



Inspire, Strengthen, and Challenge Congregations for Christ's Mission

The Presbytery of Scioto Valley, PC(USA)

261st Stated Meeting

Tuesday, February 15, 2022, 3:30 P.M. (Via Zoom)

Zoom Sign-In Information will be Available via E-mail from Dagmar Romage

(dagmar@psvonline.org)



TABLE OF CONTENTS

Commissioner Orientation	2-3
Seeking to Be Faithful Together	4
Agenda	5-6
Special Rules for Virtual Meetings	7-9
Consent Agenda	10
Commission and Committee Reports	
Commission for Church Professionals	11
Julie Oswalt Statement of Faith	12
Commission for Congregational Life	13-14
Commission for Presbytery Operations	15-16
Treasurer's Report	17-23
Financial Documents	24-27
2022 Budget	28-32
Proposed Financial Policy Manual Revisions	33-49
Proposed Investment Policy Revisions	50-52
Commission for Nurture and Outreach	53-56
Nominating Committee	57-58
Evening Prayer	59-60
Appendix A: Installation and Commissioning Commission Minutes	61-63
Appendix B: Contracts and Covenants	64-92



Discussion Question: In order to facilitate dialogue and foster growth and change in regard to racism and the Presbytery of Scioto Valley, the Coordinating Team invites you to consider the following question.

What steps can the Presbytery take to live into its anti-racism policy—are there actions, programs, resources, or other steps you suggest the Presbyter take to make this policy part of who we are as a Presbytery?

The chat will be open prior to the meeting and you are invited to share your thoughts and engage in conversation with one another until the meeting starts.

New Commissioners Orientation

As a new commissioner to the presbytery, we welcome you! The information below is provided for your orientation to the presbytery meeting and its activities. The meetings of presbytery are designed to provide opportunities for the community to worship and discuss issues together, as well as do the necessary presbytery business. Because of COVID, we have been meeting virtually for several months now. This will be our sixth regular meeting held via Zoom video conference, but we understand it may be your first. So, please take a look at the special rules for virtual meetings (page 7) to learn more about how to register, be recognized, and vote during the meeting.

Presbytery meets from 3:30 – 6:00 p.m., but because we are meeting virtually, this meeting will likely be shorter than most. The meeting will begin with worship designed by the Presbytery worship committee.

Before worship, the Presbytery Moderator will:

- Ask for approval of our special rules for virtual meetings.
- Ask the stated clerk if there is a quorum present.

Following worship, the Presbytery Moderator will:

- Ask for the introduction corresponding members (members of other presbyteries, congregations, or organizations),
- Call for the adoption of the agenda for the meeting, and
- Ask the stated clerk if there is any new business not previously included in the published agenda.

Most of the business for the Presbytery to consider is contained in this handbook. The materials are divided into several sections for easy access. The sections are arranged according to the Commissions and reporting entities of the Presbytery in the order of the agenda for a particular meeting.

Below are some terms, abbreviations, and guidelines to help you be an effective participant in this meeting.

Consent Agenda -- items being reported to the Presbytery for their approval that do not come under a particular commission, or that are deemed routine such as approval of minutes or appointments of task forces or committees. Items in the Consent Agenda may be removed for discussion and action by commissioner motion and second.

Commissions/Committee with Common Abbreviations and Acronyms

BOP	Board of Pensions
CCL	Commission for Congregational Life
CCP	Commission for Church Professionals
CNO	Commission for Nurture and Outreach
CPO	Commission for Presbytery Operations
CT	Coordinating Team
NC	Nominating Committee

Commissions/Committee with Common Abbreviations and Acronyms (cont.)

COA	Committee for Overtures and Amendments
PJC	Permanent Judicial Commission
COR	Committee on Representation
FDN	Presbyterian Foundation
GA	General Assembly
HR	Honorably Retired (teaching elder)
PCUSA	Presbyterian Church (U.S.A.)
PILP	Presbyterian Investment and Loan Program
PMA	Presbyterian Mission Agency
PSV	Presbytery of Scioto Valley
PWUM	Presbyterian Westside Urban Ministry
TE	Teaching Elder
CRE	Commissioned Ruling Elder
RE	Ruling Elder

Guidelines for Participating in Presbytery Meetings

1. When speaking at Presbytery, please use the “hand raised” icon to be recognized, and when recognized speak to the Moderator, not the assembly.
2. Introduce yourself, by stating your name, and home church or place of ministry.
3. The parliamentary authority is Robert’s Rule of Order Newly Revised, 11th Edition (2011), unless the Book of Order (Presbyterian Church (U.S.A.) Constitution Part II) or the Manual of Operations of the Presbytery provide otherwise.
4. Motions presented by commissions or committees do not require a second.
5. During debate, each speaker has up to three minutes to address the issue to which they are speaking. The moderator may give a 30-second warning, so that speakers may conclude their remarks.
6. The moderator will normally alternate between speeches for and against the motion before the assembly.
7. The maker of the motion or commission/committee presenter may make the final speech.
8. Only enrolled commissioners (ruling elder commissioners, teaching elders, commissioned ruling elders, certified Christian Educators in active service, and ruling elders serving on commissions) are authorized to vote. Corresponding members are entitled to address the Presbytery. Visitors may be invited by the moderator to address the Presbytery.
9. Any substantive motion (new, amendment, substitute) made by a commissioner in the assembly must be given to the stated clerk in writing, at the time the motion is made. For Zoom meetings, the chat feature may be used.
10. Any new business must be received by the stated clerk prior to the beginning of the meeting.

Seeking to Be Faithful Together: Guidelines for Presbyterians During Times of Disagreement

In a spirit of trust and love, we promise we will...

Give them a hearing...listen before we answer (John 7:51 and Proverbs 18:13)

1. *Treat each other respectfully so as to build trust, believing that we all desire to be faithful to Jesus the Christ;*
 - we will keep our conversations and communications open for candid and forthright exchange,
 - we will not ask questions or make statements in a way which will intimidate or judge others.
2. *Learn about various positions on the topic of disagreement.*
3. *State what we think we heard and ask for clarification before responding, to be sure we understand each other.*

Speak the truth in love (Ephesians 4:15)

4. *Share our concerns directly with individuals or groups with whom we have disagreements in a spirit of love and respect in keeping with Jesus' teachings.*
5. *Focus on ideas and suggestions instead of questioning people's motives, intelligence or integrity;*
 - we will not engage in name-calling or labelling of others prior to, during, or following the discussion.
6. *Share our personal experiences about the subject of disagreement so that others may more fully understand our concerns.*

Maintain the unity of the spirit in the bond of peace (Ephesians 4:3)

7. *Indicate where we agree with those of other viewpoints as well as where we disagree.*
8. *Seek to stay in community with each other though the discussion may be vigorous and full of tension;*
 - we will be ready to forgive and be forgiven.
9. *Follow these additional guidelines when we meet in decision-making bodies:*
 - urge persons of various points of view to speak and promise to listen to these positions seriously;
 - seek conclusions informed by our points of agreement;
 - be sensitive to the feelings and concerns of those who do not agree with the majority and respect their rights of conscience;
 - abide by the decision of the majority, and if we disagree with it and wish to change it, work for that change in ways which are consistent with these Guidelines.
10. *Include our disagreement in our prayers, not praying for the triumph of our viewpoints, but seeking God's grace to listen attentively, to speak clearly, and to remain open to the vision God holds for us all.*

* Adopted by the 204th General Assembly (1992) of the Presbyterian Church (U.S.A.) for use by sessions and congregations.

AGENDA
 The Presbytery of Scioto Valley
 Presbyterian Church (U.S.A.)
 Two Hundred and Sixty-First Stated Meeting
 Tuesday, February 15, 2022, 3:30 p.m.
 Via Zoom Video Conference
 Moderator: Commissioned Ruling Elder Bob Gustafson

The Commissioner Handbook is available online at 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

“Love Never Leaves” from The Work of the People.

To Steward Christ’s Work

Seating of Corresponding Members & Guests

- Rev. Charles B. Hardwick, Synod of the Covenant (Corresponding Member)
- James G. Rissler, Ruling Elder, President & Chief Executive Officer, PC(USA) Investment & Loan Program
- Rev. Luke Choi, PC(USA) Board of pensions

Consent Agenda

Staff Reports

- Rev. Dr. Jeannie Harsh, Executive Presbyter
- Rev. Bill Gause, Stated Clerk

Announcement of New Business (Must be emailed to statedclerk@psvonline.org by end of staff reports)

Memorial Moment – Remembering Former Moderator, Rev. Charlsie Ramsey

To Celebrate Christ’s Mission

A. Presentations

- Greetings from the Synod Executive, Rev. Dr. Charles B. (Chip) Hardwick

- Presbyterian Investment and Loan Program Update, Ruling Elder James Rissler

B. Commission and Committee Reports

1. Commission for Church Professionals – Rev. Ann Melick
 - Report of Actions Taken on Behalf of Presbytery
 - Examination of Candidate Julie Oswalt for Ordination (Jeff Jaynes)
 - Board of Pensions Update, Rev. Luke Choi
2. Commission for Congregational Life – Rev. Dr. Mark Parsons
 - Information items
3. Commission for Presbytery Operations – RE Jim Hines
 - Information items
 - Treasurer's Report
 - **For Action:** Financial Policy Manual Revisions (Second Reading)
 - **For Action:** Investment Policy (Second Reading)
4. Commission for Nurture and Outreach – RE Kathi Bubb
 - Information items
5. Ministry Initiative Board Report – RE Mark Gauen
 - Report on Completion of the Fredericktown Project.
6. Nominating Committee – Rev. Peter Galbraith
 - **For Action:** Nomination of Bob Patterson to continue serving as Treasurer
 - **For Action:** Nominations for Presbytery Boards and Commissions
 - **For Action:** Nominations for Commissioners to 2022 General Assembly
7. Discernment and Design Administrative Commission
 - Update on the work of the Administrative Commission
8. Coordinating Team – RE Jim Wilson
 - Information items

C. New Business (if any)

To Be Sent with God's Call and God's Peace

Evening Prayer

Adjournment

Special Standing Rules for a Virtual Presbytery Meeting

The following special standing rules have been developed for virtual meetings of the presbytery and will be presented for use at the November 16, 2021 meeting of the Presbytery of Scioto Valley, to be conducted virtually at 3:30 pm via Zoom video conference. Please read all these rules beforehand as this virtual meeting 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.

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 Executive Presbyter, Moderator, Registrar, Vice Moderator, and Technical Assistants shall serve as co-hosts.
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.
4. **When you enter the meeting, please change your Zoom name to the following format: First Name Last Name, TE or RE or CRE (Teaching Elder, Ruling Elder, Commissioned Pastor), Ministry, City.** This will make it easier for us to identify you. You can change your name in one of the following ways,
 - a.) Join the meeting via the link emailed to you. Then, once you are in the meeting, right click on your personal video window. From the menu that appears, click on “Rename” and then type your name and identifying information as described above, or
 - b.) Rather than entering the meeting via the emailed link, log into Zoom with the meeting ID and password that was also provided in the emailed meeting invitation; you will then be given the opportunity to change your name before entering the meeting.
4. The meeting shall open thirty minutes 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 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 personal video window. 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.” To find the raise hand icon, click on “Reactions” at the bottom of your Zoom screen. “Raise Hand” is one of the options inside that “Reactions” menu. Once your hand is raised, the moderator will recognize you. 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.
- 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 their 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 they 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:

- a.) For matters that would, in an in-person meeting, be decided by a voice vote, a vote will be announced by the Moderator and participants will be able to click “Yes” or “No” on the question at hand. To find the “Yes” and “No” buttons, click on “Reactions” at the bottom of your Zoom screen. “Yes” and “No” are two of the options inside that “Reactions” menu

Participants via phone may:

- (i.) Text the Stated Clerk at 864-986-9382. Be sure to include your name and place of ministry with your vote, or
- (ii.) 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-hosts shall assist the moderator in determining that all have had an opportunity to vote. As soon as they are available, the Stated Clerk will report the results to the Moderator who will announce them to the body.

- b.) 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. If there are none, the Moderator will rule the motion passes by general consent. Commissioners shall state an objection by raising a hand. If there are objections to the motion, the Moderator may call for a vote using the “Yes” and “No” buttons as specified above.

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

d.) For a ballot vote or for elections, the Recording Clerk will post a poll with all available choices. Commissioners will be asked to cast their votes via this poll. Commissioners dialing in without access to Zoom polling features may cast their votes in the method described above for “Yes/No” votes.

13. The Stated Clerk shall be responsible for minutes being taken, as in an ordinary meeting. The Recording Clerk shall also assist in keeping minutes and records of the proceedings. The video/audio stream and chat record of the meeting will be recorded and saved, if technologically feasible, with the recording made available upon written request to the Stated Clerk.

Consent Agenda

A. Review and approval of the Minutes from the 260th Stated Meeting held via Zoom video conference, on November 16, 2021, available for review at the Presbytery website.

B. Review and approval of the minutes of the Commissions to install Judith Baker (Newark, Woodside), and Mark Johnson (London, First).

Commission for Church Professionals

Report to Presbytery – February 15, 2022

A. WELCOME TO THE PRESBYTERY:

Gary Witte (UCC, Old First) and Audrey Lukasak (ELCA, Circleville).

B. ACTIONS TAKEN ON BEHALF OF THE PRESBYTERY:

1. Lawrence Hoffman/Bremen Bethel CRE Contract, approved 12/6/21
2. Steve Watters/London CRE Contract, approved 12/6/21
3. Julie Oswalt/Liberty, Stated Supply AP, approved 12/6/21
4. Healthy Boundaries Policy Updated 1/3/22
5. Bob Gustafson/West Berlin – CRE Contract approved 1/3/22
6. Audrey Lukasak/Circleville - Contracted Pastoral Services approved 1/3/22
7. Katie Kinnison/Hilliard – Stated Supply Pastor approved 1/3/22
8. Christina Piper/Amanda – CRE Contract approved 1/3/22
9. Thomas Mori/Mt. Gilead – Stated Supply Pastor approved 1/3/22
10. Carol Weiss/Unity – Contracted Pastoral Services approved 1/3/22
11. Kathi Bubb/Mifflin – Temporary Certified Christian Educator Covenant approved 1/3/22
12. Bob Armstrong/Rose Run – Stated Supply Pastor approved 1/3/22
13. Charlotte O'Neil/Boulevard – Transitional Pastor approved 1/3/22
14. Dissolve the commission of Dick Mickley, CRE to Marysville 1/31/22
15. Jeff Schooley/Marysville Approval of Dissolution Agreement 1/31/22
16. Shelley Wiley dismissed to Miami Valley Presbytery 1/31/22
17. Cynthia Holder Rich dismissed to Miami Valley Presbytery 1/31/22
18. Frank LeBlanc dismissed to John Calvin Presbytery 1/31/22
19. Jeri-Lynne Bouterse dismissed to Presbytery of Kiskiminetas 1/31/22
20. Rebecca Tollefson dismissed to Presbytery of the Twin Cities 1/31/22

C. BUSINESS TO BE CONDUCTED DURING FEBRUARY MEETING OF PSV

1. Examination – Candidate Julie Oswalt to be examined for ordination (Jeff Jaynes, CPM)
2. Recognition of Retirements
 - a. Liz Tietz (25 years as CCE at Granville and 12 years as CRE at Amanda)
 - b. Dick Mickley (20 years as CRE Pastoral Assistant at Marysville)
3. Rev. Luke Choi, Board of Pensions Church Consultant to Ohio – update on BoP benefits.
4. Announcements

Statement of Faith
by Julie Oswalt

I believe in the one triune God who works in and through God's three persons as Creator (Heavenly Parent), Redeemer (Christ) and Sustainer (Holy Spirit) equally. Although God's self is revealed through divine self-revelation in Christ and Scripture so that we may have a personal relationship with the Almighty, God is never fully comprehensible. God is sovereign and actively provides and cares for the world. Our loving and merciful Heavenly Parent will never leave us nor forsake us.

I believe Jesus Christ is fully human and fully divine. Through his ministry, he teaches us what God expects of us and is without sin. Through his death and resurrection, he redeems humans from sin and gives believers eternal life. Christ restores our broken relationship with God by, through and with grace. Through the Incarnation, we not only experience the presence of God, but we can also relate to Jesus Christ through our shared experiences, thus allowing us to hold a personal relationship with God.

I believe in the Holy Spirit, God's presence which moves in, through and among us, binding believers together. The Sustainer renews, comforts, inspires, beckons and calls us, giving us courage and equipping us to be witnesses and support others. It is with the Holy Spirit, we rejoice that nothing can separate us from the love of God through Jesus Christ!

I believe Scripture is the unique and authoritative word of God. Both the Old and New Testaments are God's self-revelation and are a necessity in beginning to comprehend God. With the Spirit's help, through Scripture we learn of God, love's two-fold commandment, community, the salvation in Christ and it guides us in living an obedient life of faith as a Christian.

I believe humans are created in God's image, thus created good, to carry out God's purposes in and for the world. Human tendency, however, is inclined to satisfy self first, essentially cutting ourselves off and turning away from our Creator. Since we are sinful, broken people, our Loving Parent recognized this and came to us in Jesus Christ to bring us back to the Almighty. Through God's grace and our faith in Christ, we become a new creation. Through this justification by grace through faith, we become sanctified and fully live out our lives as Christians, loving and serving others for the good of God's Kingdom on earth.

I believe the Church universal is the communal body of Christ, bound together by the Holy Spirit, ordering itself according to the Word of God. It is a community of believers continuing to seek a relationship with God and striving to minister the Word of God through Christ and God's love. I believe the Church exists for mission, sharing the Good News of Jesus Christ in word and action. The Church is equipped for this by way of Christ imparting His power through the Word and sacraments.

I believe that the Sacraments of Baptism and the Lord's Supper are the signs and seals of God's gracious covenant, presence and relationship with us, and nurture us in faith. In Baptism we are cleansed, given new life, adopted as a child of God and engrafted to Christ and the Body forever. In the Lord's Supper, we remember the sacrifice and gift of salvation through our Redeemer. During this celebration of the renewal of God's covenant in Jesus Christ, we are nourished, united with Christ through the Holy Spirit and are empowered to go out into the world to share the Good News.

I believe that Christ will come again as the consummation of human history when he reigns in glory forever. Those who accept the gift of Christ enjoy eternal life with him forever and every knee shall bow and every tongue will confess that Jesus Christ is Lord of all.

Commission for Congregational Life

Report to Presbytery – February 15, 2022

Dear Clerks of Session and Pastors,

Greetings from the Presbytery of Scioto Valley's Commission for Congregational Life (CCL)! We hope this note finds you all doing well despite these cold days of January. As we start a new year in ministry together, I wanted to reach out as the new chairperson of CCL to share a bit about what the CCL is and how we might support your congregation and its ministries. While our work is primarily conducted in coordination with Clerks of Session, we want to keep pastors in the loop. Pastors have their own liaison on the Commission for Church Professionals.

