

**Presbytery of Mackinac Coordinating Council
Proposed Minutes for the November 19, 2019, Meeting
First Presbyterian Church of Petoskey, Michigan**

1 The Coordinating Council of the Presbytery of Mackinac met Tuesday, November 19, 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 10:05 a.m. following morning worship and opening 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-elect, Rev. Dr. Anne Hebert (Beulah);

3.1.4 Mission Committee Member,

Ruling Elder Joseph Leach (Petoskey);

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

3.1.6 Representation and Nominations

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

Co-Chair, Rev. Karen Zurakowski (Rogers City);

3.1.7 Worshiping Communities Chair,

Commissioned Lay Pastor Dawn Robbins (Iron River);

3.1.8 Session Records Chair, Ruling Elder Cynthia Couchene, ex officio, (Iron River);

3.1.9 Presbyterian Women Communicator,

Ruling Elder Florence Morrison, ex officio (Traverse City);

3.1.10 Presbytery Point Camp and Conference Center Board President,

Ruling Elder Andrea Sarto, ex officio (Mackinaw City);

3.1.11 Presbytery Commissioner to Synod Assembly,

Rev. Dr. Lois Aroian, Honorably Retired;

3.1.12 Office Administrator, Ms. Raeann Dunlop, ex officio (Petoskey);

3.1.13 Treasurer, Ruling Elder John Fought (Petoskey);

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

- 3.2.2 Education and Leadership Development Chair,
Rev. Dr. Kenneth P. Murphy (Harbor Springs);
- 3.2.3 Ministry Chair, Ruling Elder Susanne Fantini (Petoskey);
- 3.2.4 Presbytery Commissioner to Synod Assembly,
Ruling Elder Michael Stoll (Hessel).
- 3.3 Corresponding Member present was Rev. Raafat Zaki, Synod of the
Covenant Executive Presbyter; Presbytery of Lake Huron
- 3.3.1 On motion duly made and seconded, Coordinating Council **VOTED** to
give voice but not vote to Corresponding Members.
- 4 On motion duly made and seconded, Coordinating Council **VOTED** to
approve the docket.
- 5 On motion duly made and seconded, Coordinating Council **VOTED** to
approve the minutes of the October 15, 2019, meeting of the Coordinating
Council as corrected.

6 **STATED CLERK'S REPORT**

Stated Clerk, Ruling Elder Kay Morrill, reported verbally.

- 6.1 The Stated Clerk attended the Mid Council Leaders Gathering and
Association of Stated Clerks and Association of Mid Council Leaders
Annual Meeting October 17–21, 2019, in Baltimore, Maryland, site of the
224th General Assembly.
- 6.1.1 There is ongoing discussion by OGA about how the PCUSA can best
finance the denomination other than through per capita which is declining
every year.
- 6.1.2 Proposed Overtures from the Synod of the Covenant and Miami Valley
Presbytery (within our Synod) follow:
 - [OVT–009] On Advocating for Reduction of Firearm Violence
 - [OVT–010] On Designating May 15 as the Palestinian Nakba
Remembrance Day
 - [OVT–012] On Amending G-2.0503 to Change the Designation
Honorably Retired to Retired

6.2 **Communications**

- 6.2.1 Following communications with Henry Sale, Young Adult Advisory
Delegate to the 224th General Assembly and the Clerk of Session, the
Presbytery has received a letter from the Session of First Presbyterian
Church of Marquette endorsing YAAD Henry Sale. APPENDIX A
- 6.2.2 Call from Executive Presbyter, Rev. Curtis Karns, Presbytery of Yukon.
Stated Clerk met with him at the Mid Council Leaders Gathering. The
Presbyteries of Yukon and Mackinac partnered and worked together with

delegations from each presbytery visiting the other over time. Mackinac supported them in getting a new church and community center in Gambell on St. Lawrence Island. The community center has been completed, and they are celebrating. He would like to come to Mackinac Presbytery meeting possibly February 2020, and offer thanksgiving and report on the completed project. He stated that this has made a difference.

