



Presbytery of Genesee Valley

1049 WEGMAN ROAD • ROCHESTER, NEW YORK 14624 • (585) 242-0080

WEBSITE: www.pbygenva.org

The Stated Meeting of the Presbytery of Genesee Valley was held electronically via Zoom on Saturday, October 31, 2020. Theme was “Empower Servant Leadership.” Presbyters were invited to attend a pre-meeting open conversation with the Racial Justice Working Group of the Big Picture Team.

CONSTITUTION

Moderator Rev. Colin Pritchard (Victor) called the meeting to order at 10:02 am, a quorum being present. Moderator Pritchard offered an opening prayer.

CONGREGATIONS: MINISTERS & COMMISSIONERS (CM = Corresponding Member; CP = Commissioned Pastor)

CONGREGATION	MINISTER	COMMISSIONER(S)	CONGREGATION	MINISTER	COMMISSIONER(S)
Albion, First (2)	Sue Thaine		Lyndonville (2)	CP Martha Mitchell	
Attica, First	CP Brad Smith		Medina, First (2)	William Wilkinson	
Avon, Central		Barbara Sceusa	Mendon		Sheryl Thomassen
Barre Center (2)	Barbara Tipton	Mike Thaine	Mt. Morris, United	EX – CP Jerry Swain	
Batavia, First	Roula Alkhouri		Mumford, First	CP Roger Estes	
Bethany			North Bergen	CP David Fish	
Brockport, First (2)	----	Kristen Gerling	Nunda, Trinity	Ron Duttweiler	
Byron, First	Jim Renfrew	Ruth Andes	Ogden (2)	Tedd Pullano	EX Pat Everett
Caledonia, First	EX Vinod Gnanaraj		Ossian, First	----	
Chili, First	Brandi Wooten	Nancy Huffman	Parkminster	----	
Christ Clarion	CP Mark McDaniel		Penfield	Twyla Boyer	Melinda Shaffer
Corfu United	----	Patty Miles	Perinton		Sandy Munson
Covington United	CP Mark Ross		Perry, Brick		Timothy Bucknam
Dansville	Marcia Reiff	Janis Lewis	Pike Community		
Downtown United	Kathryn Kelly	Sam King	Pittsford, First (2)	Aaron Neff Erin Jacobson	Dianne Brown
East Avon, First		Kevin Tucker	Roch. Korean (2)	----	
East Bethany	----		Scottsville, Union	Kevin Hershey	Donald Tubman
Elba, First (2)	Barbara Tipton		South	Deb Swift	Nancy Rice
Gates	Laura Bachmann	Tom Brewer	Sparta, First	----	Karen Roffe
Geneseo, Central	Nancy Lowmaster	Jeff Crane	Stone, Bergen		
Groveland Fed.	----		Summerville	Elaine Loggi	EX Mary Havefield Barbara James
Holley, First (2)	EX Tom Gardner		Third (3)	Ernst Krug Conley Zomermaand	Betty Iwan Kathryn Thomas
Honeoye Falls)	Kirk Baker	Martha Kumler	Trinity Emmanuel (2)		
Irondequoit	Nathan Mochizuki	Jim Tappon	Tuscarora, First		
John Calvin		Ellen Best	Twelve Corners	CM Janice Fitzgerald	
John Knox	CM Alan Dailey	Priscilla Thomas	Victor, First	Colin Pritchard	CP Dean Cornwell
LeRoy, First			Warsaw United	----	
Lima	David Kilgore	EX Claudia Gallipeau	Webster	----	Anita Brocker
Livonia	James Tyrrell	Lori Shipman	York, United	Michelle Sumption	Mary Hopkins

MINISTERS IN VALIDATED MINISTRIES / MINISTERS AT LARGE / MINISTERS HONORABLY RETIRED

(VM = Validated AL = At-large HR = Honorably Retired IA =Inactive)

Present:

Louise Armstrong (HR)	Carolyn Grohman (HR)	Laurel Nelson (VM)
Steven Becker (HR)	Judy Lee Hay (HR)	Charles Roberts (HR)
Viktoria Berlik (AL)	Bill Hockey (HR)	Stephanie Sauve (VM)
Eileen Borduin Vanderzwan (AL)	Robert Kaiser (HR)	Walter Stuber (VM)
Bruce Boak (HR)	Lisa Lancaster (HR)	Tom Taylor (HR)
Jeff Falter (AL)	Harriet McConnochie (HR)	Laurie Tiberi (VM)
Roderic Frohman (HR)	Stephen Michie (HR)	Anne Waasdorp (HR)
	Carson Mouser (HR)	Gordon Webster (HR)

Excused:

Gene Fowler (HR)
 Philp Benier (HR)
 Elizabeth Beckhusen (HR)
 Ray Lindquist (HR)

ADDITIONAL ELDER COMMISSIONERS / CERTIFIED CHRISTIAN EDUCATORS (Appointed by Presbytery to correct elder-clergy imbalance)

Present:

Linda Badger Becker (Gates)	Fred Denson (Webster)	Susan Orr (Trinity Emmanuel)
Barbara Bruins (Pittsford)	Peter Judd (Perinton)	Hezekiah Simmons (Pittsford)
Kathy Coons (Gates)	Lea Kone (Downtown)	Nancy Sprenkle (Pittsford)
Mary Cowden (Third)	Bob Mecredy (Pittsford)	Kay VanNostrand (Lyndonville)
John DeHority (Downtown)		

CORRESPONDING MEMBERS ENROLLED FOR THIS MEETING (others noted under "Congregations"): None

REGISTERED VISITORS including PRESBYTERY STAFF and COMMISSIONED PASTORS Not Serving Churches:

Cheryl Battaglia (staff)	Don George (Webster)	Jane Vesling
Lisa Bennett (staff)	Janette Henderson (Pittsford)	CP Martha Wenhold
Ralph Carter (Third)	Barbara Smith (Pittsford)	
CP Carl DelleFave	Lincoln Spaulding (Third)	
CP John Goehle	Barbara Stickney (Dansville)	
Ann Haag (Third)		

SUMMARIES FOR EACH MEETING	Jan 28	April 25	July 28	Sept 1	Oct 31
Total Minister Members of Presbytery	111	115	114	114	114
Total Minister Commissioners Present	57	52	53	38	49
Total Elder Commissioners Present	54	52	52	38	51
Parity (expressed in terms of Elders, + or -)	-3	0	-1	0	2
Total Churches Unrepresented by Elders	26	28	27	36	28
Total Churches Unrepresented by Elders and Pastors	15	16	13	21	13
Total Registered Visitors	17	6**	18	17	13
TOTAL REGISTERED ATTENDANCE - 2020	128	110**	123	93	113

Elder John DeHority (Downtown) acted as Journal Clerk pro tem for the meeting.

INTRODUCTORY BUSINESS

Greeting New Commissioners

Moderator welcomed Elder Commissioner Barbara Sceusa (Avon).

Enrollment of Corresponding Members

None

Privilege of the Floor

The Presbytery **VOTED** by poll to grant privilege of voice to non-commissioners for the purpose of participating in reports.

Approval of Docket

Upon motion, the Presbytery voted by poll to **APPROVE** the docket for the meeting as follows:

9:55 AM Announcements

10:00 AM Call to Order and Opening Prayer Colin Pritchard
Introductory Business

- *Declaration of Quorum*
- *Greeting New Commissioners*
- *Enrollment of Corresponding Members*
- *Approval of Docket*
- *Privilege of the Floor*

Consent Agenda

- *Lifting of Motions for Discussion*

Call for New Business

10:15 AM Worship

- *Sacrament of the Lord's Supper*

**Nathan Mochizuki
Eileen Loggi
Michelle Allen
Kathryn Kelly
Lea Kone
Colin Pritchard**

11:00 AM Good News from Congregations and Neighborhoods

11:05 AM Report of the Committee on Ministry

Marcia Reiff

- *Attestation of the Dissolution of Call between Webster Presbyterian Church and the Rev. Dr. Eileen Borduin Vanderzwan*
- *Commission Elder Mark McDaniel as Pastor to Christ Clarion*

**Anita Brocker
Don George**

Robert Kaiser

	<ul style="list-style-type: none">▪ <i>Re-Commissioning of Elders to Service as Commissioned Pastors Robert and Pulpit Supply</i>▪ <i>Celebration of the Honorable Retirement of Rev. Dr. Carson O. Mouser</i>	Robert Kaiser Louise Armstrong Janice Fitzgerald
11:35 AM	Report of the Pastoral Care & Development Committee <ul style="list-style-type: none">▪ <i>2020 Ordination Anniversaries</i>	Bill Hockey
11:40 AM	Report of the Grants Working Group <ul style="list-style-type: none">▪ <i>2020 Grant Awards</i>	Judy Lee Hay
11:45 AM	Report of the Acting Presbytery Leader	Susan Orr
11:50 AM	Report of the Big Picture Team <ul style="list-style-type: none">▪ <i>Presbytery Staffing Update</i>▪ <i>Racial Justice Working Group</i>▪ <i>Next Steps Regarding ROC SALT</i>	Susan Thaine Laurel Nelson Colin Pritchard
12:20 PM	Report of the Committee on Ministry <ul style="list-style-type: none">▪ <i>2021 Terms of Call</i>	Marcia Reiff
12:25 PM	Report of the Presbytery Treasurer	Bob Mecredy
12:30 PM	Three Key Things to Take Home	Kay VanNostrand
12:35 PM	Adjourn with Benediction	

CONSENT AGENDA

The purpose of a Consent Agenda is to enable a governing body to deal with routine business expeditiously, thus freeing up time for other activities. Opportunity was given for presbyters to lift items from the Consent Agenda for later consideration.

