

**THE PRESBYTERY OF SCIOTO VALLEY**  
**TWO HUNDRED FIFTY-SIXTH STATED MEETING**

Via Zoom Video Conference  
November 17, 2020

**"INSPIRE, STRENGTHEN, AND CHALLENGE CONGREGATIONS FOR CHRIST'S MISSION"**

**STATED MEETING**

The Presbytery of Scioto Valley of the Presbyterian Church (U.S.A.) held its two hundred fifty-sixth Stated Meeting via Zoom Video Conference, on Tuesday, November 17, 2020.

**I. THE PRESBYTERY IS CALLED BY THE HOLY SPIRIT**

**Convening the Meeting**

The meeting was called to order at 3:30 p.m. by moderator Rev. Mark Gauen and opened with prayer.

**A. Adoption of Special Rules for Virtual Meetings**

Acting Stated Clerk Jim Wilson moved the adoption of special rules for virtual meetings (**Attachment #3: Special Rules**).

These rules were adopted by vote.

**B. Declaration of a Quorum and the Formation of the Roll**

The Interim stated clerk, Elder Jim Wilson, recognized the presence of a quorum. ["A quorum of a meeting of the Presbytery shall be 5% of the teaching elder members serving in ministries validated of the Presbytery as provided in the Manual of Operation and an equal number of ruling elders each representing a different church of the Presbytery." (Bylaws, Section 9.03)] He moved that the roll be as established by the written sign-in sheets. The motion was approved. (**Attachment 1: The Presbytery Roll**)

**C. Agenda**

Interim Stated Clerk Jim Wilson presented the agenda for the meeting. (**Attachment 2: The meeting agenda as approved**). The agenda was approved by consensus as written.

**II. To Worship God**

The Presbytery worshipped God, featuring a video entitled *Come, Great Spirit!* by Chris Neufeld-Erdman, found in The Work of the People, a spiritual visual library.

The meeting was gavelled back into order at 3:39 pm by Moderator Rev. Mark Gauen.

## **II. To Steward Christ's Work**

The following Corresponding Member was seated:

- Rev. Dr. Charles "Chip" Hardwick, Executive, Synod of the Covenant.

The Presbytery voted to approve seating him as a corresponding member.

### **A. Consent Agenda**

Interim Stated Clerk Elder Jim Wilson presented the Consent Agenda, which may be found in **Attachment #4**.

The Consent Agenda was approved without objection.

### **B. Staff Reports**

Executive Presbyter Rev. Dr. Jeannie Harsh reported on her work and that of the Presbytery staff.

Interim Stated Clerk Elder Jim Wilson reported briefly. His detailed report may be found with the Consent Agenda in **Attachment #3**.

### **C. Announcement of New Business.**

No new business was submitted.

## **III. To Celebrate Christ's Mission**

1. Synod Executive Rev. Dr. Charles "Chip" Hardwick brought greetings to the Presbytery and news of programs of the Synod.

2. **Commission for Church Professionals**

Rev. Jeannie Harsh reported on behalf of the Commission.

She presented for a Second Reading a Policy on Full-time and Part-time pastoral positions (**Attachment #5: Full-time and Part-time Positions Policy**).

The Presbytery voted to adopt this policy.

She presented for a Second Reading an Equal Employment Opportunity Policy (**Attachment #6: EEO Policy**).

The Presbytery voted to adopt the policy.

Rev. Harsh mentioned the following actions taken on behalf of the Presbytery:

- 1. Frank LeBlanc/Rose Run Transitional Contract approved 10/5/20.
- 2. Adam Anderson/Old Stone dissolution approved 10/5/20.
- 3. Amy House/Unity dissolution approved 10/5/20.
- 4. Patricia Moats/Unity dissolution approved 10/5/20.
- 5. Nate Manzo/Unity dissolution approved 10/5/20.
- 6. Kemper Huber/Liberty, Transitional Pastor contract approved 11/2/20.
- 7. Steve Garstad/Unity, Transitional Pastor contract approved 11/2/20.
- 8. Katie Kinnison/Washington CH, Transitional Pastor contract approved 11/2/20.
- 9. Kae Merold/Outville, Commissioned Pastor contract approved 11/2/20.
- 10. Shelley Wiley/Jackson, Transitional Pastor contract approved 11/2/20.
- 11. Nikki Hoggarth (Delaware First), approved as an Inquirer 11/2/20.
- 12. Peter Okyere (Worthington), approved as an Inquirer 11/2/20.

Documentation of the terms of call listed above are in **Attachment #7: Approved Terms of Call.**

At this time, Moderator Gauen turned the virtual gavel over to Vice Moderator Kate Merold.

3. Commission for Presbytery Operations

Elder Jim Hines reported for the Commission.

He presented for a Second Reading the 2021 Budget. This budget may be found in **Attachment #8: Proposed 2021 Budget (Second Reading).**

The Presbytery voted to approve the budget as presented.

He noted that the Commission withdraws the previously mentioned idea of a 100% per capita relief for one year.

4. Commission for Nurture and Outreach

Elder Kathi Bubb reported for the Commission.

She reported actions taken on behalf of the Presbytery.

On behalf of the Commissions for Nurture and Outreach and Congregational Life, she moved that that Presbytery of Scioto Valley apply to become part of the Vital Congregations Initiative of the PC(USA).

(details in **Attachment #9: Proposal From CNO and CCL re: Vital Congregations**).

This motion was approved.

She made the following announcements:

- The Presbytery's PIE (Partners in Education) event will be held via Zoom this year, on Saturday, January 9 10:00 - 11:30 am and Wednesday, January 13, 7:00 - 8:30 pm.

5. **Ministry Initiatives Program**

Rev. Peter Galbreath reported for the Program. He moved a change in the government of the program, as detailed in **Attachment #10: Ministry Initiatives Program Proposed Change, as amended**.

The Presbytery voted to approve this change.

6. **New Business**

There was no new business.

**IV. The Presbytery Embodies Christ's Love**

The Presbytery installed CRE Kae Merold as Moderator and CRE Dr. Bob Gustafson as Vice-Moderator of the Presbytery, effective January 1, 2021.

The Presbytery worshipped God with an evening prayer service.

**Announcements, Invitations, Joys and Concerns**

- Janet Hufford announced a Blue Christmas service on Zoom.
- Desiree Youngblood announced that she and her husband have successfully completed final adoption of their son, and there was much rejoicing on their behalf.

**Adjournment**

On motion, the meeting was adjourned with prayer by the vice-moderator at 5:07 p.m.

The Next Called meeting of Scioto Valley Presbytery shall be at 3:30 pm on Tuesday, February 16, 2021, via Zoom Video Conference.

Respectfully submitted,

Elder Jim Wilson, Interim Stated Clerk

## **Attachment 1: The Presbytery Roll**

Zoom Presbytery Meeting, November 17, 2020

Athens, First	Robert Martin	Minister of Word and Sacrament
Bremen, Bethel PC	Judy Turner	Ruling Elder
Chillicothe, First PC	Jason Link	Minister of Word and Sacrament
Circleville PC	Carla Mavis	Ruling Elder, CT Chair
Columbus, Bethany PC	Vann Rogers	Ruling Elder
Columbus, Broad Street PC	Jim Wilson	Stated Clerk
Columbus, Broad Street PC	Arthur Gooray	Ruling Elder
Columbus, Broad Street PC	Ann Palmerton	Minister of Word and Sacrament
Columbus, Broad Street PC	Amy Miracle	Minister of Word and Sacrament
Columbus, Covenant PC	Jon Carlisle	Transitional Pastor HR
	Carol Craven	Ruling Elder
Columbus, Christ	Pam Patterson	Commissioned Ruling Elder (CRE)
Columbus, Glenn Echo PC	Leland Platt	Minister of Word and Sacrament
Columbus, Hoge PC	Natalie Alter	Ruling Elder
Columbus, Highlands PC	Kathy Isern	Ruling Elder
Columbus, Indianola PC	Trip Porch	Minister of Word and Sacrament
Columbus, Indianola PC	Edwin C Kinschner	Ruling Elder
Columbus, Korean PC	Joon Lee	Minister of Word and Sacrament
Columbus, Overbrook PC	Mary Gause	Minister of Word and Sacrament
	Bill Gause	Minister of Word and Sacrament
	Steve Ryan	Ruling Elder
Columbus, Ramseyer PC	Justice Ofosuhenne	Minister of Word and Sacrament
Columbus, St. Andrew	Mark Johnson	Commissioned Ruling Elder
	John Huddy	Ruling Elder
Columbus, Westminster PC	Doug Browne	Minister of Word and Sacrament
	Jerry Ridenour	Ruling Elder
Delaware, Liberty	Kyle Doeblor	Minister of Word and Sacrament
Delaware, Concord PC	Virginia Teitt	Minister of Word and Sacrament
Delaware, First PC	Deb Patterson	Minister of Word and Sacrament
Delaware, West Berlin PC	Robert Gustafson	CRE/Presbytery Treasurer
Fredericktown, First PC	Christine Burns	Commissioned Ruling Elder
Gahanna, Mifflin PC	Marquell Segelken	Ruling Elder
Gahanna, Mifflin PC	David Bubb	Minister of Word and Sacrament
Gahanna, Mifflin PC	Kathi Bubb	Ruling Elder
Gallipolis, First PC	Mark Parsons	Minister of Word and Sacrament
Granville, First PC	Bill Acklin	Commission for Presbytery Operations
Grove City, First PC	Robert Tolar	Minister of Word and Sacrament
Groveport	Chris Piper	Commissioned Ruling Elder
Hilliard PC	John Birkner	Minister of Word and Sacrament
Iberia PC	Charlsie Ramsey	Minister of Word and Sacrament HR

