

**Presbytery of Mackinac Coordinating Council  
Proposed Minutes for the October 15, 2019, Meeting  
First Presbyterian Church of Petoskey, Michigan**

1 The Coordinating Council of the Presbytery of Mackinac met Tuesday, October 15, 2019, at First Presbyterian Church of Petoskey, Michigan. Coordinating Council Chair, Rev. Dr. William C. Myers, called the meeting of the Coordinating Council of the Presbytery of Mackinac to order at 10:00 a.m. with morning worship and prayer.

2 The Council Chair ascertained that a quorum was present. Self introductions followed.

3 **THE ROLL**

3.1 Coordinating Council Members present were the following:

3.1.1 Coordinating Council Chair, Rev. Dr. William C. Myers (Traverse City);

3.1.2 Presbytery Moderator, Ruling Elder William Clark (Elk Rapids);

3.1.3 Presbytery Vice Moderator, Rev. Dr. Anne Hebert (Beulah);

3.1.4 Budget and Financial Services Chair, Ruling Elder Edward Fines (Spruce);

3.1.5 Education and Leadership Development Chair,  
Rev. Dr. Kenneth P. Murphy (Harbor Springs);

3.1.6 Mission Committee Member,  
Ruling Elder Joseph Leach (Petoskey);

3.1.7 Ministry Chair, Ruling Elder Susanne Fantini (Petoskey);

3.1.8 Personnel Chair, Rev. William J. Rayment (Alpena);

3.1.9 Representation and Nominations Co-Chair,  
Rev. David Henderson, Honorably Retired;

3.1.10 Worshiping Communities Chair,  
Commissioned Lay Pastor Dawn Robbins (Iron River);

3.1.11 Session Records Chair, Ruling Elder Cyndi Couchene, ex officio, (Iron River);

3.1.12 Presbytery Point Camp and Conference Center Board President,  
Ruling Elder Andrea Sarto, ex officio (Mackinaw City);

3.1.13 Presbytery Commissioner to Synod Assembly,  
Rev. Dr. Lois Aroian, Honorably Retired;

3.1.14 Administrative and Financial Assistant,  
Ms. Raeann Dunlop, ex officio (Petoskey);

3.1.15 Treasurer, Ruling Elder John Fought (Petoskey);

3.1.16 Stated Clerk, Ruling Elder Kay Morrill (Rogers City).

3.2 On motion duly made and seconded, Coordinating Council **VOTED** to

excuse the following:

- 3.2.1 Representation and Nominations Co-Chair,  
Rev. Karen Zurakowski (Rogers City);
- 3.2.2 Presbyterian Women Communicator,  
Ruling Elder Florence Morrison, ex officio (Traverse City);
- 3.2.3 Presbytery Commissioner to Synod Assembly, Ruling Elder Michael Stoll  
(Hessel).
- 3.3 There were no Corresponding Members present.

4 On motion duly made and seconded, Coordinating Council **VOTED** to approve the docket as amended, and convened the meeting with the *Prayer of the Coordinating Council of the Presbytery of Mackinac* adopted by the Coordinating Council.

5 Following a request for financial figures to be included in the body of the minutes, on motion duly made and seconded, Coordinating Council **VOTED** to approve the minutes of its August 13, 2019, meeting.

6 **STATED CLERK**

Stated Clerk, Ruling Elder Kay Morrill, reported verbally.

- 6.1 The Stated Clerk has been contacting clerks of session and pastors of churches where the administrative review process for the Annual Session Record Review has not been completed.
- 6.2 The Stated Clerk will be attending the Mid Council Leaders Gathering followed by the annual meetings of the Association of Stated Clerks and the Association of Mid Council Leaders in Baltimore, Maryland. The Gathering will be co-sponsored by the Office of the General Assembly and the Board of Pensions of the Presbyterian Church (U.S.A.) and is designed specifically for presbytery and synod executives and stated clerks. The meetings will be held in Baltimore Maryland, site of the 224<sup>th</sup> General Assembly (2020).
- 6.3 The Stated Clerk met with members of Northern Lakes Community Church of Traverse City on September 12, 2019.

7 **TREASURER**

Presbytery Treasurer, Ruling Elder John Fought, reported verbally. Financial Reports for the period ending September 30, 2019, were received. APPENDIX A

**General Operating Fund**

Total Income as of September 30, 2019	\$154,589.41
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Total Expense as of September 30, 2019	<u>172,773.30</u>
Net Income as of September 30, 2019	— \$ 18,183.89

**Basic Mission and Directed Offerings**

Total Income as of September 30, 2019	\$ 97,785.37
Total Expense as of September 30, 2019	<u>121,915.58</u>
Net Income as of September 30, 2019	— \$ 24,130.21

**Restricted Fund**

Total Liabilities and Equity as of September 30, 2019	\$517,270.51
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**8 OFFICE REPORT**

Office Manager Raeann Dunlop reported verbally. She is working on church files, has sent quarterly statements to the churches, and has visited several churches in the Western Upper Peninsula.

