

**SYNOD OF THE MID-ATLANTIC
EXECUTIVE COMMITTEE MEETING
MEETING MINUTES 6:30 PM
Monday, September 10, 2018**

OPENING:

The Executive Committee gathered for dinner in the Chapel around 6:30 pm on September 10, 2018. After dinner, Vice Moderator, Susanne Taylor called the meeting to order with prayer.

ATTENDANCE:

Present were Susanne Taylor, Jim Kirkpatrick, Cindy Privette, Robbie Phillips; Riley Burgess, Helen Bessent-Byrd and Warren Lesane. Richard Claterbaugh was excused.

APPOINTMENT OF RECORDING SECRETARY:

The Synod Stated Clerk served as the recorder for the minutes.

QUORUM:

The Moderator declared a quorum was present.

BUSINESS ITEMS:

Business for the Agenda included providing feedback on the Assembly thus far; an email from Carson Rhyne to General Presbyters, Shaping a possible recommendation to appoint and Administrative Commission for AKAP and discussion how the Executive Committee will make its report to the Assembly on Tuesday.

- Feedback on the Assembly indicated good feedback on the plenaries, committee meetings and the worship experience. The Memorial Service for Katie Cannon was received well. The conversation about the Next Generation Initiative went well. Each committee chairperson reflected on the work that occurred during meeting times and felt optimistic about moving forward.
- Commissioner Email: An email penned by Carson Rhyne was sent to General Presbyters across the synod expressing that information posted for the assembly had not met the guidelines and he believed actions would be taken which were not healthy of the synod. The Synod Stated Clerk responded to this email challenging the statements as being incorrect, misguided and urged General Presbyters to attend the assembly to judge for him or herself.
- Administrative Commission: The committee spent significant time discussing reasons and the rationale for appointing an Administrative Commission to address significant systemic issues in Atlantic Korean American Presbytery. The Synod Stated Clerk shared detailed information and insights on the presbytery that included the number of remedial cases filed against the presbytery; failure of the presbytery to provide minutes for the synod to review for the past three years; lack of accountability of the presbytery leadership, loss of trust by members of the presbytery; and Presbytery's leadership

refusal to allow the synod to conduct an Administrative Review Committee. There were challenges to the new Executive Presbyters membership as a PCUSA Clergy. The synod Executive agreed to appoint an AC. The motion stated was to **“Appoint an Administrative Commission to address the life, health and vitality of AKAP.” Motion Passed.** The committee invited AKAP’s Executive Presbyter and Stated Clerk into the meeting to discuss with him its action and to hear his feedback. The Rev. David Kang arrived and the Synod Stated Clerk shared the decision of the committee assisted by the Moderator and other members of the executive committee. A number of questions were asked by David and replies were made. He shared his disappointment with the decision. The committee prayed with David as the discussion ended.

- Executive Committee Report: Committee members discussed how its report would be made on Tuesday plenary. It assigned particular persons to address parts of the report. See the report attached. The report was reviewed by all and the Stated Clerk agreed to edit the report to include the recommendation to appoint an Administrative Commission to AKAP.

Adjournment: All business having been completed, the executive committee adjourned around 8:20pm. The closing prayer was provided by Susanne Taylor.

**SYNOD OF THE MID-ATLANTIC
EXECUTIVE COMMITTEE MEETING
ZOOM CONFERENCE CALL MINUTES 2:00 PM
Tuesday, October 9, 2018**

OPENING:

Moderator, Susanne Taylor called the meeting to order at 1:30 p.m. with prayer.

ATTENDANCE:

Present were Susanne Taylor, Cindy Privette, Jim Kirkpatrick, Helen Bessent-Byrd, Warren Lesane and Tami Scott. Excused were Mawuna Gardesey and Robbie Phillips. Absent was Riley Burgess. Guest was James Kirk (Presbyterian Disaster Assistance)

APPROVAL OF DOCKET:

The docket was approved as presented.

APPOINTMENT OF RECORDING SECRETARY:

Tami Scott was appointed.

