 37:1-10.

DINNER AND RECESS

Dinner was provided. The meal was blessed by the Moderator at 6:30 p.m. in the Fellowship Hall. The Synod Executive Committee met for business during dinner. The moderator recessed the assembly with prayer to reconvene at 8:45 a.m. Tuesday.

RECONVENING

The Moderator called the assembly to order at 8:54 a.m. with a poem for the Morning Prayer. She announced an adjustment to the docket in light of Hurricane Florence. Removed from the docket were the Next Generation Initiative Presentation and the State of the Synod Address. The adjustment would allow commissioners in the affected areas to return home prior to the storm. The Stated Clerk also acknowledged that the SOMA was meeting on September 11th. Commissioners were reminded of 9/11 and to remain in prayer for the responders who fell ill and the families of those who perished.

PLENARY THREE

Martha Reisner: The Board of Pension Consultant was introduced provided information on Disaster Response Resources in view of the impending hurricane. The Employee Assistance Program available for employees and families to access.

- Finding open pharmacies during the hurricane.
- A Pre-Retirement seminar to be held on October 15-16, 2018 in Bethesda, MD (Growing into tomorrow, today).
- Deadline for Employer Agreement is 10/12/18.
- Open enrollment October through November 16, 2018. Presbyteries are encouraged to put updates in their newsletters.

PLENARY FOUR – COMMITTEE REPORTS

OMNIBUS MOTION

This motion includes minutes and reports from Jubilee and Speer Trust Funds. The motion was approved. See Appendices **C-C**_

COMMITTEE ON REPRESENTATION

TE Olivia Haney chairs the Synod Committee on Representation. The committee met July 31 2018, after a slow start while seeking a new moderator. The meeting served as an opportunity for members to acquaint themselves and to discuss work to be done which included requests for Presbytery COR Reports to be received by October 1, 2018. Commissioners were asked to return to their presbyteries with this information and reminders of this deadline. The committee will be looking at distribution of equities in presbyteries to make sure that everyone is represented. Minutes from the August 20, 2018 committee meeting indicate a need for improvement in representation. A request was made for a representative from EVA to join the vacant slot on the Synod Committee on Representation. The committee will meet November 1, 2018 to review the reports, make recommendations and to discuss the vitality of SCOR in relationship to the GA ruling concerning Synods. The Synod Committee on Representation report was received and approved. See Committee on Representation Report – Appendix **D**.

NOMINATION COMMITTEE Part Two – Haney presented the slate on behalf of Co- Moderator Moseley.

Class	Name	Designation	Presbytery
2018	Jim Moseley	WMTE1	JAM
2021	Jim Moseley	WMTE2	JAM

Nominations were opened to the floor. There being none, the Assembly moved to the next report.

MODERATOR

	Name	Designation	Presbytery
	Susanne Hooker Taylor	WFRE	SHEN

Nominations were opened to the floor. There being none, the Assembly moved to the next report.

VICE MODERATOR

	Name	Designation	Presbytery
	Mawuna Gardesey	BMRE	NEW

Nominations were opened to the floor. There being none, the Assembly moved to the next report.

COMMITTEE ON REPRESENTATION

Class	Name	Designation	Presbytery
2020	Chi Hyeon Yun	AMTE2	AKAP
2021	Olivia Haney	WFTE	SHEN

Nominations were opened from the floor. There being none, the Assembly moved to the next report.

JUBILEE FUND

Class	Name	Designation	Presbytery
2018	Harold Bennett	BMTE1	WNC
2021	Harold Bennett	BMTE2	WNC

Nominations were opened from the floor. There being none, the Assembly moved to the next report.

PERMANENT JUDICIAL COMMISSION

Class	Name	Designation	Presbytery
2021	Janna Vander Woude	WFTE	BAL
2021	Ken Murchison	WMRE	WNC
2025	Bill Reinhold	WMTE	CCC

Nominations were opened to the floor. There being none, the Assembly moved to the next report.

SPEER TRUST FUND

Class	Name	Designation	Presbytery
2020	W. Frank Covington	WMTE	SAL

Nominations were opened to the floor. There being none, the nominations were closed. The assembly approved all of the nominations and received the full report of the Nominating Committee. See Appendix E - Nominating Report II.

PRESBYTERY INITIATIVES

Cindy Privette introduced her committee and described the committee's work objectives. Updates were given on the reports received on awards funded from the last assembly meeting. There was one application submitted to be reviewed at this assembly and it came from (BAL, PEA & JAM Presbyteries). It was for a women's pastor's retreat in Guatemala with the second part of the application dedicated to workshops in Guatemala on sexual violence. The committee approved \$5,000 for this retreat.

RECOMMENDATION:

- **That \$5,000 be awarded for the Guatemalan Women's Pastor's Application and workshops for sexual violence.** See Presbytery Initiatives Report – Appendix F.