Upon motion duly made, the Presbytery **VOTED** to lift the Per Capita item included in the Consent Agenda for discussion during the time of the reports from Big Picture Team and the Treasurer.

The Presbytery **VOTED** by poll to approve the Consent Agenda, as amended, as follows:

CONSENT AGENDA: Items for Presbytery Action:

(Presbytery Minutes)

Approve Minutes of the July 28, 2020 electronic Stated Meeting of the Presbytery of Genesee Valley held via Zoom

Approve Minutes of the September 1, 2020 electronic Special Meeting of the Presbytery of Genesee Valley held via Zoom

See Appendix C – July 28, 2020 Minutes

See Appendix D – September 1, 2020 Minutes

(Treasurer's Report)

Receive the Treasurer's Report, month ending September 2020. [Reports provided in the Mailed Docket.]

(Acting Stated Clerks)

Approve extending the term of the Acting Stated Clerk for Administration and Acting Stated Clerk for Polity and Procedure through January 31, 2021 per the recommendation of the Big Picture Team.

(Presbytery Meetings)

Approve that Presbytery conduct all special meetings electronically, ordinarily on Tuesday evenings, upon the recommendation of the Big Picture Team.

(Policies & Procedures)

Approve removing the following language from the Policies & Procedures Manual (currently found on page 10), upon the recommendation of the Big Picture Team:

The Presbytery Attorney shall be appointed upon recommendation of the Big Picture Team, in consultation with the Board of Trustees of the Presbytery. The Presbytery Attorney shall serve as legal counsel to the Presbytery with regard to matters related to Presbytery property and the relation of the Presbytery and its activities to civil law. The Presbytery Attorney shall receive such retainer as may be provided annually in the Presbytery budget, upon recommendation by the Board of Trustees and the Big Picture Team.

[NOTE: This position was created for Elder Barbara James (Summerville) upon the health emergency of long-time Presbytery attorney/advisor, Mel Olver. Barbara has since retired from the practice of law and has offered to refer legal questions as needed to an appropriate attorney. Barbara recommends the position of Presbytery Attorney be dissolved, potentially creating a yearly savings of the legal retainer fees.]

Approve adding the following language to *Appointed Officers* section of the Policies & Procedures Manual:

Legal Counsel

The Presbytery no longer retains a Presbytery Attorney. If a congregation or member is in need of legal services, the Presbytery Trustees may refer legal questions as needed to an appropriate attorney. Attorney's fees are the responsibility of the congregation or member and will be billed directly by the attorney.

Approve the following amendments to *Presbytery Operations* section of the Policies & Procedures Manual:

Presbytery Meeting and Event Cancellation Policy

In the event of a severe weather forecast which would make traveling hazardous, Presbytery Meetings and Presbytery-wide events may be cancelled, ~~and~~ rescheduled for another date, ~~or held electronically~~. A decision to cancel/postpone/hold electronically will normally be communicated to participants no later than three hours before the time when the meeting or event is scheduled to begin.

Special or Stated Presbytery Meetings:

The Presbytery Moderator, in consultation with the Moderator-Elect and the Presbytery Leader, will make this decision. Normally, the meeting will be held electronically ~~rescheduled for one week later than the originally-scheduled date.~~

Other Presbytery-wide events: A decision to cancel/postpone/hold electronically other Presbytery-wide events will be made by the person or group with responsibility for the event. ~~If a snow date has been established, the event will be held on that date.~~

Committees, Teams and Working Groups

Decisions to cancel/postpone/hold electronically will be made by the convener of the group. The convener will be responsible for notifying members of the group and for making sure that

the Presbytery Office knows about the cancellation/ ~~and~~ rescheduled date/~~move to an electronic meeting.~~

Notification of Cancellation

Notification methods may include the following, as appropriate to the event being cancelled/~~postponed/held electronically: or postponed:~~

- E-mailing groups and/or ~~registered~~ individuals
- Posting the notice on the Presbytery web page (<http://www.pbygenva.org/>)
- Posting an announcement on the 13WHAM web site, as well as on their TV and radio stations (<http://www.13wham.com/>)
- Posting an announcement on additional media web sites and TV and radio stations as may be determined to be effective
- Telephone calls to persons without e-mail
- Recording the cancellation information on the Presbytery Office voice mail

The Presbytery Office will also notify the host church of the cancellation and/or postponement of a Presbytery Meeting.

~~This policy will be posted on the Presbytery web site and will be widely distributed to the Presbytery.~~

Setting Dates and Locations

Occasionally there will be a special called meeting to deal with business which cannot wait until the next stated meeting. ~~Special meetings will be held electronically,~~ usually on Tuesday evenings.

(Committee on Representation)

Elect the following persons to:

(Camp Whitman Advisory Team)

Terri Tugel (East Avon) Class of 2022
TE Michelle Sumption (York) Class of 2024

(Committee on Ministry)

RE Lewis Becker (Pittsford), Class of 2023

(Permanent Judicial Commission)

TE Laurie Tiberi (VM, U of R), Class of 2026
RE Andrea Wright (Pittsford), Class of 2026

(Proposed Correction of Imbalance between Clergy and Elders for 2021)

Approve the following imbalance correction for 2021:

Current Imbalance Report

Minister members of presbytery (as of 9/30/20): 114
Average # of ministers in attendance in 2020: 50 (42 in 2019)
Elder Commissioners from congregations (one per): 58
Add'l Elder Commissioners from large congregations (over 500)

Pittsford (822) – 1 additional
Third (1070) – 2 additional
Average # of Elder Commissioners in attendance in 2020: 49 (43 in 2019)

Total # of congregations: 58
Average # of churches not represented by Elder Commissioners in 2020: 29 (31 in 2019)
Average # of churches not represented by Elder Commissioners or pastor: 16 (20 in 2019)

Invite the following persons to serve as “Additional Elder Commissioners” for calendar year 2021:

Presbytery Officers:

Kathy Coons (Gates) – Acting Stated Clerk for Administration
Peter Judd (Perinton) – Treasurer
Lea Kone (Downtown) – Moderator Elect
Susan Orr (Trinity Emmanuel) – Acting Presbytery Leader

Certified Christian Educator:

Linda Badger Becker (Gates)

Commissioned Pastors / Temporary Student Supplies in current service:

Lynn Burdick (Perry)
Roger Estes (Mumford)
David Fish (N. Bergen)
Mark McDaniel (Christ Clarion)
Martha Mitchell (Lyndonville)
Mark Ross (Covington)
Brad Smith (Attica)
Jerry Swain (Mt. Morris)

Committee Leaders:

Mary Cowden (Third) – Committee on Ministry
Rose Peet (Third) – Personnel Chair
Karen Pryor (Third) – Committee on Ministry
Janette Henderson (Pittsford) – Committee on Ministry
Barbara James (Summerville) – Trustees

Synod and General Assembly Commissioners:

Sue Tedesco (Companions on the Way) – General Assembly
Betty Iwan (Third) – Synod

Former Moderators:

Fred Denson (Webster)
Hezekiah Simmons (Pittsford)
Nancy Sprenkle (Pittsford)
Kay VanNostrand (Lyndonville)

Additional Commissioners from our Racial Ethnic congregations:

Rochester Korean
Trinity Emmanuel

Additional commissioners from each church within a Neighborhood: one Neighborhood per meeting, on a rotating basis (6 Neighborhoods)

TOTAL INVITATIONS: 32

CONSENT AGENDA: Items for Presbytery's Information

(2020 Significant Ordination Anniversaries of Ministers [in 5 year increments])

5 years (2015)

The Rev. Nicholas Dorland (May 2, 2015 – Lakeview Community Church, RCA)
The Rev. Julius D. Jackson (Aug 15, 2015 – Western Association, NY Conference, UCC)

10 years (2010)

The Rev. Michael Fry (Jan 2, 2010 – Presbytery of Carlisle)
The Rev. Kevin Hershey (June 20, 2010 – Presbytery of Boston)
The Rev. Susan Thaine (October 30, 2010 – Presbytery of Genesee Valley)

15 years (2005)

The Rev. Raymond Bagnuolo (November 13, 2005 – Hudson River Presbytery)

20 years (2000)

The Rev. Colin Pritchard (September 10, 2000 – Presbytery of Genesee Valley)
The Rev. Kathryn Stimson (June 11, 2000 – Presbytery of Genesee Valley)

25 years (1995)

The Rev. Viktoria Berlik (March 25, 1995 – Reformed Church of Miskok Hungary)
The Rev. Lucinda Hedges Lamme (January 8, 1995 – Presbytery of Genesee Valley)
The Rev. Cheryle McCann (August 20, 1995 – Presbytery of Genesee Valley)