QUORUM:

The Moderator declared a quorum was present.

MINUTES:

The September 21, 2018 Called Meeting Minutes were approved as presented. August 14, 2018 Minutes will be presented at a later meeting.

PDA PRESENTATION:

The Moderator shared that James Kirk (Associate for Domestic Response) of the Presbyterian Disaster Assistance Program has been invited to make a presentation. Kirk discussed information about PDA and the possibility of the Synod partnering in Hurricane Florence Disaster Assistance efforts. After Kirk's presentation, ideas should be submitted to the synod on ways that synod can help.

James Kirk, shared insights (while newest Hurricane Michael was approaching the US). He informed of his function at PDA and gave an update on the remnants of Hurricane Florence. Before Florence's landfall, a team of National Volunteers were sent to North Carolina for about 9 days. They met with staff and community leaders. There will be another deployment in about a week for 6-7 weeks to keep PDA engaged and primed to give real time information.

PDA does have a Church Damage Grant of \$5,000 and they also granted initial assistance via grants for immediate need (tarps, shelter etc.). Host sites for long term recovery are in place. Kirk explained that the hurricane situation is still being assessed and warned not to rush in but to sit still and wait for assessment because long term recovery is where significant assistance will be needed. Down the line, should the synod give financially, 12% of the funds will be used for shared services and 88% will be used in the field. There is a PDA Mantra that church funds should be used last; allow FEMA, American Red Cross etc., to activate first and then see where church funds can be effectively used. Presbyterian Investment and Loan Program (PILP) works with churches that have damage and offer low interest rate loans and not to forget to tap into insurance.

Churches and individuals wishing to volunteer for debris removal, mucking out homes and placed debris on the curbsides should call Eden Roberts at (866) 732-6121 or the website pda.callcenter@pcusa.org. A website that identifies what items are needed and how to be shipped is pda-gotoact.org. The depleted shelves of Flood Buckets need to be replenished and so this can be done for Hurricane Michael. PDA is waiting for presbyteries to report the number of churches affected and their damaged. A number of questions and comments were shared after James presentation. He was thanked for his time.

MODERATOR'S REPORT:

Next, Susanne reported on the status of the Synod GA PJC Committee of Counsel as it will meet in Atlanta for trial AKAP/CHO vs SOMA on Friday, October 19, 2018. She affirmed the goal of reconciliation and is hopeful for an agreeable resolution.

EXECUTIVE/STATED CLERK SUMMARY

The Stated Clerk reflected on the Executive Summary. See Attachment. Items below were highlighted:

- The SOMA has set aside \$100,000 from the Peacemaking and Global Witness Fund to address requests of financial assistance from The Presbyteries of Coastal Carolina and New Hope.
- He has spoken to the Stated Clerk of Salem Presbytery regarding a letter received by the Office of the General Assembly from the IRS
- Communication has been established with Coastal Carolina and New Hope presbyteries with regular updates. Presbyteries are processing the affects and identifying the needs for assistance.
- There will be a SPJC Trial on October 17, 2018 at New Hanover PC. The General Assembly PJC trial will be held October 19, 2018 in Atlanta.
- Charlotte Presbytery received a \$100,000 Grant from Presbytery Women. This money will assist them with completing a warehouse to store disaster relief equipment and supplies
- Synod Executives will meet in Montgomery, AL. They will visit the National Memorial for Peace and Justice. They are asked to bring one representative from their synod.
- Richard has incurred some setbacks with blood clots during his recovery from heart surgery. A continuation of prayer is requested. Cindy Privette has visited Richard and Pam
- Cindy Privette will visit Coastal Carolina to make a presentation to retiring GP/SC Bill Reinhold October 20th. A gift from the synod will be presented. She is also representing the Presbytery Initiatives Committee to offer information/existence of the fund.

COMMITTEE REPORTS:

- **Administration Committee** - Helen H. Byrd – Next meeting is in November 2018.
- **Finance Committee** – No Report
- **Grants & Awards** – No Report
- **Presbytery Initiatives** – Cindy Privette reported that an Award Letter has been delivered and is submitted for Executive Committee's review.