As you probably know, the CCL is charged with supporting the ministries of our 87 congregations and their 13,000+ members. The primary way most congregations encounter CCL is when they are going through a pastoral transition. While helping congregations, sessions, and Pastor Nominating Committees work through the pastoral search process is a huge part of our work, we also are here to support your congregation in its day-to-day ministries.

Aside from transition work, CCL is here to provide church development assistance and congregational training and support. What does that look like? I'm glad you asked! By working with each congregation, the CCL wants to support the churches of the presbytery as we consider our mission in an ever-changing world. We hope to provide you with resources for intentional mission studies and for facilitating conversations about your congregation's future. We want to celebrate your milestones and joys, as well as mourn your losses and difficulties. We want to support new ministries and initiatives with funding, guidance, and prayer. We want to hear from our churches about what is working well and what isn't working well in your context. We hope to better understand how we might support your ministries through education, networking, and collaboration. We want to cheer you on and lift you up as you seek to be faithful to Christ's call to be the Church today!

All of these hopes and wishes can't come to fruition without building intentional relationships. As such, each congregation in our presbytery has a liaison on the CCL. Your church's liaison is the primary contact and bridge builder between your local congregation and presbytery. Each liaison is an elected official of presbytery and is specially called and equipped for this ministry. Within the coming weeks, you will hear from your CCL liaison so that you might begin the good work of communicating and relating to one another.

It is our greatest hope that our liaisons and congregations can begin building relationships NOW instead of waiting until times of transition or crisis. In order to make that happen, we must be diligent with intentional and timely two-way communication— from presbytery to our churches and from our churches to presbytery.

Together, we are the Presbytery of Scioto Valley. Together, we can build vibrant and vital congregations. Together, we are in ministry to the world as we share the Great Big Love of God! I look forward to seeing what God and God's people in Scioto Valley can do together this year!

Yours in ministry,

Rev. Dr. Mark E. Parsons II
Chair, Commission for Congregational Life

Commission for Church Professionals

Report to Presbytery – February 15, 2022

Despite the on-going pandemic, the Presbytery offices continue to be open to keep effectively serving the Presbytery. At this time, the Presbytery Offices are open as scheduled using the staff in a hybrid mode.

- **OFFICE HOURS** - During the initial phase of the pandemic (early-to-mid 2020), the Presbytery offices were closed for a period of time and our staff did work remotely. However, for well over a year now, the Presbytery offices have again been operating on a normal, pre-pandemic schedule and the offices are open Monday to Thursday from 8:00a to 4:00p each day.
- **COVID RESTRICTIONS** - During the early part of the pandemic, the Presbytery's CPO decided that we would try to observe the same COVID precautions as Overbrook Presbyterian, our host church. Overbrook DID NOT at any time restrict our operations and never required that we follow their restrictions – CPO just felt it was prudent for the Presbytery's operations to be consistent with those of Overbrook Presbyterian.
 - **STAFFING** – it is important to remember that we have a very small staff and most of the staff works part-time. The staff has been operating in a hybrid mode but there is always someone in the office during office hours.
 - And while the Presbytery offices ARE OPEN FOR BUSINESS during normal business hours, I encourage you to call ahead if you want to meet with someone in particular. Calling ahead to schedule a time will ensure that whoever you want to see is in the office and not otherwise occupied.
- **CONFERENCE ROOM** - the PSV conference room is open for use during normal business hours. It is available for use if and when any of the commissions or committees want to resume in-person meetings.
- **ACCESS** - the only real change we've made is that we request anyone visiting the office to use our PRIVATE ENTRANCE on the northside (back) of building. Overbrook is still keeping the doors locked and if you want to come in through another entrance, you will need to call the office so Dagmar can let you in.

In summary, the Presbytery offices are open to serve you during normal business hours. However, please call ahead if you want to meet with someone in particular (Dagmar, Jeannie, Bill Gause, John Wyckoff or Bob Patterson) to ensure they will be in the office and not otherwise occupied.

ACTIONS TAKEN ON BEHALF of the PRESBYTERY

- Approved Indianola Presbyterian's sale of a rental property they owned near the church
- Approved a loan guaranty (\$320,000.00) for Covenant Presbyterian with the Presbyterian Investment and Loan Program
- Approved a loan guaranty (\$290,579.00) for Portsmouth Second Presbyterian with the Presbyterian Investment and Loan Program
- Approved the transfer of property from the Presbytery to Prince of Peace Presbyterian (this should have been done in 2010).
- Authorized the Presbytery's Treasurer to transfer the Presbytery's investment funds from Now Covenant Trust to Fidelity Investments.
- Approved grants from the Ministry Initiatives Board to
 - the Nelsonville Presbyterian Church for development work at the Presbyterian Farm (\$50,000) and
 - to the Global Missions Team to subsidize books for the participants in their Mission Seminars this Spring (\$300.00).

SUMMARY of CPO OPERATIONS

January is always an exciting time in the life of the Presbytery. We kick off the new year with high hopes that it's going to be better than last year. However, it's also a time to "look back" at how we did last year (see Treasurer's report below).

On behalf of the Commission for Presbytery Operations and the Presbytery of Scioto Valley, thank-you all for your generous support during 2021. Let's pray that we get back to some sense of normalcy during 2022 and that we have a great year ahead of us.

February 2022 Treasurer's Report

(Submitted by Bob Patterson, Presbytery Treasurer)

John Wyckoff, the Presbytery's Financial Assistant, closed out our books to end last year (2021) and I have good news to report.

The Presbytery closed out 2021 with a small budget SURPLUS as opposed to the projected deficit of just over \$50,000. How did we do this you might ask. Thanks to the generous support of our member congregations, we collected 80% of the budgeted (allocated) per capita for 2021. This compares with collections that have historically ranged in the 75% range. Thanks to all of you who so generously supported per capita this past year – despite the challenges of the ongoing pandemic.

You were also generous in your support of Missions during 2021 and while we didn't set any records for giving, we did have very strong support of Mission giving. Again, despite the challenges of the pandemic, we, as Presbyterians, continue to support those who are less fortunate than us.

1. In 2021 our total revenue was 106% of budget and our total expenses were only 96% of budget. This resulted in a budget surplus of \$6,448 as opposed to the budgeted deficit of \$58,235.
2. Most of the extra revenue (\$58,838) came from the Commission for Congregational Life, though much of that was offset by extra expenses (\$43,282).
3. We also collected 80% of the per capita due where our typical collections are between 74% and 75%.

Finally, the Finance Committee requested approval from CPO to move our investments from New Covenant Trust, which charges us around \$14,000 a year in management fees, to an account at Fidelity Investments where we can manage our investments ourselves and avoid those management fees. This was approved at the CPO meeting on 2/14/2022.

Presbytery of Scioto Valley - Columbus OH
Treasurer's Report as of December 2021 for Operating Fund

Friday, January 21, 2022

Page 1 of 6

Account #	Account Name	Annual Budget	YTD Balance	Annual Budget Remaining
Income				
Per Capita and Mission Income				
4.1.0005	Basic Mission - Presbytery	100,000.00	87,765.29	12,234.71
4.1.0007	Basic Mission - Directed Givin		0.00	
4.1.0010	Per Capita - Presbytery	265,740.00	287,587.30*	(21,847.30)
4.1.0011	Per Capita - GA	93,509.00	100,417.89*	(6,908.89)
4.1.0012	Per Capita - Synod	33,842.00	36,464.82*	(2,622.82)
4.1.0014	Recaptured Per Capita from Separated Churches		0.00	
4.1.0015	Basic Mission - Presby. Women	2,000.00	1,881.70	118.30
	Total Per Capita and Mission Income	\$495,091.00	\$514,117.00*	(\$19,026.00)
Nuture and Outreach Activity Income				
4.1.0043	Nuture and Outreach Event Fees		0.00	
4.1.0044	PIE Event Income	1,500.00	195.00	1,305.00
4.1.0045	Youth Winter Retreat Income	12,600.00	0.00	12,600.00
4.1.0046	Youth Fall Rally Income	500.00	0.00	500.00
4.1.0047	Spring Fest Income		0.00	
4.1.0048	Older Adult Ministry Income		0.00	
4.1.0050	Montreat Youth Retreat		0.00	
4.1.0051	Campus Ministry Income		0.00	
4.1.0052	Youth Triennium Income-Operating		0.00	
4.1.0060	Mission Work Trip Income	5,500.00	0.00	5,500.00
4.1.0062	Print & Media Resources Inc	6,000.00	3,421.65	2,578.35
4.9.0044	PIE Event Transfers	500.00	0.00	500.00
4.9.0045	Youth Winter Retreat Transfers	3,400.00	0.00	3,400.00
4.9.0046	Youth Fall Rally Transfers	500.00	0.00	500.00
4.9.0048	Older Adult Ministry Transfers		0.00	
4.9.0051	Campus Ministry Transfers from HE Fund	10,000.00	10,000.00	0.00
4.9.0052	Youth Triennium Fund Transfers		0.00	
4.9.0060	Cong Endorsed Mission Fund Transfer		0.00	
4.9.0062	Print & Media Resources Transfers		0.00	
	Total Nurture and Outreach Activity Income	\$40,500.00	\$13,616.65	\$26,883.35
Congregational Life				
4.1.0049	New Beginnings Income		0.00	
4.1.0056	PCUSA New Worshipping Comm. Grant		0.00	
4.9.0049	New Beginnings Transfers		0.00	
4.9.0056	Ministry Initiative Transfers	8,000.00	40,000.00*	(32,000.00)
4.9.0057	New Church Development Transfers		0.00	

Presbytery of Scioto Valley - Columbus OH
Treasurer's Report as of December 2021 for Operating Fund

Friday, January 21, 2022

Account #	Account Name	Annual Budget	YTD Balance	Annual Budget Remaining
-----------	--------------	---------------	-------------	-------------------------

4.9.0058	Church Development Transfers	42,000.00	63,837.99*	(21,837.99)
	Total Congregational Life	\$50,000.00	\$103,837.99*	(\$53,837.99)

Church Professional Income

4.1.0042	Church Professionals Event Fees		0.00	8,000.00
4.1.0053	Healthy Boundaries Event Fees	400.00	275.00	125.00
4.1.0054	CRE Training Fees		0.00	
4.1.0055	Alternative Clinical Experience Fees		0.00	

Total Church Professional Income

\$8,400.00

Coordinating Team Income

4.9.0059	Admin Commission Tfrs from Ch Dev Fund		0.00	
----------	--	--	------	--

Total Coordinating Team Income

\$0.00

Presbytery Operations Activity Income

4.1.0061	Presbytery Operations Event Fees		0.00	
----------	----------------------------------	--	------	--

Total Presbytery Operations Activity Income

\$0.00

Miscellaneous Income

4.1.0025	Church Development Investment Alloc		0.00	
4.1.0027	Interest Revenue - Checking	800.00	724.92	75.08
4.1.0030	Operating A/R Interest Revenue		0.00	
4.1.0035	Misc Revenue		0.00	
4.1.0037	Rental Income		0.00	
4.1.0039	Donated Exp Revenue		10.00	
4.1.0098	Net Cash to Accrual Income		0.00	
4.1.0099	Transfers from Reserves		0.00	
4.9.0100	Transfers from GA 2022 Fund		0.00	

Total Miscellaneous Income

\$800.00

\$734.92

\$75.08

Total Income

\$594,791.00

\$632,581.56

(\$37,780.56)

Expenses

Commission for Nurture and Outreach

5.1.1002	Pres Sponsored Mission Trip		0.00	
5.1.1004	Session Endorsed Mission Grant	8,000.00	7,000.00	1,000.00
5.1.1006	Global Mission Projects	500.00	500.00	0.00
	Total Mission Outreach	\$8,500.00	\$7,500.00	\$1,000.00
5.1.2005	CN Events/Resources	1,000.00	0.00	1,000.00
5.1.2006	Springfest Event		0.00	
5.1.2007	PIE Event Expense	2,000.00	500.00	1,500.00
5.1.2008	Youth Winter Retreats	16,000.00	500.00	15,500.00

Presbytery of Scioto Valley - Columbus OH
Treasurer's Report as of December 2021 for Operating Fund

Friday, January 21, 2022

Page 3 of 6

Account #	Account Name	Annual Budget	YTD Balance	Annual Budget Remaining
5.1.2009	Youth Fall Rally	500.00	0.00	500.00
5.1.2010	Older Adult Events Expense	1,500.00	0.00	1,500.00
5.1.2011	Mission Work Trip Expenses	5,000.00	0.00	5,000.00
5.1.2012	Montreat Youth Conference		0.00	
5.1.2020	Older Adult Ministry		99.48	
	Total CE Events	\$26,000.00	\$1,099.48	\$25,000.00
5.1.1500	Commission for Nurture and Outreach Meeting	500.00	0.00	500.00
	Total CNO Meeting	\$500.00	\$0.00	\$500.00
5.1.2202	Youth Triennium Accrual Exp	3,000.00	2,004.00	996.00
	Total Youth Triennium	\$3,000.00	\$2,004.00	\$996.00
5.1.3015	Print & Media Resources Exp	6,000.00	4,268.64	1,731.36
5.1.3020	RC Operating Expenses		0.00	
	Total Resource Center	\$6,000.00	\$4,268.64	\$1,731.36
5.1.4005	Campus Ministry	2,000.00	0.00	2,000.00
5.1.4006	Campus Ministry from HE Fund	10,000.00	10,000.00	0.00
	Total Campus Ministry	\$12,000.00	\$10,000.00	\$2,000.00
5.1.3500	New Growth and Development	2,000.00	0.00	2,000.00
	Total New Growth and Development	\$2,000.00	\$0.00	\$2,000.00
	Total Commission for Nurture and Outreach	\$58,000.00	\$24,872.12	\$33,227.36
Commission for Congregational Life				
5.1.4200	CCL Committee/Visitation Expenses	1,500.00	106.40	1,393.60
	Total CCL Miscellaneous Committee Expenses	\$1,500.00	\$106.40	\$1,393.60
5.1.4700	New Beginnings		0.00	
5.1.4702	Demographic Studies	5,000.00	4,116.00	884.00
5.1.4704	Special Transition Support/Consultants		0.00	
	Total Transition	\$5,000.00	\$4,116.00	\$884.00
5.1.4300	Relationship Development		0.00	
	Total Relationship Development		\$0.00	
5.1.4500	<i>New Worshiping Communities</i>			
5.1.4501	NWC - Bethany		0.00	
5.1.4520	NWC - Other Churches	42,000.00	63,838.41*	(21,838.41)
5.1.4530	NWC - Redevelopment		0.00	
	<i>Total New Worshiping Communities</i>	<i>42,000.00</i>	<i>\$63,838.41*</i>	<i>(21,838.41)</i>
	Total New Church Development	\$42,000.00	\$63,838.41*	(\$21,838.41)
5.1.4900	MAST/Consultants		0.00	

Presbytery of Scioto Valley - Columbus OH
Treasurer's Report as of December 2021 for Operating Fund

Friday, January 21, 2022

Page 4 of 6

Account #	Account Name	Annual Budget	YTD Balance	Annual Budget Remaining
5.1.4902	Training/Workshops		321.06	
5.1.4904	Congregational Support	8,000.00	0.00	8,000.00
		\$8,000.00	\$321.06	\$8,000.00
5.1.4940	Ministry Initiative Board Exp	600.00	0.00	600.00
5.1.4950	Ministry Initiative Grants	8,000.00	40,000.00*	(32,000.00)
		\$8,600.00	\$40,000.00*	(\$31,400.00)
	Total Ministry Initiative Program	\$65,100.00	\$108,381.87	(\$42,960.81)
	Total Commission for Congregational Life			
	Commission for Church Professionals			
5.1.5002	Church Professionals Meeting	900.00	730.42	169.58
5.1.5202	Inquirer/Candidates	3,000.00	1,891.66	1,108.34
5.1.5204	Commissioned Ruling Elders	2,000.00	0.00	2,000.00
5.1.5402	Committee on Ministry Workshop		0.00	
5.1.5404	Church Professionals Retreat	15,800.00	11,516.54	4,283.46
5.1.5602	COM - Background Checks	2,000.00	1,075.00	925.00
5.1.5604	Pastors Programming	1,500.00	0.00	1,500.00
5.1.5802	Health Boundaries Training	5,000.00	2,281.47	2,718.53
5.1.5804	Bereavement Exp	500.00	141.47	358.53
5.1.5806	Pastoral Support	9,000.00	4,624.56	4,375.44
	Total Commission for Church Professionals	\$39,700.00	\$22,261.12	\$17,438.88
	Coordinating Team			
5.1.6001	Moderator Meeting Expenses	1,500.00	419.11	1,080.89
5.1.6002	Bills & Overtures Meeting Exp		0.00	
5.1.6003	Representation Committee Mtg		0.00	
5.1.6004	Judicial Process Mtg Exp		0.00	
5.1.6005	Administrative Commissions Exp	200.00	0.00	200.00
5.1.6006	Nominating Mtg Exp	200.00	0.00	200.00
5.1.6007	GA Travel	2,000.00	0.00	2,000.00
5.1.6008	Presbytery Meeting Expenses	1,500.00	800.00	700.00
5.1.6010	CT Meeting Expense	500.00	0.00	500.00
5.1.6012	Leadership Meeting Expense		0.00	
	Total Coordinating Team	\$5,900.00	\$1,219.11	\$4,680.89
	Commission for Presbytery Operations			
5.1.7701	Salary - Exec Presbyter	44,468.00	44,468.01*	(0.01)
5.1.7702	Salary - Stated Clerk	10,120.00	16,000.07*	(5,880.07)
5.1.7703	Salary - Administrative Asst	46,658.00	46,657.92	0.08
5.1.7704	Salary - Financial Asst	18,780.00	18,803.20*	(23.20)

Presbytery of Scioto Valley - Columbus OH
Treasurer's Report as of December 2021 for Operating Fund