**9 VITAL CONGREGATIONS**

9.1 Commissioned Certified Facilitator for Vital Congregations, CLP Dawn Robbins, reported there are nine congregations interested in participating in Vital Congregations, with some other churches asking about the Initiative and what is expected of them. Questions being addressed by participating congregations will include: How did we get here?, Why are you where you are?, How did you all meet here?, and sharing that information with one another and encouraging churches to show their marks and celebrating them.

**10 EDUCATION AND LEADERSHIP DEVELOPMENT**

No report.

**11 COMMITTEE ON REPRESENTATION AND NOMINATIONS**

Co-Chair of the Committee on Representation and Nominations, Rev. David Henderson, Honorably Retired, reported the committee would be meeting in St. Ignace in the next week.

**12 PERSONNEL**

12.1 Committee Chair, Rev. William J. Rayment, reported verbally as well as having submitted a written report. APPENDIX B

12.2 Committee on Ministry Chair asked what role the Office Manager has: Is she meeting with office staff or pastors? Do the pastors know that she is

coming and why? Who she is visiting?

- 12.3 On recommendation of the Committee on Personnel, the Coordinating Council **VOTED** that the Office Manager be allowed to travel to the Upper Peninsula to visit churches within the Presbytery of Mackinac and, that this travel be at the discretion of the Office Manager on the advice of the Coordinating Council (or a designated representative) with the planned travel costs not to exceed that budgeted by the Presbytery. It was noted that an additional \$15,000 was added to the existing amount already budgeted for 2020.
- 12.4 Chair of the Committee on Ministry requested that she be notified when the Office Manager is visiting churches and what churches she plans to visit and when.
- 12.5 Coordinating Council Chair cautioned the Coordinating Council be very careful because of standing rules. He noted that we do not have an EP/GP, and we do not want to forfeit that role to the Office Manager or the Moderator so we have to be very careful.

### 13 **COMMITTEE ON MINISTRY**

- 13.1 Committee on Ministry Chair, Ruling Elder Susanne Fantini, submitted a written report. APPENDIX C
- 13.2 Committee on Ministry Chair received a request from Rev. David Van Dam, Honorably Retired, to pay Rev. Robert Faulman, Honorably Retired, a stipend for his work in teaching a course to enable a prospective CLP/CRE to finish the course since Three Lakes Academy was discontinued. Chair of the Committee on Education and Leadership Development will contact Rev. David Van Dam, HR, regarding this matter. It was the consensus of the Coordinating Council that \$200 will be paid from the Committee on Education and Leadership Development, if needed, and the committee chair will contact the Reverend Van Dam regarding the program and will bring information back to the Coordinating Council.
- 13.3 The question has arisen as to who pays for psychological examinations in the preparation for ministry process for applicants under care of the Presbytery of Mackinac in the preparation process. Coordinating Council Chair advised that there needs to be a process in place. Discussion followed. If the Presbytery requires candidates to have a psychological evaluation, the Presbytery should have identified a counseling facility. Discussion followed. The Presbytery needs to have a procedure in place for Preparation for Ministry. And the Presbytery needs to support the

Presbytery's candidates. On motion duly made and seconded, Coordinating Council **VOTED** to increase the Committee on Ministry 2019 budget from its present \$1,000 to \$3,000 and pay for the psychological evaluation for William E. Myers; further that the Presbytery amend the 2020 Budget by adding \$10,000 to a line item for Psychological Evaluations under a section titled "Preparation for Ministry." It was agreed by consensus that the Presbytery contact Midwest Counseling in Chicago, Illinois, regarding a contract for psychological evaluations. Coordinating Council Chair referred the matter of a policy for Preparation for Ministry to the Committee on Ministry.

14 **COMMITTEE ON BUDGET AND FINANCIAL SERVICES**

- 14.1 Committee Chair, Ruling Elder Edward Fines, referred to a letter dated October 4, 2019, he sent to the members of the Coordinating Council along with related legal documents for the sale of vacant property held by Northern Lakes Community Church of Traverse City, Michigan, to Andrew M. Litzner and Natallia Bumazhkova in the amount of \$54,900.

LEGAL DESCRIPTION GOES HERE

- 14.2 In accordance with the Presbytery's Manual of Operations, Section 5.0404 *Special Authority*, "The Commission on Budget and Financial Services has the authority to conduct financial business that cannot wait until the next Coordinating Council or Presbytery meeting. The Commission on Budget and Financial Services is to report to the Council all such non-routine actions either within three (3) business days or at the next Council or Presbytery meeting, whichever comes first." The Committee on Budget and Financial Services is in compliance.

- 14.3 On recommendation of the Committee on Budget and Financial Services, Coordinating Council **VOTED** to approve the sale of the property as set forth. APPENDIX D

- 14.4 Northern Lakes Community Church of Traverse City Interim Pastor, Rev. Dr. Lois Aroian, noted that the church is very eager to pay down the \$350,000 note with the funds from the sale.