ADJOURNMENT:

The meeting adjourned at 2:15 p.m. with prayer by Susanne Taylor. The next meeting will be held Tuesday, November 13, 2018 at 1:30pm.

**SYNOD OF THE MID-ATLANTIC
EXECUTIVE COMMITTEE MEETING
ZOOM CONFERENCE CALL MINUTES 2:00 PM
Tuesday, November 13, 2018**

OPENING:

Moderator Susanne Taylor called the meeting to order at 1:30 p.m. with prayer.

ATTENDANCE:

Present were: Susanne Taylor, Helen B. Byrd, Riley Burgess, and Jim Kirkpatrick. Staff present was Warren Lesane Jr. and Tami Scott. Absent were Robbie Phillips, Cindy Privette and Mawuna Gardesey.

APPROVAL OF DOCKET:

The docket was approved as presented.

APPOINTMENT OF RECORDING SECRETARY:

Tami Scott was appointed.

QUORUM:

The Moderator declared a quorum was present.

MINUTES:

The August 14, 2018 meeting minutes were approved. The October 9, 2018 minutes were approved.

MODERATOR'S REPORT:

The Moderator shared her attending prayer vigil recently with members of Jewish, Muslim, Christian Communities. The vigil was held in light of recent killings. Her congregation has taken on collecting and filling 37 cleaning bucket up to help with Church World Service and PDA.

EXECUTIVE/STATED CLERK SUMMARY

The Stated Clerk encouraged everyone to be in prayer over the recent gun violence and nature disasters and then get up and make a difference. The Executive Summary highlighted, (See attachment)

- The September 12, 2018 Executive Committee Minutes will be ready for the December meeting
- GAPJC AKAP & CHO vs SOMA - The Synod (respondent) was represented in Atlanta by Susanne Taylor and Wilbur Douglass. Archibald Wallace served as the Council to the Committee of Council. Wallace represented the SOMA at no cost.
- SPJC - An vs AKAP was tried October 17, 2018 in Mechanicsville, VA. Last week the synod office received a new complaint from Charlotte. Respondent and Complainant have agreed to seek alternative ways to resolve their disagreement. Complainant requested a stay of enforcement.
- Mid-Council Meeting – The Association of Mid-Council Leaders met in Chicago early October. It provided a great opportunity for Mid-Atlantic leaders to meet and strengthen relationships. The synod provides dinner for 13-leaders from the area. Jerrod Lowry is the new Stated Clerk/GP for Coastal Carolina. Bill Reinhold has retired the end of October.
- Carson Rhyne thank you letter was receive in response to his retirement gift from the Synod.
- Synod Executives are gathering in January to visit the National Memorial of Peace and Justice (Montgomery, AL). The Synod Moderator is invited to attend this gathering which will focus on White Privilege, Racism and Discrimination.

BUSINESS ITEMS:

- GAPJC Decision-AKAP & CHO vs SOMA - This trial was held October 19-20, 2018 in Atlanta, GA. The Synod prevailed in the final decision. The GAPJC is composed of 16 members of which 11 members were in attendance. The trial lasted longer than anticipated as it was translated into English and into Korean. Archibald Wallace represented the SOMA well. Synod Moderator and CoC Chair - the Rev. Wilbur Douglass were present to help argue the case. Susanne and Warren highlighted that the Decision and Order specifically instructs SOMA to outline the authorities granted to the Administrative Commission's scope of work, state any restrictions and to define their rationale. The committee agreed that the stated clerk would spell out the specifics in order and present to the Executive Committee. The plan is to submit the specifics to AKAP ahead of time (to examine, question etc.) and then to bring before the March 2019 Assembly.
- Disaster Relief Update and Application – SOMA received a request from Neuse Forest Presbyterian Church (NHO) for \$2500 to update a facility that is to house disaster volunteers who come to the area to help with the flooded homes in Craven and surrounding counties. They have already received \$12,000 in pledges. At the October 9, 2018 Executive Committee Meeting, \$100,000 was approved for allocation of funds designated for disaster relief. ***There as a motion to approve \$2500 for Neuse Forest Presbyterian Church to assist with the educational building's upgrade to become a permanent volunteer Housing Site. Motion passed.***
- Future Hurricane Relief Grant Requests - Two committee members, Jim Kirkpatrick and Cindy Privette have been asked to handle grant requests of \$5,000 or less. Jim agreed and the synod office will contact Cindy to request her to assist Jim in evaluating and making award decisions. ***A motion was approved to establish grant awards up to \$5,000. Request exceeding \$5,000 will require consultation with the Executive Committee for approval. (All applications must have prior approval of the presbytery or presbytery staff prior to submission.)***
- Assignment of Planning Team for March 2019 Assembly- The Moderator will make assignments after some thought and present at the December 11th meeting (theme, members etc.)
- 2019 Executive Committee Meeting Calendar – was provided for future planning. Meetings to be held at 1:30pm through May 2019.
- Richard Claterbaugh Health Update – Richard has had set backs but continues his journey of healing.

COMMITTEE REPORTS:

- **Administration Committee** - Helen H. Byrd reported that the committee met November 8, 2018 to lay future steps. They discussed the synod Treasurer Position Description. The Stated Clerk reported that Virginia does not require a treasurer for our organization. This information will allow the Admin Com to lay this matter to rest. Susanne serves as President and Moderator and Warren serves as Secretary. Development of 2019 Evaluations for Stated Clerk will be conducted by Miriam Dewhurst and Calvin Lewers. They will meet with Warren in the near future to develop goals and objectives for this process. The Committee will meet January 10, 2019. The report was approved and received as information.
- **Finance Committee** – Committee is watching the economy. Will meet in January 2019.
- **Grants & Awards** – No Report
- **Presbytery Initiatives** – No Report

ADJOURNMENT:

The meeting adjourned at 2:32 p.m. with prayer by Warren Lesane. The next meeting will be held Tuesday, December 11, 2018 at 1:30pm.

**SYNOD OF THE MID-ATLANTIC
EXECUTIVE COMMITTEE MEETING
ZOOM CONFERENCE CALL MINUTES 2:00 PM
Tuesday, December 11, 2018**

OPENING:

Moderator, Susanne Taylor called the meeting to order at 1:37 p.m. with prayer.

ATTENDANCE:

Present were: Susanne Taylor, Robbie Phillips, Helen Bessent-Byrd, Jim Kirkpatrick, Cindy Privette, Mawuna Gardesey. Staff present were: Warren Lesane Jr. and Tami Scott. Excused was Riley Burgess.

APPROVAL OF DOCKET:

The docket was approved as presented.

APPOINTMENT OF RECORDING SECRETARY:

Tami Scott was appointed.

QUORUM:

The Moderator declared a quorum was present.

MINUTES:

The November 13, 2018 meeting minutes were approved. The September 10, 2018 were also approved while noting that Cindy Privette closed the meeting in prayer.

MODERATOR'S REPORT:

Susanne shared that she and Warren had met by phone with Carrie Finch of COLA (Baltimore 2020) and have selected Romans 12:1-2 as a theme of the March 2019 synod assembly. The Church going from institution to movement. Movement denotes action and this fits well as there are a number of movements that we are being faced with that deal with racial justice.

A Living Sacrifice

12 Therefore, I urge you, brothers and sisters, in view of God's mercy, to offer your bodies as a living sacrifice, holy and pleasing to God—this is your true and proper worship. ²Do not conform to the pattern of this world, but be transformed by the renewing of your mind. Then you will be able to test and approve what God's will is—his good, pleasing and perfect will.

Lastly, Susanne offered an update on the Clean up buckets from her church (50) that had been filled and delivered to presbytery meeting on November 27, 2018. More buckets than originally projected.

EXECUTIVE/STATED CLERK SUMMARY

Warren commented on a number of items mentioned in his Executive Summary.