FINANCE COMMITTEE

The Finance Committee is co-chaired by Burgess and Phillips. They asked committee members to stand and reported on a productive meeting. The committee received a report from Mr. Russell Coleman and Renee Pendleton from Cherry Bekaert, the synod's audit firm. This was a review report (not an audit) for the year ending December 31, 2017. The audit review was received as information. They discussed other revenue sources asking the Presbyteries to pledge to the Synod Mission Support Fund. The objective of the Mission Support Fund is to help the synod become self-supporting. They reviewed and approved the Proposed 2019 Operating Budget including a proposed raise for support staff. Per capita for 2019 remains at \$.85. The operating budget shortfalls from 2018 and 2019 will be covered by earnings on investments in 2018.

RECOMMENDATIONS:

- To Change the name of the Small Church Loan Fund to Small Church Fund
- To Approve the 2019 Operating Budget
- To Establish a Mission Support Fund and to transfer \$100,000 of Board Designated Funds (\$25,000 from Mission and \$75,000 from Governance) to the Mission Support Fund by the end of the calendar year 2018.
- To establish a finance policy to move 4% of the Governance Fund to the Mission Support Fund each year starting 2019. The Finance Committee will revisit this policy and percentage annually in order to check performance.

A commissioner offered a motion for the synod to provide funding for Hurricane relief for presbyteries impacted in North Carolina. The motion was ruled out of order and commissioners were reassured that the intent of this motion would be addressed by the Executive Committee in an appropriate way.

The Finance Committee recommendations were approved and the report was received as information. See Finance Committee Report – Appendix G.

ADMINISTRATION COMMITTEE

Helen introduced members of the committee and thanked them for their hard work. The committee reviewed Synod Executive/Stated Clerk Evaluation Forms sent to Presbytery Executives, Synod Standing Committee Chairs and Synod vice Moderator. The responses were positive and expressed appreciation for Synod Exec's leadership, professionalism and personal devotion. Some responders expressed concern of over-extended and stretched too thin. The committee continued to explore the role of Synod Treasurer and at its next meeting will be reviewing additional administrative documents (Operations Manual, Sexual Misconduct Prevention Guide and Child and Youth Abuse Prevention Program). The committee will also be developing a policy for dealing with per capita when congregations depart and presbyteries need to reduce their per capita. 13 of the 14 Presbytery Minutes for 2017 were received and evaluated; noting that AKAP failed to submit their minutes and therefore are not in compliance.

Review was done on proposed changes to the Procedural Guide, Personnel and Conflict of Interest Policies.

- PROCEDURAL GUIDE (REPLACE Language)
6.2 Overtures - Overtures are ordinarily delivered by the stated clerk of a presbytery to the Stated Clerk of the Synod. Overtures must be received by the Synod stated clerk (~~on or before~~ **at least two weeks prior to**) the opening of the first business session.

- CONFLICT OF INTEREST -ADD Language
(Amend to include “sexual preference” and “gender identity” as categories of persons who would not be discriminated against under this policy)
8. Nondiscrimination – The synod is an equal opportunity employer and does not discriminate on the basis of race, color, religion, national origin, age, disability **sexual orientation, gender identification** or sex in making employment or rendering service.

- PERSONNEL POLICIES -ADD Two Subsections Sections
6.5 Employment of Relatives - Two or more members of an immediate family shall not be employed in such a way that they directly supervise or directly report to one another. Such immediate kinships include guardians and their wards and co-wards of the same guardian.

6.6 Immigration Law - All employees are required to furnish proof of citizenship or other required documents indicating a legal right to work in the United States. A completed I-9 shall be a permanent part of their personnel record.

ADDITION OF PARAGRAPH

(To state the expectation that full-time Synod employees will give the work of the Synod preference over other occupational interests)

9.6 Personal Activities “The work of the synod will take precedence over other occupational interests of full-time employees. All outside employment for salaries, wages, or commission, and all self-employment for all fulltime employees must be approved by the Synod Executive. Conflicting outside employment will be grounds for disciplinary action.”

ADDITION OF SECTION

(To address the use of Synod equipment and supplies)

9.8 Synod Equipment and Supplies Personal use of Synod-owned equipment or supplies by an employee or individual is prohibited, unless approved by the Synod Executive.”

ADDITION OF 4TH PARAGRAPH

(To specify the effective dates of salary adjustments)

10.2 Salary Review and Increments “Approved salary adjustments shall become effective at the beginning of the next pay period or at such later date as may be provided.”

ADDITION OF SECOND PARAGRAPH FOR SUBSECTION 13.5

(Reduction in Force to clarify the situation where an employee is dismissed due to a reduction of force and later reinstated)

“An employee dismissed due to a reduction of force may be reinstated within one calendar year of the date of separation. This employee will be credited with all previously accrued benefits. Weeks of Severance allowed for Years of Service (13.6.1.a) shall reset upon reinstatement. The salary offered to a reinstated employee shall be as close as reasonably possible to their previous salary, within the range for the class or work, and consistent with across the board compensation changes.”