Friday, January 21, 2022

Page 5 of 6

Account #	Account Name	Annual Budget	YTD Balance	Annual Budget Remaining
5.1.7705	Salary - Treasurer	3,000.00	2,250.00	750.00
5.1.7706	Deferred Compensation		0.00	
5.1.7707	Housing - Exec Presbyter	40,000.00	40,000.08*	(0.08)
5.1.7708	Housing - Stated Clerk		0.00	
5.1.7709	Salary - Contingency		864.86	
	Total Staff Salaries	\$163,026.00	\$169,044.14*	(\$5,153.28)
5.1.7732	Travel - Stated Clerk	2,700.00	0.00	2,700.00
5.1.7733	Travel - Treasurer	1,800.00	0.00	1,800.00
5.1.7734	Travel - Exec Presbyter	10,800.00	3,376.77	7,423.23
5.1.7736	Travel - PYO Staff	450.00	56.00	394.00
	Total Staff Travel	\$15,750.00	\$3,432.77	\$12,317.23
5.1.7711	BOP - Exec Presbyter	21,752.00	21,750.96	1.04
5.1.7712	BOP - Stated Clerk		0.00	
5.1.7713	BOP - Administrative Asst	17,972.00	18,218.52*	(246.52)
5.1.7714	BOP - Financial Assistant		0.00	
5.1.7715	Med. Reimb. - Exec Presbyter	1,689.00	1,689.40*	(0.40)
5.1.7716	Med. Reimb. - Stated Clerk		0.00	
5.1.7717	Med. Reimb. Administrative Asst	951.00	933.16	17.84
5.1.7718	Med. Reimb.- Financial Assistant		0.00	
	Total Employee Benefits	\$42,364.00	\$42,592.04*	(\$228.04)
5.1.7742	Cont Ed. - Staff Training	450.00	0.00	450.00
5.1.7744	Cont Ed. - Exec Presbyter	1,800.00	642.24	1,157.76
5.1.7746	Cont Ed. - Stated Clerk	720.00	(375.00)	1,095.00
5.1.7748	Cont Ed. - Treasurer	450.00	0.00	450.00
	Total Continuing Education	\$3,420.00	\$267.24	\$3,152.76
5.1.7720	Staff Services Contingency	4,258.00	1,156.90	3,101.10
5.1.7721	Payroll Processing Expense	2,100.00	2,405.25*	(305.25)
5.1.7722	FICA Expense	6,168.00	6,557.23*	(389.23)
5.1.7724	SECA	6,462.00	6,462.00	0.00
5.1.7729	BWC Insurance Expense	495.00	561.86*	(66.86)
	Total Associated Payroll Costs	\$19,483.00	\$17,143.24	\$2,339.76
5.1.7804	Rent	30,000.00	30,000.00	0.00
5.1.7806	Presbytery Insurance	4,000.00	4,109.10*	(109.10)
5.1.7808	Website Management	2,000.00	1,124.25	875.75
5.1.7810	Equipment Purchases		136.73	
5.1.7812	Computer Support	2,000.00	1,797.50	202.50

Presbytery of Scioto Valley - Columbus OH
Treasurer's Report as of December 2021 for Operating Fund

Friday, January 21, 2022

Page 6 of 6

Account #	Account Name	Annual Budget	YTD Balance	Annual Budget Remaining
5.1.7814	Copier Maint.	3,500.00	2,394.29	1,105.71
5.1.7815	Dues and Subscriptions	1,000.00	2,390.14*	(1,390.14)
5.1.7816	Miscellaneous	1,000.00	35.49	964.51
5.1.7818	Office Supplies	3,000.00	1,800.61	1,199.39
5.1.7820	Phone	5,000.00	4,676.63	323.37
5.1.7822	Postage	1,200.00	887.40	312.60
5.1.7824	Presbytery Depreciation	1,800.00	2,179.63*	(379.63)
5.1.7825	Leasehold Amortization Expense	500.00	813.46*	(313.46)
5.1.7826	Profit/Loss on Asset		0.00	
	Total Office Operations	\$55,000.00	\$52,345.23	\$2,791.50
5.1.6009	GA Per Capita	124,678.00	124,678.32*	(0.32)
5.1.6011	Synod Per Capita	33,842.00	45,123.00*	(11,281.00)
5.1.8004	Audit	12,000.00	12,000.00	0.00
5.1.8005	Legal Expenses	1,000.00	1,332.50*	(332.50)
5.1.8006	CPO Meeting	500.00	0.00	500.00
	Total Corporation Expenses	\$172,020.00	\$183,133.82*	(\$11,113.82)
5.1.8502	Presbytery Newsletter	2,000.00	1,441.20	558.80
5.1.9005	Presbytery Staff Search	\$2,000.00	\$1,441.20	\$558.80
5.1.9010	Office Relocation Expense		0.00	
	Total Communications		\$0.00	
	Total Non-Recurring Expenses		\$0.00	
Total GA 2022 Expenses				
5.1.0102	GA 2022 Pre-COLA Travel		0.00	
5.1.0104	GA 2022 Promotion		0.00	
5.1.0110	GA2022 Other Expense		0.00	
5.1.0150	Transfer to GA 2022 Fund	11,281.00	0.00	11,281.00
	Total GA 2022 Expenses	\$11,281.00	\$0.00	\$11,281.00
Total Commission for Presbytery Operations		\$484,344.00	\$469,399.68	\$15,945.91
	Total Expenses	\$653,044.00	\$626,133.90	\$28,332.23
Difference		(\$58,253.00)	\$6,447.66	

* = Income/Expense exceeds amount budgeted to date

PRESBYTERY OF SCIOTO VALLEY
Operating Fund- Combined Mission and Per Capita Budgets
Preliminary Unaudited Financial Statement
December 31, 2021

PRESBYTERY REVENUE	Annual Budget	Revenue to Date	Budget Variance
Basic Mission	\$ 100,000	\$ 87,765	\$ 12,235
Basic Mission-Presbytery Women	2,000	1,882	118
Per Capita - Presbytery	265,740	287,587	(21,847)
Per Capita - GA	93,509	100,418	(6,909)
Per Capita - Synod	33,842	36,465	(2,623)
Recaptured Per Capita from Separated Churches	-	-	-
Nuture & Outreach Revenue	40,500	13,617	26,883
Congregational Life Revenue	50,000	103,838	(53,838)
Church Professional Revenue	8,400	275	8,125
Coordinating Team Revenue	-	-	-
Donated Expenses	-	10	(10)
Revenue from Other Sources	800	725	75
Total Revenue	\$ 594,791	\$ 632,582	\$ (37,791)
PRESBYTERY EXPENSES	Annual Budget	Expense to Date	Budget Variance
1 Commission for Nurture & Outreach	\$ 58,000	\$ 24,872	\$ (33,128)
2 Commission for Congregational Life	65,100	108,382	43,282
3 Commission for Church Professionals	39,700	22,261	(17,439)
4 Coordinating Team	5,900	1,219	(4,681)
5 Commission for Presbytery Operations	484,344	469,400	(14,944)
Total Expenses	653,044	626,134	(26,910)
Surplus (Deficit) *	\$ (58,253)	\$ 6,448	\$ (64,701)

***Surplus" is an accounting term applicable to the stated time frame of the yearly budget;
it does not indicate an excess of cash funds available beyond the budget

Presbytery of Scioto Valley - Columbus OH
Balance Sheet as of December 31, 2021

Friday, January 21, 2022

Page 1 of 3

Account #	Account Name	YTD Balance
1.1.0002	Chase Checking	617,849.36
1.1.0003	Chase Funds Checking	0.00
1.1.0004	Chase Savings	8,782.53
1.1.0006	Mission Market Fund Note	155,315.83
	Cash	\$781,947.72
1.2.0005	New Covenant-Church Dev	1,299,184.61
1.2.0006	New Covenant-Church Dev-Mkt Value Adj	320,667.09
	Church Development Funds	\$1,619,851.70
1.3.0005	New Covenant-Oper Fund Reserve	385,173.09
1.3.0006	New Covenant-Oper Fund Reserve-Value Adj	94,537.09
	Income Funds	\$479,710.18
	Total Investments	\$2,099,561.88
1.1.0010	A/R - Presbytery	46,535.68
1.1.0015	A/R - Church Development	0.00
1.2.0015	A/R Dublin	0.00
1.2.0017	Notes Rec. - Presbyterian	17,291.58
	Accounts & Notes Receivable	\$63,827.26
1.1.0020	Prepaid Exp - PY Office	0.00
1.1.0021	Prepaid Exp - PY Computer	0.00
1.1.0022	Prepaid Ins - PYO	1,202.75
1.1.0023	Prepaid Exp - PYO Office Rent	2,500.00
	Prepaid Expenses	\$3,702.75
1.4.0004	PY Property - Equip & Furn	51,537.54
1.4.0005	PY Acc. Depr. - Equip & Furn	(51,025.80)
1.4.0010	PY Property - Computer Equip	47,520.43
1.4.0011	PY Acc. Depr. - Computer Equip	(43,723.23)
1.4.0016	PY Property - Eastlawn	175.00
1.4.0020	RC Property - Equip & Furn	2,907.31
1.4.0021	RC Acc. Depr. - Equip & Furn	(2,907.31)
	Furniture & Equipment	\$4,483.94
1.2.0020	Property - Diley Road (Prince)	102,155.62
1.2.0022	Property - Dublin	314,309.26
1.2.0024	Property - Northside	0.00
1.2.0027	Property - Home Road	0.00
1.2.0029	Property - Harriott Road	432,409.94
1.2.0031	Property - Johnstown Road	484,151.72
1.4.0052	Longstreth	69,850.00
	Property	\$1,402,876.54
1.4.0060	Leasehold Improvements	6,400.66
1.4.0061	Acc. Amort. - Leasehold Improvements	(2,613.95)
	Leasehold Improvements	\$3,786.71
1.2.0032	Property Held for Resale - Calvin	0.00
1.2.0033	Property Held for Resale - Reynoldsburg 1st	0.00
1.2.0040	Asset Held for Sale	0.00
	Land & Equipment Available for Sale	\$0.00
	Total Fixed Assets	\$1,411,147.19
1.1.0024	Dep. Workers Comp	0.00
1.1.0025	Sec. Dep. - PYO Office Rent	0.00
	Other Assets	\$0.00
1.1.0030	Mission Yearbooks	0.00

February 15, 2022 Presbytery of Scioto Valley Meeting Packet

Presbytery of Scioto Valley - Columbus OH
Balance Sheet as of December 31, 2021

Friday, January 21, 2022

Page 2 of 3

Account #	Account Name	YTD Balance
1.1.0031	Book of Order	0.00
1.1.0032	Calendars	0.00
1.1.0033	Book of Confession	0.00
Total Assets		\$4,360,186.80
Liabilities		
2.0.0000	Accounts Payable/Vendors	1,692.52
2.1.0000	PBY Ex. Commit Giving	0.00
2.1.0001	Operating A/P	0.00
2.1.0005	Desig. - A/P Misc	0.00
2.1.0010	A/P -GA Basic Mission	0.00
2.1.0011	A/P - GA Sp. Offering	0.00
2.1.0012	A/P - GA Directed Giving	0.00
2.1.0013	A/P - GA Ex. Commit Giving	0.00
2.1.0014	A/P - GA Peacemaking	0.00
2.1.0015	A/P - GA Per Ca pita	44,839.02
2.1.0016	A/P GA Disaster Relief	0.00
2.1.0017	A/P - SY Basic Mission	2,084.75
2.1.0018	A/P - SY Directed Giving	0.00
2.1.0019	A/P - SY Ex. Commit. Giving	0.00
2.1.0020	A/P - SY Peacemaking	2,036.13
2.1.0021	A/P - SY Per Capita	16,130.90
2.1.0022	T/P - Workers Comp	0.00
2.1.0080	Jeannie Harsh	0.00
2.1.0083	Presbyterian Church USA	31,075.21
2.1.0085	Presbyterian Foundation/Theo	100.00
2.2.0005	Church Dev. Fund A/P	0.00
Accounts Payable		\$97,958.53
2.1.0002	Loan - New Albany	0.00
2.1.0025	Capital Lease Payable	0.00
2.2.0019	Mortgage - Home Road	0.00
2.2.0020	Mortgage - Home Rd 2	0.00
2.2.0021	Mortgage - Harriott Road	0.00
Notes Payable		\$0.00
2.1.0030	A/P - GA Directed Giving - Long Term	0.00
2.1.0031	Stf.C.Ed.Acc. - GHC Admin	0.00
2.1.0033	Honor. Acc. - Moderator	0.00
2.1.0035	Def.Rev. - Per Capita	0.00
2.1.0036	Def. Rev. - Events	0.00
2.1.0040	A.A. Com/CPM Training	0.00
2.1.0042	A.A. BOP	0.00
2.1.0043	Deferred Comp	0.00
2.1.0044	A.A. Mission Trip	0.00
2.1.0046	A.A. Labrinth	675.00
2.1.0048	A.A. Presbyterian Calendars	0.00
2.1.0049	A.A. Book of Orders	0.00
2.1.0050	A.A. Mission Yearbook	0.00
2.1.0051	A.A. Book of Confessions	0.00
2.1.0054	A.A.SDOP	3,358.39
2.1.0200	Accrued Payroll	802.30
2.2.0012	T/P - Real Estate - Harriott	0.00
Other Liabilities		\$4,835.69
Total Liabilities		\$102,794.22

Presbytery of Scioto Valley - Columbus OH
Balance Sheet as of December 31, 2021

Friday, January 21, 2022

Page 3 of 3

Account #	Account Name	YTD Balance
-----------	--------------	-------------

Fund Balance**Commission for Nurture and Outreach Funds**

3.1.1000	Peacemaking Fund Balance (R)	11,633.98
3.1.1030	Cong. Session Endorsed Mission Fund (D)	0.00
3.1.1650	PDA Emergency Grant Fund Balance (R)	0.00
3.1.2000	Outdoor Ministries Fund Balance (D)	8,527.52
3.1.2005	Springfest Fund Balance (D)	0.00
3.1.2015	Cap. City Helping Hands Fund Balance (R)	8,991.40
3.1.2200	Youth Triennium Fund Balance (D)	10,138.03
3.1.2300	Mission Work Trip Fund Balance	2,689.13
3.1.4000	Higher Education Fund Balance (R)	550.32
Total Commission Nurture and Outreach		\$42,530.38

Commission for Congregational Life Funds

3.1.4502	NCD Fund Balance (D)	0.00
3.2.4500	Church Dev Fund Balance (D)	3,755,483.89
3.2.4510	Cong. Fund Balance (R)	27,923.83
3.2.4520	Building Fund Balance (R)	71,018.97
Total Commission for Congregational Life		\$3,854,426.69

Commission for Church Professional Funds

3.1.4100	Scholarships For CRE Class (D)	0.00
3.1.5400	Ch. Prof. Retreat Fund Balance (R)	7,622.50
3.1.5800	Pastor's Emergency Fund Balance (R)	11,330.67
Total Commission for Church Professionals		\$18,953.17

Commission for Presbytery Operations Funds

3.1.0000	Operating Fund Balance	138,400.48
3.1.0100	GA 2022 Support Fund Balance (D)	0.00
3.3.0000	Investment Fund Balance	203,081.86
Total Commission for Presbytery Operations		\$341,482.34

	Total	\$4,257,392.58
--	--------------	-----------------------

	Total Fund Balance	\$4,257,392.58
--	---------------------------	-----------------------

	Total Liabilities and Fund Balance	<u>\$4,360,186.80</u>
--	---	------------------------------

Presbytery of Scioto Valley - Columbus OH

2022 Annual Budget

Per Capita based on 2020 membership of 13,520
Percent paying Per Capita 75%

Account #	Account Name	Per Capita	2019	2020	2021	2022		
			Actual	Actual	Actual 6/30	No Increase \$37.75	\$2.25 Increase \$40.00	\$4.25 increase \$42.00
OPERATIONS								
Receipts								
4.1.0005	Basic Mission - Presbytery		\$ 106,565	\$ 106,399	\$ 36,637	100,000	100,000	100,000
4.1.0007	Basic Mission - Directed Givin		-	-	-	-	-	-
4.1.0010	Per Capita - Presbytery		281,046	278,613	142,802	258,773	281,588	301,868
4.1.0011	Per Capita - GA		105,521	96,343	49,700	91,057	91,057	91,057
4.1.0012	Per Capita - Synod		38,330	34,985	18,048	32,955	32,955	32,955
4.1.0014	Recaptured Separated Church Per Capita		-	-	-	-	-	-
4.1.0015	Basic Mission - Presby. Women		2,158	1,500	1,256	1,600	1,600	1,600
Total Gross Receipts			533,621	517,840	248,443	484,385	507,200	527,480
Assigned Receipts								
5.1.6009	GA Per Capita (at 100% required)		132,264	134,348	49,700	121,410	121,410	121,410
5.1.6011	Synod Per Capita (at collected rate)		38,017	48,786	4,244	43,940	43,940	43,940
Total Assigned Receipts			170,281	183,134	53,944	165,350	165,350	165,350
Net Receipts			\$ 363,340	\$ 334,706	\$ 194,499	\$ 319,035	\$ 341,850	\$ 362,130
Commission Activity								
Nurture and Outreach								
Receipts			69,298	18,047	431	80,762	80,762	80,762
Expenses			94,501	37,035	2,893	105,762	105,762	105,762
Net Nurture and Outreach			(25,203)	(18,988)	(2,462)	(25,000)	(25,000)	(25,000)
Congregational Life								
Receipts			17,500	86,430	17,500	50,000	50,000	50,000
Expenses			22,794	96,796	23,539	69,600	69,600	69,600
Net Congregational Life			(5,294)	(10,366)	(6,039)	(19,600)	(19,600)	(19,600)
Church Professionals								
Receipts			8,000	1,060	275	8,200	8,200	8,200
Expenses			25,300	6,626	4,041	35,200	35,200	35,200
Net Church Professionals			(17,300)	(5,566)	(3,766)	(27,000)	(27,000)	(27,000)
Net Commission Activities			(47,797)	(34,920)	(12,267)	(71,600)	(71,600)	(71,600)
Total Net Receipts			\$ 315,543	\$ 299,786	\$ 182,232	\$ 247,435	\$ 270,250	\$ 290,530
Presbytery Operating Expenses								
Staff Salaries			184,604	166,908	83,636	178,439	178,439	178,439
Employee Benefits			56,386	58,846	21,668	40,829	40,829	40,829
Payroll Tax & Related Costs			16,976	15,503	8,655	18,886	18,886	18,886
Total Salaries, Benefits & Taxes			257,966	241,257	113,959	238,154	238,154	238,154
Total Operations Admin			87,563	70,789	31,135	100,170	100,170	100,170
Total Expenses			345,529	312,046	145,094	338,324	338,324	338,324
Net Surplus (Deficit) from Operations			(29,986)	(12,260)	37,138	(90,889)	(68,074)	(47,794)
Miscellaneous Income								
Total Miscellaneous Income			1,994	6,437	372	700	700	700
Operating Surplus (Deficit)			\$ (27,992)	\$ (5,822)	\$ 37,510	\$ (90,189)	\$ (67,374)	\$ (47,094)