Jackson, First PC	Shelley Wiley	Minister of Word and Sacrament
Lancaster, First PC	Nathan Loudon	Minister of Word and Sacrament
London, First PC	Desiree Youngblood	Minister of Word and Sacrament
London, First PC	Lee Dodge	Ruling Elder
Logan, First PC	Jimmy Meyer	Ruling Elder
Marion, Lee Street PC	Scott Schnapp	Minister of Word and Sacrament
Marysville, First PC	Jeff Schooley	Minister of Word and Sacrament
	Kathleen Kinney	Ruling Elder
	Dick Mickley	Commissioned Ruling Elder
Mt. Vernon	Ross Slaughter	Minister of Word and Sacrament
Nelsonville First PC	Peter Galbraith	Minster of Word and Sacrament
New Albany, Rose Run PC	Frank LeBlanc	Minister of Word and Sacrament
	Sarah Underhill	Ruling Elder
Newark, First	Priscilla Hare	Ruling Elder
Newark, Hanover PC	Ron McLeish	Ruling Elder
Newark, Second PC	Todd Tracy	Minister of Word and Sacrament
Ostrander	Ron Bott	Minister of Word and Sacrament
Pataskala, First PC	Janet Hufford	Minister of Word and Sacrament
Pataskala, Outville PC	Kae Merold	Commissioned Ruling Elder
	Cathie Ritchie	Ruling Elder
Plain City PC	Alice Phillips	Minister of Word and Sacrament
Portsmouth, Second PC	Allison Bauer	Minister of Word and Sacrament
Reynoldsburg, Unity	Pat Parry	Ruling Elder
Utica	Nelson Blue	Ruling Elder
Washington CH, First PC	Katie Kinnison	Minster of Word and Sacrament
Washington CH, First PC	Rajeane Robinette	Ruling Elder
Washington CH, McNair PC	Betsy Maurath	Minister of Word and Sacrament
Waverly, First PC	Barbara Pettit	Ruling Elder
Waverly, First PC	Robert Armstrong	Minister of Word and Sacrament
Waverly, First PC	Gareth Baker	Minister of Word and Sacrament, HR
Westerville, Central College		
Westerville, First PC	Mark Gauen	Minister of Word and Sacrament
Westerville, First PC	Jim Hines	Commissioner, CPO Chair
	John McElhany	Ruling Elder
Worthington PC	Thomas Rice	Minister of Word and Sacrament
Worthington PC	Betsy Rice	Minister of Word and Sacrament
Worthington PC	Kathy Mead	Ruling Elder
Worthington PC	Dennis Piermont	Ruling Elder
	John Gray	Ruling Elder
	Cynthia Burse	Minister of Word and Sacrament HR
	Emily Corzine	Minister of Word and Sacrament
	Don Hilkerbaumer	Minister of Word and Sacrament HR
	Jeannie Harsh	Minister of Word and Sacrament
	Skip Jackson	Minister of Word and Sacrament HR
	Jeff Jaynes	Minister of Word and Sacrament
	Patricia Moats	Minister of Word and Sacrament HR

	Myong Kim	Minister of Word and Sacrament
	Paul Kim	Minister of Word and Sacrament
	Les Sauer	Minister of Word and Sacrament HR
	Preston Shealy	Minister of Word and Sacrament HR
	Rudy Smith	Minster of Word and Sacrament HR
	Rebecca Tollefson	Minister of Word and Sacrament HR
	Mike Woods	Minister of Word and Sacrament
Other Participants:	Robert Bender	Columbus, Covenant PC
	Ginny Brown	Columbus, Westminster PC
	Mary Ann Edward	Gahanna, Mifflin PC
	Chip Hardwick	Synod of the Covenant Executive
	Pat Nelson	Gahanna, Mifflin PC
	Joyce Smith	Columbus, Old First PC
	Steve Watters	London, First PC
<b>Excused:</b>	Sharon Sauer	Minister of Word and Sacrament, HR
	Ann Melick	Minister of Word and Sacrament
	Deb Patterson	Minister of Word and Sacrament
	Jennifer Eastman	
	Hinkle	Minister of Word and Sacrament
	Margaret Yochum	Minister of Word and Sacrament
Participants with no contact information:		
Barb Molonson		
Bill Morris		
Jake Holmez		
Janet DeRoo		
Laurel DiLaurio		
Pat Wiedner		
Sammy Johnson		
Steve Hildith		
Ted Knapke		
Ali Lonnair		

## **Attachment 2: The meeting agenda as approved**

### AGENDA

The Presbytery of Scioto Valley  
Presbyterian Church (U.S.A.)  
Two Hundred and Fifty Sixth Stated Meeting  
Tuesday, November 17, 2019, 3:30 p.m.  
Via Zoom Video Conference  
Moderator: Minister of Word and Sacrament Mark Gauen

The Commissioner Handbook is available online at [www.psvonline.org](http://www.psvonline.org)

#### *The Presbytery Is Called By the Holy Spirit – 3:30 p.m.*

Convening the Meeting  
Adopt Special Rules for Virtual Meetings  
Declaration of a Quorum and Formation of the Roll  
Adoption of the Meeting Agenda

#### *To Worship God*

The Work of the People, "Come, Great Spirit!" By Chris Neufeld-Erdman

#### *To Steward Christ's Work*

Seating of Corresponding Members  
Consent Agenda (note: this includes the Nominating Committee Report, 2021 meeting dates, and extension of deadline for design and discernment commission to report)  
Staff Reports  
    a. Rev. Dr. Jeannie Harsh, Executive Presbyter  
    b. Jim Wilson, Acting Stated Clerk  
Announcement of New Business (must be emailed to [jawilson@vorys.com](mailto:jawilson@vorys.com) by end of staff reports)

#### *To Celebrate Christ's Mission*

1. Greetings from the Synod Executive, Rev. Dr. Charles B. (Chip) Hardwick  
Commission Reports:
2. Commission for Church Professionals – Rev. Ann Melick  
FOR ACTION:
  - Full-time and Part-time Positions Policy\*
  - Equal Employment Opportunity Policy\*

Celebrations of retirement and new ministry



Report of Actions Taken on Behalf of Presbytery  
Terms of call

3. Commission for Presbytery Operations – RE Jim Hines  
FOR ACTION: 2021 Budget\*
4. Commission for Nurture and Outreach – RE Kathi Bubb  
FOR ACTION: Vital Congregations Initiative
5. Ministry Initiatives Program – Rev. Peter Galbreath  
FOR ACTION: Revisions to program

New Business (if any)

Installation of the Moderator and Vice-moderator

Evening Prayer

Announcements

Adjournment

\* This item is presented for a second reading (i.e., for action), which means it can be amended, debated, and voted upon at this meeting. It was presented for a first reading at the presbytery meeting on September 15, 2020.

### **Attachment #3: Special Rules**

#### **Special Standing Rules for a Virtual Presbytery Meeting**

The following special standing rules have been developed for our Special Presbytery meeting on November 17, 2020, to be conducted virtually at 3:30 pm via Zoom technology. Please read all of these rules beforehand as this is our first virtual Presbytery meeting and it will work differently than other Zoom meetings.

***Please note that the meeting will open at 3:00 pm to allow commissioners to be checked-in in an orderly fashion. The chat window will be allowed for all participants, both for general conversation and person-to-person communication, until 3:25 pm for the purposes of greeting one another and informal conversation. Once the meeting is called to order, the chat window should be used only for communication with the Moderator and/or Stated Clerk.***

As used herein, "Commissioners" means teaching elder members, ruling elder commissioners, and other voting members as identified in Article VII, Section 7.01 of the Presbytery bylaws.

1. Commissioners may participate using any of the following: a computer with internet connection and webcam, a smartphone with internet connection, or a telephone. Commissioners are encouraged to use a computer or smartphone if at all possible, to facilitate better communication and voting.
2. The Recording Clerk shall serve as Zoom host for this meeting. The Presbytery Executive Moderator, Recording Clerk, Registrar, Vice Moderator, and Technical Assistants shall serve as a co-host.
3. Access will be provided through an email link or by dialing a number. The call to the meeting will be issued electronically through the Presbytery email list.
  - i) Change your Zoom name to the following format: First Name Last Name, TE or RE or CRE (Teaching Elder, Ruling Elder, Commissioned Pastor), Church, City. This will make it easier for us to identify you. ***The easiest way to change your Zoom name prior to the meeting is to not click on the link, but rather, log into Zoom with the meeting ID and password; you will then be given the opportunity to change your name before entering the meeting.***
4. The meeting shall open an hour prior to the scheduled start time, and commissioners should log in to the meeting as soon as they are able. This will allow the Host and Co-Host to check in our commissioners virtually through the waiting room. *The Presbytery reserves the right not to admit attendees who do not identify themselves, or to move them to the waiting room if they do not change their Zoom name within a reasonable grace period or do not identify themselves.*

5. Commissioners should mute microphones when not speaking. This will reduce background noise. Laptop and smartphone users may mute and unmute themselves by clicking on the microphone or telephone icon on your picture of yourself. Dial-in participants may use \*6 to mute and unmute or use the mute button on your telephone.

Participants who do not mute themselves upon request may find themselves muted by the host. In that event, the chat function is the appropriate method to request to be unmuted.

6. *To be recognized by the Moderator, Commissioners should click "raise hand" in the bottom center of the Zoom screen.* If you do not see a "raise hand" icon, click on "Participants" and "raise hand" should be a choice on the menu. Commissioners should only lower their own hands if they no longer wish to speak.

a. Windows users can also use the Alt+Y keyboard shortcut to raise a hand.

b. Mac users can also use the Option+Y keyboard shortcut to raise a hand.

c. Dial-in participants may use \*9 to raise a hand. 9

d. If none of these options are working type "raise hand" in the chat function.

The Moderator shall recognize commissioners to the floor based on raised hands.

The Vice Moderator and Recording Clerk will assist the Moderator in looking for raised hands.

7. Commissioners shall identify themselves and their church as in any other Presbytery meeting.

8. For the purposes of this meeting, there will be no formal timekeeping; however, the Moderator may ask a Commissioner to end her or his comment after giving a thirty-second warning.

9. Commissioners may make a motion orally as during an ordinary meeting, i.e., when recognized by the Moderator. If making a motion or speaking to the motion, commissioners shall unmute the microphone and make sure the video feed is on.

10. A motion may be submitted in writing using the chat function on the right side of the screen. Commissioners may also use the chat function to indicate if they are having technical difficulties or to gain recognition if are unable to raise a hand. *No other use of the chat function shall be permitted.*

11. The presence of a quorum will be determined by the number of participants in the meeting as reported by the Registrar and certified by the Stated Clerk.

12. Votes shall be taken and counted in the following manner:

i) For matters that would, in a face-to-face meeting, be a voice vote, a vote will be announced by the Moderator and participants will be able to click

"yes" or "no" located on the Participants tab. Participants via phone may:

(a)text the Stated Clerk at 614-565-9554; or

(b)use the "raise hand" function (\*6) to cast a vote.

The Moderator will ask whether all participants have voted to ensure everyone has had an opportunity to vote. The host and co-host shall assist the moderator in determining that all have had an opportunity to vote.