- 6.2.3 Stated Clerk received notice of Rev. Douglas Johnson’s Retirement Celebration on Saturday, January 11, 2020, in Florence, Wisconsin. He has been pastor at First Presbyterian Church of Florence for the past 31+ years. She has notified the Chair of the Committee on Ministry who will contact her committee members. The Chair will notify the church as to who will be representing the Presbytery at Reverend Johnson’s Retirement Celebration.
- 6.3 Stated Clerk met with the pastors and the leadership at Northern Lakes Community Church of Traverse City (September 12, 2019) and First Presbyterian Church of Escanaba (October 28, 2019) regarding polity.
- 6.4 She attended a portion of the Committee on Ministry training held October 16, 2019.
- 6.5 On motion duly made and seconded, Coordinating Council **VOTED** to receive the report.

7 TREASURER’S REPORT

Presbytery Treasurer, Ruling Elder John Fought, reported verbally.

- 7.1 Financial Reports for the period ending October 31, 2019, were received.

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7.1.1 General Operating Fund

Total Income as of October 31, 2019	\$ 166,484
Total Expense as of October 31, 2019	<u>191,716</u>
Net Income as of October 31, 2019	— \$ 5,232

7.1.2 Basic Mission and Directed Offerings

Total Income as of October 31, 2019	\$ 111,723
Total Expense as of October 31, 2019	<u>135,853</u>
Net Income as of October 31, 2019	\$ 24,130

7.1.3 Restricted Fund

- 7.1.4 Total Liabilities and Equity as of October 31, 2019 \$ 521,967

- 7.2 Synod Executive recommended to the Coordinating Council to have both a

financial report with numbers and a written narrative to give a more complete understanding of the finances.

- 7.3 On motion duly made and seconded, Coordinating Council **VOTED** to receive the Treasurer's Report and the recommendation for a written narrative along with the financial report.

8 **OFFICE REPORT**

Office Manager Raeann Dunlop reported verbally.

- 8.1 Since the last Coordinating Council meeting in October 2019, the Office Manager has visited Portage Lake United Church of Houghton. They discussed campus ministry and New Beginnings Angel Mission Free Store. She reported that questions and concerns were directed to the Committee on Mission.
- 8.2 She would like the Presbytery to purchase a new software program which would enable those attending the Presbytery meeting to sign in alphabetically on a computer instead of manually at Presbytery meetings. The cost would be \$50.00 per month. Coordinating Council requested more information at the next Coordinating Council meeting regarding the program as to what it can do, what ways it can be used other than signing in electronically at Presbytery meetings, where the information is held/stored, and how it would benefit the Presbytery.
- 8.3 On motion duly made and seconded, Coordinating Council **VOTED** to receive the Office Manager's report.

9 **SYNOD ADMINISTRATIVE COMMITTEE**

Synod of the Covenant Executive Presbyter, Rev. Raafat Zaki, thanked the Coordinating Council for inviting him. He was at this meeting following Synod Administrative Committee for the Presbytery of Mackinac report to Synod Assembly at its meeting on November 2, 2019, and the Assembly's subsequent action. The Synod Assembly action was from the Moderators' Committee recommendation to the Synod Assembly "that the report of the Synod Committee for the Presbytery of Mackinac be accepted, that the Committee be dismissed with thanks, and direct the Coordinating Council to accept the report of the Synod Committee for the Presbytery of Mackinac and to work with the Synod Executive to complete the tasks they have been asked to complete no later than May 1, 2020."

APPENDIX C

- 9.1 He stated there are concerns that need to be addressed and he needs to

work more closely with the Coordinating Council so that the Presbytery can move forward.

9.2 Some of the concerns identified include the following:

- organizational structuring/restructuring
- staff structure, job descriptions, responsibilities, and boundaries
- committee structure (how many) and their responsibilities
- finances and spending

9.3 Regarding finances, the Synod Executive asked the question, “How and where are you spending money?”.

An example was cited where the Coordinating Council added \$15,000 to the Presbytery-approved budget for additional staff travel to visit churches, with the question as to whether or not this was appropriate for the job and for what purpose.

Coordinating Council Chair stated that the Office Manager has not been meeting with the churches in the role of GP or pastor. She is meeting in her role as an administrator, and she is staffing committees as an advisory person. Coordinating Council Chair further advised that the Committees on Ministry and on Personnel are in conversation with one another. They will bring the Coordinating Council information and recommendations about that issue.

9.4 The Synod Executive stated that the Mission Statement is central, and he read the Mission Statement of the Presbytery of Mackinac.