30 years (1990)

The Rev. Virginia Brown (November 4, 1990 – Presbytery of San Diego)
The Rev. Deborah Swift (July 21, 1990 – Presbytery of Genesee Valley)

35 years (1985)

The Rev. Amy Williams Fowler (June 23, 1985 – New Castle Presbytery)
The Rev. Barbara Tipton (October 13, 1985– Presbytery of the Miami Valley)

40 years (1980)

The Rev. James Anderson (September 23, 1980 – Presbytery of Genesee Valley)
The Rev. Mary Lou Anderson (September 23, 1980 – Presbytery of Genesee Valley)
The Rev. Stephen Michie (June 22, 1980- Palisades Presbytery)

45 years (1975)

The Rev. Val Fowler (August 17, 1975 – Palo Duro Presbytery)
The Rev. Mary Carol Schaedel (September 14, 1975 – Presbytery of Genesee Valley)
The Rev. David Seaburn – (July 10, 1975 – Presbytery of Shenango)

50 years (1970)

The Rev. George W. Walker (April 1, 1970 – Presbytery of Detroit)

Over 50 years

The Rev. James Tyrrell (**51 years**, February 15, 1969 – Presbytery of Louisville)
The Rev. Andrew Chalmers (**53 years**, October 22, 1967 – Presbytery of Elizabeth)
The Rev. Ray Lindquist (**53 years**, October 10, 1967 – Presbytery of Newton)
The Rev. Linda Brebner (**55 years**, February 21, 1965 – Presbytery of Riverside)
The Rev. Jack Heister (**55 years**, June 1, 1965 – Presbytery of Philadelphia)
The Rev. Jerrold Paul (**55 years**, July 27, 1965 – Presbytery of Monmouth)
The Rev. J. Donald Glover (**56 years**, July 26, 1964 – unknown)
The Rev. Bob Booher (**58 years**, October 14, 1962 – Presbytery of Genesee Valley)
The Rev. Bob Kaiser (**59 years**, May 1, 1961 – Central NY Conference, United Methodist Church)

The Rev. Chuck Leport (**59 years**, June 21, 1961 – Presbytery of Utica)
The Rev. Bruce Billman (**60 years**, October 1, 1960 – Presbytery of Steuben-Elmira)
The Rev. Ron Sallade (**63 years**, May 1, 1957 – Presbytery of Pittsburgh)
The Rev. Walter Wenhold (**64 years**, May 1, 1956 – Presbytery of Philadelphia)

(Ordinations/Installations)

Irondequoit – Rev. Nathan Mochizuki's installation service was held outdoors at the church on September 13, 2020.

East Avon - Rev. Michelle Allen's ordination and installation service was held in the church sanctuary and available via Zoom on October 4, 2020.

(Bethany)

Approved the following recommendation from the Board of Trustees: the expenditure by Bethany Presbyterian Church, Rochester NY of an amount greater than twenty-five percent (25%) of its annual budget for administrative costs and building modifications to accommodate the purchase of a rare refurbished Henry "Father" Willis pipe organ (an estimated thirty thousand dollars (\$30,000).

(NYS Mandated Sexual Harassment Prevention Training)

The following employees of the Presbytery of Genesee Valley, paid and unpaid, have completed the mandated training: Susan Orr, Cheryl Battaglia, Lisa Bennett, Kathy Coons.

(Remedial Complaint)

The Remedial Complaint filed in May 2020 by three members of Webster Presbyterian Church congregation against the Session was dismissed on August 20, 2020.

CALL FOR NEW BUSINESS

None

WORSHIP SERVICE – Celebration of the Lord's Supper

The Presbytery joined together in worship which was led by: Rev. Michelle Allen (East Avon), Rev. Kathryn Kelly (Downtown), Elder Lea Kone (Downtown), Rev. Elaine Loggi (Summerville), and Rev. Nathan Mochizuki (Irondequoit). Rev. Kelly offered a message on empowered servant leadership. Rev. Allen celebrated communion. Music videos of hymns and prayers were offered.

Colin Pritchard led prayers for Gene and Amy Fowler.

GOOD NEWS FROM CHURCHES

The Moderator indicated there is a new procedure for announcing good news. Any news that a church or neighborhood of Presbytery would like to share should be submitted to the Presbytery offices prior to a meeting. At this time, slides showing the good news from the following were presented: Lima Presbyterian, Holley Presbyterian, Rural & Migrant Ministries, Congregational Learning Group, and North Bergen Presbyterian.

REPORT OF THE COMMITTEE ON MINISTRY

Marcia Reiff, member of the COM Leadership Team, presented the following report of the Committee on Ministry.

(Webster)

Elder Anita Brocker attested to the congregational meeting held on October 4, 2020 at which the congregation acted on the dissolution of the call between Webster Presbyterian Church and Rev. Dr. Eileen Borduin Vanderzwan. Elder Don George offered words of gratitude for her ministry with the

church. Rev. Borduin Vanderzwan spoke of her appreciation for Webster's ministry, for the Session and for the COM Care Team.

(Christ Clarion)

Presbytery **VOTED** to approve the commissioning of Elder Mark McDaniel as pastor of Christ Clarion.

(Re-Commissioning)

Rev. Robert Kaiser provided an overview of the Commissioned Pastors program. He indicated 10% of churches in the Presbytery are now served by Commissioned Pastors. Presbytery **VOTED** to re-commission the following elders to serve as Commissioned Pastors and as pulpit supply: Timothy Bucknam, Lynn Burdick (Perry), Dean Cornwell, Carl DelleFave, Bill Ellis, Roger Estes (Mumford), David Fish (North Bergen), John Goehle, Mark McDaniel (Christ Clarion), Martha Mitchell (Lyndonville), Mark Ross (Covington), Brad Smith (Attica), Jerry Swain (Mt. Morris), Marsha Wenhold.

Rev. Reiff then led the service of commissioning. The Commissioned Pastors answered the constitutional questions and affirmed their calling. Rev. Reiff offered a prayer and a virtually laying of hands.

(Retirement of Rev. Dr. Carson Mouser)

The Presbytery celebrated the honorable retirement of Rev. Mouser. Rev. Janice Fitzgerald and Rev. Louise Armstrong (on behalf of Charles Griffith) spoke to Rev. Mouser's ministry. Rev. Reiff offered a prayer of thanks and blessing for his ministry.

REPORT OF PASTORAL CARE & DEVELOPMENT COMMITTEE

Bill Hockey offered a prayer of thanksgiving for the service of those pastors celebrating significant ordination anniversary years in 2020 (names of pastors are listed in the Consent Agenda). The name and year of ordination of each were included in a slide presentation at this meeting.

REPORT OF GRANTS WORKING GROUP

Rev. Judy Lee Hay reported on the following grants that were approved by the Grants Working Group:

CHURCH TRANSFORMATION GRANTS

Central Geneseo \$1500

For Such a Time as This: Learning about Structural Racism and Systemic Injustice Grant funds were requested to help underwrite the costs associated with education about white privilege, implicit bias, structural racism, and systemic injustice, and the church and individual role in these deeply rooted problems.

Penfield Presbyterian \$1,180

"O2 Church: PPC Outside and Online" is an effort to utilize technology to expand worship, fellowship, and eventually some mission connections, to include outdoor and online opportunities. Plans include weekly on-line recorded worship and live stream worship.

South Presbyterian Member Connect \$1,417

Member connect is a way to support members of the congregation in the Acts of Faith who due to economic disparity cannot connect via internet to Facebook, online worship or Bible study. The grant monies will support the purchase of 10 portable DVD, Chromebook, and Disk burner to connect members.

COMMUNITY TRANSFORMATION GRANTS

Judicial Process \$2,025

New Journey works in collaboration with the Monroe County Jail to serve 50 women prerelease and 35 high to moderate risk mothers with children post release each year. Provides them with service coordination and referrals to needed services (medical, mental health, legal, etc.), wrap around services, (e.g., household items, identifications), therapeutic support groups, and mentors. Women's lives will be stabilized, they will

reunite with their children and recidivism will be reduced. Financial support comes from government/foundation grants, and religious/ individual donations

Family Promise \$2,025

Bridges of Hope is a program for homeless families in Ontario County to achieve sustainable independence by supporting them with food, shelter, personalized case management, and a diverse network of caring volunteers.

Los Samaritanos \$3,000

The project is a community coalition in Genesee County including representatives from the Batavia First Presbyterian; Stone Church Presbyterian; Byron First Presbyterian; Morganville United Church of Christ; First United Methodist Church, Resurrection Roman Catholic Parish along with other interested community members. Provides physical, spiritual, emotional needs of individuals being released from the Buffalo Migrant Detention Center located in Batavia.

REACH Home Transitional Shelter \$2,025

REACH Advocacy Inc. has been managing transitional, temporary shelters for chronically homeless men and women. The Housing First Philosophy that is based on research that says a person is much better able to work on whatever issue is keeping them homeless if they have a safe, permanent place to live of their own.

Community Food Cupboard \$2,025

The Community Food Cupboard of Rochester has been serving Northeast Rochester and Irondequoit. It presently has 3 programs: Emergency, Senior Basket, Long-term Family. The largest of these is the Senior Basket program, which provides food for 160 low income Senior households each month. The fastest growing program is the Emergency Program which serves between 100-140 households per month.