- Speer Trust Fund- The synod historically has received from New Castle Presbytery an annual amount of \$25-50,000 (Hunger/Poverty) ear marked for the Speer Trust Fund. Recently New Castle has come up with a different model of doing ministry, thus the Speer Trust has been impacted. Speer will be no longer but money will be made available based on evolving ministries. Jim Ferry, the Synod Speer Chair has been notified that Speer Committee and functions are on hold until further notice from New Castle Presbytery. Ignite Commission at New Castle will ask for the synod to make a presentation in the future to address/request funding. The Executive Committee will come up with a process in the future and present to the assembly in order to meet this new requirement.

- SPJC – The synod has received another complaint against AKAP. We are hoping that the complaint against Charlotte Presbytery will be resolved without going to trial.
- Network Opportunity – There are several emerging needs and concerns from presbyteries. One area the synod was involved was campus ministry. A conversation is beginning to take place as Warren has reached out to a number of military bases with chaplains in an effort to bridge some gaps while they are active on campus ministry and chaplaincy.
- Feed back from recently funded event through PI
- Leadership Formation (PLF) – The synod has historically funded the orientation cost for Presbyterian leaders. This Leadership Orientation has served beneficial for incoming/new Presbytery Executives.
- Coastal Carolina Presbytery Response: Program Robbie Phillips highlighted the development of Long Term disaster recovery group through Coastal Carolina Presbytery. Pastors of CCC met with PDA for Long Term Recovery Group and also reached out to Habitat for Humanity to get flooded areas up and off the ground. Robbie noted that the recovery is going very well and not just recovering from Hurricane Florence but preparing for the next disaster. Estimated is that there are \$6,000 families who will not be able to recover without significant help.
- National Capital Presbytery- Wilson Gunn,(NAT) has retired and Karen Chamis serves temporarily in his position while there is search for a new Staff Leader (General Presbyter).
- Presbytery Execs Meeting – General Presbyters were scheduled to meet at Massanetta Springs this past Sunday and Monday but met with minimal attendance due to the snow storm. 5 representatives attended (none from North Carolina) but others were unable to attend because of the snow storm.
- January 2019 – Warren will develop a Talking Paper to help guide us where he sees the synod going and how to get there.
- Border – Presbyterian leaders were arrested for protesting about closing gates and border to refugees. Warren to send information in the future.

Motion to accept report was received.

Business-

- Western North Carolina Per Capita – Revisited a request for reduction in per capita. Letter addresses 2016 reduction and probably 2017. Provided information why the request was submitted. WNC does not charge per capita from church but the presbytery is mandated by GA – Book of Order to pay per capita. Warren gave history. Other synods have suggested that SOMA become proactive and develop a policy ahead of time to address (future) presbyteries going to GA and by passing synod.

Motion that we grant the request coming from WNC Prebsytery related to per capital 2018. Seconded. Approved.

Motion that 2019 per capita be denied for reduction based on the 2017 numbers. Seconded. Approved

In future, Warren was requested to produce wording for future policy on reduction request.

- Return of PI Award - We must re-evaluate who and how we fund in the future. Check was returned to the synod because the circumstances of the church have changed.
- Richard Claterbaugh feeling a positive turn
- Think of a date in NC (work date) and possible projects to engage us in 2019. Synod wide approach doing a work day or work week.

COMMITTEE REPORTS:

- **Administration Committee** - Helen H. Byrd –Met on November 8, 2018. Focus on decision regarding Treasurer Position Description. Action to pursue definition. Next meeting January 10, 2019 for final reviews on policies and focus on objectives on evaluation with the Executive.
- **Finance Committee – Robbie Phillips** -
- **Grants & Awards** – Milner Memorial PC award of (\$2500) was returned as the church as the church disassembles.
- **Presbytery Initiatives** – Sent response to Andy on how we do things.

ADJOURNMENT:

The meeting adjourned at 2:55 p.m. with prayer by Warren Lesane. The next meeting will be held Tuesday, January 8, 2018 at 1:30pm.