“By God’s grace, the Presbytery of Mackinac supports, equips, and grows healthy congregations for intentional mission.”

Questions for consideration.

How do we support our congregations?

How do we equip our congregations?

How do we grow healthy congregations?

How do we support and grow intentional mission?

Do we need to revise the Mission Statement?

Over the next 10 to 15 years, how do our churches want to do God’s mission where we are in this part of the world?

9.5 Coordinating Council Chair acknowledged that the Presbytery still has not decided how we are going to be structured. He reminded Coordinating Council that the former General Presbyter had worked with a committee to put together a proposal. The Coordinating Council Chair has tasked the Committee on Personnel to bring that proposal back to the table. Some members of the Coordinating Council requested that more than one model be considered.

- 9.6 Synod Executive acknowledged that the denomination itself is struggling. Questions to consider as we move forward are as follows:

What is best suited the mission of the presbytery?

How do we behave among ourselves?

How are we reaching out in our communities and in our neighborhoods based on how we want to be?

How do we serve the church with or without money?

- 9.7 Concern was expressed that the Coordinating Council may be making decisions that only the Presbytery has the authority to make. Synod Executive reminded Coordinating Council that this needs to be a conversation. The Coordinating Council does not vote up or down on a proposal. It is a Presbytery decision.

- 9.8 Following discussion, on motion duly made and seconded, Coordinating Council **VOTED** that if the way be clear, the Chairs of the Committees on Ministry, on Personnel, and on Budget and Financial Services will serve on a Task Force to begin the process of answering the question of how we are going to be structured.

10 **COMMITTEE ON EDUCATION AND LEADERSHIP DEVELOPMENT**

No report.

11 **COMMITTEE ON REPRESENTATION AND NOMINATIONS**

- 11.1 Co-Chair of the Committee on Representation and Nominations, Rev. David Henderson, Honorably Retired, reported that the Committee met and reviewed the job descriptions of the committees.

- 11.2 Co-Chair of the Committee on Representation and Nominations, Rev. Karen Zurakowski, reported the Committee believes that one of the issues is getting people to recognize the call upon them to serve at the Presbytery level. The Committee is developing a bulletin insert describing briefly the duties of every committee and asking pastors to use the bulletin inserts and promote Presbytery involvement by members in their local churches.

12 **COMMITTEE ON PERSONNEL**

Chair of the Committee on Personnel, Rev. William Rayment, submitted a written report and reported verbally.

- 12.1 The Committee is in process of reviewing the Stated Clerk and the Office Manager. APPENDIX D

- 12.2 Committee Chair referred to the “Office Manager Church Visits” statement included with the Committee on Personnel report requesting

approval of the Coordinating Council. Question was raised whether this was a policy or procedure requiring Manual changes and approval by the Presbytery or whether it is an office practice presented to the Coordinating Council for transparency. Coordinating Council received the “Office Manager Church Visits” statement by consensus. APPENDIX E

13 COMMITTEE ON MINISTRY

Committee on Ministry Member, Ruling Elder Joseph Leach, reported verbally in the absence of the Committee Chair.

13.1 He reported the Committee has had two meetings since the October Coordinating Council meeting and are continuing to meet. The Committee is in the process of reviewing the Committee on Ministry Manual and reevaluating how the Committee is serving our congregations and how to do it in an efficient way. The Committee will make adjustments accordingly.

13.2 In her absence, Committee Chair, Ruling Elder Susanne Fantini, submitted a written report. APPENDIX F

14 LUNCH

Coordinating Council recessed for lunch at 12:15 p.m. with prayer by Ruling Elder Joseph Leach. Rev. Dr. William Myers reconvened the meeting at 1:00 p.m. with prayer by Rev. Karen Zurakowski.

15 COMMITTEE ON BUDGET AND FINANCIAL SERVICES

15.1 Presbytery Treasurer, Ruling Elder John Fought, reported on a fund established by a gift from the Trust of Roma F. Walstrom-Bolline on January 1, 2008, in the amount of \$98,000 restricted, according to the Presbyterian Foundation, “to be used for church development and church redevelopment, to include budgeted mission programs.” He reported while most people are aware of use for church development and church redevelopment, many do not know that the provision includes budgeted mission programs. The funds are available for use by individual churches, more that one church working together in a shared mission, or the presbytery itself. APPENDIX G

15.2 A request for financial assistance for a son’s rehabilitation program not covered by the Board of Pensions has been received from a minister member. Committee on Ministry has determined that this request does not meet the definition for use of Committee on Ministry emergency funds. The Committee has referred this matter to the Committee on Budget and

Financial Services. Discussion followed. On motion duly made and seconded, Coordinating Council **VOTED** to authorize approval up to \$5,000 if available for a shared grant. The Stated Clerk will sign the paperwork. Synod Executive recommended that the Presbytery needs a policy for shared grants.