Teen Empowerment \$2,025

Train 12-15 Youth History Ambassadors to connect with the Clarissa Street Community to develop an interactive multimedia exhibit. Interview members of the Clarissa Street Reunion living legacy of resistance and resilience to know Black history.

PEACEMAKING GRANTS

Scholarships High School Students Sudan \$1,000

Peacemaking grant to fund two scholarships for \$500 each for uniforms, shoes and supplies in Sudan.

Presbyterian Church of South Sudan \$2,500

Murle Congregations and Rhino Refugee Settlement Camp. Training church leaders in Arua Uganda construction of churches in Rhino Camp (Simbili Camp, Ocea and Town in Arua District. purchasing of plastic chairs and tables for the churches.

Scholarships High School Students Sudan \$600

Support scholarships for uniforms.

REPORT OF THE ACTING PRESBYTERY LEADER

The Moderator expressed sincere appreciation and gratitude for the dedication and efforts of Susan Orr, Acting Presbytery Leader. Susan reported on her activities and played a music video, "Keep Going On". She noted that this is the theme of the work of the Presbytery during this time of pandemic and stress. She thanked the Presbytery staff and committees for their commitment to "keeping going on".

REPORT OF THE BIG PICTURE TEAM

Rev. Sue Thaine noted the goal of the Big Picture Team (BPT) is to envision where God is already active and to be able to follow that lead. Her report included the following:

(Staffing)

The Presbytery is currently in a transitional period with staffing. The current staffing structure is temporary. BPT and Personnel are gathering information on different models of interim staffing. The goal is BPT will present three year interim staffing model options at the January 2021 stated meeting of the Presbytery.

(Racial Justice)

Laurel Nelson, chair of the Racial Justice Working Group, summarized the work of this Group as well as the discussions on racial justice in today's pre meeting. She indicated BPT has been discussing how to respond to racism and, in doing so, recognized some painful history within our own Presbytery. From meeting with Trinity's Session and Moderator as well as others on BPT, we've learned of systemic, denied requests for building repairs that have deeply impacted the ability of Trinity Emmanuel Church (our predominantly African American congregation) to fulfill their mission. Members of the Working Group recently met with Trinity's Session and Moderator in an attempt to identify harmful actions of the past, grieve, listen and learn from them. The Big Picture Team has pledged to continue listening, learning, and actively supporting the congregation. She noted that the following recommendations are only a beginning in developing more supportive relationships with Trinity Emmanuel Church. Presbytery then **APPROVED** the following recommendations of the BPT:

- Forgiveness of the balance of the \$4,300 loan from Presbytery to Trinity Emmanuel Church
- Distribution of \$10,000 from Grace Fund to Trinity Emmanuel Church for enhancement of the congregation's remote worshipping capabilities

(ROC SALT)

Rev. Colin Pritchard reported the three year commitment of the Presbytery to the development of ROC SALT as a mission center of the Presbytery has now expired. During that time, blessings from this ministry included use of the building: by a food pantry, as a worship center for Open Arms faith community and for educational events. The original vision of being a residential mission center has not occurred, partially due the pandemic. Town Hall meetings will be held with all involved parties to help determine possible opportunities for the building going forward. Funding for this ministry will not be included in the 2021 budget. A question/answer period followed.

Big Picture Team: Items for Presbytery Information

Acting on behalf of the Presbytery, the Big Picture Team **VOTED** to:

(Committee on Representation)

Elect the following:

- Committee on Ministry
TE Charles Roberts (HR) – Class of 2023
TE Elaine Loggi (Summerville) - Class of 2023
RE Tim Bucknam (Perry) – Class of 2023
TE Louise Armstrong (HR) – Class of 2022
- Trustees
TE Bob Spratt (Bethany) – Class of 2021
TE Twyla Boyer (Penfield) – Class of 2021
TE Tedd Pullano (Ogden)- Class of 2023
- Committee on Preparation for Ministry
TE Ann McMican (Third) – Class of 2021
TE Nadia Mullin (VM) – Class of 2023

- Synod Commissioners
TE Ho Dong Hwang (Mendon) – Class of 2022
RE Betty Iwan (Third)– Class of 2022
RE Kay VanNostrand (Lyndonville) – Class of 2022
TE Brandi Wooten (Chili) - Class of 2022
Alternate: TE Erin Jacobson (East Bethany)
- Synod Mission & Ministries Commission
TE Brandi Wooten (Chili)- Class of 2022
- Personnel
TE Stephen Michie (HR) – Class of 2023
- Budget Development & Oversight Committee
TE Kate Kelly (Downtown) – Class of 2021

(Review of Session Records)

Approve the postponement of the annual review of Session minutes to Spring 2021 as necessitated by the COVID -19 pandemic.

(Special Meeting of Presbytery)

Approve the call for a special meeting of the Presbytery that was held on September 1, 2020 at 6:30 pm via Zoom for the following purposes:

- If the way be clear, to examine and approve the installation of Rev. Kathryn Kelly as Associate Pastor at Downtown Presbyterian Church
- If the way be clear, to examine and approve the ordination and installation of Candidate Michelle Allen as Pastor at First Presbyterian Church of East Avon, NY

(Presbytery Offices)

Approve the following to be effective through January 31, 2021: (a) to continue to keep Presbytery offices closed for in-person work and meetings; (b) to require staff to work remotely, and (c) to hold all meetings of Presbytery electronically.

(Staffing Model)

Approve the following:

- Create a Working Group to develop a three year transitional staffing plan, including but not limited possible sharing of services with other presbyteries
- Direct the Working Group to propose modification of current staffing model and to develop a 2021 staffing model
- Appoint the Presbytery Leadership Team (BPT Convener, Acting Presbytery Leader, Moderator, Moderator -Elect, Acting Stated Clerk for Administration, Personnel representative, and Presbytery Treasurer) as members of the Working Group
- Extend the current Presbytery transitional staffing model through January 31, 2021
- Direct the Working Group to work with BDOC in determining staffing budget needs for 2021
- Increase the hours for Acting Stated Clerk for Administration from 10 hours/week to 15 hours/week effective November 1, 2020 to January 31, 2021.

(Schedule: BIG PICTURE TEAM (BPT) & PRESBYTERY: 2021 Meetings)

Approve the following Schedule: BIG PICTURE TEAM (BPT) & PRESBYTERY: 2021 meetings dates and times, at locations to be determined:

- BPT – Monday, January 4, 2021 6:00 pm via Zoom
- PRESBYTERY – Tuesday, January 26, 2021 6:00 pm via Zoom
- BPT – Monday, February 22, 2021 6:00 pm via Zoom
- CONGREGATIONAL LEARNING DAY – Saturday, March 6, 2021 9:00 am via Zoom
- BPT – Monday, March 22, 2021 6:00 pm
- PRESBYTERY – Saturday, April 24, 2021 10:00 am
- BPT – Monday, May 24, 2021 6:00 pm
- BPT – Monday, June 21, 2021 6:00 pm
- PRESBYTERY – Tuesday, July 27, 2021 4:00 pm
- BPT – Monday, August 23, 2021 5:00 pm
- BPT – Monday, September 27, 2021 6:00 pm
- PRESBYTERY – Saturday, October 23, 2021 10:00 am
- BPT – Monday, November 29, 2021 6:00 pm

(2021 Holiday Schedule for Presbytery offices)

Approve the following holiday schedule for 2021:

January 1	New Year's Day (observed Dec. 31, 2020)
January 18	Martin Luther King Day
February 15	Presidents' Day
April 5	Easter Monday
May 24	Memorial Day
July 5	Independence Day observed
September 6	Labor Day
October 11	Columbus/Indigenous People's Day
November 25	Thanksgiving
December 23-30	Christmas Break – Note: Christmas Eve holiday is observed on Dec. 23 rd ; Christmas Day holiday is observed on Monday, Dec. 27; December 28 and 29 are paid leave days. New Year's holiday of 2022 will be observed with office closing on Dec. 30, 2021.

REPORT OF PRESBYTERY TREASURER

The Treasurer, Elder Bob Mecredy (Pittsford), reported preparation of the 2021 budget is in process. He indicated there are many uncertainties in assumptions to be made in 2021 which is making planning difficult.

(Per Capita)

A motion was made by the Budget Development and Oversight Committee to increase per capita for 2021 by 2%. This is due to complying with financial policies which do not allow drawing more than 4%-6% from reserves, and the negative financial impact of shrinking congregations. An amendment to the motion was made and seconded to change the per capita recommendation to a 1% increase. By poll vote, the Presbytery **VOTED** not to approve the amendment to the motion. By poll vote, the Presbytery **VOTED** to approve the motion to increase per capita for 2021 by 2%. [NOTE: 2021 total per capita will be \$35.14 consisting of \$22.06 for Presbytery, \$4.10 for Synod, \$8.98 for General Assembly]

(General Mission)

The Treasurer indicated as of September 30, 2020 one half of congregations had not yet made contributions to General Mission. He requested congregations to prayerfully consider their 2021 contributions and advise the Budget Development & Oversight Committee of their plans by mid December 2020.