Results will be shared with all meeting participants by the Stated Clerk once they are available.

ii) Votes may also be taken by general/unanimous consent as per Robert's Rules of Order, at the discretion of the Moderator. The Moderator will ask if there are any objections a motion by general consent. Commissioners shall state an objection by raising a hand. If there are objections to the vote by general consent, the Moderator may call for a vote using the "yes" and "no" buttons as specified above.

iii) Any commissioner may call for a vote by anonymous Zoom poll, which takes the place of a vote by secret ballot for the purpose of a virtual meeting.

13. The Stated Clerk shall be responsible for minutes being taken, as in an ordinary meeting. The Assistant to the Stated Clerk shall also assist in recording proceedings. The meeting will also be recorded and saved, if technologically feasible, with the recording available upon written request to the Stated Clerk.

#### **Attachment #4: Consent Agenda**

1. Review and Approval of the Minutes from the 255th Stated Meeting held via Zoom video conference, on September 15, 2020, available for review at the Presbytery website.
2. Approve the following meeting dates for Presbytery for 2021, tentatively scheduled to be held by Zoom, until meeting in person is deemed safe and appropriate:
  - February 16, 2021
  - May 18, 2021
  - September 21, 2021
  - November 16, 2021
3. Elect the following nominees of the Presbytery nominating committee to the positions (terms beginning 1/1/2021 unless noted otherwise):
  - For the Commission on Church Professionals--
    - Betty Lou Stull class of 2021, to begin immediately (to fill unexpired term of Liz Wagner)
    - Elder Carol Evans class 2023
  - For the Commission of Congregational Life—
    - Rev Jason Link class of 2021, to begin immediately (to fill the unexpired term of Jeri-Lynne Bouterse)
    - Rev Mark Parsons, Class of 2022 to begin immediately (to fill the unexpired term of Adam Anderson)
    - Chair: Lee Platt to begin immediately (to fill the unexpired term of Adam Anderson as chair for 2020)
  - For the Commission on Nurture and Outreach—
    - Elder Kathi Bubb, Chair, to begin immediately.
  - For the Committee on Representation—
    - Rev Desiree Youngblood Class of 2023
4. To extend the term of the Design and Discernment Commission to the September 2021 Presbytery meeting. Rationale: The pandemic made the formation and work of this commission more difficult and time-consuming.

## **Attachment #5: Full-time and Part-time Positions Policy**

### PRESBYTERY OF SCIOTO VALLEY Commission for Church Professionals

#### **FULL-TIME AND PART-TIME POSITIONS**

1. The Fair Labor Standards Act provides for exempt and non-exempt positions with respect to overtime pay. An exempt employee is interpreted to mean an employee exempt under applicable regulations from the requirement of pay for overtime, but not from the requirement of working overtime. Non-exempt employees are required to work a specific schedule as determined by the Session.

2. Following this definition, Ministers of Word and Sacrament are considered exempt. On average a full-time person is "on duty" approximately 40 hours per week. Another definition of "full-time" is 10 four-hour modules. (A four-hour module may be a morning, afternoon, or evening block of time.) At least one day off (and preferably two) each week is expected for all persons serving in pastoral positions. If regular preaching and leading of worship is included in a part-time position, the contract shall include at least three modules of time (or 12 hours) for preparation for and conduct of worship.

3. All part-time positions are subject to the Presbytery Minimum Compensation Guidelines. All part-time position descriptions will specify what proportion of full-time the position requires. A comparable proportion of the full-time Minimum Compensation Guidelines will be applied to the part-time position. (For example, a half-time position must be compensated at a minimum of fifty percent of the full-time minimum.) In order to foster health and vitality for part-time ministers, the vacation time and study leave time required by the Minimum Compensation Guidelines shall not be pro-rated.

Questions and suggestions can be sent to [pastor@conditchurch.org](mailto:pastor@conditchurch.org).

## **Attachment #6: EEO Policy**

### PRESBYTERY OF SCIOTO VALLEY Commission for Church Professionals

#### **EQUAL EMPLOYMENT OPPORTUNITY POLICY**

The Book of Order states: "F-1.0403 Unity in Diversity

*"As many of you as were baptized into Christ have clothed yourselves with Christ. There is no longer Jew or Greek, there is no longer slave or free, there is no longer male and female; for all of you are one in Christ Jesus. And if you belong to Christ, then you are Abraham's offspring, heirs according to the promise" (Gal. 3:27-29).*

The unity of believers in Christ is reflected in the rich diversity of the Church's membership. In Christ, by the power of the Spirit, God unites persons through baptism regardless of race, ethnicity, age, sex, disability, geography, or theological conviction. There is therefore no place in the life of the Church for discrimination against any person.

The Presbyterian Church (U.S.A.) shall guarantee full participation and representation in its worship, governance, and emerging life to all persons or groups within its membership. No member shall be denied participation or representation for any reason other than those stated in this Constitution."

In order to keep this mandate ever before us and encourage all those seeking new relationships with pastors, staff, and congregations, the Commission for Church Professionals offers the following guidelines and requirements.

1. A congregation shall remember its commitment to inclusivity and diversity in the following ways:
  - A. When the PNC is formed, it should be composed of people of different ages, genders, sexual orientations, marital conditions, races, talents, and disabilities.
  - B. When obtaining applications and Personal Information Forms, care should be taken to ensure a wide variety of candidates may be located and considered. When reading those applications and deciding who will be given further consideration, PNCs shall consider those applications regardless of race, sex, age, disability, sexual orientation, or marital status.
  - C. In the interviewing process, whether by phone or in person, questions relevant to the position and its stated responsibilities should be asked. Personal questions which have no bearing on the advertised position should not be asked.
  - D. When deciding which candidate will be recommended to the congregation, the factors used should have nothing to do with race,

ethnicity, gender, sexual orientation, age, disability, or marital status unless it can be shown that a specific factor has a significant relationship to a person's ability to perform the advertised job.

- E. By filling out the enclosed EEO Survey after the call process is complete.
2. The Commission for Church Professionals shall support congregations in upholding this commitment in the following ways:
- A. A copy of this policy will be sent to the moderator and the clerk of session of a church when an impending vacancy is foreseen so that equal opportunity employment concerns can be kept in mind by the session, congregation, and the church's nominating committee in the selection of a PNC.
  - B. A representative of the Commission for Church Professionals will meet with each PNC at its first meeting to counsel the PNC on its responsibilities and duties in regard to EEO.
  - C. The Commission for Church Professionals will expect to receive from each PNC, along with the call papers for a new pastor, a completed copy of the enclosed EEO survey. Neither the church nor the presbytery will use quotas to measure compliance with EEO policies, but it will review the information provided in light of the specific situation and assess the degree to which the spirit of inclusiveness was present in the search.
3. The EEO survey to be returned to the presbytery with Call Form at the end of the search for a pastor shall include these questions:
- A. Was the Pastor/Associate Pastor Nominating Committee representative of various groups within your congregation (age, gender, marital status, sexual orientation, disability, ethnic origin, race)?
  - B. How many Personal Information Forms were considered by your search committee?
  - C. How many women candidates were interviewed?
  - D. How many racial/ethnic minority candidates were interviewed?
  - E. Was care taken during interviews to avoid personal questions which had no relationship to the responsibilities of the position to be filled?
  - F. Please explain if any of the following factors were deemed by the Search Committee to be significant issues in a candidate's ability to perform the job and were used in deciding among candidates: age, gender, sexual orientation, marital status, disability, ethnic origin.



**Attachment #7: Approved Terms of Call**

The Presbytery of Scioto Valley of the Presbyterian Church (U.S.A.)  
Covenant for a Temporary Pastoral Relationship as

# Transitional Pastor

The Session of the First Presbyterian Church of Jackson  
Ohio, being well satisfied with your qualifications for ministry and confident that we have been led to you by the  
Holy Spirit as one whose service will be profitable to the spiritual interests of our church and fruitful for the  
Kingdom of our Lord, earnestly and solemnly covenants with teaching elder

Shelley Wiley

to undertake work as Transitional Pastor of this congregation, for a period of one (1) year <sup>1 1/2 months</sup> beginning  
Nov 15, 2020 This covenant is for 100 percent of full-time. This covenant may be  
renewed with the concurrence of the session, the Presbytery of Scioto Valley Commission for Congregational  
Life, and the teaching elder. This covenant may be terminated by the session or the teaching elder with thirty  
(30) days' written notice. The Presbytery may terminate this covenant at any time.

If the teaching elder is not currently a member of the Presbytery of Scioto Valley, he or she will become a  
member of the Presbytery of Scioto Valley upon release from his/her present presbytery and acceptance by the  
Presbytery of Scioto Valley.

It is understood that the Transitional Pastor is accountable to the Presbytery through the Commission for Church  
Professionals and will provide written reports about his or her ministry every three months and participate with  
the Commission and the Session in an evaluation of this ministry at its conclusion.

It is understood that the Transitional Pastor is not eligible to be called as Pastor. (G-2.0504b)

The primary goals for this transitional ministry are to work with the congregation on the five "developmental  
tasks" of transitional ministry:

- 1) Coming to terms with history
- 2) Discovering a new congregational identity
- 3) Facilitating shifts in lay leadership and changes in congregational power structures
- 4) Rethinking and renewing denominational linkages
- 5) Preparing for new pastoral leadership and a new future

The transitional pastor will fulfill the following responsibilities:

1. Preaching and leading worship, including special services and celebrating the sacraments
2. Pastoral care, including hospital visitation, weddings, and funerals
3. Administration, including moderating session and working with church committees as needed
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

7. \_\_\_\_\_

8. \_\_\_\_\_

The Transitional Pastor will serve as Moderator of Session

X

Yes

No

Unless the Commission for Congregational Life specifically requests the Transitional Pastor to perform a task on its behalf, the Transitional Pastor shall not be involved in the work of the Pastor Nominating Committee beyond providing opportunities for them to communicate with the session and congregation about their progress.

**This covenant is expressly made subject to the Sexual Misconduct Policy of the Presbytery of Scioto Valley and the provisions therein concerning leave of absence upon receipt of an allegation of sexual misconduct. All parties to this contract agree to be bound by such policy.**

We promise you in the discharge of your duty all proper support, encouragement, and allegiance in the Lord. That you may be free to devote yourself fully to the ministry of Word and Sacrament among us, we promise and obligate ourselves to pay you during the term of this covenant the following compensation (not less than ninety (90) percent of the previously installed pastor's compensation), stated in annualized amounts, to be paid in regular monthly or semi-monthly payments, and the following specified professional reimbursements:

**Effective Salary**

Cash Salary

6375.00

Fair Rental Value of Manse

1125.00

Housing Allowance

\_\_\_\_\_

Utility Allowance

\_\_\_\_\_

Deferred Compensation

\_\_\_\_\_

Other Pensionable Comp.