Presbytery of Scioto Valley - Columbus OH
2022 Annual Budget

Per Capita based on 2020 membership of 13,520
 Percent paying Per Capita 75%

Account #	Account Name	Per Capita	2021	2022	-----2022-----		
			Budget	Budget	No Increase	\$2.25 Increase	\$4.25 increase
			\$37.75	\$40.00	\$37.75	\$40.00	\$42.00
OPERATIONS							
Receipts							
4.1.0005	Basic Mission - Presbytery		\$ 100,000	\$ 100,000	100,000	100,000	100,000
4.1.0007	Basic Mission - Directed Giving		-	-			
4.1.0010	Per Capita - Presbytery		265,740	281,588	258,773	281,588	301,868
4.1.0011	Per Capita - GA		93,509	91,057	91,057	91,057	91,057
4.1.0012	Per Capita - Synod		33,842	32,955	32,955	32,955	32,955
4.1.0014	Recaptured Separated Church Per Capita		-	-			
4.1.0015	Basic Mission - Presby. Women		2,000	1,600.00	1,600	1,600	1,600
Total Gross Receipts			495,091	507,200	484,385	507,200	527,480
Assigned Receipts							
5.1.6009	GA Per Capita (at 100%)		124,678	121,410	121,410	121,410	121,410
5.1.6011	Synod Per Capita (at 100%)		33,842	43,940	43,940	43,940	43,940
Total Assigned Receipts			158,520	165,350	165,350	165,350	165,350
Net Receipts							
			\$ 336,571	\$ 341,850	\$ 319,035	\$ 341,850	\$ 362,130
Commission Activity							
Nurture and Outreach							
Receipts							
4.1.0043	Nurture and Outreach Event Fees		-	1,000	1,000	1,000	1,000
4.1.0044	PIE Event Income		1,500	1,500	1,500	1,500	1,500
4.1.0045	Youth Winter Retreat Income		12,600	14,000	14,000	14,000	14,000
4.1.0046	Youth Fall Rally Income		500	500	500	500	500
4.1.0047	Spring Fest Income		-	-	-	-	-
4.1.0048	Older Adult Ministry Income		-	1,500	1,500	1,500	1,500
4.1.0050	Montreat Youth Retreat		-	-	-	-	-
4.1.0051	Campus Ministry Income		-	-	-	-	-
4.1.0052	Youth Triennium Income-Operating		-	39,262	39,262	39,262	39,262
4.1.0060	Mission Work Trip Income		5,500	8,000	8,000	8,000	8,000
4.1.0062	Print & Media Resources Inc		6,000	5,000	5,000	5,000	5,000
4.9.0044	PIE Event Transfers		500	-	-	-	-
4.9.0045	Youth Winter Retreat Transfers		3,400	-	-	-	-
4.9.0046	Youth Fall Rally Transfers		500	-	-	-	-
4.9.0048	Older Adult Ministry Transfers		-	-	-	-	-
4.9.0051	Campus Ministry Transfers		10,000	10,000	10,000	10,000	10,000
4.9.0052	Youth Triennium Fund Transfers		-	-	-	-	-
4.9.0060	Cong Endorsed Mission Fund Transfer		-	-	0	-	-
4.9.0062	Print & Media Resources Transfers		-	-	-	-	-
Total Receipts			40,500	80,762	80,762	80,762	80,762
Expenses							
5.1.1002	Pres Sponsored Mission Trip		-	-	-	-	-
5.1.1004	Session Endorsed Mission Grant		8,000	8,000	8,000	8,000	8,000
5.1.1006	Global Mission Projects		500	750	750	750	750
5.1.2005	CN Events/Resources		1,000	1,000	1,000	1,000	1,000
5.1.2006	Springfest Event		-	-	-	-	-
5.1.2007	PIE Event Expense		2,000	1,500	1,500	1,500	1,500
5.1.2008	Youth Winter Retreats		16,000	14,000	14,000	14,000	14,000
5.1.2009	Youth Fall Rally		500	500	500	500	500
5.1.2010	Older Adult Events Expense		1,500	1,500	1,500	1,500	1,500
5.1.2011	Mission Work Trip Expenses		5,000	8,000	8,000	8,000	8,000
5.1.2012	Montreat Youth Conference		-	-	-	-	-
5.1.2020	Older Adult Ministry		-	-	-	-	-
5.1.1500	CNO Meeting Exp		500	250	250	250	250
5.1.2202	Youth Triennium Accrual Exp		3,000	49,262	49,262	49,262	49,262
5.1.3015	Print & Media Resources Exp		6,000	6,000	6,000	6,000	6,000
5.1.3020	RC Operating Expenses		-	-	-	-	-
5.1.4005	Campus Ministry		2,000	2,000	2,000	2,000	2,000
5.1.4006	Higher Education		10,000	10,000	10,000	10,000	10,000
5.1.3500	New Growth and Development		2,000	3,000	3,000	3,000	3,000
Total Expenses			58,000	105,762	105,762	105,762	105,762

Presbytery of Scioto Valley - Columbus OH
2022 Annual Budget

Per Capita based on 2020 membership of 13,520
Percent paying Per Capita 75%

Account #	Account Name	2021	2022	2022		
		Budget	Budget	No Increase	\$2.25 Increase	\$4.25 increase
Net Nature and Outreach		(17,500)	(25,000)	(25,000)	(25,000)	(25,000)
Congregational Life						
Receipts						
4.1.0049	New Beginnings Income	-	-	-	-	-
4.1.0056	PCUSA New Worshipping Comm. Grant	-	-	-	-	-
4.9.0049	New Beginnings Transfers	-	-	-	-	-
4.9.0056	Ministry Initiative Transfers	8,000	8,000	8,000	8,000	8,000
4.9.0057	New Church Development Transfers	-	-	-	-	-
4.9.0058	Church Development Transfers	42,000	42,000	42,000	42,000	42,000
Total Receipts		50,000	50,000	50,000	50,000	50,000
Expenses						
5.1.4200	CCL Committee/Visitation Expenses	1,500	3,600	3,600	3,600	3,600
5.1.4700	New Beginnings	-	-	-	-	-
5.1.4702	Demographic Studies	5,000	5,000	5,000	5,000	5,000
5.1.4704	Special Transition Support/Consultants	-	-	0	-	-
5.1.4300	Relationship Development	-	-	-	-	-
5.1.4500	New Worshipping Communities	-	-	-	-	-
5.1.4501	Bethany	-	-	-	-	-
5.1.4520	Other churches	42,000	42,000	42,000	42,000	42,000
5.1.4530	Redevelopment	-	-	-	-	-
5.1.4900	MAST/Consultants	-	-	0	-	-
5.1.4902	Training/Workshops	-	2,400	2,400	2,400	2,400
5.1.4904	Congregational Support	8,000	8,000	8,000	8,000	8,000
5.1.4940	Ministry Initiative Expense	600	600	600	600	600
5.1.4950	Ministry Initiative Grants	8,000	8,000	8,000	8,000	8,000
Total Expenses		65,100	69,600	69,600	69,600	69,600
Net Congregational Life		(15,100)	(19,600)	(19,600)	(19,600)	(19,600)
Church Professionals						
Receipts						
4.1.0042	Church Professionals Event Fees	8,000	8,000	8,000	8,000	8,000
4.1.0053	Healthy Boundaries Event Fees	400	200	200	200	200
4.1.0054	CRE Training Fees	-	-	-	-	-
4.1.0055	Fund Transfers In	-	-	-	-	-
Total Receipts		8,400	8,200	8,200	8,200	8,200
Expenses						
5.1.5002	Church Professionals Meeting	900	900	900	900	900
5.1.5202	Inquirer/Candidates	3,000	3,000	3,000	3,000	3,000
5.1.5204	Commissioned Ruling Elders	2,000	2,000	2,000	2,000	2,000
5.1.5402	Committee on Ministry Workshop	-	-	-	-	-
5.1.5404	Church Professionals Retreat	15,800	15,800	15,800	15,800	15,800
5.1.5602	COM - Background Checks	2,000	2,000	2,000	2,000	2,000
5.1.5604	Pastors Programming	1,500	1,500	1,500	1,500	1,500
5.1.5802	Health Boundaries Training	5,000	500	500	500	500
5.1.5804	Bereavement Exp	500	500	500	500	500
5.1.5806	Pastoral Support	9,000	9,000	9,000	9,000	9,000
Total Expenses		39,700	35,200	35,200	35,200	35,200
Net Church Professionals		(31,300)	(27,000)	(27,000)	(27,000)	(27,000)
Net Commission Activities		(63,900)	(71,600)	(71,600)	(71,600)	(71,600)
Total Net Receipts		\$ 272,671	\$ 270,250	\$ 247,435	\$ 270,250	\$ 290,530
Presbytery Operating Expenses						
5.1.7701	Salary - Exec Presbyter	44,468	50,000	50,000	50,000	50,000
5.1.7702	Salary - Stated Clerk	10,120	16,320	16,320	16,320	16,320
5.1.7703	Salary - Administrative Asst	46,658	47,591	47,591	47,591	47,591
5.1.7704	Salary - Financial Asst	18,780	19,343	19,343	19,343	19,343
5.1.7705	Salary - Treasurer	3,000	3,060	3,060	3,060	3,060
5.1.7706	Deferred Compensation	-	-	-	-	-
5.1.7707	Housing - Exec Presbyter	40,000	40,000	40,000	40,000	40,000
5.1.7708	Housing - Stated Clerk	-	-	-	-	-

Presbytery of Scioto Valley - Columbus OH
2022 Annual Budget

Per Capita based on 2020 membership of 13,520
 Percent paying Per Capita 75%

Account #	Account Name	2021	2022	-----2022-----		
		Budget	Budget	No Increase	\$2.25 Increase	\$4.25 increase
5.1.7709	Salary Contingency	-	2,125	2,125	2,125	2,125
	Total Staff Salaries	163,026	178,439	178,439	178,439	178,439
5.1.7711	BOP - Exec Presbyter	21,752	22,432	22,432	22,432	22,432
5.1.7712	BOP - Stated Clerk	-	-	-	-	-
5.1.7713	BOP - Administrative Asst	17,972	15,645	15,645	15,645	15,645
5.1.7714	BOP - Financial Assistant	-	-	-	-	-
5.1.7715	Med. Reimb. - Exec Presbyter	1,689	1,800	1,800	1,800	1,800
5.1.7716	Med. Reimb. - Stated Clerk	-	-	-	-	-
5.1.7717	Med. Reimb. Administrative Asst	951	952	952	952	952
5.1.7718	Med. Reimb.- Financial Assistant	-	-	-	-	-
	Total Employee Benefits	42,364	40,829	40,829	40,829	40,829
5.1.7720	Staff Services Contingency	4,258	2,200	2,200	2,200	2,200
5.1.7721	Payroll Processing Expense	2,100	2500	2,500	2,500	2,500
5.1.7722	FICA Expense	6,168	6,766	6,766	6,766	6,766
5.1.7724	SECA	6,462	6,885	6,885	6,885	6,885
5.1.7729	BWC Insurance Expense	495	535	535	535	535
	Total Payroll Costs	19,483	18,886	18,886	18,886	18,886
	Total Salaries, Benefits & Taxes	224,873	238,154	238,154	238,154	238,154
5.1.7732	Travel - Stated Clerk	2,700	2,700	2,700	2,700	2,700
5.1.7733	Travel - Treasurer	1,800	1,800	1,800	1,800	1,800
5.1.7734	Travel - Exec Presbyter	10,800	10,800	10,800	10,800	10,800
5.1.7736	Travel - PYO Staff	450	450	450	450	450
5.1.7742	Cont Ed. - Staff Training	450	450	450	450	450
5.1.7744	Cont Ed. - Exec Presbyter	1,800	1,800	1,800	1,800	1,800
5.1.7746	Cont Ed. - Stated Clerk	720	720	720	720	720
5.1.7748	Cont Ed. - Treasurer	450	450	450	450	450
5.1.6001	Moderator Meeting Expenses	1,500	2,500	2,500	2,500	2,500
5.1.6002	Bills & Overtures Meeting Exp	-	-	-	-	-
5.1.6003	Representation Committee Mtg	-	-	-	-	-
5.1.6004	Judicial Process Mtg Exp	-	-	-	-	-
5.1.6005	Administrative Commissions Exp	200	500	500	500	500
5.1.6006	Nominating Mtg Exp	200	100	100	100	100
5.1.6007	GA Travel	2,000	2,000	2,000	2,000	2,000
5.1.6008	Presbytery Meeting Expenses	1,500	1,500	1,500	1,500	1,500
5.1.6010	CT Meeting Expense	500	200	200	200	200
5.1.6012	Leadership Meeting Expense	-	-	-	-	-
5.1.7804	Rent	30,000	30,000	30,000	30,000	30,000
5.1.7806	Presbytery Insurance	4,000	4,000	4,000	4,000	4,000
5.1.7808	Website Management	2,000	1,500	1,500	1,500	1,500
5.1.7810	Equipment Purchases	-	1,500	1,500	1,500	1,500
5.1.7812	Computer Support	2,000	2,500	2,500	2,500	2,500
5.1.7814	Copier Maint.	3,500	3,500	3,500	3,500	3,500
5.1.7815	Dues and Subscriptions	1,000	1,500	1,500	1,500	1,500
5.1.7816	Miscellaneous	1,000	1,000	1,000	1,000	1,000
5.1.7818	Office Supplies	3,000	4,000	4,000	4,000	4,000
5.1.7820	Phone	5,000	4,500	4,500	4,500	4,500
5.1.7822	Postage	1,200	1,200	1,200	1,200	1,200
5.1.7824	Presbytery Depreciation	1,800	2,200	2,200	2,200	2,200
5.1.7825	Amortization Exp	500	1,300	1,300	1,300	1,300
5.1.7826	Profit/Loss on Asset	-	-	-	-	-
5.1.8004	Audit	12,000	12,000	12,000	12,000	12,000
5.1.8005	Legal Expenses	1,000	500	500	500	500
5.1.8006	CPO Meeting	500	1,000	1,000	1,000	1,000
5.1.8502	Presbytery Newsletter	2,000	2,000	2,000	2,000	2,000
5.1.9005	Presbytery Staff Search	-	-	-	-	-
5.1.9010	Office Relocation Expense	-	-	-	-	-
5.1.0150	Trfr to GA 2022 (uncol synod per capita)	11,281	-	-	-	-
	Total Operations Admin	106,851	100,170	100,170	100,170	100,170
	Total Expenses	331,724	338,324	338,324	338,324	338,324
		(59,053)	(68,074)	(90,889)	(68,074)	(47,794)

Presbytery of Scioto Valley - Columbus OH
2022 Annual Budget

Per Capita based on 2020 membership of 13,520
Percent paying Per Capita 75%

Account #	Account Name	2021	2022	-----2022-----		
		Budget	Budget	No Increase	\$2.25 Increase	\$4.25 increase
Miscellaneous Income (Expense)						
4.1.0100	Transfers from GA2022 Fund	-	-	-	-	-
5.1.0102	GA 2022 Pre-COLA Travel	-	-	-	-	-
5.1.0104	GA 2022 Promotion	-	-	-	-	-
5.1.0110	GA 2022 Other	-	-	-	-	-
4.1.0025	Church Development Investment Alloc	-	-	-	-	-
4.1.0027	Interest Revenue - Checking	800	700	700	700	700
4.1.0030	Operating A/R Interest Revenue	-	-	-	-	-
4.1.0035	Misc Revenue	-	-	-	-	-
4.1.0037	Rental Income	-	-	-	-	-
4.1.0039	Donated Exp Revenue	-	-	-	-	-
4.1.0098	Net Cash to Accrual Income	-	-	-	-	-
4.1.0099	Transfers from Reserves	-	-	-	-	-
	Total Miscellaneous Income	800	700	700	700	700
Operating Surplus (Deficit)		\$ (58,253)	\$ (67,374)	\$ (90,189)	\$ (67,374)	\$ (47,094)

OPERATING AND FINANCIAL POLICY MANUAL OF THE PRESBYTERY OF SCIOTO VALLEY

Approved by Presbytery - September 16, 2008,

Revision Approved - February 18, 2014

2nd Revision Approved - TBD

[Responsibility of Commission for Presbytery Operations]

TABLE OF CONTENTS

- A. Preface: Committee of Commission for Presbytery Operations (CPO) References
- B. Guidelines for Decision Formation
- C. Operating Procedures
- D. Budget Accountability
- E. Presbytery and Church Property
- F. Annual Closing Procedures and Record Retention
- G. Capitalization
- H. Conflict of Interest
- I. Investment Policy
- J. Credit Cards Policy

Appendices:

- A. Electronic Funds Transfer Approval Form
- B. Conflict of Interest Statement

A. Preface: Committee of Commission for Presbytery Operations (CPO) References

The following describes the four standing committees of the CPO. Members are appointed by the Chair of the Commission for Presbytery Operations in a number sufficient to accomplish the Committee's purpose. Membership is to be confirmed by the Commission for Presbytery Operations; the Committee Chairperson is appointed by the Chair of the Commission for Presbytery Operations. Membership may include persons who are not current members of the CPO as designated.

1. **The Investment Advisory Committee** is a Committee of the Commission for Presbytery Operations (CPO) and consists of the Chair of the CPO, the Executive Presbyter, Presbytery Treasurer and at least two other members. Their goal shall be to maintain relative safety of principal while accepting reasonable risk consistent with achieving reasonable returns.
2. **The Property and Loans Committee** functions to assist Presbytery of Scioto Valley (PSV) churches and the Commission for Presbytery Operations in determining affordability, monitoring compliance with the Book of Order, and PSV policies. A further goal is to generally assist all involved to achieve the proposed project goals while it seeks to promote prudent stewardship of the resources of the church and the denomination. This Committee is a screening and advisory group to the CPO.
3. **The Budget and Fiscal Management Committee** interacts with the Presbytery through the Commission for Presbytery Operations. The following information provides additional information about the Committee and its guidelines for making sound decisions in the best interests of the Presbytery.
 - a. **Purpose:** The purpose of this Committee of the Commission for Presbytery Operations shall be to develop annual budgets and monitor the administration of the current year's Presbytery budget and to present, through the Treasurer, a report of finances to the Presbytery at each stated meeting. The Committee shall make appropriate recommendations to the CPO and the Coordinating Team concerning administration of the income and expenditures in the current year. If budget adjustments are necessary, the Committee shall negotiate adjustments with the CPO before recommendations are made.
 - b. **Membership:** Standing members (with votes) shall include the Treasurer, the Chair of CPO, and the Chair of the Coordinating Team. Ex-officio members of the Budget Committee are the Executive Presbyter and the Financial Assistant. There should also be at least one, preferably, two at-large members from the CPO on the Committee.
 - c. **Meetings:** The Committee shall ordinarily meet at least four (4) times a year, and additionally as needed to fulfill its responsibilities.
 - d. **Functions and Authority:** Specifically, the functions of the Committee shall be:
 - i. To assure that CPO members acting as trustees execute fiduciary responsibility.
 - ii. To oversee budget development and the ongoing budgetary situation of the Presbytery and its component parts during a fiscal year after the budget has been adopted and to recommend to Presbytery, through the CPO and Coordinating Team, such revision in the budget as the Committee feels necessary or desirable. Revisions may affect the totals of individual budget centers as well as the budget as a whole.
 - iii. To report the finances of the Presbytery at each meeting both of the CPO and Coordinating Team and to report, through the CPO, the finances at each stated meeting of the Presbytery.
 - iv. To provide for an annual audit.