**SYNOD OF THE MID-ATLANTIC
EXECUTIVE COMMITTEE MEETING
ZOOM CONFERENCE CALL MINUTES 1:30 PM
Tuesday, January 8, 2019**

OPENING:

Moderator Susanne Taylor called the meeting to order at 1:40 p.m. with prayer.

ATTENDANCE:

Present were Helen Bessent-Byrd, Cindy Privette, Jim Kirkpatrick, Robbie Phillips, Riley Burgess, Susanne Taylor and Mawuna Gardesey. Staff present was Warren Lesane Jr., Cindy Hollingshead and Tami Scott. Excused was Richard Claterbaugh.

APPROVAL OF DOCKET:

The docket was approved as presented.

APPOINTMENT OF RECORDING SECRETARY:

The Synod Administrator was appointed as Recording Secretary.

QUORUM:

The Moderator declared a quorum was present.

MINUTES:

The December 11, 2018 meeting minutes were approved.

MODERATOR'S REPORT & REFLECTIONS:

The moderator reported that she was certified as a Commissioned Ruling Elder today. The committee offered congratulations upon hearing this exciting news.

BUSINESS ITEM:

Charlotte Presbytery submitted an application for Disaster Relief Assistance in the amount of \$3,200.00. The application was approved by the Task Force composed of Cindy Privette and Jim Kirkpatrick. A check will be sent soon. This application was submitted using the Small Church Grant Application. It was suggested that a new form, to be specifically used for Disaster Relief Assistance, be created and used for future submissions. Notification of the available money for disaster assistance relief has been provided to Presbytery Execs.

A motion was approved to create a new application form for Disaster Relief Assistance using the Small Church application template and changing the title to Disaster Assistance Relief. The new application will be reviewed by Cindy Hollingshead for accuracy.

In the future, the synod could encourage and fund Work Team/Work Days to provide volunteer relief assistance resulting from Hurricane Florence in North Carolina. An idea model was shared wherein volunteers and work teams could help in hurricane impacted areas. Volunteers could be responsible for their own transportation but the synod will cover volunteer housing and supplies.

Robbie reflected on the work being done in CCA. She reported that they are overwhelmed with cases but case management officials will soon be in place to evaluate what has already been addressed, assess current individual needs and appraise personal resources. Volunteers are not needed until case managers have inventoried assistance needed. Robbie suggested that we start planning for work days to commence in the spring of 2019. Plans are already being implemented to be proactive in the handling of this catastrophe and future disasters.

TALKING PAPER:

The Executive & Stated Clerk presented a Talking Paper to share a vision of where the synod needs to move. He highlighted goals and measurable objectives. The presentation recognizes significant changes that have and are occurring across the region and in Christendom. It challenges the synod to be proactive in light of the presbytery leadership changes which provides an opportunity to move the synod mission forward. The paper addressed Presbytery Leadership, Structural Changes, Mission Priorities, Per Capita, Historical Partners and The Next Generation Initiative. Committee members were challenged of the need for the synod and its structure to become fluid and agile so as to more effectively resource its presbyteries. (Talking Paper Attached), After the presentation, the committee received the paper and agreed to meet Tuesday, January 22, 2019 at 1:30pm for further discussions.

COMMITTEE REPORTS:

- **Administration Committee** – Helen reported that the next meeting is Thursday, January 10, 2019 at 6:30pm via Zoom. Items of business include synod evaluation form; development of goals & objectives to evaluate the Executive, and the completion of review of policies.
- **Finance Committee – Riley/Robbie** are awaiting confirmation/results of the year-end report. Cindy Hollingshead will send to Finance the Per Capita and she encouraged conversation regarding market changes during the past few months.
- **Grants & Awards – Jim Kirkpatrick-** No report
- **Presbytery Initiatives** – Cindy Privette – No report

ADJOURNMENT:

The meeting adjourned at 2:44 p.m. with prayer by Helen Bessent-Byrd. The next meeting will be held Tuesday, February 12, 2019 at 1:30pm.