7500.00

**Total Effective Salary**

\$

**Professional Expenses Reimbursements\***

Auto Expense (current IRS rate)

57.5

Business/professional expense

50.00

SECA Supplement (up to 50%)

\_\_\_\_\_

Continuing Education

\_\_\_\_\_

Other Allowances

\_\_\_\_\_

Moving Costs

\_\_\_\_\_

Full medical, pension, disability and death benefit coverage under the Board of Pensions

Paid vacation leave

1

Weeks

Paid continuing education leave

1

weeks

\*Specified expense reimbursements so noted must be itemized and will be paid as incurred, subject to the annual amount shown. Automobile expense shall be reimbursed at the applicable current IRS rate (published annually) and shall not include mileage commuting to and from work – Federal Tax Guide Paragraph 2370.

The session will review the adequacy of this compensation at the time when the covenant is up for renewal.

## Certification of Covenant

### By the Session

This covenant has been approved by the Session of the First Presbyterian Church of Jackson Ohio.

Date of Action Oct 26, 2020

Signature

Clerk of Session

### By the Commission for Church Professionals

This covenant has been approved by the Commission for Church Professionals of the Presbytery of Scioto Valley.

Date of Action \_\_\_\_\_

Signature \_\_\_\_\_

Commission Moderator

Date of Action \_\_\_\_\_

Signature \_\_\_\_\_

Stated Clerk

### By the Teaching Elder

I hereby accept this covenant and the terms and conditions contained herein.

Date of Acceptance Oct 26, 2020

Signature

Teaching Elder

[NOTE: Four copies of the covenant are to be prepared and signed by the clerk of session and teaching elder. Deliver the copies to the presbytery stated clerk for presbytery approval. When all signatures are completed, copies will be distributed to the teaching elder, the clerk of session, and the Presbytery of Scioto Valley, and the presbytery of membership (if other than Scioto Valley).]

The Presbytery of Scioto Valley of the Presbyterian Church (U.S.A.)  
Covenant for a Temporary Pastoral Relationship by a  
**Ruling Elder Commissioned  
to Pastoral Service**

The Session of the \_\_\_\_\_ Outville \_\_\_\_\_ Presbyterian Church of \_\_\_\_\_ Pataskala  
Ohio, hereby requests, with the concurrence of the Committee on Ministry of the Presbytery of Scioto Valley, that  
ruling elder

\_\_\_\_\_  
L. Kae Merold

be commissioned for limited Pastoral Service for this congregation, for a period of \_\_\_\_\_ 3 \_\_\_\_\_ year(s)  
beginning \_\_\_\_\_ January 1, 2021 \_\_\_\_\_ This covenant is for \_\_\_\_\_ 100 \_\_\_\_\_ percent of full-time.  
This covenant may be renewed. With the concurrence of the Presbytery of Scioto Valley, this covenant may be  
terminated by the session or the ruling elder with sixty (60) days' written notice. The Presbytery may terminate  
this covenant at any time.

The areas of ministry for which the ruling elder will be responsible are:

1. Full-time ministry (A job description in in place.) \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

Ordinarily, the Commission for Church Professionals (**when asked by the Session**) will authorize the ruling  
elder commissioned to pastoral service to perform the following functions. Please CHECK those that apply.

- ☒ Administer the Lord's Supper  
☒ Administer the Sacrament of Baptism  
☒ Moderate the session of the congregation (if applicable, choose one of the following):  
\_\_\_\_\_ Under the supervision of and when invited by the presbytery appointed moderator  
\_\_\_\_\_ Appointed by the presbytery as moderator  
☒ Perform a service of Christian marriage when invited by the session

**The ruling elder commissioned to pastoral service shall not perform these functions without prior  
explicit permission from the presbytery or in situations other than the covenanting congregation.**

**This covenant is expressly made subject to the Sexual Misconduct Policy of the Presbytery of Scioto Valley and the provisions therein concerning leave of absence upon receipt of an allegation of sexual misconduct. All parties to this contract agree to be bound by such policy.**

*The session promises you in the discharge of your duty all proper support, encouragement, and allegiance in the Lord, and it promises and obligates itself to pay you during the time of your being and continuing in the pastoral relationship set forth in this covenant the following compensation, stated in annualized terms, to be paid in regular monthly or semi-monthly payments, and the following specified professional expense reimbursements:*

<b>Effective Salary</b>		<b>Professional Expenses Reimbursements*</b>	
Cash Salary	45,447.77	Auto Expense (current IRS rate)	IRS Rate
	Free use of		
Housing Allowance	manse	Business/professional expense	1,000.00
Utility Allowance	5,500.00	SECA Supplement (up to 50%)	3,897.571
Deferred Compensation	NA	Continuing Education	1,500.00
Other Compensation	633.45	Other Allowances	
<b>Total Effective Salary</b>	<b>\$ 77,551.51</b>		

Paid vacation leave 4 Weeks  
Paid continuing education leave 2 weeks

\*Specified expense reimbursements so noted must be itemized and will be paid as incurred, subject to the annual amount shown. Automobile expense shall be reimbursed at the applicable current IRS rate (published annually) and shall not include mileage commuting to and from work – Federal Tax Guide Paragraph 2370.

*The session will review with you annually the adequacy of this compensation.*

Note: Family medical coverage is provided through the Board of Pensions. Death & Disability will be provided by the Board of Pensions as standard coverage; adjusted as set by the Board of Pensions.

Contributions to the Retirement Savings will be made at 11% of effective salary.

## Certification of Covenant

### By the Session

This covenant has been approved by the Session of the \_\_\_\_\_ Outville \_\_\_\_\_ Church of  
Pataskala \_\_\_\_\_ Ohio.

Date of Action October 21, 2020

Signature \_\_\_\_\_

Clerk of Session

### By the Commission for Church Professionals

This covenant has been approved by the Commission for Church Professionals of the Presbytery of Scioto Valley.

Date of Action \_\_\_\_\_

Signature \_\_\_\_\_

Commission Moderator

### By the Ruling Elder

I hereby accept this covenant and the terms and conditions contained herein and I am willing to be commissioned to this pastoral service.

Date of Acceptance October 21, 2020

Signature \_\_\_\_\_

Ruling Elder

[NOTE: Three copies of the covenant are to be prepared and signed by the clerk of session and the ruling elder. Deliver the signed copies to the presbytery stated clerk for presbytery approval. When all signatures are completed, copies will be distributed to the ruling elder, the clerk of session, and the presbytery.]

**The Presbytery of Scioto Valley of the Presbyterian Church (U.S.A.)**  
**Covenant for a Temporary Pastoral Relationship as**  
**Transitional Pastor**

The Session of the Unity Presbyterian Church of Reynoldsburg  
Ohio, being well satisfied with your qualifications for ministry and confident that we have been led to you by the  
Holy Spirit as one whose service will be profitable to the spiritual interests of our church and fruitful for the  
Kingdom of our Lord, earnestly and solemnly covenants with teaching elder

Steven R. Garstad

to undertake work as Transitional Pastor of this congregation, for a period of one (1) year beginning  
October 10, 2020 This covenant is for 100 percent of full-time. This covenant may be  
renewed with the concurrence of the session, the Presbytery of Scioto Valley Commission for Congregational  
Life, and the teaching elder. This covenant may be terminated by the session or the teaching elder with thirty  
(30) days' written notice. The Presbytery may terminate this covenant at any time.

If the teaching elder is not currently a member of the Presbytery of Scioto Valley, he or she will become a  
member of the Presbytery of Scioto Valley upon release from his/her present presbytery and acceptance by the  
Presbytery of Scioto Valley.

It is understood that the Transitional Pastor is accountable to the Presbytery through the Commission for Church  
Professionals and will provide written reports about his or her ministry every three months and participate with  
the Commission and the Session in an evaluation of this ministry at its conclusion.

It is understood that the Transitional Pastor is not eligible to be called as Pastor. (G-2.0504b)

The primary goals for this transitional ministry are to work with the congregation on the five "developmental  
tasks" of transitional ministry:

- 1) Coming to terms with history
- 2) Discovering a new congregational identity
- 3) Facilitating shifts in lay leadership and changes in congregational power structures
- 4) Rethinking and renewing denominational linkages
- 5) Preparing for new pastoral leadership and a new future

The transitional pastor will fulfill the following responsibilities:

1. Preaching and Worship
2. Pastoral Care & Visitations including hospitalizations
3. Outreach Ministries as negotiated with session
4. Over See New Member and communicants classes
5. Help Session develop mission statment and assist in implementing vital Congregational development process.
6. Meet with Deacons, as requested or needed



7. Support the children, youth & adult education programs

8. Oversee Bible Study Programs

The Transitional Pastor will serve as Moderator of Session   X   Yes        No

*Unless the Commission for Congregational Life specifically requests the Transitional Pastor to perform a task on its behalf, the Transitional Pastor shall not be involved in the work of the Pastor Nominating Committee beyond providing opportunities for them to communicate with the session and congregation about their progress.*

**This covenant is expressly made subject to the Sexual Misconduct Policy of the Presbytery of Scioto Valley and the provisions therein concerning leave of absence upon receipt of an allegation of sexual misconduct. All parties to this contract agree to be bound by such policy.**

*We promise you in the discharge of your duty all proper support, encouragement, and allegiance in the Lord. That you may be free to devote yourself fully to the ministry of Word and Sacrament among us, we promise and obligate ourselves to pay you during the term of this covenant the following compensation (not less than ninety (90) percent of the previously installed pastor's compensation), stated in annualized amounts, to be paid in regular monthly or semi-monthly payments, and the following specified professional reimbursements:*

**Effective Salary**

Cash Salary	<u>50,000.00</u>
Fair Rental Value of Manse	<u>                    </u>
Housing Allowance	<u>25,000.00</u>
Utility Allowance	<u>                    </u>
Deferred Compensation	<u>                    </u>
Other Pensionable Comp.	<u>                    </u>

**Total Effective Salary**      \$      75,000.00

**Professional Expenses Reimbursements\***

Auto Expense (current IRS rate)	<u>1,500.00</u>
Business/professional expense	<u>1,500.00</u>
SECA Supplement (up to 50%)	<u>                    </u>
Continuing Education	<u>1,500.00</u>
Other Allowances	<u>                    </u>
Moving Costs	<u>                    </u>

Full medical, pension, disability and death benefit coverage under the Board of Pensions

Paid vacation leave        4   Weeks

Paid continuing education leave        2   weeks

\*Specified expense reimbursements so noted must be itemized and will be paid as incurred, subject to the annual amount shown. Automobile expense shall be reimbursed at the applicable current IRS rate (published annually) and shall not include mileage commuting to and from work – Federal Tax Guide Paragraph 2370.