- v. To assure adequacy of insurance coverage based on current replacement costs and to review all insurance policies at least annually.
- vi. To project future budgets, both income and anticipated expenses for purposes of Presbytery planning.

4. **The Human Resources Committee** interacts with the Presbytery through the Commission for

Presbytery Operations. The Commission for Presbytery Operations appoints the Committee's members in a number sufficient to accomplish the Committee's purpose. The Chair of the Commission for Presbytery Operations shall appoint the Committee Chair. The following information provides additional information about the Committee and its guidelines for making sound decisions in the best interests of the Presbytery.

- a. **Purpose:** The purpose of this Committee of the Commission for Presbytery Operations shall be to provide support and guidance for the staff and officers of the presbytery and to develop and maintain appropriate personnel policies and procedures.
- b. **Membership:** The membership is to be appointed by the Commission for Presbytery Operations, in a number sufficient to accomplish the Committee's purpose. The Chair of the Commission for Presbytery Operations shall name the Chairperson.
- c. **Meetings:** The Committee shall ordinarily meet at least four (4) times a year, and additionally as needed to fulfill its responsibilities.
- d. **Functions and Authority:** Specifically, the functions of the Committee shall be:
 - i. Recommend to the Commission all staff positions called or employed, full-time or part-time.
 - ii. Recommend to the Commission all salary schedules including staff benefits for all presbytery positions.
 - iii. Develop and maintain all position descriptions and requirements to ensure they are current and represent the full and complete duties and responsibilities of the position.
 - iv. Develop and maintain the Presbytery Personnel Policies and Procedures Manual.
 - v. Conduct annual performance reviews of the Executive Staff and coordinate with the Executive Presbyter to ensure annual performance reviews of all staff are conducted annually.
 - vi. Issue appropriate letters of appointment or reappointment or employment contracts for the Executive Presbyter and coordinate with the Executive Presbyter to ensure that letters of appointment or reappointment are issued for all other staff members.
 - vii. Hear and resolve all cases where a disagreement of an evaluation may exist between the supervisor and the staff member.
 - viii. Review all formal grievances and make a determination of the compliant in accordance with the Presbytery of Scioto Valley Personnel Policies and Procedures.
 - ix. Review all disciplinary actions and make a determination in accordance with the Presbytery of Scioto Valley Personnel Policies and Procedures.
 - x. Render a final determination involving the immediate termination of a staff member, exempt or non-exempt, for cause, providing the staff member requests a hearing/appeal by the committee.
 - xi. Conduct salary surveys annually for Executive staff and Stated Clerk positions to better ensure that the presbytery's compensation is competitive, fair and reasonable in terms of budget considerations. (Survey other Ohio based presbyteries as well as the Consumer Price Index. Use the CPI for the staff positions.)
 - xii. Provide caring, support and advocacy based on an awareness of the needs and concerns of all staff members.

- xiii. Possess a basic understanding of the benefits available to staff members through the Board of Pensions.
- xiv. Coordinate with the Executive Presbyter to ensure compliance with all AA/EEO guidelines and other applicable regulations and laws related to personnel actions.

B. Guidelines for Decision Formation

The following are overlying principles that should guide us in our decision formation.

It is the Policy of the Presbytery to be a responsible corporate citizen. The Presbytery shall pay its lawful debts in a timely manner so as to minimize the Presbytery's cost of operation and to achieve the maximum effectiveness of its resources. Commission actions shall be taken under the broad concepts of stewardship and fiduciary responsibility. All actions shall be motivated by the principles of fairness and equity.

Principle of Stewardship – Resources shall be used wisely and for the growth of the whole Church and consistent with the stated mission of the Presbytery.

Principle of Fiduciary Responsibility – The Presbytery's funds shall be expended wisely and in a prudent way. In the event income does not meet expenditures, the Budget and Fiscal Management Committee of CPO shall recommend fair and equitable methods to minimize expenses for the good of the Presbytery as a whole and to ensure its extended welfare.

Principle of Fairness and Equity – The Budget and Fiscal Management Committee shall undertake its duties with the overriding principle that all churches in the Presbytery, all Presbytery commissions and their programs and goals, as well as all individual Presbytery members, shall be given equal consideration in the administration of Presbytery funds.

C. Operating Procedures

1. Presbytery Income

a. Per Capita Apportionment

i. Background

In order to meet the obligations of being a connectional church, the Presbytery of Scioto Valley, as well as the Synod of the Covenant and the General Assembly, may choose to have a Per Capita Apportionment (in accordance with Book of Order G-3.0106). The Per Capita Apportionment is seen as a fair way of distributing the cost of our governing bodies among all church members. While the Presbytery does not have the power to compel a session to pay its Per Capita Apportionments, payment of Per Capita Apportionments is a high moral obligation, the fulfillment of which visibly demonstrates the covenantal ties that bind us as the one church of Jesus Christ.

ii. Determination

The CPO will determine the Presbytery Per Capita Apportionment annually as part of the Annual Operating Budget process based on historical performance and the budget for the succeeding year. The CPO will recommend the annual Per Capita amount to the Presbytery for adoption. For budget calculations it is necessary to use the active membership figure from the previous year. For example, 2008 per capita is based on December 31, 2006 membership.

iii. Collection

Member congregations of the Presbytery of Scioto Valley collect the Per Capita Apportionment and forward it to the Presbytery, where the funds are used to pay for the operation of the Presbytery. In addition, the Presbytery acts as agent for the Synod

February 15, 2022 Presbytery of Scioto Valley Meeting Packet

and General Assembly in collecting and forwarding part of the Per Capita Apportionment to these respective operations.

Ideally, Per Capita Apportionments should be paid in full during January of each fiscal year. If a congregation desires to divide the apportionment into smaller payments during the year, a plan for payment should be submitted in January of the year to the Presbytery's Commission for Presbytery Operations (CPO). Churches that have made arrangements with the CPO will be encouraged to collect the Per Capita Apportionment throughout the year and forward the collection to the Presbytery on an agreed upon basis. The Fiscal Management Committee will review the collection of the Per Capita from the churches quarterly. The CPO will offer encouragement to those congregations falling behind, so that a steady cash flow can be maintained and no church falls seriously behind.

iv. Remittance to Synod and General Assembly

The Presbytery is responsible for the payment of Per Capita to the Synod and General Assembly.

v. Effects of and Remedies for Non-Payment

The expenses incurred by the Presbytery are funded by the Per Capita remitted by those congregations who pay it. Therefore, withholding of Per Capita hurts other congregations and our mutual ministries in necessitating budget cuts or tapping of reserves. The Presbytery, through the Commission for Presbytery Operations, will make efforts to encourage the payment of the Per Capita Apportionment. Efforts may include reports to the Presbytery Assembly, letters, and phone visits with the pastor and Session. Where there is ongoing failure to pay any Per Capita Apportionment, the Presbytery will interpret it as a sign of possible problems with our connectional relationship.

b. Basic Mission Giving Process

- i. Annually, requests shall be made to each church to report its intended Basic Mission Support of the Presbytery of Scioto Valley, the Synod of the Covenant, and General Assembly PC (USA).
- ii. Churches shall be urged to make contributions to Basic Mission support.
- iii. Churches shall be encouraged to contribute to Basic Mission Support without designation. However, if designations are made, they will be carefully monitored.
- iv. The most current reports of the contributions received for Basic Mission Support shall be submitted at each meeting of the Presbytery and CPO.
- v. Interpretive material regarding Basic Mission Support undertaken by all governing bodies of the church shall be made available to the churches on an annual basis.
- vi. Presbytery shall forward to the Synod and General Assembly those funds received on their behalf.

c. Grants

Grants provided by Synod and General Assembly will be distributed for funding of programs designated by the Presbytery.

d. Restricted Funds

Directed gifts such as those from individuals or sessions are restricted. Directed gifts will be placed in funds labeled "Restricted" until the gifts are used or until terms have been renegotiated with the donor.

- i. The CPO reserves the right to accept or reject gifts with a combined total of \$1,000 or more to a specific project and, thereby, honor restrictions as requested. Restricted gifts of less than \$1,000 shall be presented to the CPO for consideration and specific approval. All restricted gifts shall be expended prior to budgeted fund expenditures of said restricted expense.
- ii. Gifts that exceed the anticipated expense for a given item or monies unexpended after one year shall be disbursed by decision of the CPO subsequent to donor consent if the donor is a single individual or congregation. Such disbursement will eliminate the classification of the gift as restricted for accounting and reporting purposes.

e. Designated Funds

Undirected gifts may be designated by the appropriate commission for a particular purpose. These gifts will be placed in funds labeled "Designated." The designating commission is able to change this designation whenever they feel it is appropriate.

f. Fees

- i. Commissions of Presbytery sponsoring programs may charge appropriate fees related to program cost.
- ii. Such fees shall be credited to the body conducting the program.
- iii. Fees collected in excess of program cost shall be credited to the Investment Fund at the end of the year.

2. Presbytery Expenses

a. Direct Operating Expenses

Expenses associated with the physical operation of the Presbytery office, such as gas, electricity, water, sewer, telephone, insurance, etc., shall be paid once they are verified as accurate by the Treasurer. If the Treasurer deems an expense inappropriate or has cause for concern, the billing will not be paid but referred immediately to the Fiscal Management Committee for further review. The Committee may authorize payment of the expense before it has completed its review in order to avoid financial or other penalties that would be incurred if the payment were not made on time.

The Treasurer administers the payroll for all Presbytery employees. The Human Resources Committee annually authorizes appropriate pay rates for employees. These are subject to approval in the annual budget by the Presbytery.

The Treasurer will contract with an outside payroll service to have all paychecks issued and withholding taxes and reports filed in a timely fashion to appropriate agencies.

All disbursements of funds shall be under the control of the Financial Assistant and the review of the Treasurer. (See additional information under I.E below.)

b. Administrative Expenses

All administrative expenses generated by Commission or Presbytery actions shall be paid only upon receipt of a voucher, properly approved by the appropriate Presbytery official, with such approval verified by the Financial Assistant.

c. Commission Expenses

Disbursements from commission budgets shall be requested by the Commission Chair and approved by the Executive Presbyter, or the Treasurer. By approving a request, the Treasurer is verifying that, to the best of his/her knowledge, the approved expenditure is prudent, properly authorized, consistent with the PSV budget and advances the interests of the Presbytery or the Commission's work.

All disbursement requests in excess of the lesser of \$500 or 50% of the commission's remaining annual budget must be approved by the treasurer and by the chair of the Fiscal Management Committee.

Travel expenses will be reimbursed for attendance at all called commission meetings when requested. Relevant guidelines include the following:

- Such requests shall be made via an expense voucher.
- Such requests shall be at the per-mile rate set by the Internal Revenue Service.
- Ministers who receive an auto allowance as part of their compensation must obtain casualty insurance and should consider using a part of that allowance to cover Presbytery responsibilities.
- Lay people and ministers should be informed of the possibility of making "in kind" contributions to the Presbytery for travel and other expenses incurred on behalf of the Presbytery.

d. Reimbursable Expenses of the Presbytery

Expenses may be reimbursed for travel, meals, and miscellaneous expenses of either volunteers or employees of the Presbytery.

Reimbursement is dependent upon IRS guidelines. Policies are as follows:

- *Travel Expenses*
Travel shall be reimbursed at the most reasonable fare available for public accommodation.
- *Automobile Expenses*
Mileage expense reimbursement for employees shall be equal to the amount set by IRS guidelines for reimbursements used "in trade or business." Mileage reports shall be submitted at least monthly. Third party verification of mileage may be requested by CPO.
- *Airline Travel*
Because of the prevalence of airline travel by Presbytery staff and the pricing policies of the airlines, advance reservations are to be obtained if at all possible to minimize the cost of travel. Wherever possible, cancellation and rebooking fees should be avoided.
- *Meal Expenses*
A receipt should support any meal expense that a person expects the Presbytery to reimburse. The receipts must show the detail of the meal. The business purpose of the meal including the person or persons at the meal must be listed on the receipt. Meal reimbursements shall not exceed IRS per diem guidelines. In any case, receipts shall be required for all meals. No alcoholic beverages will be reimbursed.

The Financial Assistant will send a list of reimbursements monthly to the Treasurer and the Budget and Fiscal Management Committee.

3. Accounting for Cash and Other Valuable Items

a. Cash

Cash refers principally to currency and checks received in the normal course of operations. The Administrative Assistant shall be responsible for processing receipts. The Financial Assistant shall be responsible for the disbursement of the Presbytery's cash.

- i. The Financial Assistant shall oversee the recording of all cash received by the Presbytery in support of its operations. Records will be maintained by the Financial Assistant, who will detail the source, proper disposition, and accounting for all cash received and disbursed.
- ii. The Financial Assistant shall also oversee the deposit of all cash into the Presbytery banking or investment accounts. Deposits shall be made several times a week, if needed. Cash should not be left in the Presbytery offices over a weekend.
- iii. Until a deposit is made, cash will be kept in the vault in the Presbytery office or in a safe deposit box.

b. Other Valuable Items

Securities and other valuable items presented to the Presbytery will be itemized and will be maintained securely until deposited into an appropriate secure repository, such as the Presbytery's investment account or with the Presbytery's investment custodian.

4. Disbursements

- a. All disbursements shall be made from the Presbytery accounts. Presbytery Commissions shall not maintain separate accounts of any type to handle Committee disbursements. This should provide direct control of Presbytery assets and make certain that all expenditures are made according to Presbytery and Commission directives.
- b. Commission may maintain internal reporting of and accounting for expenditures only for the purpose of managing commission operations.
- c. All disbursements shall be supported by a properly approved voucher. All required receipts will be retained in the records of the Financial Assistant.
- d. All payments will be made by a check of the Presbytery or by Electronic Funds Transfer (EFT) drawn on the appropriate funding account. This is in part to provide an audit trail, but also to discourage the maintenance of cash in the Presbytery office.

5. Authorized Signatories of Checks and EFT approvals

The Treasurer, Stated Clerk, Executive Presbyter, and the Corporation President (Chair of CPO) shall be authorized to sign checks and EFT approval forms. The CPO may specify certain other officers and employees as signing authorities. The Chair of the CPO and the Treasurer are authorized to make changes to the signatories. The CPO will maintain a current list that shall specify certain officers and employees as signing authorities.

Two signatures shall be required for disbursements that exceed \$2,500. Multiple checks or partial payments are not permitted to circumvent this limitation. If the sum of disbursements to a single entity in a given month exceeds \$2,500, two signatures are required. In all cases, the payee shall not be the same as the signer(s).

6. Voucher Procedures

- a. A properly approved voucher for reimbursable expenses shall be presented to the Financial Assistant for Reimbursement. The voucher shall have all normal available receipts and invoices attached. Expenses without receipts, such as tips or parking must be incidental to other expenses and shall be itemized in detail. In those cases where the account to be charged is not clearly self-evident, the Treasurer or Human Resources Chair, after approving the voucher, shall indicate the proper account to be charged. Credit card charge policy is addressed Section J.
- b. Expenditures by Presbytery staff members shall be approved by the Treasurer, Chair of the CPO or Chair of Human Resources and be supported by an approved voucher.
- c. Expenditures by the Executive Presbyter shall be approved by the Treasurer, Chair of the CPO or Chair of Human Resources and be supported by approved voucher.
- d. Expenditures by volunteers and others on behalf of a Commission shall be approved by the Chairperson of the Commission and the appropriate staff person and be presented by approved voucher.
- e. Payment by the Financial Assistant will not be made without a properly approved voucher.

7. Review and Certification of Annual Audit

All funds shall be audited annually. The Fiscal Management Committee shall:

- a. Select an outside auditor, subject to the approval of the CPO.
- b. Receive and forward the auditor's report to the CPO and Presbytery with recommendations as necessary. The auditor shall be encouraged to make recommendations.
- c. Evaluate control suggestions by the auditor and monitor process changes to minimize or eliminate deficiencies.

8. Determination of Service Providers

Presbytery employees and volunteers who are entrusted with choosing outside service providers should base their judgment on which service will provide the best value for the Presbytery, i.e. the most appropriate services, at a reasonable cost, considering the benefits to the Presbytery.

Services should be reviewed on a recurring cycle to determine that the provider continues to represent the best value to the Presbytery for the expenditure of funds.

9. Bonding

The Presbytery shall maintain fiduciary insurance covering officers, employees, and volunteers in an amount sufficient to provide adequate coverage for Presbytery financial transactions, and in an amount not less than \$100,000 per loss.

10. Pastors Emergency Fund

The Pastor's Emergency Fund shall be administered by the Commission for Church Professionals (CPC). The Emergency Fund is normally replenished from the offerings received during the presbytery's services of ordination, installation or commissioning.

Whenever possible, the Emergency Fund shall pay the needed expense directly, in lieu of direct payment to the pastor in need.

In the rare instance that a payment is made directly to a pastor, that pastor shall provide the presbytery with a receipt of funds.

D. Budget Accountability

1. Developing the Budget

- a. On July 1, the Financial Assistant sends to staff and commission chairs the activity (through May 31) in the line-items for which they are responsible.
- b. By August 1, staff and commission chairs submit their requests for the new budget to the Financial Assistant.
- c. By August 1, the Human Resources Committee submits its recommendations for Personnel costs for the new budget to the Financial Assistant.
- d. By August 1, the Commission for Presbytery Operations submits an estimate of the new year's revenue (at the current year's per capita rate) to the Financial Assistant.
- e. By August 7, the Financial Assistant compiles the submissions in b-d as "Budget A" to the Budget Committee.
- f. The Budget Committee meets to make adjustments to create a balanced budget ("Budget B") while setting the new recommended per capita rate.
- g. The Budget Committee sends "Budget B" to the Coordinating Team's August meeting for the Coordinating Team's approval. The Budget Committee incorporates the Coordinating Team's recommendations into the budget. The "Proposed Budget" is completed by September 1.
- h. The "Proposed Budget" is presented to the September Presbytery meeting for a first reading. The new year's per capita rate is presented for adoption.
- i. The "Proposed Budget" is presented for adoption at the November Presbytery meeting.