REPORT OF COMMITTEE ON MINISTRY

(2021 Terms of Call)

Upon recommendation from the Committee on Ministry, the Presbytery, by poll vote, **VOTED** to approve a 1% increase in the effective salary included in the 2021 Terms of Call Worksheets, both minimum and challenge, for both clergy and commissioned pastors.

See Appendix E: Annual Terms of Call Worksheet for Clergy for 2021

See Appendix F: Annual Terms of Call Worksheet for Commissioned Pastors for 2021

THREE KEY THINGS TO TAKE HOME

Elder Kay VanNostrand (Lyndonville) lifted the following as “take aways” from this meeting:

- The work of the Racial Justice Working Group
- The members of committees of the Presbytery who have answered the call to do the work of the Presbytery
- The Ordinations anniversaries celebrated today, especially those faithful servants who have served over 50 years

ADJOURNMENT

Motion to adjourn the meeting at 1:10 pm was **APPROVED**. The Moderator ended the meeting with an original song, “Till Everyone is Free”.

ATTEST: _____

Kathleen L Coons, Acting Stated Clerk for Administration

APPENDIX A: Balance Sheet Summary, September 30, 2020

APPENDIX B: Operating Statement Summary September 30, 2020

APPENDIX C: Minutes of July 28, 2020 Stated Meeting of Presbytery

APPENDIX D: Minutes of the September 1, 2020 Special Meeting of Presbytery

APPENDIX E: 2021 Terms of Call Worksheet for Clergy

APPENDIX F: 2021 Terms of Call Worksheet for Commissioned Pastors

Appendix A

**Presbytery of Genesee Valley
 Balance Sheet (prior month comparison)
 September 2020**

	<u>Sep 30, 20</u>	<u>Aug 31, 20</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
1000 · Petty Cash	30	30	0
1008 · ROC SALT Checking	10,149	17,250	(7,101)
1117 · M & T Checking	51,610	56,493	(4,883)
1118 · M & T Money Market	<u>10,365</u>	<u>10,364</u>	<u>1</u>
Total Checking/Savings	72,154	84,137	(11,983)
Accounts Receivable			
1200 · Accounts Receivable			
1210 · GPC Receivable	3,530	3,516	14
1200 · Accounts Receivable - Other	<u>94,455</u>	<u>3,726</u>	<u>90,729</u>
Total 1200 · Accounts Receivable	97,985	7,242	90,743
1216 · Mortgage Receivable			
1216A · Mortgage Rec.-Lakeside 3/1/23	<u>260,519</u>	<u>260,856</u>	<u>(337)</u>
Total 1216 · Mortgage Receivable	260,519	260,856	(337)
Total Accounts Receivable	358,504	268,098	90,406
Other Current Assets			
1300 · Invested Funds			
1312 · PILP	100,000	100,000	0
1313 · Investment Fund			
1313A · Gain / Loss	864,938	864,938	0
1313 · Investment Fund - Other	<u>988,627</u>	<u>988,627</u>	<u>0</u>
Total 1313 · Investment Fund	1,853,565	1,853,565	0
Total 1300 · Invested Funds	1,953,565	1,953,565	0
Total Other Current Assets	1,953,565	1,953,565	0
Total Current Assets	2,384,223	2,305,800	78,423
Fixed Assets			
1800 · Equip.m.ent & Fixtures	1,999	1,999	0
1900 · Accumulated Depreciation	<u>(880)</u>	<u>(857)</u>	<u>(23)</u>
Total Fixed Assets	1,119	1,142	(23)
Other Assets			
1400 · Loans to Churches			
1405 · Trinity Emmanuel (LoC) 11-2020	4,300	4,800	(500)
1412 · Gates	22,235	22,728	(493)
1413 · RKPC Loan 02-2020	<u>9,918</u>	<u>9,918</u>	<u>0</u>
Total 1400 · Loans to Churches	36,453	37,446	(993)
1766 · Synod Per Capita - Prepaid	8,543	11,390	(2,847)
1880 · Property			
1883 · Calvary St. Andrew's Property			
1883AD · CSA Prop - Accum Depreciation	(26,573)	(26,005)	(568)
1883 · Calvary St. Andrew's Property - Other	<u>265,900</u>	<u>265,900</u>	<u>0</u>

MINUTES OF STATED PRESBYTERY MEETING
October 31, 2020 at 10:00 am

Electronic Meeting via Zoom
Rochester NY

Total 1883 · Calvary St. Andrew's Property	239,327	239,895	(568)
1885 · Wyoming Church Property	50,000	50,000	0
Total 1880 · Property	<u>289,327</u>	<u>289,895</u>	<u>(568)</u>
1884 · CSA Property - Land Value	47,100	47,100	0
1888 · ROC SALT Other Assets (net)	55,254	53,291	1,963
1889 · ROC SALT Building Improvements	<u>43,275</u>	<u>43,275</u>	<u>0</u>
Total Other Assets	<u>479,952</u>	<u>482,397</u>	<u>(2,445)</u>
TOTAL ASSETS	<u>2,865,294</u>	<u>2,789,339</u>	<u>75,955</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
2100 · Employee Related Accounts			
2101 · Employer Pension Escrow	0	1,930	(1,930)
2106 · Social Security / Medicare	<u>(64)</u>	<u>(64)</u>	<u>0</u>
Total 2100 · Employee Related Accounts	<u>(64)</u>	<u>1,866</u>	<u>(1,930)</u>
2200 · Insurance Premiums	<u>87,080</u>	<u>(9,321)</u>	<u>96,401</u>
Total Other Current Liabilities	<u>87,016</u>	<u>(7,455)</u>	<u>94,471</u>
Total Current Liabilities	<u>87,016</u>	<u>(7,455)</u>	<u>94,471</u>
Long Term Liabilities			
2008 · ROC SALT (CSA) PILP Loan	<u>45,565</u>	<u>46,145</u>	<u>(580)</u>
Total Long Term Liabilities	<u>45,565</u>	<u>46,145</u>	<u>(580)</u>
Total Liabilities	132,581	38,690	93,891
Equity			
3000 · Donor Restricted Funds			
3001 · Slater Fund			
3001A · Slater Fund - Book Value	22,623	22,623	0
3001B · Slater Fund Total Return	<u>(1,756)</u>	<u>(1,756)</u>	<u>0</u>
Total 3001 · Slater Fund	<u>20,867</u>	<u>20,867</u>	<u>0</u>
Total 3000 · Donor Restricted Funds	20,867	20,867	0
3008 · ROC SALT Equity	63,113	67,672	(4,559)
3100 · Donor Specific Use Funds			
3101 · Misc. Designated Gifts & Grants	(448)	1,079	(1,527)
3101B · Blossom Trust	4,575	4,575	0
3101MM · Measuring Mission	4,324	4,324	0
3101S · Scholarships	3,287	3,287	0
3101VCI · Vital Congregations Initiative	17,273	17,273	0
3104 · Presbytery Peace Offering	1,611	1,611	0
3110 · Ministry Candidates Aid Fund			
3110A · Henritzy Fund	3,976	3,976	0
3110 · Ministry Candidates Aid Fund - Other	<u>2,341</u>	<u>2,341</u>	<u>0</u>
Total 3110 · Ministry Candidates Aid Fund	<u>6,317</u>	<u>6,317</u>	<u>0</u>
3114 · Commissioned Pastor Training	1,871	1,871	0
3117 · Emergency Aid Fund (PCD)	<u>3,639</u>	<u>3,959</u>	<u>(320)</u>
Total 3100 · Donor Specific Use Funds	<u>42,449</u>	<u>44,296</u>	<u>(1,847)</u>
3200 · Presbytery Designated Funds			
3201 · Grace Fund for Urban Ministry	59,834	59,834	0
3211 · Westminster-RPH Mission Fund	41,351	43,268	(1,917)
3214 · Genesee Valley Fund			
3214G · Lakeside	37,215	35,682	1,533

MINUTES OF STATED PRESBYTERY MEETING
 October 31, 2020 at 10:00 am

Electronic Meeting via Zoom
 Rochester NY

3214L · Wyoming - Acquired Assets	75,205	76,264	(1,059)
3214 · Genesee Valley Fund - Other	1,757,939	1,765,270	(7,331)
Total 3214 · Genesee Valley Fund	<u>1,870,359</u>	<u>1,877,216</u>	<u>(6,857)</u>
3215 · Acquired Assets Fund - Property			
3215B · Calvary St. Andrews Property	313,000	313,000	0
3215C · Wyoming Property	50,000	50,000	0
Total 3215 · Acquired Assets Fund - Property	<u>363,000</u>	<u>363,000</u>	<u>0</u>
3217 · Presbytery Budget Support	13	13	0
3218 · Denominational Materials Sales	(2,186)	(1,113)	(1,073)
3220 · Youth Triennium Escrow Fund	5,297	5,297	0
3221 · Touch of Grace Initiative-TOGI	280	280	0
Total 3200 · Presbytery Designated Funds	<u>2,337,948</u>	<u>2,347,795</u>	<u>(9,847)</u>
3300 · Un-Designated Equity	541,524	536,965	4,559
3900 · Retained Earnings	(252,140)	(251,803)	(337)
Net			
Income	<u>(21,051)</u>	<u>(15,144)</u>	<u>(5,907)</u>
Total Equity	<u>2,732,710</u>	<u>2,750,648</u>	<u>(17,938)</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,865,291</u></u>	<u><u>2,789,338</u></u>	<u><u>75,953</u></u>