15 **COMMITTEE ON WORSHIPING COMMUNITIES**

No meeting. No report.

16 **COMMITTEE ON MISSION**

Committee Member, Ruling Elder Joseph Leach reported verbally and a

written report was submitted by the Committee on Mission Chair.

#### APPENDIX E

- 16.1 The Committee voted to increase Presbytery Point funding to \$35,000 (from \$20,000) if the funds are available. Treasurer John Fought advised that \$35,000 for Presbytery Point was approved in the 2020 budget. The Coordinating Council urged Presbytery Point to file the paperwork for its own 501c3 status. Presbytery Point Board President reported the 997 paperwork has been filed every year in anticipation of filing for 501c3 status.

#### 17 **COMMITTEE ON SESSION RECORDS**

Committee Chair, Ruling Elder Cyndi Couchene, reported verbally that she would like to streamline the Annual Administrative Review of Session Records process to do it online and eliminate the cluster meetings with the Presbytery's Clerks of Session and will be working with the Stated Clerk to accomplish this.

#### 18 **PRESBYTERY POINT CAMP AND CONFERENCE CENTER**

Board President Andrea Sarto reported verbally that there were no action items.

##### 18.1 **Matters of Information**

18.1.1 The Presbytery Point newsletter will be arriving at the churches this fall.

18.1.2 The new camp manger is working on a new system to register campers online. The system should be up and running by the end of October.

18.1.3 Dates for the summer program will be out soon.

18.1.4 The Board is short some members. She has names for the Committee on Representation and Nominations.

18.1.5 She expressed her appreciation for the support the Presbytery has given Presbytery Point.

18.2 Coordinating Council Chair, Rev. Dr. William C. Myers, expressed his gratitude on behalf of the Presbytery for hosting the September 2019 Presbytery meeting and for welcoming the Presbytery.

#### 19 **PRESBYTERIAN WOMEN**

No report.

#### 20 **PRESBYTERY COMMISSIONERS TO THE SYNOD OF THE COVENANT**

Presbytery of Mackinac Minister Commissioner to the Synod of the

Covenant, Rev. Dr. Lois Aroian, reported verbally that Northern Lakes Community Church of Traverse City where she is Interim Pastor, and First Presbyterian Church of Boyne City, would be hosting Rev. Dr. Solomon Sule-saa, a Mission to the USA (MUSA) visitor from Ghana for approximately a week. Surrounding churches interested in Muslim-Christian Relationships were invited to attend various planned activities during that time here. Mission to the USA is sponsored by the Synod of the Covenant.

21 **LUNCH**

Coordinating Council recessed for lunch at 11:30 a.m. with prayer by Ruling Elder Andrea Sarto. Coordinating Council Chair, Rev. Dr. William C. Myers, reconvened the meeting with prayer at 12:15 p.m.

22 **UNFINISHED BUSINESS**

22.1 Coordinating Council discussed a letter received by former Coordinating Council Chair, Ruling Elder Richard Wissell, from Grace Presbyterian Church of Sagola. Following discussion, Coordinating Council **VOTED** to appoint a committee consisting of Commissioned Lay Pastor Dawn Robbins (Iron River), Rev. David Henderson, Honorably Retired, (Chair) and Ruling Elder Edward Fines (Spruce) to visit the session and members of the congregation to learn the intent of their communication. Coordinating Council Chair recognized the larger issue of liability to the Presbytery in authorizing non Presbyterian Church (U.S.A.) Clergy to serve the Presbytery's congregations.

22.2 **PRESBYTERY COMMITTEE STRUCTURE**

Coordinating Council Chair requested Coordinating Council members to look at current committee structure with their committees to see who is doing what and why, and make recommendations to the Coordinating Council regarding changes keeping purpose, ministry, and mission in mind. Discussion followed.

22.3 **SYNOD ADMINISTRATIVE COMMITTEE TO THE PRESBYTERY OF MACKINAC**

Coordinating Council Chair advised that there was nothing to report from the Synod Administrative Committee to the Presbytery of Mackinac.

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23 **NEW BUSINESS**

None

24 **JOYS AND CONCERNS** were shared.

25 **ADJOURNMENT AND CLOSING PRAYER**

There being no other business to come before the Coordinating Council at this time, the meeting was adjourned at 1:20 p.m. with prayer by Vice Moderator, Rev. Dr. Anne Hebert. The next meeting of the Coordinating Council of the Presbytery of Mackinac will be on Tuesday, November 19, 2019, at 10:00 a.m. at First Presbyterian Church, 501 East Mitchell Street, Petoskey, Michigan.

Kay Morrill  
Stated Clerk

**APPENDICES**

- APPENDIX A** Financial Reports through September 30, 2019
- APPENDIX B** Committee on Personnel Report
- APPENDIX C** Committee on Ministry Report
- APPENDIX D** Documents for Sale of Property, Northern Lakes
- APPENDIX E** Committee on Mission Report

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