16 **COMMITTEE ON WORSHIPPING COMMUNITIES**

16.1 Committee on Worshiping Communities Chair, Commissioned Lay Pastor Dawn Robbins, verbally reported on the Vital Congregation Initiative. Ten of the Presbytery's congregations have committed to participate in the Initiative as follows: First of Alpena, First of Escanaba, Portage Lake United of Houghton, First of Iron County (Iron River), First of Ishpeming, Church of the Redeemer of Manistique, First of Marquette, First of Menominee, First of Petoskey, Northern Lakes Community of Traverse City.

16.2 Materials have been ordered and billed to the Presbytery. Coordinating Council Chair appointed Rev. David Henderson and CLP Dawn Robbins to write the grant application for the cost of the materials for Vital Congregations Initiative. They have estimated the cost for materials will be approximately \$200 per church.

17 **COMMITTEE ON MISSION**

Committee on Mission Chair, Rev. Sandra Murray, submitted a written report. APPENDIX H

18 **COMMITTEE ON SESSION RECORDS**

No report.

19 **PRESBYTERY POINT CAMP AND CONFERENCE CENTER**

Board President Andrea Sarto reported verbally.

19.1 The Board held its annual meeting in October. They are launching another fund raising campaign in the fall and a letter has gone out to each church.

19.2 The Camp Manager has created newsletter that has been sent out.

19.3 With the resignation of Rev. John Ritchie of Pickford, they need another Board member.

20 **PRESBYTERIAN WOMEN**

Presbyterian Women Communicator, Ruling Elder Florence Morrison, reported that Presbyterian Women need a host church to invite them for a Presbytery-wide Spring Gathering.

- 21 **PRESBYTERY COMMISSIONERS TO SYNOD ASSEMBLY**
Presbytery Commissioner to Synod Assembly, Rev. Dr. Lois Aroian, reported verbally. She thanked Northern Lakes Community Church of Traverse City and First Presbyterian Church of Boyne City for hosting Rev. Dr. Solomon Sule-saa, a Mission to the USA (MUSA) visitor from Ghana for a week full of planned activities and visiting local sites of interest.
- 22 **UNFINISHED BUSINESS**
- 22.1 Commissioned Lay Pastor Dawn Robbins reported that Ruling Elder Edward Fines, Rev. David Henderson, and she made a pastoral call and visited with about 30 people at Grace Presbyterian Church of Sagola on October 24, 2019.
- 23 **NEW BUSINESS**
- 23.1 Presbytery Moderator, Ruling Elder William Clark advised that he will be contacting the Menominee Church to see if they are still planning to host the Presbytery on September 18 and 19, 2020, because their pastor will be leaving.
- 23.2 Coordinating Council Chair, Rev. Dr. William C. Myers reported that he received a communication from Rev. Dr. Elizabeth Broschart. He summarized her email and read his response to her to the Coordinating Council.
- 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 2:35 p.m. with prayer by Vice Moderator-elect, Rev. Dr. Anne Hebert. The next meeting of the Coordinating Council of the Presbytery of Mackinac will be on Tuesday, January 21, 2020, at 10:00 a.m. at First Presbyterian Church, 501 East Mitchell Street, Petoskey, Michigan.

Kay Morrill
Stated Clerk

APPENDICES

- APPENDIX A** Letter from First Presbyterian Church of Marquette Session
- APPENDIX B** Financial Reports as of October 31, 2019
- APPENDIX C** Synod Administrative Committee for the Presbytery of Mackinac Report
- APPENDIX D** Committee on Personnel Report
- APPENDIX E** “Office Manager Church Visits”
- APPENDIX F** Committee on Ministry Report
- APPENDIX G** Church Development/Church Redevelopment document
- APPENDIX H** Committee on Mission Report

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