Appendix B

**Presbytery of Genesee Valley
 Operating Statement
 June 2020**

	<u>Sep Actual</u>	<u>Sep Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
4000INC · Congregational & Individual					
4000 · Presbytery General Mission	12,043	13,916	101,223	125,243	166,991
4100 · Presbytery Per Capita	10,600	13,097	118,383	117,869	157,159
4150 · Pby Meeting Offerings	0	0	987	750	1,000
Total 4000INC · Congregational & Individual	<u>22,643</u>	<u>27,013</u>	<u>220,593</u>	<u>243,862</u>	<u>325,150</u>
4400INC · Other Support					
4430 · Credit Card Rewards-Misc Income	250	42	475	375	500
4490 · Master Insurance Service Rcpts.	16	400	805	1,200	1,600
Total 4400INC · Other Support	<u>266</u>	<u>442</u>	<u>1,280</u>	<u>1,575</u>	<u>2,100</u>
4500INC · Investment Income Support					
4552 · Inv Support for Sustainability	7,685	7,685	69,166	69,166	92,221
Total 4500INC · Investment Income Support	<u>7,685</u>	<u>7,685</u>	<u>69,166</u>	<u>69,166</u>	<u>92,221</u>
4610 · Synod & GA PC Paid by Churches					
4611 · Synod PC Paid by Churches	2,015	2,439	22,437	21,954	29,272
4612 · GA PC Paid by Churches	4,398	5,482	49,005	49,335	65,780
Total 4610 · Synod & GA PC Paid by Churches	<u>6,413</u>	<u>7,921</u>	<u>71,442</u>	<u>71,289</u>	<u>95,052</u>
4800 · ROC SALT Income	<u>9,381</u>	<u>10,325</u>	<u>106,572</u>	<u>92,925</u>	<u>123,900</u>
Total Income	<u>46,388</u>	<u>53,386</u>	<u>469,053</u>	<u>478,817</u>	<u>638,423</u>
Gross Profit	46,388	53,386	469,053	478,817	638,423
Expense					
5600 · Designated Mission Support					
5601 · Cameron Comm Ministry	500	500	4,000	4,000	5,000
5603 · Greater Roch Comm Churches	0	0	1,000	1,000	1,000
5604 · Camp Whitman	1,750	1,750	14,000	14,000	17,500
5605 · Youth Triennium	0	0	0	0	2,500
5606 · ROC SALT	1,000	1,000	8,000	8,000	10,000
Total 5600 · Designated Mission Support	<u>3,250</u>	<u>3,250</u>	<u>27,000</u>	<u>27,000</u>	<u>36,000</u>
6200 · Healthier Congregations Work					
6210 · Grants	0	0	24,127	24,125	24,125
6220 · Relationships	0	0	0	0	0
6230 · Tools & Training					
6231 · Congregational Learning Day	0	0	0	250	250
6232 · Measuring Mission	0	42	113	375	500
6233 · Scholarships	0	0	0	600	600
6234 · Mission Day	0	0	0	300	300
6236 · Event Sponsorship (PGV/N/C)	0	0	46	0	0
6230 · Tools & Training - Other	0	0	126	280	280
Total 6230 · Tools & Training	<u>0</u>	<u>42</u>	<u>285</u>	<u>1,805</u>	<u>1,930</u>
6200 · Healthier Congregations Work - Other	0	0	0	0	0
Total 6200 · Healthier Congregations Work	<u>0</u>	<u>42</u>	<u>24,412</u>	<u>25,930</u>	<u>26,055</u>

6300 · Healthy Leaders Work					
6310 · Committee on Ministry					
6311 · CoM Committee Expenses	12	133	24	1,200	1,600
6312 · Resources	0	0	0	200	200
6313 · Sexual Misconduct Trng	0	0	0	0	200
6314 · Discretionary Fund	0	0	1,650	1,500	1,500
6310 · Committee on Ministry - Other	0	0	0	0	0
Total 6310 · Committee on Ministry	12	133	1,674	2,900	3,500
6320 · Patorial Care & Develop.m.ent					
6321 · Committee Expense	0	0	0	310	465
6322 · Education & Training	0	134	0	401	535
6323 · Pastoral Health & Dev	0	80	0	240	320
6324 · Retired Clergy Meals	0	0	88	700	1,200
6325 · Hospitality Gifts	0	50	0	150	200
6326 · Consultant Services	0	0	300	750	1,000
Total 6320 · Patorial Care & Develop.m.ent	0	264	388	2,551	3,720
6330 · Cmte on Prep. for Ministry					
6331 · Committee Expenses	0	0	0	150	300
6332 · Career Evaluation	0	107	607	960	1,280
6333 · CP Scholarships	125	0	1,125	500	1,000
Total 6330 · Cmte on Prep. for Ministry	125	107	1,732	1,610	2,580
Total 6300 · Healthy Leaders Work	137	504	3,794	7,061	9,800
7700 · Support for a Healthy Pby					
Total 7701 · Salaries & Benefits	15,745	24,148	178,657	201,521	268,547
7740 · Personnel Committee					
7741 · Staff Retreat	0	0	0	300	300
7742 · Staff/Vol Recognition	14	0	173	0	400
7743 · Resp Higher Gov. Bodies	0	0	52	3,200	3,200
7744 · Payroll Service Fee					
7744A · FSA Admin Fee	0		27		
7744 · Payroll Service Fee - Other	250	250	750	750	1,025
Total 7744 · Payroll Service Fee	250	250	777	750	1,025
7745 · Support Staff Cont Ed.	0	0	0	1,000	1,000
Total 7740 · Personnel Committee	264	250	1,002	5,250	5,925
7750 · Office/Admin					
7751 · Pby Mtg Exp	0	0	238	750	1,000
7753 · Office Supplies	10	300	702	2,700	3,600
7754 · Postage	0	208	1,321	1,875	2,500
7755 · Telephone	0	300	1,458	2,700	3,600
7756 · Non-cap Equip/Software/Warranty	0	0	581	400	400
7757 · Computer Maintenance	1,099	0	1,486	525	1,500
7758 · Copy Machine	245	60	651	540	720
7759 · PGV Technology Expense					
7759A · Database Expense	150		1,164		
7759B · Website Expense	0		536		
7759 · PGV Technology Expense - Other	125	127	303	3,419	3,800
Total 7759 · PGV Technology Expense	275	127	2,003	3,419	3,800
Total 7750 · Office/Admin	1,629	995	8,440	12,909	17,120
7760 · Trustees/Facilities					
7761 · Committee Expenses	0	0	0	0	100
7762 · Office Rent					

7762a · Office Relocation Expense	0	0	0	720	720
7762 · Office Rent - Other	961	940	8,648	8,460	11,280
Total 7762 · Office Rent	961	940	8,648	9,180	12,000
7763 · General Insurance	1,140	1,746	3,287	5,237	6,982
7764 · Legal	4,530	3,000	13,036	9,000	12,000
7765 · Additional Legal Services	850	0	(736)	500	500
Total 7760 · Trustees/Facilities	7,481	5,686	24,235	23,917	31,582
7780 · Judicial Expenses					
7782 · Admin Comm Exp	0	0	0	400	400
7780 · Judicial Expenses - Other	0	0	0	275	275
Total 7780 · Judicial Expenses	0	0	0	675	675
7785 · Audit/Banking/Depr Exp					
7786 · Heveron & Heveron Audit	0	0	3,189	2,225	4,450
7787 · Heveron & Heveron Addt'l	0	0	0	300	600
7788 · Banking Fees	33	29	316	262	350
7789 · Depreciation	592	89	5,327	801	1,068
Total 7785 · Audit/Banking/Depr Exp	625	118	8,832	3,588	6,468
Total 7700 · Support for a Healthy Pby	25,744	31,197	221,166	247,860	330,317
7790 · Big Picture Team 5000					
7791 · Big Picture Team Oper Exp	0	33	0	300	400
7792 · Moderator's Expense	0	0	0	400	400
Total 7790 · Big Picture Team 5000	0	33	0	700	800
7800 · ROC SALT Expense	13,940	10,325	124,348	92,925	123,900
8000 · Synod & GA Per Capita Pd by Pby					
8010 · Synod PC Paid by Pby	2,848	2,921	25,628	26,284	35,046
8020 · GA PC Paid by Pby	6,375	6,375	63,754	57,379	76,505
Total 8000 · Synod & GA Per Capita Pd by Pby	9,223	9,296	89,382	83,663	111,551
Total Expense	52,294	54,647	490,102	485,139	638,423
Net Ordinary Income	(5,907)	(1,261)	(21,049)	(6,322)	0
Net Income	(5,907)	(1,261)	(21,049)	(6,322)	0
Net Income					
PGV	(1,348)		(3,275)		
ROC SALT	(4,559)		(17,776)		
Total Net Income	(5,907)		(21,051)		

APPENDIX C: Minutes of July 28, 2020 Stated Meeting of Presbytery

APPENDIX D: Minutes of the September 1, 2020 Special Meeting of Presbytery

APPENDIX E

**PRESBYTERY OF GENESEE VALLEY
 ANNUAL TERMS OF CALL WORKSHEET FOR CLERGY FOR 2021**

Name: _____ Full-time (**approx. 45 hrs/wk**) Part-time: _____ %

Check all which apply: Pastor Associate Pastor Interim Pastor Co-Pastor Stated Supply
 Temporary Supply Designated Pastor Organizing Pastor

Effective dates for terms below: _____ Date of cong. or session approval: _____

Church: _____

Contact person for questions about worksheet: _____

Telephone Number: _____ E-Mail: _____

PART I: EFFECTIVE SALARY CALCULATION

(PLEASE ROUND ALL AMOUNTS TO THE NEAREST DOLLAR.)