*The session will review the adequacy of this compensation at the time when the covenant is up for renewal.*

## Certification of Covenant

### By the Session

This covenant has been approved by the Session of the Unity Presbyterian Church of Reynoldsburg Ohio.

Date of Action 10-07-2020

Signature

Mary D. French  
Clerk of Session

### By the Commission for Church Professionals

This covenant has been approved by the Commission for Church Professionals of the Presbytery of Scioto Valley.

Date of Action \_\_\_\_\_

Signature \_\_\_\_\_

Commission Moderator

Date of Action \_\_\_\_\_

Signature \_\_\_\_\_

Stated Clerk

### By the Teaching Elder

I hereby accept this covenant and the terms and conditions contained herein.

Date of Acceptance OCT 11, 2020

Signature

Sam R. Jantzen  
Teaching Elder

[NOTE: Four copies of the covenant are to be prepared and signed by the clerk of session and teaching elder. Deliver the copies to the presbytery stated clerk for presbytery approval. When all signatures are completed, copies will be distributed to the teaching elder, the clerk of session, and the Presbytery of Scioto Valley, and the presbytery of membership (if other than Scioto Valley).]

The Presbytery of Scioto Valley of the Presbyterian Church (U.S.A.)  
**Covenant for a Temporary Pastoral Relationship as Transitional Pastor**

The Session of **Rose Run Presbyterian Church of New Albany, Ohio**, being well satisfied with your qualifications for ministry and confident that we have been led to you by the Holy Spirit as one whose service will be profitable to the spiritual interests of our church and fruitful for the Kingdom of our Lord, earnestly and solemnly covenants with minister of Word and Sacrament **Rev. Frank LeBlanc** to undertake work as Transitional Pastor of this congregation for a period of one (1) year beginning **October 1, 2020**. This covenant is for **100 percent** of full-time. This covenant may be renewed with the concurrence of the session, the Presbytery of Scioto Valley Commission for Congregational Life, and the minister of Word and Sacrament. **This covenant may be terminated by the session or the minister of Word and Sacrament with thirty (30) days' written notice. The Presbytery may terminate this covenant at any time.** Rev. Frank LeBlanc is a member of the Presbytery of Scioto Valley. It is understood that the Transitional Pastor is accountable to the Presbytery through the Commission for Church Professionals and will provide written reports about his or her ministry every three months and participate with the Commission and the Session in an evaluation of this ministry at its conclusion. It is understood that the Transitional Pastor is not eligible to be called as Pastor.

The primary goals for this transitional ministry are to work with the congregation on the five "developmental tasks" of transitional ministry:

1. Coming to terms with history
2. Discovering a new congregational identity
3. Facilitating shifts in lay leadership and changes in congregational power structures
4. Rethinking and renewing denominational linkages.
5. Preparing for new pastoral leadership and a new future

The Transitional Pastor will fulfill the following responsibilities:

1. Provide spiritual and administrative leadership for the congregation.
2. Lead worship and administer the sacraments; officiate at weddings and funerals.
3. Provide pastoral care for the congregation and for all who seek comfort and guidance through the church.
4. Serve as moderator of the session and head of staff.
5. Assist boards, committees, and commissions in their ministry
6. Train newly elected ordered ministers and assist in preparing persons for membership.

7. Conduct a congregational mission study as preparation for the work of the Pastor.

Nominating Committee

8. Participate in the life of the presbytery.

Unless the Commission for Church Professionals specifically requests the Transitional Pastor to perform a task on its behalf, the Transitional Pastor shall not be involved in the work of the Pastor Nominating Committee beyond providing opportunities for them to communicate with the session and congregation about their progress.

**This covenant is expressly made subject to the Sexual Misconduct Policy of the Presbytery of Scioto Valley and the provisions therein concerning leave of absence upon receipt of an allegation of sexual misconduct. All parties to this contract agree to be bound by such policy.**

We promise you in the discharge of your duty all proper support, encouragement, and allegiance to the Lord. That you may be free to devote yourself to the ministry of Word and Sacrament among us, we promise and obligate ourselves to pay you during the term of this covenant the following compensation, stated in annualized amounts, to be paid in regular monthly or semi-monthly payments, and the following specified professional reimbursements:

**Effective Salary**

Cash Salary Housing Allowance

**Total Effective Salary**

**Professional Expenses Reimbursement\***

Business/Professional/Auto Continuing Education

\$ 30,000.00 \$ 30,000.00

\$ 60,000.00

\$ 2,000.00 \$ 1,500.00

**Full medical, pension, disability, and death benefit coverage under the Board of Pensions.**

Paid vacation leaves Six weeks annually. Paid continuing education leave Two weeks annually. *\*Specified expenses so noted must be itemized and will be paid as incurred, subject to the annual amount shown. Automobile expense shall be reimbursed at the applicable current IRS rate (published annually) and shall not include mileage commuting to and from work.*

**By the Session**

Date: 9/1/20

Victoria Clark, Clerk of Session

**Certification of Covenant**

This covenant has been approved by the Session of Rose Run Presbyterian Church of New Albany, Ohio.

This covenant has been approved by the Commission for Church Professionals of the Presbytery of Scioto Valley.

XX Date Commission Moderator

XX Date Stated Clerk

**By the Minister of Word and Sacrament**

I hereby accept this covenant and the terms and conditions contained herein.  
September 8, 2020. Rev. Frank LeBlanc, Minister of Word and Sacrament.

## TRANSITIONAL PASTOR CONTRACT

This agreement sets forth the basis for a working relationship between the Rev. Katherine (Katie) D. Kinnison as Interim/Transitional Pastor and head of staff and the Session of the First Presbyterian Church, in Washington Courthouse in cooperation with the Scioto Valley Presbytery. This contract is for a period of one year beginning November 1, 2020 unless terminated sooner as provided below.

### I. Shared Goals for the Well-being of First Presbyterian Church.

The parties enter into this agreement with the following objectives and goals:

1. To work together to provide for the spiritual growth and the ongoing mission and work of the church.
2. To work together through the generally recognized developmental tasks of an interim period, as summarized by the following five focus points:
  - a. Heritage: Recognizing and naming our history and finding meaning in it.
  - b. Mission: Who are we (now)? Who are our neighbors (now)? What is God calling this congregation to do (now)?
  - c. Connections: Including denominational, geographic, and technological connections.
  - d. Leadership: Reviewing the membership needs and its ways of organizing and developing new and effective leadership within the congregation.
  - e. Future: Naming a possible future for the congregation.
3. To work together to prepare the congregation to receive a new installed pastor, using the transitional time to assess the future journey of the congregation, to focus on what might need to be changed, and to lead and support the congregation in fulfilling the Five Focus Points.

### II. Expectations of the Transitional Pastor

During the term of this agreement, the Transitional Pastor will:

1. Preach and lead worship, including special services and celebrating the sacraments.
2. Function as Head of Staff, supervising church employees (including the program staff, music staff, administrative and office staff), and provide organizational oversight for the work of the church.
3. Provide pastoral care, including home and hospital visitations, when possible, as well as, weddings and funerals, and work with church leaders to meet particular pastoral needs in this time of the pandemic.
4. Serve as moderator for meetings of the Session and the Congregation. Provide leadership training.
5. Work collegially with the Session and its councils and committees in program planning, consulting with them as to how to prioritize multiple needs.
6. Lead the Session and the congregation in working on the generally recognized five focus points of transitional ministry (as set forth above).

7. Coach and support the church's mission study (or editing of the old one, or equivalent action) as the church prepares to seek a new senior pastor/head of staff.
8. Meet regularly with colleagues in ministry, and community leaders as appropriate. Support the work of the Presbytery of Scioto Valley.
9. Serve as a resource for Christian Education and Spiritual Formation.
10. Abide by the Sexual Misconduct Policy and the Code of Ethics of the Presbytery.

### III. Expectations of the Session

During the term of this agreement, the Session will:

1. Recognize the importance of the transitional period and provide appropriate compensation to the Transitional Pastor.
2. Work cooperatively and creatively with the Transitional Pastor and the Presbytery to support the work of being a church in a time of significant cultural and denominational transitions.
3. Negotiate with the Transitional Pastor for time away to fulfill committee or board responsibilities to the larger church.
4. Review this contract with the Transitional Pastor for renewal by not fewer than sixty (60) days prior to the end of the contract. The contract is renewable every year with the consent of the Transitional Pastor, the Session and the Presbytery until an installed pastor has been called.

### IV. Expectations of Presbytery

During the term of this agreement, the Scioto Valley Presbytery will:

1. Provide support and consultative services to the Transitional Pastor and the Session.
2. Will assist the Session and the Transitional Pastor in addressing emerging needs through the resources of the Presbytery.
3. Will respond to any referrals by the Session and/or transitional pastor regarding the involvement of any former pastors of the congregation. It is understood that should the Transitional Pastor have conflict with any former pastor of the congregation, the matter will be referred to the Presbytery.

### V. Reporting and Accountability

The Transitional Pastor is accountable to the Presbytery of Scioto Valley and to the Session of First Presbyterian Church. The Session may appoint a committee to assist in this accountability process, and any review will include consideration of the partnership relationship between the Transitional Pastor and the Session.

### VI. Annual Compensation and Benefits

During the term of this agreement, the Transitional Pastor shall receive the following compensation and benefits:

1. Salary and Housing:

Salary: \$50,000

Housing: \$20,000

2. Pension, medical and dental insurance: Board of Pension expenses are currently being paid by Covenant Presbyterian Church through March 15, 2021 at which time First Presbyterian WCH will begin paying those expenses at the Board of Pension rate (37% of total effective salary).