2. Monitoring the Budget against Expenditures

a. Reporting to Presbytery

The Treasurer will oversee preparation of monthly financial reports, including a balance sheet and income statement. The Treasurer, through the Fiscal Management Committee, will present them to the CPO, the Coordinating team and to Presbytery at each stated meeting. Audited financial statements shall be submitted to the Presbytery at its September meeting, based upon review and recommendation for acceptance by the CPO.

b. Recommendations for Expenditure Adjustments

When the Fiscal Management Committee notes that the Presbytery, or a commission thereof, is varying significantly from its annual budget, the Fiscal Management Committee shall request explanation and will work with staff or commission leadership to encourage and adopt suggested modifications in order to maintain financial stability and budget integrity. This action may take the form of spending limits or deferrals, identification of alternative funding sources, or commission budget reallocations. Budget reallocations shall occur only through Presbytery upon recommendation by the Fiscal Management Committee.

c. Unbudgeted Proposals

Any new proposal with budgetary implications shall be reviewed by the CPO and any action to be taken shall be recommended through Coordinating Team to Presbytery. This provision is not withstanding any action taken at Presbytery meetings.

d. Carryover of Unused Budget Amounts

Presbytery procedures prohibit a commission from carrying over amounts not spent in one fiscal year to be used in a subsequent fiscal year. It is also NOT appropriate to spend unused funds at the end of the year to avoid “loss” of control over those funds. If funds are not spent, and the expenditure remains valid, the Commission should re-budget the amount and justify the amount as part of the budgeting process.

E. Presbytery and Church Property

The Constitution of the Presbyterian Church (USA) imposes strict limitations concerning disposition of real property by a particular church without written permission of the Presbytery. (G-4.02)

1. Goals of Presbytery Policies and Procedures Presbytery policies and procedures are established in order to:

- a. Carry out the ultimate legal and connectional responsibility of the Presbytery regarding the conservation of local church property
- b. Ensure that each congregation shall have an appropriate place for worship and ministry
- c. Ensure that congregations can be provided with adequate pastoral support
- d. Assist with and verify local church procedures for the maximum benefit and protection of all

2. Policies

The Commission for Presbytery Operations has established the Standing Committee on Property and Loans to gather and review information and make recommendations to the CPO for their consideration and action relevant to the following policies:

- a. Sale or Encumbrance: A church shall obtain written permission of the Presbytery before any sale of real property, whatever its source or use. It shall also have the written permission of the Presbytery before undertaking or assuming any encumbrance on real property by mortgage, or other condition, whether the encumbrance pertains to property already owned by the church or to property acquired subject to encumbrance.
- b. Each church of the presbytery shall report annually the status of its indebtedness secured by property and the changes in that indebtedness from the previous year.

3. Local Church Procedure

- a. The session of a church, if desiring permission of the Presbytery for any of the above, should receive the approval of the local church corporation; then submit the minutes of the said congregational meeting with its request to the CPO’s Standing Committee on Property and Loans.
- b. Requests for all loans regardless of source, encumbrances, and refinancing must be submitted to the CPO’s Standing Committee on Property and Loans through the completion of the Summary Affordability Worksheet and Request for Approval Related to Building Program or Purchase Forms, which are included in the appendix.
- c. Sale of Property must include the following:

February 15, 2022 Presbytery of Scioto Valley Meeting Packet

- i. Reason for disposition
 - ii. Asking price
 - iii. Proposed use of proceeds
- 4. All uses of these proceeds requires approval of the Commission for Presbytery Operations. Proceeds from the sale of a manse along with any income generated by the proceeds, may be used for housing allowance and/or pastoral support. This provision does not apply in the case of dissolved congregations. Sale of Church Property of Dissolving or Extinct Congregations (G-4.0205)
 - a. Final financial steps as closing date approaches
 - i. At least six weeks before the final service, a meeting should be scheduled with financial personnel of the Presbytery to determine:
 - The date to transfer the checking account to the Presbytery
 - The names of people to sign checks on behalf of the church
 - Which on-going bills for utilities and services will be transferred to the Presbytery
 - Which services such as telephone, credit cards and email services will be cancelled
 - The procedure and wording for a change of address.
 - Who will file the state and federal end of the year tax reports
 - During the last month of bill paying by church personnel,
 - ii. Vendors will be informed of the change of address
 - A change of address will be filed with the post office, ten days before mail should be forwarded to the Presbytery.
 - Services will be cancelled
 - A final monthly financial report will be prepared
 - Contribution statements will be prepared and mailed
 - A meeting will be arranged with the bank to get signature cards changed.
 - iii. Following the transfer of the checking account,
 - Remaining checks and deposit tickets plus relevant financial files shall be delivered to the Presbytery office.
 - If the church has investment funds, a meeting must also be arranged with the investment firm to transfer those funds to the Presbytery.
 - The USACHurches.org listing is changed to note that the church is closed.
 - Keys for the church building should be turned over to the Administrative Commission chairperson.
 - b. Following the dissolution of the corporation, the funds from the church are then transferred by the Presbytery to the Church Development Fund.

F. **Annual Closing Procedures and Record Retentions**

- 1. Annual closing procedures for accounting shall be established. A printed checklist shall be followed and kept with year-end records. Annual backup of all data shall be kept for seven (7) years. Monthly systems backups shall be stored off site. Interim backups should be prepared each day that the office is open, removed from the premises, and rotated the next workday. Such backups should be encrypted to protect information.

2. Records, including electronic data, should be kept as follows:

Cash Receipts	7 years
Cash Disbursements	7 years
Employment Tax Records	Permanent
Expense Reports	7 years
Minutes of Committee Meetings	7 years
Bank Statements	7 years
Bank Reconciliations	7 years
Budgets	7 years
Duplicate Deposit Slips	7 years
Contracts, Notes, Leases	Permanent
Accident Insurance Reports	7 years
Time & Attendance Records	7 years
Corporate Stock Records	Permanent
Fixed Asset Schedule	Permanent
Real Estate records	Permanent
Journals & Ledgers	Permanent
Chart of Accounts	Permanent
Fixed Asset & Depreciation Schedules	Permanent
General Ledger/Trial Balances	Permanent
Financial Statements	Permanent
Retirement/Pensions Records	Permanent

G. **Capitalization**

1. The Presbytery of Scioto Valley sets forth the guidelines contained herein for the recognition of certain expenditures as Capital expenditures for the Presbytery Corporation.
2. Expenditures in excess of the amounts indicated below and inclusive of any freight or other incidental charges, shall be capitalized:

Land	Any and all
Buildings	Any and all
Furniture	\$ 500
Electrical Equipment	\$ 500
Electronic Equipment	\$ 500

3. A purchase of several like items shall be considered in total to make the determination under the above guidelines. For example, four lamps @ \$ 150 each should be capitalized because the total cost of \$ 600 exceeds the \$ 500 guideline.
4. Estimated useful life and depreciation conventions must be established for any capitalized asset. The following are the guidelines to establish the useful (depreciable) life for each category of capital asset:

Land	N/A
Buildings	25 years
Furniture	10 years
Electrical Equipment	5 years
Electronic Equipment	5 years

The Presbytery will recognize one-half year of depreciation in the year of acquisition.

H. **Conflict of Interest**

1. Care must be taken to assure that there is not a conflict of interest, or the appearance of a conflict of interest, in any transaction of the Presbytery.
2. A conflict of interest exists whenever an elected or volunteer Presbytery committee member, officer or employee, or any member of his/her immediate family has any interest, direct or indirect, in a Presbytery transaction, or potential Presbytery transaction. When such conflict exists, any interested person must excuse himself or herself from decision making.
3. This policy covers:
 - a. The provision of any service or product to the Presbytery. All transactions should be negotiated on an arms-length basis. This policy does not extend to providing discounts on products or service at cost to the Presbytery. Caution should be exercised in acquiring products and especially services, at "cost."
 - b. Investment transactions, which include the sale, purchase, or investment of a particular security or financial instrument by the Presbytery of Scioto Valley.
4. When a decision maker cannot determine whether a conflict exists, or appears to exist as to the transaction, the decision will be referred to the CPO for final determination.
5. Officers, Staff, and Commission members shall be required annually to sign a Conflict-of-Interest Statement (included in the appendix) disclosing any conflicts or potential conflicts and, in the absence of any such conflict, declaring that to the best of their knowledge, no conflict exists. Any conflicts or potential conflicts shall be reported to the CPO to enable them to assure that the Presbytery is not exposed to any negative impact.

I. **Investment Policy**

J. **Credit Card Policy**

1. General

Credit cards may be issued to employees who incur expenses that ultimately will be paid by the Presbytery of Scioto Valley. These expenses may include travel and other costs incidental to fulfilling their responsibilities. Charges to the cards should be documented with receipts, invoices, or other supporting evidence of the nature of the expenditure and submitted for approval.

Expenses that are not ultimately the responsibility of the PSV should not be charged on the credit cards. An expenditure that would not be eligible for reimbursement by the PSV if paid in cash or with a personal charge card should never be charged on the PSV credit card. Any employee's use of a PSV credit card for expenses not related to PSV may result in revocation of his/her PSV credit card(s). Such employee will be required to reimburse the Presbytery and may be subject to disciplinary action (including termination of employment) and legal action.

The person who approves payment of credit card charges and who becomes aware of personal use, other than infrequent accidental use, should advise the Financial Assistant to cancel the credit card and should report the situation to the Treasurer, who should investigate it and initiate any appropriate action.

2. Submission Process

Each month, expenses charged on the credit card should be reported to the PSV on the approved "Explanation of credit card expenses" form, together with supporting detail sufficient

for an approver, Financial Assistant, Treasurer, or independent auditor to be able to verify the expenses as being PSV-related. Receipts must be provided with the credit card statement.

The form should be submitted to the next highest level of authority for review and approval for payment. Generally, the Chair of Human Resources would approve expenses of employees. The Executive Presbyter should submit his/her expense voucher to the Treasurer or to the Chair of the Human Resources Committee for approval. Copies of all card statements and explanation forms will also be sent to chair of Fiscal Management Committee.

APPENDICES
Appendix A

EFT Expense and Payment Authorization

THE PRESBYTERY OF SCIOTO VALLEY
4131 North High Street, Suite B, Columbus, OH 43214-3081
614-847-0565 – Email dagmar@psvonline.org

PAYEE: _____

DATE: _____

Description of expense:

Account Number	Detail Description	Amount \$
_____	_____	_____
_____	_____	_____
_____	_____	_____
		Total Expense: \$ _____

Commission/committee approving expense: _____

Signature verifying approval: _____

=====

EFT Frequency: ☐ One time ☐ Monthly ☐ Quarterly ☐ Annually

☐ Other: _____

Signature approving EFT: _____

Signature approving EFT: _____

If the total actual or estimated EFT amount will exceed \$2,500 in any one month, two signatures are required.

Appendix B

Conflict of Interest Statement

[To be developed]

Presbytery of Scioto Valley

Investment Policy

1. Purpose

The purpose of this Policy is to set forth the principles and guidelines for investing and disbursing the money Presbytery has available for investment. The money included in the Investment Account is invested to achieve the following goals:

- Provide a repository for funds not needed in the short term.
- Enable the maximum level of financial support for Presbytery operations and missional outreach to be maintained over the long term.
- Ensure that Investment Account is managed in a prudent and responsible manner.

2. Definitions

These specific definitions are used for the following terms in this document:

2.1. Fund: Money restricted or designated for a particular purpose.

A restricted fund is to be used for only the purpose specified by the donor. The purpose can only be changed with agreement from the donor.

A designated fund is designated for a particular purpose by Presbytery or a Presbytery commission. That purpose can be changed by Presbytery or that Presbytery commission.

2.2. Asset: Something of value. In addition to physical assets, the PSV checking, savings and investment accounts are assets.

2.3. Account: Account can refer to either an Asset or a Fund

3. Investment Asset Restrictions

3.1. Investment Agents

- 3.1.1. Investments shall be kept in accounts maintained through licensed and insured brokerage firms, regulated trust companies, or banks authorized and approved by the Investment Committee. An acceptable alternative choice would be investments in funds or accounts maintained by the Presbyterian Foundation of the Presbyterian Church (USA).

- 3.1.2. The Treasurer shall be the Presbytery's officer authorized to make investments based on guidelines established by the Investment Advisory Committee of the Commission for Presbytery Operations. In the absence of the Treasurer, any of the remaining Committee members are authorized to execute investments on behalf of the Presbytery. The Treasurer may delegate investment decisions to the brokerage firm where investments are held and oversee their actions.
- 3.1.3. The Committee may choose particular investments or it may choose types and terms of investments and direct the Treasurer to choose from available options as the market and recommendations of investment advisors indicates.
- 3.1.4. The Investment Advisory Committee shall follow these guidelines for the allocation of investments:
- 3.1.4.1. Sufficient money shall be maintained in cash equivalents (such as checking, savings or money market accounts, certificates of deposit, treasury notes or bills, and so forth) to cover at least two months operating expenses, based on the most recent operating budget.
- 3.1.4.2. Any remaining money available for investments shall be diversified, rather than invested in a single investment vehicle. An investment in a single issuer corporate entity or debt instrument shall be limited to 10% of investable money. The asset allocation strategy for the remaining money shall be as follows:

Class	Target %	Range %
Cash	2%	1-7%
Equity*	60%	53-67%
Fixed Income	38%	31-45%
Other	0%	0%

**Real estate is a sub asset class of equity. Range is 0-10% of equity allocation.*

- 3.1.5. Investment income shall be allocated to the various general ledger accounting funds as directed by the Fiscal Management Committee of the CPO.
- 3.1.6. Interest earned on the checking accounts and/or depository accounts shall be credited to the Operating Fund and considered to be a part of the investment income of the budget.
- 3.1.7. The Investment Advisory Committee shall report to the Commission on Presbytery Operation semi-annually and shall report to the Coordinating Team at least annually.

3.2. Unrestricted Funds

The Investment Account may be used as a repository for Presbytery money held for unrestricted funds. Income generated by this investment is unrestricted and allocated as per section 3.1.5. Principal and

accrued income may be withdrawn from the Investment Account in accordance with the spending objectives specified herein.

3.3. Restricted Funds

Because the Investment Account is not guaranteed to maintain its value, it should not be used for restricted funds.

4. Income Withdrawal Strategy

4.1. Annual Income Withdrawal Percentage

A certain amount of income from the Investment Account can be used to support the mission and operations budgets while preserving the value of the money allocated to various funds. This requires balancing three factors: the Investment Account's investment return, the inflation rate, and the Investment Account's annual withdrawal percentage. The best available indicators of future investment returns and future inflation rates are their historical rates. Presently, analysis of diversified historical portfolios invested 60% in stocks and 40% in bonds, when spent at a 4% to 6% annual rate, reveals that the three factors are optimally balanced, thereby enabling a fund to maintain its most promising purchasing power into the future. The diversification and actual annual withdrawal percentage used should be reviewed and approved annually by Investment Committee to take into account subsequent analyses.

4.2. Calculation of the Base; Smoothing

The amount available to be withdrawn from the investment account for the Presbytery operating and mission budgets for the subsequent calendar year will be 4% of the account's base. Withdrawals beyond 4% may be granted for special projects. The Presbytery while continuing to preserve the health and integrity of the fund may approve the grants through the budget process.

The account's base will be determined by averaging the total account value on the last day of September and the previous 11 calendar quarters. This method of determining the base, which will "smooth" the amount available to be withdrawn, is used because a significant portion of the Fund is invested in stocks, whose values can be volatile in the short run.

Commission for Nurture and Outreach

Report to Presbytery – February 15, 2022

Matthew 25 Events

- Saturday, February 19 10:00 – 11:30 pm on zoom - Discussion of the presbytery's new **Anti-Racism Policy**; register on link on calendar at psvonline.org
- Month of March - **Matthew 25 Action Steps**
 - o Week 1 – Tend Your Heart
 - o Week 2 – Support a black-owned business
 - o Week 3 – Be involved in voting
 - o Week 4 – Learn more about Poverty in Central Ohio with Michael Wilkos from the United Way on a zoom event Saturday, March 26 10:00 - 11:30 am; register on link on calendar at psvonline.org

- **Let's Be Easter-People!**

A challenge to churches in our presbytery to participate in and record **2022 hours of service** to others in the community between April 18 and June 4 (between Easter and Pentecost) – more information coming soon!

Presbyterian Women

- **PW Winter Gathering on zoom – Saturday, February 26 at 9:30 am**

Susan Smith will talk about her book [With Liberty and Justice for Some: The Bible, the Constitution, and Racism in America](#), and three local congregations will shared about their peace and justice projects.

Women wishing to attend the Zoom-based Winter Gathering should register by February 25 by submitting the following information to Martha Pool via email (preferred) mjpool53@gmail.com or by calling and leaving her a voicemail message at 740-407-1708 with your name, name of your church (please include city), phone number and email Address

- **Spring Gathering on Saturday, April 23**

Presbytery of Scioto Valley Prayer Group

- This group meets by phone for 15 minutes each Tuesday morning at 10:00 am. Anyone in the presbytery is welcome to join – contact Rev. Alice Philips at revalp@neo.rr.com.

Cap City Helping Hands **(formerly WUM - Westside Urban Ministry)**

Coats for Kids Mission Program – 2021

Many congregations in our Presbytery joined in this Presbytery-wide program; thank you to all!

This ministry's goal is to provide 10-20 emergency-use coats to each school nurse, counselor or social worker in Columbus City Schools, so that when a child comes to school with no coat the school staff can reach into their bag of Cap City Coats and find one to fit their child in need.

This year we received about 500 coats from the congregations in the Presbytery!

This year we also received about 400 coats from other sources, notably the Harmony Project singers but also from friends, relatives and other churches that learned of our effort.

By the end of November, we were able to provide 88 schools with emergency-use coat bags. The schools picked up their coat bags in a 1-day event held at both Overbrook and Hoge, with cars lined up in a way that resembled a COVID testing clinic...cars lining the driveway waiting their turn to get a dose of the love and compassion that we as a Matthew 25 Presbytery were able to demonstrate to them.

Thank you to Overbrook and Hoge for letting us use your space, and thank you to all - you will have your chance to participate again in 2022!

West High School Cowboy Bucks Holiday Store – 2021

You may not know it, but your congregation helped support this Presbytery ministry this year! Your congregation did this through the 2021 Presbytery Mission Grant of \$2,000 that Cap City received in early December 2021.

The Presbytery grant, along with hundreds of donations of knitted items, toys, and other gift items, enabled Cap City to stock and operate the Holiday Store at West High School.