Line #	Description	DO NOT FILL IN THESE COLUMNS		Fill out whichever column applies	
		2021 Minimum (1% increase over 2020)	2021 Challenge (1% increase over 2020)	2021 Actual without manse	2021 Actual with manse
1	Cash Salary				
2	Deferred Compensation (optional)				
3	Housing Allowance				
4	Fair Rental Value of Manse				
5	Utilities*				
6	Medical Deductible Benefit*				
7	Other: _____				
8	EFFECTIVE SALARY (lines #1-#7)	47,771	53,692		

PART II: BENEFITS AND ALLOWANCES

9	Social Security Offset (SECA) = 7.65% of Lines #1, #3, #4, and #5	3,659	4,107		
10	Health Insurance & Pension (only):				
#10a	Benefits Plan PC(U.S.A.)—For full-time positions multiply Line #8 Effective Salary by 37%	17,675	19,866		
10b	Benefits Plan PC(U.S.A.)—For part-time positions and those filled by retired ministers, see instructions on reverse.				
10c	Non-PC(U.S.A.) Plan: _____				
11	Continuing Education/Study Leave Allowance*	800	800		
12	Other Benefits and Allowances* (explain):				
13	Travel and Professional Allowance*	4,716	5,335		
TOTAL COMPENSATION (Lines #8 through 13)					

PART III: ANNUAL LEAVE AND VACATION TIME

14	Continuing Education/Study Leave Time	2 weeks	2 weeks		
15	Annual Vacation	30 days, including 5 Sundays	36 days, including 6 Sundays		
16	Sick Leave	1 day/mo cumulative	1 day/mo cumulative		

*Starred items may be reimbursed through an accountable reimbursement plan and some may be subject to inclusion in the calculation of Effective Salary in Line 8 (see Instructions on reverse). Please see the Board of Pensions booklet *Understanding Effective Salary* for assistance in determining whether or not these items should be included in the Effective Salary calculation.

Full-time vs. Part-time Status: Part-time status is based on the approximate number of hours worked per week on which salary/housing compensation and benefits are determined. Forty-five hours is full-time and is the benchmark. Part-time status is defined in the particular setting in terms of days per week and hours per day and

is mutually agreed upon by the minister and the church/session and takes into consideration scheduling and program needs and commuting distance. For example: 22-1/2 hours per week is half-time. It could be a typical schedule of 6 3.75-hour days, 3 7.5-hour days, etc.; but it is still based on a 52-week year at 22-1/2 hours per week. **Therefore, Continuing Education/Study Leave Allowance (Line 11), and Lines 14 through 16 should not be pro-rated. The terms must at least meet the minimum shown.**

DO NOT USE THIS FORM FOR COMMISSIONED PASTORS. PLEASE USE THE TERMS OF CALL WORKSHEET FOR CPS.

INSTRUCTIONS

******Please round all amounts to the nearest dollar******

PART I: Effective Salary Calculation: Use the appropriate column, depending on whether or not the pastor lives in a manse. Amounts may be pro-rated for a part-time call or contract.

Line 1: Cash Salary is taxable and is included in the calculation of Effective Salary for Board of Pension purposes. Where a pastor and a church agree upon the incorporation of Deferred Compensation (Line 2), Line 1 may be reduced by the amount of the Deferred Compensation.

Line 2: Deferred Compensation is an elective reduction in cash salary; is tax deferred if invested in a qualified plan such as a Type 403b, available through the Board of Pensions; and is included in the calculation of Effective Salary for Board of Pensions purposes.

Lines 3 and 4: Housing Allowance and Fair Rental Value of Manse are not taxable to the extent that expenses can be validated and the amount does not exceed the fair rental value furnished. The value of housing is subject to SECA tax. See the latest edition of the IRS Tax Guide for Individuals (Pub. 17) for more information. These lines are to be included in the calculation of Effective Salary for Board of Pension purposes. For congregations in which the pastor resides in a manse (see Line 4), this value may be negotiated between pastor and congregation, taking into consideration the fair rental value of the housing, as long as the agreed value is at least 30% of Line 1, 2, and 5; and Line 8 meets or exceeds the Presbytery minimum salary.

Line 5: Utilities is not taxable if reimbursed by voucher, supported by evidence of actual costs, or paid directly by the church. This allowance includes the cost of heating and lighting but not telephone costs. Utility expense is included in the calculation of Effective Salary for Board of Pension purposes if the allowance is paid directly to the pastor. If utilities are not paid directly to the pastor, they should be included on Line 12.

Line 6: Medical Deductible Benefit. Congregations may wish to provide medical reimbursement to their pastor(s) for medical expenses not covered by the major medical plan of the Board of Pensions. Such a benefit may be provided in different ways including self-insurance, the purchase of supplemental coverage, or a Section 125 plan (Cafeteria Plan, Flexible Spending Account, Salary Reduction Plan). Each of these ways of providing benefits has implications with respect to the calculation of IRS Withholding Tax, SECA tax, and Effective Salary for the Board of Pensions. Regulations regarding the provision of benefits equally for all employees also must be observed. Churches considering the provision of a supplemental medical benefit may wish to consult with a tax advisor for further information. The manner in which the item is paid determines whether or not it is considered part of Effective Salary. Consult the Board of Pensions publication *Understanding Effective Salary* to determine if this item should be included in Effective Salary. If not, list it below on Line 12.

Line 7: Other. Other items such as manse furnishings and interest-free loans may need to be included in Effective Salary. Consult the BOP publication for information.

PART II: Benefits and Allowances: These are either paid on behalf of the pastor or are reimbursed to the pastor up to the amount stated. With the exception of fixed cost items such as the Benefits Plan PC(U.S.A.) and the minimum requirement for Continuing Education/Study Leave, these amounts may be negotiated between the church and the pastor.

Line 9: Social Security Offset is intended to compensate pastors who participate in the Social Security program for the additional tax collected from them because they pay the self-employment tax (SECA). It is calculated at 7.65% of Salary plus Housing Allowance or value of Manse plus Utilities, is fully taxable, is subject to SECA tax, and is not included in the calculation of Effective Salary for Board of Pension purposes.

Line 10: Health Insurance & Pension

Line 10a: PC(U.S.A.) Benefits Plan contribution for the major medical plan and pension for full-time positions described as the Pastor Participation Plan, mandatory for installed pastors.. This is calculated as 37% of Line 8. This percentage includes medical dues, pension contributions, death and disability. List other types of insurance such as dental and accidental death on Line 12.

#Line 10A: PC(U.S.A.) Benefits Plan contribution for the new Minister's Choice Plan is 10% of line 8. Minister's Choice does not include medical benefits, but does include all other benefits such as retirement, dental and life insurance. Congregations and Pastors seeking to choose Minister's Choice should go to the Board of Pensions website to review exactly what is included and what is not prior to making this selection.

Line 10b: PC(U.S.A.) Benefits Plan contribution for the major medical plan and pension for part-time positions and positions filled by retired ministers. The calculation of dues for part-time positions and positions filled by retired clergy differs from the calculation for those in full-time positions. Contact the Board of Pensions (800-773-7752) and the correct dues amount will be provided. List other types of insurance such as dental and accidental death on Line 12.

Line 10c: The contribution of a congregation to non-PC(U.S.A.) health and/or pension plan. If the pastor is not eligible for the BOP plan because he or she is not a PC(U.S.A.) pastor or Formula of Agreement pastor, or is a PC(U.S.A.) pastor who has elected to opt out of participation in the plan, a contribution may be made to another health insurance/pension plan negotiated between the church and the pastor. List other types of insurance such as dental and accidental death on Line 12

Line 11: Continuing Education/Study Leave Allowance is an accountable reimbursement item. Included is the extra cost incurred for continuing education including tuition, materials, travel, and lodging. Time absent for continuing education is normally paid as a part of salary,

and does not extend or augment a call. Unused study leave allowances may be accumulated during the continuation of a pastoral relationship for up to four years and up to a total of eight weeks. The Presbytery does not require any accumulated amounts of time and money remaining at dissolution to be included in any termination agreement, except in the case of an Interim Pastor, with the concurrence of the Committee on Ministry.