3. Professional Expenses:

Accountable Reimbursable Professional Expenses: \$1500

Accountable Reimbursable expenses for mileage: Current IRS rate

Accountable Reimbursable Expenses for Continuing Education: \$2500 30

4. Other benefits:

a. Sick leave / personal leave: Ten (10) days each calendar year, cumulative up to 120 days, to be used in case of illness. Sick leave shall be reported to Session and accounted for by the Personnel Committee. When employment terminates, no accrued sick leave will be paid.

b. Study leave: Two (2) weeks study leave annually, to be taken within the year, and may be accumulated for up to 3 years (time and budget) with timing and subject to be determined in consultation with the Session.

c. Vacation: Four weeks (1 month) annually, to be scheduled in consultation with the Session. Vacation shall accrue at the rate of one week per quarter, or as otherwise provided by law.

d. Medically certified disability leave: A pastor who is certified by a licensed physician as temporarily disabled and who is not covered by a required state disability plan shall receive full salary and benefits for a period of such disability not to exceed ninety (90) days, at which time, if disability continues, application may be made for disability benefits from the Board of Pensions. This policy shall apply to all medically certified disabilities.

e. Work week: The Transitional Pastor shall have one scheduled day off per week plus Saturdays as available.

f. Holidays: The following paid holidays will be observed: January 1, Martin Luther King's Day, President's Day, the Monday following Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving, and Christmas Day. When a holiday falls on a regular day off, the Transitional Pastor may schedule another day off as a substitute.

VII. Termination Provisions

1. The Transitional Pastor may terminate this agreement prior to its termination date upon sixty days written notice to the Session.

2. The Session, with the consent of the COM, may terminate this agreement prior to its termination date upon sixty days written notice to the Transitional Pastor. The Session's failure to negotiate an extension of this agreement prior to sixty days from its expiration shall be considered notice of termination.



3. All vacation and continuing education/study leave time and funds earned and not used during the contracted period shall be paid in full as the work terminates.

4. If this agreement is terminated by the Session, and the transitional pastor does not have a paid, full-time position at the termination of the contract, First Presbyterian Church will continue the salary, housing allowance, and pension/medical payments for the Transitional Pastor for a period not to exceed 60 days after the contract termination date or until such time as the transitional pastor secures a new position, whichever comes first.

In witness whereof the parties have executed this Agreement on the dates set forth opposite their signatures:

Transitional Pastor: \_\_\_\_\_

Date: \_\_\_\_\_ First Presbyterian Church

Session: \_\_\_\_\_

Date:

\_\_\_\_\_, Clerk of Session

Scioto Valley Presbytery:

\_\_\_\_\_

Date: \_\_\_\_\_

Print name: \_\_\_\_\_

Print title: \_\_\_\_\_

**The Presbytery of Scioto Valley of the Presbyterian Church (U.S.A.)**  
**Covenant for a Temporary Pastoral Relationship as**  
**Transitional Pastor**

The Session of the Liberty Presbyterian Church, Presbyterian Church of Delaware  
Ohio, being well satisfied with your qualifications for ministry and confident that we have been led to you by the  
Holy Spirit as one whose service will be profitable to the spiritual interests of our church and fruitful for the  
Kingdom of our Lord, earnestly and solemnly covenants with teaching elder

Rev. Kemper Huber

to undertake work as Transitional Pastor of this congregation, for a period of one (1) year beginning  
November 15, 2020. This covenant is for 100 percent of full-time. This covenant may be  
renewed with the concurrence of the session, the Presbytery of Scioto Valley Commission for Congregational  
Life, and the teaching elder. This covenant may be terminated by the session or the teaching elder with thirty  
(30) days' written notice. The Presbytery may terminate this covenant at any time.

*If the teaching elder is not currently a member of the Presbytery of Scioto Valley, he or she will become a  
member of the Presbytery of Scioto Valley upon release from his/her present presbytery and acceptance by the  
Presbytery of Scioto Valley.*

*It is understood that the Transitional Pastor is accountable to the Presbytery through the Commission for Church  
Professionals and will provide written reports about his or her ministry every three months and participate with  
the Commission and the Session in an evaluation of this ministry at its conclusion.*

*It is understood that the Transitional Pastor is not eligible to be called as Pastor. (G-2.0504b)*

*The primary goals for this transitional ministry are to work with the congregation on the five "developmental  
tasks" of transitional ministry:*

*1) Coming to terms with history*

*If the teaching elder is not currently a member of the Presbytery of Scioto Valley, he or she will become a  
member of the Presbytery of Scioto Valley upon release from his/her present presbytery and acceptance by the  
Presbytery of Scioto Valley.*

*It is understood that the Transitional Pastor is accountable to the Presbytery through the Commission for Church  
Professionals and will provide written reports about his or her ministry every three months and participate with  
the Commission and the Session in an evaluation of this ministry at its conclusion.*

*It is understood that the Transitional Pastor is not eligible to be called as Pastor. (G-2.0504b)*

*The primary goals for this transitional ministry are to work with the congregation on the five "developmental  
tasks" of transitional ministry:*

*1) Coming to terms with history*

4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

7. \_\_\_\_\_
8. \_\_\_\_\_

The Transitional Pastor will serve as Moderator of Session ☒ Yes ☐ No

*Unless the Commission for Congregational Life specifically requests the Transitional Pastor to perform a task on its behalf, the Transitional Pastor shall not be involved in the work of the Pastor Nominating Committee beyond providing opportunities for them to communicate with the session and congregation about their progress.*

**This covenant is expressly made subject to the Sexual Misconduct Policy of the Presbytery of Scioto Valley and the provisions therein concerning leave of absence upon receipt of an allegation of sexual misconduct. All parties to this contract agree to be bound by such policy.**

*We promise you in the discharge of your duty all proper support, encouragement, and allegiance in the Lord. That you may be free to devote yourself fully to the ministry of Word and Sacrament among us, we promise and obligate ourselves to pay you during the term of this covenant the following compensation (not less than ninety (90) percent of the previously installed pastor's compensation), stated in annualized amounts, to be paid in regular monthly or semi-monthly payments, and the following specified professional reimbursements:*

**Effective Salary**

Cash Salary  
Fair Rental Value of Manse

See Attached Sheet

**Professional Expenses Reimbursements\***

Auto Expense (current IRS rate) \_\_\_\_\_  
Business/professional expense \_\_\_\_\_

Housing Allowance	_____	SECA Supplement (up to 50%)	_____
Utility Allowance	_____	Continuing Education	_____
Deferred Compensation	_____	Other Allowances	_____
Other Pensionable Comp.	_____		_____
<b>Total Effective Salary</b>	<b>\$</b> <span style="border: 1px solid black; display: inline-block; width: 100px; height: 20px; vertical-align: middle;"></span>	Moving Costs	_____

Full medical, pension, disability and death benefit coverage under the Board of Pensions

Paid vacation leave \_\_\_\_\_ Weeks

Paid continuing education leave \_\_\_\_\_ weeks

\*Specified expense reimbursements so noted must be itemized and will be paid as incurred, subject to the annual amount shown. Automobile expense shall be reimbursed at the applicable current IRS rate (published annually) and shall not include mileage commuting to and from work – Federal Tax Guide Paragraph 2370.

*The session will review the adequacy of this compensation at the time when the covenant is up for renewal.*

## **LIBERTY PRESBYTERIAN CHURCH**

### **Transitional Pastor**

#### **Job Description**

##### **PASTORAL MINISTRY**

- Preach weekly (with monthly preaching Sunday for Associate Pastor)
- Lead Worship Weekly
- Participate in Scioto Valley Presbytery

##### **SUPERVISION**

- Lead semi-monthly staff meetings
- Act as head of Staff
- Periodic person-to-person meetings with Associate Pastor, Director of Music, Children's Ministry Director, Director of Youth Ministries.

##### **PASTORAL CARE**

- Run 1st Wednesday pastoral care meeting (following staff lunch).
- Share in Pastoral care weekly (hospital and home visitation)
- Share weddings and funerals

##### **COMMUNICATIONS**

- Weekly Liberty Link cover letter/devotional (or delegate)
- Bi-monthly Liberty Rings cover letter
- Website – updating information

##### **COMMITTEE SUPPORT**

- Transition Team
- Worship Committee
- Finance Committee

# LIBERTY PRESBYTERIAN CHURCH

## Terms of Call for the Rev. Kemper Huber to serve as Transitional Pastor

Salary	\$	82,288
Housing Allowance	\$	22,856
SECA Offset	\$	8,043
<b>Total Cash</b>	<b>\$</b>	<b>113,187</b>
Pension, Medical, Disability	\$	38,903
Dental	\$	905
<b>Total Benefits</b>	<b>\$</b>	<b>39,808</b>
Travel Expenses	\$	2,500
Professional Expenses	\$	500
Continuing Education	\$	1,000
Reimbursed Medical	\$	2,000
Relocation & Moving	\$	5,000
<b>Total Reimbursed Expenses</b>	<b>\$</b>	<b>11,000</b>
Vacation	4 Weeks	
Study Leave	2 Weeks	
<b>Total Leave</b>	<b>6 Weeks</b>	
<b>TOTAL COMPENSATION</b>	<b>\$</b>	<b>163,995</b>

*Approved by Session - September 30, 2020*

## Certification of Covenant

### By the Session

This covenant has been approved by the Session of the Liberty Presbyterian Church Church of  
Delaware Ohio.

Date of Action 9/30/2020 Signature Melinda Wood  
Melinda Wood (Oct 6, 2020 17:35 EDT)  
Clerk of Session

### By the Commission for Church Professionals

This covenant has been approved by the Commission for Church Professionals of the Presbytery of Scioto Valley.

Date of Action \_\_\_\_\_ Signature \_\_\_\_\_  
Commission Moderator

Date of Action \_\_\_\_\_ Signature \_\_\_\_\_  
Stated Clerk

### By the Teaching Elder

I hereby accept this covenant and the terms and conditions contained herein.

Date of Acceptance Oct 5, 2020 Signature Kemper Huber  
Kemper Huber (Oct 5, 2020 19:52 CDT)  
Teaching Elder

[NOTE: Four copies of the covenant are to be prepared and signed by the clerk of session and teaching elder. Deliver the copies to the presbytery stated clerk for presbytery approval. When all signatures are completed, copies will be distributed to the teaching elder, the clerk of session, and the Presbytery of Scioto Valley, and the presbytery of membership (if other than Scioto Valley).]