- Position Description Review: During the March 2018 (241st) Synod Assembly, the Executive and Stated Clerk position was reinstated to full time status through the end of 2018. This was done with the understanding that the 242nd Assembly would review the fulltime position description along with its rationale. Both documents were presented for review and feedback. The

Executive/Stated Clerk was excused during the review and discussion. The Admin Chair presented the position description, informing the assembly that a Stated Clerk's Evaluation Survey was sent to Presbytery Executives, Standing Committee Chairs and the Synod Vice-Moderator for feedback. Effective 2019, there will be clearer evaluative goals established for this position. After careful review of the responsibilities and evaluation, The Admin Com recommended to the Executive Committee that the position description be made fulltime permanently. Subsequent motions pertaining to this matter were addressed under the Executive Committee Report. **(Position Description and Rationale for Fulltime are attached)**

RECOMMENDATIONS:

- To approve the Annual Presbytery Minutes Review Report and to note that 13 of 14 Presbytery Minutes were submitted, noting that AKAP has been out of compliance for three years.
- To approve the revisions to the Conflict of Interest Policy, the Procedural Guide and the Personnel Policies.
- To approve a 3% COLA (Cost of Living Adjustment) for the Synod's Administrative Staff.
- To approve the changes made to the Procedural Guide, Conflict of Interest Policy and Personnel Policies as indicated in the Minutes.

The recommendations of the Administration Committee were approved and the report was received as information. Appendix H-H3

EXECUTIVE COMMITTEE REPORT

The Executive Committee report was presented by Jim Kirkpatrick on behalf of the Moderator. The Executive Committee clarified actions and/or answered questions before moving forward. It supports the Administration Committee's recommendation of reinstating the Executive/Stated Clerk's position to permanent full time status.

RECOMMENDATIONS:

- To reinstated the Synod Executive/Stated Clerk position description to full-time
- To approve the full time Synod Executive position to begin 1/1/2019 for a four year term.
- That the terms of call for the fulltime Synod Executive and Stated Clerk are: Salary \$49,500, Housing \$36,000; SECA \$6,563.70; Executive Travel \$12,500; Professional Expenses \$2,500; Auto Allowance \$2,500, Board of Pension Dues, four weeks of vacation and two weeks of Continuing Education.

The recommendations of the Executive Committee were approved and the report was received as information. Appendix I_

GRANTS AND AWARDS COMMITTEE - Chair Kirkpatrick introduced the committee and reported on their work. They discussed the brochure and will look at it again at the March 2019 Assembly. The committee received seven grant applications for review and proposed funding. The committee asks that the award be publicized across the synod. They also approved the following applications for funding:

New and Small Church – Recommendations –\$17,315.00

- | | |
|---|-------------|
| 1. Holbrook St. PC- (PEA)-Replace front door | \$ 4,815.00 |
| 2. Milner Memorial PC- (NHO)-Replace door for security | \$ 2,500.00 |
| 3. Pine Chapel PC - (SHE) (K. Kline recused)-Install Fire Safety Lights | \$ 5,000.00 |
| 4. Pinetops PC- (NHO)- Sanctuary Structural Repairs | \$ 5,000.00 |

Peacemaking Grants – Recommendations - \$15,145

- | | |
|--|-------------|
| 1. CTTT & Dismantling Racism- (JAM)-Training/Support Group | \$10,145.00 |
| 2. Williamsburg PC (EVA) – Rise Against Hunger | \$ 5,000.00 |

Visionary Grants – Recommendations –\$5,000

- | | |
|--|-------------|
| 1. Community PC (NEW) –Community Café Ministry | \$ 5,000.00 |
|--|-------------|

Grants & Awards Committee recommendations were approved and the report was received. See Grants & Awards Report – Appendix J

RECOGNITION OF COMMISSIONERS

The Assembly gave thanks to Commissioners who gave freely of their time and service as their terms ends. December 31, 2018 completes the terms of Richard Claterbaugh, Charles Davenport, Mawuna Gardesey, Nikki Morris and Kim Robinson. They were awarded certificates of appreciation.

CLOSING WORSHIP

The closing worship was conducted by Robbie Phillips liturgist, Jane Davis pianist and Jessica MacMillan preacher. Ephesians 6:1-17 was the focus and “Our Bones are not dry, they are alive.” In a powerful delivery, Jessica reminded the Assembly to put on the whole armour of God. Paul encourages us to put on the armor of God that won’t fail us. Paul speaks of justice, faithfulness in the text and to take up the shield of faith. Jessica reminded the Assembly that we need to know what we are fighting against and what we are fighting for and most importantly, NOT to despair or fall back into our shells.

MODERATOR’S INSTALLATION

The Stated Clerk conducted the installation for the Moderator and Vice-Moderator of the synod. He was assisted by persons from SHE and NEW, the home presbyteries of Susanne Taylor and Mawuna Gardesey. Those persons included Donna Bowers, Stated Clerk Bronwen Boswell and Kimberly Kline.

ADJOURNMENT

Moderator Susanne Taylor adjourned the assembly with prayer at 12:01 p.m. The 243rd Synod Assembly will convene March 11-12, 2019 in Richmond, VA. Everyone was invited to the Moderator’s Reception.

ATTESTATION

This is a true and accurate copy of the Minutes of the Synod Stated Meeting as reviewed by the Executive Committee

Dated:

_____ 2/21/19 _____



Warren J. Lesane Jr.
Executive/Stated Clerk
Synod of the Mid-Atlantic