Line 12: Other Benefits and Allowances. Name the benefit or allowance, its cost, and how it is to be paid (direct payment, accountable reimbursement item, other). Note that some Other Benefits and Allowances, such as Manse Furnishings, may need to be included in Line 7 as part of the calculation of Effective Salary. Refer to the BOP document *Understanding Effective Salary* for information.

Line 13: Travel and Professional Expenses is an accountable reimbursement item. Unused funds remaining in this account at the close of the fiscal year belong to the church.

PART III: Annual Leave and Vacation Time: Lines 14, 15 and 16 are based on the assumption that pastoral and worship leadership is required for a 52-week year, whether or not that is a full-time or part-time position. **Therefore, Continuing Education/Study Leave Allowance (Line 11), and Lines 14 through 16 should not be pro-rated. The terms must at least meet the minimum shown.**

Line 14: Continuing Education/Study Leave Time: The two weeks of study leave are considered to be 14 days including 2 Sundays. Time absent for continuing education is normally paid as a part of salary, and does not extend or augment a call.

Line 15: Annual Vacation: Time on vacation is paid time. The minimum annual vacation time of 30 days includes 4 or 5 Sundays depending on years of ordination: 26 days plus 4 Sundays for less than three years of ordination or 25 days plus 5 Sundays for three or more years of ordination. An optional Challenge vacation plan is 36 days including 6 Sundays. For the benefit of the pastor and his or her family, it is expected that normally all vacation time will be used up during each year of a call. Any vacation time remaining at dissolution of a pastoral relationship shall be compensated for according to the terms of call then in effect until used up, with an upper limit of 30 days, unless stipulated and agreed to in advance by pastor and congregation, or session in the case of a non-installed pastor, all with the concurrence of the Committee on Ministry.

Line 16: Sick Leave is accumulated one day per month beginning with the effective date of service at the church with a maximum accumulation of 90 days. Accumulated sick leave is not included in any severance or termination compensation. The 90-day accumulation is equal to the amount of time required between the advent of disability and the beginning of payments by the Board of Pensions.

Appendix F

**PRESBYTERY OF GENESEE VALLEY
 ANNUAL TERMS OF CALL WORKSHEET FOR COMMISSIONED PASTORS FOR 2021**

Name: _____ Full-time (approx. 45 hrs/wk) Part-time: _____ %
 Effective dates for terms below: _____ Date of Session Approval _____
 Church: _____
 Contact person for questions about worksheet: _____
 Telephone Number: _____ E-Mail: _____

PART I: EFFECTIVE SALARY CALCULATION

(PLEASE ROUND ALL AMOUNTS TO THE NEAREST DOLLAR.)

Line #	Description	DO NOT FILL IN THESE COLUMNS		Fill out whichever column applies	
		2021 Minimum 1.0% increase	2021 Challenge 1.0% increase	2021 Actual without manse	2021 Actual with manse
1	Cash Salary				
2	Deferred Compensation (optional)				
3	Housing Allowance				
4	Fair Rental Value of Manse				
5	Utilities*				
6	Medical Deductible Benefit*				
7	Other: _____				
8	EFFECTIVE SALARY (lines #1-#7)	38,216	42,882		

PART II: BENEFITS AND ALLOWANCES

9	Social Security Offset (SECA) = 7.65% of Lines #1, #3, #4, and #5				
10	Health Insurance & Pension Contribution				
11	Continuing Education/Study Leave Allowance*	800	800		
12	Other Benefits and Allowances* (explain):				
13	Travel and Professional Allowance*	3,811	4,267		
TOTAL COMPENSATION (Lines #8 through #13)					

PART III: ANNUAL LEAVE AND VACATION TIME

14	Continuing Education/Study Leave Time	2 weeks	2 weeks		
15	Annual Vacation	30 days, including 5 Sundays	36 days, including 6 Sundays		
16	Sick Leave	1 day/mo cumulative	1 day/mo cumulative		

*Starred items may be reimbursed through an accountable reimbursement plan and some may be subject to inclusion in the calculation of Effective Salary in Line 8 (see Instructions on reverse). Please see the Board of Pensions booklet *Understanding Effective Salary* for assistance in determining whether or not these items should be included in the Effective Salary calculation.

Full-time vs. Part-time Status: Part-time status is based on the approximate number of hours worked per week on which salary/housing compensation and benefits are determined. Forty-five hours is full-time and is the benchmark. Part-time status is defined in the particular setting in terms of days per week and hours per day and is mutually agreed upon by the CP and the church/session and takes into consideration scheduling and program needs and commuting distance. For example: Twenty-three hours per week is half-time. The hours may be scheduled over 3 or more days per week, based on a 52-week year. **Therefore, Continuing Education/Study Leave Allowance (Line 11), and Lines 14 through 16 should not be pro-rated. The terms must at least meet the minimum shown.**

INSTRUCTIONS

****Please round all amounts to the nearest dollar****

PART I: Effective Salary Calculation: Use the appropriate column, depending on whether or not the commissioned pastor lives in a manse. Amounts may be pro-rated for a part-time contract.

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Line 2: Deferred Compensation is an elective reduction in cash salary, is tax deferred if invested in a qualified plan such as a Type 403b, and is included in the calculation of Effective Salary.

Lines 3 and 4: Housing Allowance and Fair Rental Value of Manse are not taxable to the extent that expenses can be validated and the amount does not exceed the fair rental value furnished. The value of housing is subject to SECA tax. See the latest edition of the IRS Tax Guide for Individuals (Pub. 17) for more information. These lines are to be included in the calculation of Effective Salary. For congregations in which the commissioned pastor resides in a manse, this value may be negotiated between commissioned pastor and congregation, taking into consideration the fair rental value of the housing, as long as the agreed value is at least 30% of Line 1, 2, and 5; and Line 8 meets or exceeds the Presbytery minimum salary.

Line 5: Utilities is not taxable if reimbursed by voucher, supported by evidence of actual costs, or paid directly by the church. This allowance includes the cost of heating and lighting but not telephone costs. Utility expense is included in the calculation of Effective Salary if allowance is paid directly to the commissioned pastor. If utilities are not paid directly to the commissioned pastor, they should be included on Line 12.

Line 6: Medical Deductible Benefit. Congregations may wish to provide medical reimbursement to their pastor(s) for medical expenses not covered by the major medical plan of the Board of Pensions. Such a benefit may be provided in different ways including self-insurance, the purchase of supplemental coverage, or a Section 125 plan (Cafeteria Plan, Flexible Spending Account, Salary Reduction Plan). Each of these ways of providing benefits has implications with respect to the calculation of IRS Withholding Tax, SECA tax, and Effective Salary for the Board of Pensions. Regulations regarding the provision of benefits equally for all employees also must be observed. Churches considering the provision of a supplemental medical benefit may wish to consult with a tax advisor for further information. The manner in which the item is paid determines whether or not it is considered part of Effective Salary. Consult the Board of Pensions publication *Understanding Effective Salary* to determine if this item should be included in Effective Salary. If not, list it below on Line 12.

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PART II: Benefits and Allowances: These are either paid on behalf of the commissioned pastor or are reimbursed to the commissioned pastor up to the amount stated. With the exception of fixed cost items such as minimum requirement for Continuing Education/Study Leave, these amounts may be negotiated between the church and the commissioned pastor.

Line 9: Social Security Offset is intended to compensate commissioned pastors who participate in the Social Security program for the additional tax collected from them because they pay the self-employment (SECA) tax. It is calculated at 7.65% of Salary plus Housing Allowance or value of Manse plus utilities, is fully taxable, is subject to SECA tax, and is not included in the calculation of Effective Salary.

Line 10: Health Insurance and Pension Contribution. Congregations are encouraged to contribute to the cost of health insurance and pension for commissioned pastors.

Line 11 Continuing Education/Study Leave Allowance is an accountable reimbursement item. Included is the extra cost incurred for continuing education including tuition, materials, travel, and lodging. Time absent for continuing education is normally paid as a part of salary, and does not extend or augment a call. The two weeks of study leave are considered to be 14 days including two Sundays. Unused study leave time and allowances may be accumulated during the continuation of a pastoral relationship for up to four years and up to totals of 8 weeks. The Presbytery does not require any accumulated amounts of time and money remaining at dissolution to be included in any termination agreement, except in the case of an Interim Pastor, with the concurrence of Committee on Ministry.

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Line 15: Annual Vacation. Time on vacation is paid time. The minimum annual vacation time of 30 days includes 4 or 5 Sundays depending on years since commissioning: 26 days plus 4 Sundays for less than three years since commissioning or 25 days plus 5 Sundays for three or more years since commissioning. An optional Challenge vacation plan is 36 days including 6 Sundays for ten or more years since commissioning. For the benefit of the commissioned pastor and his or her family, it is expected that normally all vacation time will be used up during each year of a contract. Any vacation time remaining at dissolution of a pastoral relationship shall be compensated for according to the terms of call then in effect until used up, with an upper limit of 30 days, unless stipulated and agreed to in advance by the commissioned pastor and the Session, all with the concurrence of the Committee on Ministry.

Line 16: Sick Leave is accumulated one day per month beginning with the effective date of service at the church with a maximum accumulation of 90 days. Accumulated sick leave is not included in any severance or termination compensation.