**Attachment #8: Proposed 2021 Budget (Second Reading)**



**Presbytery of Scioto Valley - Columbus OH**  
**2021 Annual Budget**

**Per Capita based on 2019 membership of 13,884**  
**Percent paying Per Capita 75%**

Account #	Account Name	2021	2019	2020
		Per Capita	Actual	Budget
		\$37.75		\$37.75
<b>Receipts</b>				
4.1.0005	Basic Mission - Presbytery	100,000	\$ 104,841	\$ 100,000
4.1.0007	Basic Mission - Directed Givin	-	-	-
4.1.0010	Per Capita - Presbytery	265,740	281,046	287,648
4.1.0011	Per Capita - GA	93,509	105,521	100,761
4.1.0012	Per Capita - Synod	33,842	38,330	36,589
4.1.0014	Recaptured Separated Church Per Capita	-	-	-
4.1.0015	Basic Mission - Presby. Women	2,000	2,158	3,000
	<b>Total Gross Receipts</b>	<b>495,091</b>	<b>531,896</b>	<b>527,999</b>
<b>Assigned Receipts</b>				
5.1.6009	GA Per Capita (at 100% required)	124,678	132,264	134,348
5.1.6011	Synod Per Capita (at collected rate)	33,842	38,017	36,589
	<b>Total Assigned Receipts</b>	<b>158,521</b>	<b>170,281</b>	<b>170,938</b>
	<b>Net Receipts</b>	<b>\$ 336,570</b>	<b>\$ 361,615</b>	<b>\$ 357,061</b>
<b>Commission Activity</b>				
<b>Nurture and Outreach</b>				
	Receipts	40,500	69,298	63,750
	Expenses	58,000	94,500	80,000
	<b>Net Nurture and Outreach</b>	<b>(17,500)</b>	<b>(25,202)</b>	<b>(16,250)</b>
<b>Congregational Life</b>				
	Receipts	50,000	17,500	235,000
	Expenses	65,100	22,794	252,500
	<b>Net Congregational Life</b>	<b>(15,100)</b>	<b>(5,294)</b>	<b>(17,500)</b>
<b>Church Professionals</b>				
	Receipts	8,400	750	9,400
	Expenses	39,700	25,301	43,100
	<b>Net Church Professionals</b>	<b>(31,300)</b>	<b>(24,551)</b>	<b>(33,700)</b>
	<b>Net Commission Activities</b>	<b>(63,900)</b>	<b>(55,047)</b>	<b>(67,450)</b>
	<b>Net Receipts after Net Com. Activities</b>	<b>\$ 272,670</b>	<b>\$ 306,568</b>	<b>\$ 289,611</b>
<b>Presbytery Operating/Administrative Expenses</b>				
	Staff Salaries	163,026	184,604	186,201
	Employee Benefits	42,364	56,386	59,558
	Payroll Tax & Related Costs	19,483	16,976	18,855
	<b>Total Salaries, Benefits &amp; Taxes</b>	<b>224,873</b>	<b>257,966</b>	<b>264,614</b>
	<b>Total Other Operating/Admin Expenses</b>	<b>106,851</b>	<b>87,565</b>	<b>119,146</b>
	<b>Total Operating/Admin Expenses</b>	<b>331,724</b>	<b>345,531</b>	<b>383,760</b>
	<b>Net Surplus (Deficit)</b>	<b>(59,054)</b>	<b>(38,963)</b>	<b>(94,149)</b>
<b>Miscellaneous Income</b>				
	<b>Total Miscellaneous Income</b>	<b>800</b>	<b>1,994</b>	<b>1,800</b>
	<b>Surplus (Deficit)</b>	<b>\$ (58,254)</b>	<b>\$ (36,969)</b>	<b>\$ (92,349)</b>

**Presbytery of Scioto Valley - Columbus OH**  
**2021 Annual Budget**

**Per Capita based on 2019 membership of 13,884**  
**Percent paying Per Capita 75%**

Account #	Account Name	Per Capita	2021	2019	2020
			\$37.75	Actual	Budget
					\$37.75
<b>Receipts</b>					
4.1.0005	Basic Mission - Presbytery		\$ 100,000	\$ 104,841	\$ 100,000
4.1.0010	Per Capita - Presbytery		265,740	281,046	287,648
4.1.0011	Per Capita - GA		93,509	105,521	100,761
4.1.0012	Per Capita - Synod		33,842	38,330	36,589
4.1.0015	Basic Mission - Presby. Women		2,000	2,158	3,000
	<b>Total Gross Receipts</b>		<b>495,091</b>	<b>531,896</b>	<b>527,999</b>
<b>Assigned Receipts</b>					
5.1.6009	GA Per Capita (at 100% required)		124,678	132,264	134,348
5.1.6011	Synod Per Capita (at collected rate)		33,842	38,017	36,589
	<b>Total Assigned Receipts</b>		<b>158,521</b>	<b>170,281</b>	<b>170,938</b>
<b>Net Receipts</b>					
			<b>\$ 336,570</b>	<b>\$ 361,615</b>	<b>\$ 357,061</b>
<b>Commission Activity</b>					
<b>Nurture and Outreach</b>					
<b>Receipts</b>					
4.1.0044	PIE Event Income		1,500	1,362	1,000
4.1.0045	Youth Winter Retreat Income		12,600	13,577	11,250
4.1.0046	Youth Fall Rally Income		500	-	500
4.1.0048	Older Adult Ministry Income		-	330	1,000
4.1.0060	Mission Work Trip Income		5,500	4,111	8,000
4.1.0062	Print & Media Resources Inc		6,000	4,277	4,000
4.9.0044	PIE Event Transfers		500	380	500
4.9.0045	Youth Winter Retreat Transfers		3,400	-	10,000
4.9.0046	Youth Fall Rally Transfers		500	-	-
4.9.0051	Campus Ministry Transfers		10,000	13,303	13,000
4.9.0060	Cong Endorsed Mission Fund Transfer		0	1,175	14,000
	<b>Total Receipts</b>		<b>40,500</b>	<b>69,298</b>	<b>63,750</b>
<b>Expenses</b>					
5.1.1004	Session Endorsed Mission Grant		8,000	9,750	13,000
5.1.1006	Global Mission Projects		500	500	1,500
5.1.2005	CN Events/Resources		1,000	1,569	500
5.1.2007	PIE Event Expense		2,000	1,738	2,000
5.1.2008	Youth Winter Retreats		16,000	12,762	16,000
5.1.2009	Youth Fall Rally		500	-	500
5.1.2010	Older Adult Events Expense		1,500	1,221	1,500
5.1.2011	Mission Work Trip Expenses		5,000	4,111	7,500
5.1.1500	CNO Meeting Exp		500	183	500
5.1.2202	Youth Triennium Accrual Exp		3,000	32,786	3,000
5.1.3015	Print & Media Resources Exp		6,000	6,039	6,000
5.1.4005	Campus Ministry		2,000	23,303	13,000
5.1.400x	Higher Education		10,000	-	13,000
5.1.3500	New Growth and Development		2,000	-	2,000
	<b>Total Expenses</b>		<b>58,000</b>	<b>94,500</b>	<b>80,000</b>
	<b>Net Nurture and Outreach</b>		<b>(17,500)</b>	<b>(25,202)</b>	<b>(16,250)</b>
<b>Congregational Life</b>					
<b>Receipts</b>					

Presbytery of Scioto Valley - Columbus OH  
2021 Annual Budget

Per Capita based on 2019 membership of 13,884  
Percent paying Per Capita 75%

Account #	Account Name	2021	2019 Actual	2020 Budget
4.9.0056	Ministry Initiative Transfers	8,000	-	0
4.9.0058	Church Development Transfers	42,000	17,500	235,000
	<b>Total Receipts</b>	<b>50,000</b>	<b>17,500</b>	<b>235,000</b>
	<b>Expenses</b>			
5.1.4200	CCL Committee/Visitation Expenses	1,500	170	2,000
5.1.4702	Demographic Studies	5,000	4,116	5,000
5.1.4500	New Worshipping Communities	-	-	-
5.1.4501	Bethany	-	-	35,000
5.1.4520	Other churches	42,000	17,500	200,000
5.1.4904	Congregational Support	8,000	1,008	3,000
5.1.4940	Ministry Initiative Expense	600	-	0
5.1.4950	Ministry Initiative Grants	8,000	-	0
	<b>Total Expenses</b>	<b>65,100</b>	<b>22,794</b>	<b>252,500</b>
	<b>Net Congregational Life</b>	<b>(15,100)</b>	<b>(5,294)</b>	<b>(17,500)</b>

**Church Professionals**

	<b>Receipts</b>			
4.1.0042	Church Professionals Event Fees	8,000	-	8,000
4.1.0053	Healthy Boundaries Event Fees	400	750	400
	<b>Total Receipts</b>	<b>8,400</b>	<b>750</b>	<b>9,400</b>
	<b>Expenses</b>			
5.1.5002	Church Professionals Meeting	900	883	600
5.1.5202	Inquirer/Candidates	3,000	994	4,000
5.1.5204	Commissioned Ruling Elders	2,000	451	3,000
5.1.5404	Church Professionals Retreat	15,800	16,554	18,000
5.1.5602	COM - Background Checks	2,000	895	1,500
5.1.5604	Pastors Programming	1,500	-	2,500
5.1.5802	Health Boundaries Training	5,000	2,488	3,000
5.1.5804	Bereavement Exp	500	239	500
5.1.5806	Pastoral Support	9,000	2,797	10,000
	<b>Total Expenses</b>	<b>39,700</b>	<b>25,301</b>	<b>43,100</b>
	<b>Net Church Professionals</b>	<b>(31,300)</b>	<b>(24,551)</b>	<b>(33,700)</b>

**Net Commission Activities**

		(63,900)	(55,047)	(67,450)
<b>Total Net Receipts</b>	<b>\$</b>	<b>272,670</b>	<b>\$</b>	<b>306,568</b>
			<b>\$</b>	<b>289,611</b>

**Presbytery Operating/Administrative Expenses**

	<b>Salaries, Benefits &amp; Taxes</b>			
5.1.7701	Salary - Exec Presbyter	44,468	42,327	45,861
5.1.7702	Salary - Stated Clerk	10,120	16,048	20,240
5.1.7703	Salary - Administrative Asst	46,658	51,043	52,370
5.1.7704	Salary - Financial Asst	18,780	18,436	21,130
5.1.7705	Salary - Treasurer	3,000	6,150	6,000
5.1.7706	Deferred Compensation	-	600	600
5.1.7707	Housing - Exec Presbyter	40,000	40,000	40,000
	<b>Total Staff Salaries</b>	<b>163,026</b>	<b>184,604</b>	<b>186,201</b>
5.1.7711	BOP - Exec Presbyter	21,752	30,461	31,769
5.1.7713	BOP - Administrative Asst	17,972	23,257	25,068
5.1.7715	Med. Reimb. - Exec Presbyter	1,689	1,647	1,674
5.1.7717	Med. Reimb. Administrative Asst	951	1,021	1,047
	<b>Total Employee Benefits</b>	<b>42,364</b>	<b>56,386</b>	<b>59,558</b>