This ministry's goal is to help kids stay in school – and thus out of poverty and violence – by rewarding them for good behavior. In this program, the kids earn Cowboy Bucks (the Cowboy is the school mascot) from teachers for good behavior throughout the year. The kids need a place to spend their hard-earned Bucks, and that place is a Holiday Store set up and staffed by Cap City Helping Hands.

This year, Cap City provided over 1,100 items plus gift bags and wrapping paper for the Cowboy Bucks Holiday Store. We don't have the final count of the students that shopped at the store but we estimate it was well over 500 students. Another great take away from this event was the experience the students in the Leadership class obtained. We want to get them even more involved next year.

Thank you for your support of this Matthew 25 ministry!

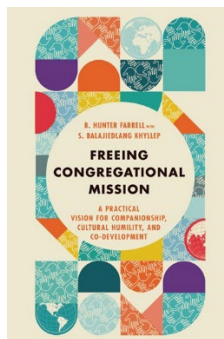
Does your congregation currently sponsor short-term mission trips?

Do you support orphanages, sponsor children in need or prepare meal-packaging projects?

Are you interested in forming a mutual twinning relationships with a local or global mission partner?

From: The Global Mission Network, Presbytery of Scioto Valley, PC(USA); February 7, 2022

Offering two Saturday morning ZOOM seminars



The **GLOBAL MISSION NETWORK** of **Scioto Valley Presbytery** is sponsoring two sessions on the new book, ***FREEING CONGREGATIONAL MISSION*** by **Hunter Farrell and Bala Khyllap**. The book outlines what the authors see as a deepening crisis in international mission efforts done by congregations and denominations—a crisis marked by a deviation from mission in the way of Jesus—and how we might move toward more faithful ways of mission. Hunter, former director of PCUSA World Mission, now serves as the Director of the World Mission Institute at Pittsburgh Seminary. Bala serves as associate director of the Institute.

Join us on Zoom for two Saturday morning sessions:

Saturday, March 12, 10:30-noon: An introduction to the book by Cynthia Holder Rich, clergy member of Miami Valley Presbytery and facilitator of last year's *Mission Engagement 101* five-month learning event (see videos at <https://www.youtube.com/c/SciotoValleyPresbytery/videos>)

Saturday, March 26, 10:30-noon: A moderated conversation with Hunter Farrell and Bala Khyllap about their research and the arguments in the book—bring your questions!

The sessions are **FREE**, and registration is **REQUIRED**. Engage your Mission Committee; invite potential mission committee members; offer this to new members and long-time members and to members of your short-term mission committees. These seminars will challenge some of your long-held assumptions and help you to gain some cultural humility!

To register, send email to Jon Carlisle at "revjoncarlisle@gmail.com". Through the generosity of our Presbytery's Mission Initiatives Board, we are able to subsidize \$10 off the cost of each book. We have ordered 30 discounted books through Inter Varsity Press, leaving you a balance of about \$6. You may reserve your copy in your registration email. Books will need to be picked up at the Presbytery office when you can pay the balance due. You may also order kindle versions through ivpress.com or amazon.

"Feed the hungry, and help those in trouble. Then your light will shine out from the darkness, and the darkness around you will be as bright as noon." Isaiah 58:10 (NLT)
How will do this with true compassion and not "selfie mission" (See p. 8 in the book)



PRESBYTERIAN YOUTH TRIENNium 2022

July 24-27 • Indianapolis, IN

Triennium is the PCUSA's national youth conference that combines four days of CONVERSATION, RECREATION, LEARNING, WORSHIP AND FUN! Drawing from the rich and diverse theology, history and education of the Presbyterian tradition – the Triennium experience is packed with the information students long to explore. Digging into faith through a variety of activities and experiences, participants will re-center their lives with a fresh sense of inspiration grounded in the context of personal and communal worship.

Dates: Mandatory pre-event "Get together": Sunday, July 17th – 5-7pm (location TBD)

Conference: Sunday, July 24 – Wednesday, July 27, 2022

Location: Indiana Conference Center, Indianapolis, IN

Age: High School Youth and accompanying adult advisors (entering freshman – graduated seniors)

Cost: \$700 per person (includes transportation via Presbytery rented bus, hotel stay booked through Indy Housing Bureau, meals and program costs)

PSV is contributing \$100 per youth. For more details or contact PSV co-registrars Jenni Whitford or Martha Pool (triennium@psvonline.org)

Registration deadline: March 7, 2022 and reserved with application and \$100

deposit. Checks may be made payable to Presbytery of Scioto Valley (\$250 due April 15 and \$250 due May 15)

- We are suggesting each church financially supports their youth attending a minimum of \$200/person.
- The Pentecost Offering helps support Triennium, this is a great way to spend those funds.
- Space is limited to the first 45 people who register including deposit.
- Adult Advisors must be 22 years of age and complete a background screening. We will take the number of adults to meet youth registration needs/church representation and then add additional adults as travel space allows. Adults fill out ADULT registration form and include ½ payment (PSV pays the other half). Triennium Team will select adults from pool. Additional adults may be taken but at full cost to participant/church and with need for own transportation if no space on the bus.
- More complete conference information – including day to day schedule:
www.presbyterianyouthtriennium.org
- Questions? Contact Martha Pool or Jenni Whitford at triennium@psvonline.org

Nominating Committee

Report to Presbytery – February 15, 2022

A. NOMINATIONS

The Nominating Committee places the following names in nomination

Commission for Congregational Life
John Birkner, MWS, Class of 2024

Commission for Church Professionals
Dr. Jean Atwood, RE Class of 2024

B. COMMISSIONERS TO 2022 GENERAL ASSEMBLY

Ruling Elder Commissioners Nominees

Sara Ebinger, RE, Gallipolis, First

I became a member of the Gallipolis First Presbyterian Church in 1993. I am currently the Clerk of Session. I have served in this capacity since 2010. I have served as the chair of Stewardship, Worship, Christian Education, Personnel and Mission during my several terms on our Session. I have been elected as our church's commissioner to the Presbytery.

I hope to bring my faith in Jesus, my commitment to the tenants of the Presbyterian denomination and my belief that as a denomination we can make a difference to the greater good to the General Assembly.

Ella Brian, RE, Columbus, Indianola

I am a current and active member at Indianola Presbyterian Church in the OSU campus area. I was ordained as an Elder in 2015 and served on session immediately after. I was also a YAAD at the 220th General Assembly in Pittsburg, PA. I understand and enjoy Church policy and I believe with my knowledge and experience, I will provide an accurate and passionate representation of our Presbytery at this General Assembly. I have a strong interest and involvement in Social Justice Issues and I believe that all decisions made should be influenced by our faith and our connection to Jesus Christ. As I continue to discern my own call to ministry, I believe that I can be a faithful and prayerful disciple at this year's General Assembly. I am prepared to travel and dedicate the time and energy to the committee meetings as well as the larger plenary if I am chosen as a Ruling Elder. I have extensive background in Robert's Rules and have attended several General Assemblies as a spectator as well as my time as a YAAD. Through my work in immigration ministries in college, as well as involvement in Palestinian relief and Afghan refugee efforts, I believe that I can bring a unique perspective to discussion and resolution. I feel a strong sense of calling to participate in this year's General Assembly and I hope that participation can be as a Ruling Elder. My time as a YAAD was very meaningful, and I am ready to take the next step to represent our Presbytery as a voting member of this year's General Assembly.

Young Adult Advisory Delegate Nominee

Isabella Eileen Crego, Circleville

I have been an active member and participant of my church as long as I can remember. Growing up in the church, I have been involved in many service activities sponsored by the church, including assisting with Community Kitchen (a soup kitchen within our church), going to sing at nursing homes, preparing meals to take to shut-ins, and volunteering in the nursery. I have also done readings before the congregation and have assisted with many youth plays and productions. I believe that it would be very beneficial for me to attend, as I am in college studying Youth Ministry, with hopes to go to seminary to become a pastor. I would like to learn more about how the church works behind-the-scenes and see what it is like to be involved in some of the decision-making of the church.

Evening Prayer from *The Book of Common Worship*

Presbytery of Scioto Valley, February 15, 2022

Opening Words:

Emily Corzine

What does the Holy One require of us?

To do justice, to love kindness, and to walk humbly with our God.

Special Offering: Self Development of People Grants for OGHS Kathi Bubb

A Brief Statement of Faith

Art Gooray

In a broken and fearful world
the Spirit gives us courage
to pray without ceasing,
to witness among all peoples to Christ as Lord and Savior, to hear the voices of
peoples long silenced,
and to work with others for justice, freedom, and peace.

In gratitude to God, empowered by the Spirit,
we strive to serve Christ in our daily tasks
and to live holy and joyful lives,
even as we watch for God's new heaven and new earth,
praying, "Come, Lord Jesus!"

**Video from The Work of the People: *Stone Catchers* with Bryan Stevenson,
introduced by Art Gooray.**

Prayer of Lament**Emily Corzine**

As we pray, you are invited to respond to statements of lament in italics, by saying “**How long, O Lord?**” Let us pray:

Gracious God, by day and night we pour out our prayer to you.

We are crying out for justice, yearning for what is right, longing for your peace.

Come quickly to help us, O God; save those who call upon your name.

As a community, we lament:

We recognize ongoing patterns of privilege and systems of discrimination...

We lament continuing violence and senseless killing...

We fear that justice will again be delayed or denied...

We see your creation destroyed by carelessness and greed...

Gracious God, keep us working and praying for the day

when your justice will roll down like waters,

and your righteousness like an ever-flowing stream.

Replenish our strength and stir up our hope

as we look for signs of your coming reign.

And fill us with the peace that passes understanding –

the deep peace of Jesus Christ our Savior, in whose holy name we pray. **Amen.**

Blessing:**Art Gooray**

Beloved people of God – whatever is true, whatever is honorable, whatever is just, whatever is pure, whatever is pleasing, whatever is commendable, anything that is excellent and worthy of praise –

Keep on doing those things, and the God of peace will be with you.

Alleluia! Amen.

Appendix A**Minutes of Administrative Commissions
for Installation and Ordination**

Judith Baker, CRE, Newark, Woodside62

Mark Johnson, CRE, London, First63

Minutes of the Administrative Commission to Commission Judith Baker, CRE, Newark, Woodside

A Service of Worship for the Commissioning of Judith Baker as Pastor of Woodside Presbyterian Church by the Presbytery of Scioto Valley was held at 3:00 PM on November 14, 2021 with participants and congregation masked according to CDC guidelines.

The meeting of the commission was called to order at 2:30 pm and prayer was offered by Moderator Kae Merold.

***PRESENT & ROLES**

RE Kae Merold, Moderator, Welcome and Greetings from the Presbytery, Constitutional Questions to the candidate, Judith Baker, Declaration and Prayer; CRE Pamela Patterson-(Christ)Sermon ("Resident Aliens"); TE Charlsie Ramsey-(Iberia)-Charge to the congregation; RE Margaret Ann Cottrill- (Groveport)Prayer of Illumination and Scripture Reading; RE Jean Howard-(Woodside), Presentation of RE Judith Baker, Questions to the congregation (answered in the affirmative); CRE Terry Holobaugh-(Utica) Prayer of Confession, Assurance of Pardon, Offering, Prayer of Dedication; TE Dallas Dryburgh (Jersey) Charge to RE Judith Baker; CRE Judith Baker, (Woodside) Closing Remarks and Benediction. The order of worship was reviewed by RE Judith Baker and the closing prayer was offered by her as well. A motion to proceed to the Commissioning and to dissolve the commission at the end of the service was made by TE Dallas Dryburgh and seconded by TE Charlsie Ramsey. Votes cast were unanimous in favor. (meeting ended 2:50 pm)

CONSTITUTIONAL QUESTIONS ASKED by RE Kae Merold-Moderator &
ANSWERED in the affirmative by CRE Judith Baker

CHARGE TO Commissioned Ruling Elder - TE Dallas Dryburgh

CHARGE TO CONGREGATION – TE Charlsie Ramsey

CLOSING REMARKS AND BENEDICTION – CRE Judith Baker

A reception followed in the fellowship hall, observing social distancing.

Respectfully submitted by RE Kae Merold, Moderator, 11-25-2021

Minutes of the Administrative Commission to Commission

Mark Johnson, CRE, London, First

A Service of Worship for the Commissioning of Dr. Mark Johnson as Pastor of the Childcare Center, London First Presbyterian Church by the Presbytery of Scioto Valley was held at 4:00 PM on November 21, 2021 with participants and congregation masked according to CDC guidelines.

The meeting of the commission was called to order at 3:28 pm and prayer was offered by Immediate Past Moderator, Kae Merold.

***PRESENT & ROLES**

RE Kae Merold, Immediate Past Moderator, Welcome and Greetings from the Presbytery, Constitutional Questions to the candidate and Welcome to the newly commissioned; RE Steve Watters, Call to Worship, Congregational Questions (answered in the affirmative); TE Amy House-(transitional pastor-Old Stone) Call to Confession, Prayer of Confession, Assurance of Pardon, Charge to the Congregation; TE Douglas Browne-(Westminster) Prayer of Illumination, First Scripture Reading, Charge to CRE Dr. Mark Johnson; TE Desiree Youngblood (London First) Second Scripture Reading, Sermon (“Making Disciples”); RE Thomas Jones (Unity), Affirmation of Faith, Call to Offering, Prayer of Dedication; TE John Birkner (transitional pastor-Jackson First) Sentences of Scripture for Commissioning; CRE Dr. Mark Johnson, Prayer of Thanksgiving and Lord’s Prayer, Charge and Benediction. The order of worship was reviewed by RE Dr. Mark Johnson and the closing prayer was offered by him as well. A motion to proceed to the Commissioning and to dissolve the commission at the end of the service was made by TE Douglas Browne and seconded by RE Thomas Jones. Votes cast were unanimous in favor. (meeting ended 3:41 pm)

CONSTITUTIONAL QUESTIONS ASKED by RE Kae Merold-Moderator &
ANSWERED in the affirmative by CRE Dr. Mark Johnson

CHARGE TO Commissioned Ruling Elder - TE Dallas Dryburgh

CHARGE TO CONGREGATION – TE Amy House

CHARGE AND BENEDICTION – CRE Dr. Mark Johnson

A reception followed observing social distancing.

Respectfully submitted by RE Kae Merold, Moderator, 11-25-2021

Appendix B

Covenants and Contracts

Rev. Robert Armstrong, Pastor, New Albany, Rose Run	65
Kathi Bubb, Certified Christian Educator, Gahanna, Mifflin.....	68
Rev. Lawrence Hoffman, Stated Supply, Bremen, Bethel	71
Rev. Katie Kinnison, Stated Supply, Hilliard.....	74
Rev. Audrey Lukasak (ELCA), Contract Pastor, Circleville	77
Dr. Thomas Mori, Stated Supply, Mt. Gilead, First	79
Rev. Charlotte O’Neil, Transitional Pastor, Columbus, Boulevard	82
Christina Piper, Commissioned Ruling Elder, Amanda	85
Steve Watters, Commissioned Ruling Elder, London, First.....	88
Rev. Carol Weiss, Contract Pastor, Reynoldsburg, Unity	91

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

The Session of the 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 teaching elder

Reverend Robert G. Armstrong

to undertake work as Stated Supply Pastor of this congregation, for a period of one (1) year beginning
December 1, 2021. This covenant is for 100 percent of full-time. This covenant may be
 renewed on an annual basis. This covenant may be terminated by the session or the teaching elder with sixty
 (60) days' written notice.

The areas of ministry for which you will be responsible are:

1. Worship Leadership & Preaching
2. Session Leadership & Committee Supervision
3. Pastoral Care & Counseling
4. Support of Deacons
5. Strategic Mission Design and Planning
6. Developing Network of Strategic Partners in Community
7. Leadership Development
8. Ministry Leadership and Development
9. Moderate Congregation Meetings
10. Serve as the Primary Teacher of the Congregation and train lay leaders to expand ministry through small groups and classes.
11. Serve as Primary Spiritual Director of the Congregation and train lay leaders to expand ministry through small groups and classes.
12. Recruit, Supervise and coach church staff

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, stated in annualized amounts, to be paid in regular monthly or semi-monthly payments, and the following specified professional reimbursements:

Effective Salary		Professional Expenses Reimbursements*	
Cash Salary	<u>\$75,000</u>	Auto Expense (current IRS rate)	<u>yes</u>
Fair Rental Value of Manse	<u>NA</u>	Business/professional expense	<u>\$500</u>
Housing Allowance	<u>\$0</u>	SECA Supplement (up to 50%)	<u>yes</u>
Utility Allowance	<u>\$0</u>	Continuing Education	<u>\$1500</u>
	Matching		
	403b		
	contributions		
Deferred Compensation	<u>up to \$13K</u>	Other Allowances	<u>none</u>
Other Pensionable Comp.			
Total Effective Salary	<u>\$75,000</u>	Moving Costs	<u>0</u>

Post Retirement Service Dues Paid to Board of Pensions: 12% of \$75,000 = \$9,000.

Paid vacation leave	<u>6 weeks</u>	weeks
Paid continuing education leave	<u>2 weeks</u>	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 Rose Run Presbyterian Church of New Albany Ohio.

Date of Action 11/29/21 Signature *Victoria Clark*
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 Jan 20, 2022 Signature *Ann Melick*
Ann Melick (Jan 20, 2022 11:46 EST)
Commission Moderator

By the Teaching Elder

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

Date of Acceptance 11/29/21 Signature *Robert J. Amstrong*
Teaching Elder

[NOTE: Three 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.]

The Presbytery of Scioto Valley of the Presbyterian Church (U.S.A.)

Covenant for a Temporary Christian Education leader by a

Certified Christian Educator

The Session of the **Mifflin Presbyterian Church** of **Gahanna**, Ohio, being well satisfied with your qualifications 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 Certified Christian Educator, **Kathi Bubb**, to undertake work as **Temporary Director of Christian Education and Youth Ministry** of this congregation, for a period of **6 months beginning Jan 1, 2022**. This covenant is for **50 percent** of full-time. This covenant may be renewed on a semi-annual basis. This covenant may be terminated by the Session or the Director with sixty (60) days' written notice. The areas of ministry for which you will be responsible are:

1. Plan and participate in the following programs:
 - a. Sunday School for all ages, from the nursery (including staffing) through adults, including curriculum selection, teacher recruitment, and training
 - b. Vacation Bible School including curriculum selection, leadership recruitment and publicity
 - c. Youth Groups for middle and high school age groups including special events (i.e. activities, service projects)
 - d. Men's, Women's and Children's ministries
2. Recruit, train and provide support for volunteers for Christian Education Programs
3. Establish and maintain regular office hours
4. Promote and publicize all Christian Education programs through the bulletin, church newsletter, social media, announcements, emails, etc.
5. Attend weekly staff meetings, monthly Christian Education committee meetings and any other committee meetings as needed regarding Christian Education
6. Maintain contact with youth and families in activities outside of the church facility for the purpose of ministering to our members
7. Work with the Christian Education committee to develop and track CE budget and expenditures

8. Serve as a resource for the church library

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. 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 for six months –beginning January 1st, 2022

Effective Salary		Professional Expense Reimbursements	
Cash Salary	<u>\$500</u>	Auto Expense	<u>\$100</u>
SSI	<u>\$975</u>	Business/Professional Expense	<u>\$150</u>
housing allowance	<u>0</u>	Pension Disability	<u>\$1,300</u>
Disability Insurance	<u>\$0</u>	Continuing Education & Study leave	<u>\$475</u>
Deferred Compensation	<u>\$12,500</u>	other allowances	
total Salary	<u>\$13,975</u>	total	<u>\$2,025</u>
total		\$16,000	

Paid vacation leave weeks – 2 weeks

Paid Continuing Education Leave – 1 week

*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 Mifflin Presbyterian Church of Ohio.