Presbytery of Scioto Valley - Columbus OH  
2021 Annual Budget

Per Capita based on 2019 membership of 13,884  
Percent paying Per Capita 75%

Account #	Account Name	2021	2019 Actual	2020 Budget
5.1.7720	Staff Services Contingency	4,258	1,265	2,000
5.1.7721	Payroll Processing Expense	2,100	2,202	2,100
5.1.7722	FICA Expense	6,168	7,039	7,630
5.1.7724	SECA	6,462	6,298	6,568
5.1.7729	BWC Insurance Expense	495	172	557
	<b>Total Payroll Costs</b>	<b>19,483</b>	<b>16,976</b>	<b>18,855</b>
	<b>Total Salaries, Benefits &amp; Taxes</b>	<b>224,873</b>	<b>257,966</b>	<b>264,614</b>
	<b>Other Operations/Administration</b>			
5.1.7732	Travel - Stated Clerk	2,700	1,909	3,000
5.1.7733	Travel - Treasurer	1,800	132	2,000
5.1.7734	Travel - Exec Presbyter	10,800	10,710	12,000
5.1.7736	Travel - PYO Staff	450	194	500
5.1.7742	Cont Ed. - Staff Training	450	653	500
5.1.7744	Cont Ed. - Exec Presbyter	1,800	1,248	2,000
5.1.7746	Cont Ed. - Stated Clerk	720	-	800
5.1.7748	Cont Ed. - Treasurer	450	-	500
5.1.6001	Moderator Meeting Expenses	1,500	1,468	4,000
5.1.6005	Administrative Commissions Exp	200	-	500
5.1.6006	Nominating Mtg Exp	200	364	200
5.1.6007	GA Travel	2,000	-	2,000
5.1.6008	Presbytery Meeting Expenses	1,500	1,602	6,000
5.1.6010	CT Meeting Expense	500	71	500
5.1.7804	Rent	30,000	30,000	30,000
5.1.7806	Presbytery Insurance	4,000	3,317	3,500
5.1.7808	Website Management	2,000	1,996	1,500
5.1.7810	Equipment Purchases	-	-	1,000
5.1.7812	Computer Support	2,000	1,489	2,500
5.1.7814	Copier Maint.	3,500	3,252	3,500
5.1.7815	Dues and Subscriptions	1,000	1,054	850
5.1.7816	Miscellaneous	1,000	1,059	1,000
5.1.7818	Office Supplies	3,000	3,408	4,000
5.1.7820	Phone	5,000	4,264	4,500
5.1.7822	Postage	1,200	980	1,200
5.1.7824	Presbytery Depreciation	1,800	1,800	3,200
5.1.7825	Amortization Exp	500	480	-
5.1.8004	Audit	12,000	10,220	10,000
5.1.8005	Legal Expenses	1,000	-	1,500
5.1.8006	CPO Meeting	500	936	1,000
5.1.8502	Presbytery Newsletter	2,000	1,649	2,500
5.1.0150	Trfr to GA 2022 (uncol synod per capita)	11,281	-	12,196
	<b>Total Other Operat/Admin Exp</b>	<b>106,851</b>	<b>87,565</b>	<b>119,146</b>
	<b>Total Presbytery Oper/Admin Expenses</b>	<b>331,724</b>	<b>345,531</b>	<b>383,760</b>
	<b>Net Surplus (Deficit)</b>	<b>(59,054)</b>	<b>(38,963)</b>	<b>(94,149)</b>
	<b>Miscellaneous Income (Expense)</b>			
4.1.0100	Transfers from GA2022 Fund	-	-	22,000
5.1.0102	GA 2022 Pre-COLA Travel	-	-	(5,000)
5.1.0104	GA 2022 Promotion	-	-	(15,000)

**Presbytery of Scioto Valley - Columbus OH**

**2021 Annual Budget**

**Per Capita based on 2019 membership of 13,884**

**Percent paying Per Capita 75%**

Account #	Account Name	2021	2019	2020
			Actual	Budget
5.1.0110	GA 2022 Other	-	-	(2,000)
4.1.0025	Church Development Investment Alloc	-	-	-
4.1.0027	Interest Revenue - Checking	800	1,632	1,500
4.1.0039	Donated Exp Revenue	-	362	300
4.1.0099	Transfers from Reserves	-	-	-
	<b>Total Miscellaneous Income</b>	<b>800</b>	<b>1,994</b>	<b>1,800</b>
<b>Surplus (Deficit)</b>		<b>\$ (58,254)</b>	<b>\$ (36,969)</b>	<b>\$ (92,349)</b>

**Attachment #9: Proposal From CNO and CCL re: Vital Congregations**  
**The Commission on Nurture and Outreach and the Commission on Congregational Life propose that that Presbytery of Scioto Valley apply to become part of the Vital Congregations Initiative of the PC(USA).**

**The Vital Congregations Initiative** is a two-year covenant relationship between presbyteries and the PC(USA) to prayerfully walk with pastors and existing congregations in intentional efforts of revitalization. In the first year, churches will embark on an honest assessment, capturing their unique stories, confessing their realities, and discerning the Spirit's call to action. Year two is about joining Christ in the new thing taking place, allowing the wonder of God to transform, and faithfully living into change. A focus of this work is the **Seven Marks of Congregational Vitality** which includes intentional, authentic evangelism; an outward incarnational focus; empowered servant leadership; Spirit-inspired worship; caring relationships; and ecclesial health.

Upon approval by the presbytery, a task team from CNO and CCL will fill out the Letter of Interest Form by March 5, 2021. The office of Vital Congregations, in consultation with the PC(USA) Staff Team and the Vital Congregations Coaches Team, will prayerfully discern a maximum of 20 presbyteries and a Church Cohort group of 15 churches to begin this journey. They will be contacted by April 12, 2021 and begin the Preparation and Vision Sharing Year together in spring 2021. Individual churches would apply to join the program after the year of preparation for the presbytery.

Our commitment as a presbytery would include electing a minimum of two members to be trained by the PC(USA) for the role of Vital Congregations facilitator, who will be trained by the Office of Vital Congregations and utilized at the discretion of presbyteries in consultation with pastors, or a session for churches without a pastor. They will also be supported/mentored by a liaison from the PC(USA) Vital Congregations Team and have quarterly video meetings with other facilitators around the country. The estimated cost to the presbytery is \$2,500, primarily for surveys and facilitator training. The presbytery could choose to pass some of that cost along to congregations who choose to participate in the program.

Much more information is available at  
<https://www.presbyterianmission.org/ministries/theology-formation-and-evangelism/vital-congregations/>

### **Attachment #10: Ministry Initiatives Program Proposed Change**

MOTION: That item six in the Ministry Initiative program be replaced as indicated below:

The Ministry Initiatives Program

A Program of the Presbytery of Scioto Valley administered by the Commission for Congregational Life (CCL)  
(Approved by Presbytery February 20, 2018)

**Introduction:** The Presbytery Church Development Fund was established in 2013. A Task Team was appointed to develop a policy for the use of these funds. Contingent on the approval of the policy for the Church Development Fund, this Ministry Initiative Program is proposed to be supported from the Church Development Fund.

**Purpose:** The primary purpose of the Ministries Initiative Program is to support development and initial implementation of imaginative efforts in the domain of church development and redevelopment in order to fulfill the Mission and Vision of the Presbytery of Scioto Valley.

**Program Assumptions:** As part of defining this purpose for the Ministry Initiatives Program, the following assumptions are made:

1. Grants are generally intended for new initiatives, redevelopment of congregations or missions, or restart situations. Attainable and measurable benchmarks will be included in all proposals.
2. Funds are not ordinarily available for general maintenance and upkeep on buildings, or the operation of existing programs of the congregation. Exceptions may be considered if redevelopment includes maintenance needed to support uses described in item 1.
3. While administered by CCL, each Commission, and the Presbytery, may apply for funds for projects that meet the criteria. Each will receive equal consideration under these guidelines.
4. In instances where a congregation has petitioned CCL to engage in ending their ministry, funds may be available to assist with a closing celebration.
5. Cooperative efforts among the congregations of the Presbytery will be encouraged, with grants in cases where these congregations may meet the criteria in assumption item 1.
6. CCL will establish a panel to oversee grant requests, herein named the Ministry Initiatives Board (MIB). The MIB will consist of one (1) active member from each commission, the active Vice Moderator of the Presbytery, and one (1) presbytery staff person. The Vice Moderator will serve as the MIB moderator and the staff person will serve in an advisory and non-voting capacity.

The Presbytery will elect a panel of seven members to oversee the grant program, herein named the Ministry Initiatives Board (MIB) The MIB will consist of six members, each elected to a three-year term (terms will be



staggered with two members elected each year. Board members can serve for a maximum of six consecutive years. The seventh member of the board will be the chair of the MIB and will also be elected by the Presbytery for a three-year term and can serve a maximum of six consecutive years.

7. The MIB will set the timing, criteria, and process for receiving and evaluating grants. The MIB will be asked to make final determination for funding requests. Approved grants will be submitted to CCL for payment using the appropriate presbytery forms.

8. While requests may come from individual congregations to the various commissions, it will be the responsibility of each commission to determine eligibility, evaluate, and present recommended applications to the Ministry Initiatives Board. ***Requests to the Ministry Initiatives Board must come through, and be supported by, one of the commissions or the Presbytery.***

9. All granted requests will be accompanied by anticipated outcomes and the requesting commission will report those outcomes to CCL.

10. Grants may be considered for additional program years, up to two (2), in instances when anticipated outcomes may require more long-term planning and support. However, the requesting and supporting commission must provide all required outcome reporting to CCL.

#### **Funding Assumptions:**

- Initially, and for a projected period of five (5) years, an annual amount of \$150,000.00 will be included in the budget of CCL and named the Ministry Initiatives Program. Even though \$150,000.00 is allocated per year, there is no assumption that the entire annual amount will be spent in any given year if the presented and approved applications do not warrant the expenditure. The unexpended balance would be returned to the Church Development Fund for future use.
- This program will be evaluated by CPO and CCL in a period of no more than four (4) years. Initial funding assumptions by CPO determined that funds are available for five (5) years at this funding level. Program assumptions may be evaluated for appropriateness by CCL as needed, or at least annually. 48
- If, at any time, CPO determines an adjustment is necessary to preserve the stability of the funding source(s), new allocations may be reduced or suspended.
- Should there be an unexpected opportunity consistent with the purpose of the program, the Presbytery, through a request to CPO, may approve spending more than the \$150,000 yearly limit. Presbytery, through a request to CPO, may approve spending more than the \$150,000 yearly limit.