Date of Action Jan 7, 2022 Signature 
Edward Segelken (Jan 7, 2022 18:38 EST)

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 Jan 20, 2022 Signature 
Ann Melick (Jan 20, 2022 11:55 EST)

Commission Moderator

By the Christian Education Director

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

Date of Acceptance Jan 10, 2022 Signature 
Kathi Bubb (Jan 10, 2022 18:27 EST)

Christian Education Director

[NOTE: Three copies of the covenant are to be prepared and signed by the clerk of session and Christian Education Director. Deliver the copies to the presbytery stated clerk for presbytery approval. When all signatures are completed, copies will be distributed to the Christian Education Director, the clerk of session, and the Presbytery of Scioto Valley.]

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

The Session of the Bremen-Bethel Presbyterian Church Presbyterian Church of Bremen
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. Lawrence R. Hoffmann

to undertake work as Stated Supply Pastor of this congregation, for a period of one (1) year beginning
January 1, 2022. This covenant is for 47.5 percent of full-time. This covenant may be
 renewed on an annual basis. This covenant may be terminated by the session or the teaching elder with sixty
 (60) days' written notice.

The areas of ministry for which you will be responsible are:

1. Worship Services on Sundays
2. Pastoral Care: Hospital, nursing home visits & communion to shut-ins
3. Special Services: Christmas, Easter, Weddings and Funerals
4. Office hours by appointments one (1) day per week
5. Moderate Session meetings
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____

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, stated in annualized amounts, to be paid in regular monthly or semi-monthly payments, and the following specified professional reimbursements:

Effective Salary		Professional Expenses Reimbursements*	
Cash Salary	\$ 30,450.00	Auto Expense (current IRS rate)	\$ 0.56 per mile
Fair Rental Value of Manse		Business/professional expense	238.00
Housing Allowance		SECA Supplement (up to 50%)	
Utility Allowance		Continuing Education	713.00
Deferred Compensation		Other Allowances	
Other Pensionable Comp.			
Total Effective Salary	\$ 30,450.00	Moving Costs	

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

Paid vacation leave 6 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
Bremen Ohio.

Bremen-Bethel Presbyterian Church of

Date of Action

October 24, 2021

Signature

R. DeWally
 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

Jan 20, 2022

Signature

Ann Melick
 Ann Melick (Jan 20, 2022 11:47 EST)
 Commission Moderator

By the Teaching Elder

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

Date of Acceptance

10/24/2021

Signature

Lawrence R. Hoffer
 Teaching Elder

[NOTE: Three 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.]

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

The Session of the Hilliard Presbyterian Church of Hilliard
 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. Katie Kinnison

to undertake work as Stated Supply Pastor of this congregation, for a period of one (1) year beginning
December 26, 2021 This covenant is for 3/4 percent of full-time. This covenant may be
 renewed on an annual basis. This covenant may be terminated by the session or the teaching elder with sixty
 (60) days' written notice.

The areas of ministry for which you will be responsible are:

1. **Plan and lead worship**
2. **Moderate Session**
3. **Leadership training for Elders and Deacons**
4. **Pastoral care for weddings, funerals, visitations, etc.**
5. **Staff the Stewardship Committee**
6. **Assist in Mission study/intentional visioning.**
7. **Lead small group gatherings.**
8. **Lead confirmation class.**
9. **Intentional Visioning**
10. _____
11. _____
12. _____

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, stated in annualized amounts, to be paid in regular monthly or semi-monthly payments, and the following specified professional reimbursements:

Effective Salary		Professional Expenses Reimbursements*	
Cash Salary	<u>20,000.00</u>	Auto Expense (current IRS rate)	<u>\$1,000.00</u>
Fair Rental Value of Manse		Business/professional expense	<u>750.00</u>
Housing Allowance	<u>25,000.00</u>	SECA Supplement (up to 50%)	<u>3,442.50</u>
Utility Allowance		Continuing Education	<u>1,500.00</u>
Deferred Compensation		Other Allowances	
Other Pensionable Comp.			
Total Effective Salary	<u>\$45,000.00</u>	Moving Costs	

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. Session will also review this compensation within 6 months of the signing of the covenant.

Certification of Covenant

By the Session

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

Date of Action 12/19/2022/

Signature Linda McGowan
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 Jan 20, 2022

Signature Ann Melick
Ann Melick (Jan 20, 2022 11:45 EST)
Commission Moderator

By the Teaching Elder

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

Date of Acceptance 12/19/21

Signature Katherine D. Kunnies
Teaching Elder

[NOTE: Three 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.]

The Presbytery of Scioto Valley of the Presbyterian Church (U.S.A.)
Covenant for
Contracted Pastoral Services

The Session of the Circleville Presbyterian Church of Circleville
 Ohio, organized by the authority of the Presbytery of Scioto Valley (G-1.02), functioning under the Church's
 constitution (G-1.02) and governed by ordained presbyters who come together in Councils in regular gradation
 (F-3.0203) called Session, Presbytery, Synod, and General Assembly (G-3.0101),
 at a properly-called meeting held on the 19th day of December 20 21
 approved contracting with teaching elder

Rev. Audrey A. Lukasak

to provide pastoral services for the church, effective January 5, 2021

The following are the pastoral services to which this covenant applies:

1. Preaching on Sundays at \$165.00 per worship service
2. Providing up to 20 hours per week of Pastoral Care and Administrative Support as needed
3. at a rate of \$30.00 per hour.
4. Dates unavailable include:
5. January 2, returning from Iowa January 4. I could start January 5
6. January 23-I am supply preaching in Chillicothe
7. February 20-I will be in Georgia from February 17 to the 22nd.
8.

The terms of this covenant are:

See Above

- Up to _____ hours of service per (circle one: week month) at the current presbytery-approved rate of \$25.00. (Hours of service will include travel time to and from home or other base of operation to the church, sites of meetings, home visits, hospitals, or other locations of appropriate pastoral activity.)
- Automobile travel reimbursed at the current IRS rate
- Other reimbursed expenses appropriate to the pastoral activities engaged in (list)

- _____
- _____
- _____
- _____

An accounting of hours worked, mileage and other reimbursable expenses will be presented to

bi-weekly (title) to the financial secretary

(circle one: weekly bi-weekly monthly other) for approval and payment processing. The church will issue an IRS Form 1099-Misc at the end of the calendar year for tax purposes.

This contract is for a period of 2 months and may be renewed and/or amended by mutual agreement of the session and the teaching elder with the concurrence of the Commission for Congregational Life.

This covenant may be terminated by the session or the teaching elder with 14 days written notice. The Presbytery may terminate this covenant at any time.

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.

Certification of Covenant

By the Session

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

Date of Action 12-19-21

Signature Paula Thomerson
Clerk of Session (Acting)

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 Jan 20, 2022

Signature Ann Melick
Ann Melick (Jan 20, 2022 11:24 EST)
Commission Moderator

By the Teaching Elder

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

Date of Acceptance 12/19/21

Signature Andrew Kulasak
Teaching Elder

[NOTE: Three copies of the covenant are to be prepared and signed by the clerk of the session and the teaching elder. Deliver the signed covenants to the Presbytery of Scioto Valley stated clerk. Following presbytery action, copies will be distributed to the candidate, the contracting session, the presbytery of care/present membership (if other than Scioto Valley), and the Presbytery of Scioto Valley.]

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

The Session of the FIRST Presbyterian Church of MT. Gilead
 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

DR. THOMAS MORI

to undertake work as Stated Supply Pastor of this congregation, for a period of 6 MONTHS ~~one (1) year~~ beginning
JANUARY 16, 2022. This covenant is for 50 percent of full-time. This covenant may be
 renewed on an annual basis. This covenant may be terminated by the session or the teaching elder with ~~sixty~~
~~(60)~~ THIRTY days' written notice.

The areas of ministry for which you will be responsible are:

1. CARING FOR CONGREGATION
2. PREACHING ON SUNDAYS
3. MODERATING SESSION MEETINGS
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____

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, stated in annualized amounts, to be paid in regular monthly or semi-monthly payments, and the following specified professional reimbursements:

Effective Salary		Professional Expenses Reimbursements*	
Cash Salary	\$3,000.00 per month	Auto Expense (current IRS rate)	
Fair Rental Value of Manse		Business/professional expense	
Housing Allowance		SECA Supplement (up to 50%)	
Utility Allowance		Continuing Education	
Deferred Compensation		Other Allowances	
Other Pensionable Comp.			
Total Effective Salary	\$3000.00/mo	Moving Costs	

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

Paid vacation leave	7	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.

Certification of Covenant

By the Session

This covenant has been approved by the Session of the
MT. GILEAD Ohio.

FIRST PRESBYTERIAN Church of

Date of Action

Dec 29, 2021

Signature

Karen Bartman
 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

Feb 8, 2022

Signature

Ann Melick
 Ann Melick (Feb 8, 2022 15:07 EST)

Commission Moderator

By the Teaching Elder

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

Date of Acceptance

12/29/2021

Signature

Dr. Thomas J. Mori
 Teaching Elder

[NOTE: Three 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.]

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 _____ Boulevard _____ Presbyterian Church of _____ Grandview Heights
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*

Charlotte R O'Neil

*to undertake work as Interim Pastor of this congregation, for a period of one (1) year beginning
December 28, 2021 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 Church Professionals
Care Commission, 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 Interim Pastor is accountable to the presbytery through the Church
Professionals Care Commission 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 Interim Pastor is ordinarily not eligible to be called as Pastor. (G-2.0504b)

*The primary goals for this interim ministry are to work with the congregation on the five "developmental
tasks" of interim 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 interim pastor will fulfill the following responsibilities:

- 1. Lead worship in consultation with Music Coordinator and Worship and Music Ministry Team.*
- 2. Officiate special services like weddings and funerals.*
- 3. Perform pastoral care of the congregation.*
- 4. Supervise staff, building their engagement in and directing their efforts towards meeting with mission set by Session.*

5. Provide leadership and guidance to Session, the congregation, and PNC during the new pastoral search.
6. Cultivate a teaching ministry geared toward spiritual growth of the congregation, passion for mission, and encouragement of lay leadership.
7. _____
8. _____

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

Unless the Church Professionals Care Commission specifically requests the Interim Pastor to perform a task on its behalf, the Interim 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		Professional Expenses Reimbursements*	
Cash Salary	<u> \$33,500 </u>	Auto Expense (current IRS rate)	<u> *included </u>
Fair Rental Value of Manse	<u> </u>	Business/professional expense	<u> \$2,500* </u>
Housing Allowance	<u> \$25,000 </u>	SECA Supplement (up to 50%)	<u> \$1,500 </u>
Utility Allowance	<u> </u>	Continuing Education	<u> \$1,500 </u>
Deferred Compensation	<u> </u>	Other Allowances	<u> </u>
Other Pensionable Comp.	<u> </u>		<u> </u>
Total Effective Salary	\$ <u> 58,500 </u>	Moving Costs	<u> </u>

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

Paid vacation leave 5 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

Grandview Heights Ohio.

Boulevard Presbyterian Church of

Date of Action November 22, 2021

Signature

Stephano Osborne

Clerk of Session

By the Church Professionals Care Commission

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

Date of Action Jan 20, 2022

Signature

Ann Melick

Ann Melick (Jan 20, 2022 12:01 EST)

Commission Moderator

Date of Action Jan 24, 2022

Signature

William P. Gause

William P. Gause (Jan 24, 2022 10:26 EST)

Stated Clerk

By the Teaching Elder

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

Date of Acceptance Jan 13, 2022

Signature

Charlotte R. O'Neil

Charlotte O'Neil (Jan 13, 2022 16:58 EST)

Teaching Elder

[NOTE: Four copies of the covenant are to be prepared and signed. 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 Amanda Presbyterian Church of Amanda
 Ohio, hereby requests, with the concurrence of the Committee on Ministry of the Presbytery of Scioto Valley, that
 ruling elder

Christina Piper

be commissioned for limited Pastoral Service for this congregation, for a period of one year(s)
 beginning February 1, 2022 This covenant is for 42.5 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. Prepare bulletins for Sunday services and events.
2. Lead Children's services before Sunday School.
3. Work with community leaders and village church professionals.
4. Contact ill and/or shut-in members for spiritual needs and communion.
5. Preform Sunday services and sermons.
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:

Effective Salary

Cash Salary	\$8,722.25
Housing Allowance	\$8,722.25
Utility Allowance	\$ 0.00
Deferred Compensation	\$ 0.00
Other Compensation	
Total Effective Salary	\$ 17,444.50

Professional Expenses Reimbursements*

Auto Expense (current IRS rate)	\$ 500.00
Business/professional expense	\$ 500.00
SECA Supplement (up to 50%)	\$1,335.00
Continuing Education	\$ 500.00
Other Allowances	\$ 0.00

Paid vacation leave Four (4) Weeks
 Paid continuing education leave Two (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.

Certification of Covenant

By the Session

This covenant has been approved by the Session of the Amanda Presbyterian Church of Amanda, Ohio.

Date of Action 12/17/21

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 Jan 20, 2022

Signature

Ann Melick

Ann Melick (Jan 20, 2022 11:45 EST)

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

12/17/21

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 by a
**Ruling Elder Commissioned
 to Pastoral Service**

The Session of the _____ First _____ Presbyterian Church of _____ London _____
 Ohio, hereby requests, with the concurrence of the Committee on Ministry of the Presbytery of Scioto Valley, that
 ruling elder _____

Steve Watters

be commissioned for limited Pastoral Service for this congregation, for a period of _____ 1 _____ year(s)
 beginning _____ January 16, 2022 _____ This covenant is for _____ 50 _____ 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. Providing pastoral care to church members who are home bound, in hospitals and nursing homes, or otherwise need special care
2. Leading faith development efforts that focus on encouraging inactive members to become active, guiding and developing new members, and creating a men's faith group
3. Representing the church in volunteer and business organizations in Madison County
4. Providing support for the human resources of the church and the Presbyterian Child Center
5. Providing occasional worship leadership including preaching and sacraments
6. Moderating session meetings, as requested
7. Performing weddings, funerals, and memorial services, as requested and agreed upon
8. Serving the larger church through the presbytery and synod

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:

Effective Salary

Cash Salary	
Housing Allowance	\$20,523
Utility Allowance	
Deferred Compensation	
Other Compensation	

Total Effective Salary \$ \$20,523

Professional Expenses Reimbursements*

Auto Expense (current IRS rate)	\$1,000
Business/professional expense	\$250
SECA Supplement (up to 50%)	\$1,570
Continuing Education	\$750
Other Allowances	

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.

Certification of Covenant

By the Session

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

Date of Action _____ 12/8/2021 _____

Signature _____

Connie J. Dwyer
 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 _____ Jan 20, 2022 _____

Signature _____

Ann Melick
 Ann Melick (Jan 20, 2022 11:27 EST)

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 _____

12/8/2021

Signature _____

Steven A. Wether
 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
Contracted Pastoral Services

The Session of the Unity Presbyterian Church of Reynoldsburg
 Ohio, organized by the authority of the Presbytery of Scioto Valley (G-1.02), functioning under the Church's
 constitution (G-1.02) and governed by ordained presbyters who come together in Councils in regular gradation
 (F-3.0203) called Session, Presbytery, Synod, and General Assembly (G-3.0101),
 at a properly-called meeting held on the 20th day of December 2021
 approved contracting with teaching elder

The Rev. Carol R. Weiss

to provide pastoral services for the church, effective January 9, 2022.

The following are the pastoral services to which this covenant applies:

1. Preach Sundays
Preach Saturday Evening Worship Services and take responsibility for Passing of the Peace, Prayers
of the People, the Charge and Benediction as well as the Sacrament of Communion when served.
2. Pastoral Care to include: Weddings, Funerals and Baptisms
Moderate Session (via Zoom) or possibly in person on a Sunday following Worship and any
3. Congregational Meetings (in person)
4. Visit Shut-Ins as requested or needed
5. Assist the Board of Deacons when requested
6. _____
7. _____
8. _____

The terms of this covenant are:

- Up to 19 hours of service per (circle one: week month) at the current presbytery-approved rate
 of \$30.00 ~~of \$20.00~~. (Hours of service will include travel time to and from home or other base of operation to the
 church, sites of meetings, home visits, hospitals, or other locations of appropriate pastoral activity.)
- Automobile travel reimbursed at the current IRS rate
- Other reimbursed expenses appropriate to the pastoral activities engaged in (list)
 - \$100 a month for cell and internet usage
 - _____
 - _____
 - _____
 - _____

An accounting of hours worked, mileage and other reimbursable expenses will be presented to

Joe Rutherford

(title)

Treasurer

(circle one: weekly bi-weekly monthly other) for approval and payment processing. The church will issue an IRS Form 1099-Misc at the end of the calendar year for tax purposes.

This contract is for a period of 6 months and may be renewed and/or amended by mutual agreement of the session and the teaching elder with the concurrence of the Commission for Congregational Life.

This covenant may be terminated by the session or the teaching elder with 14 days written notice. The Presbytery may terminate this covenant at any time.

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.

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 12-19-2021

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 Jan 20, 2022

Signature

Ann Melick

Ann Melick (Jan 20, 2022 11:47 EST)

Commission Moderator

By the Teaching Elder

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

Date of Acceptance November 19, 2021

Signature

The Rev. Mrs. Carol R. Weiss
Teaching Elder

[NOTE: Three copies of the covenant are to be prepared and signed by the clerk of the session and the teaching elder. Deliver the signed covenants to the Presbytery of Scioto Valley stated clerk. Following presbytery action, copies will be distributed to the candidate, the contracting session, the presbytery of care/present membership (if other than Scioto Valley), and the Presbytery of Scioto Valley.]