

To: Teaching Elder and Ruling Elder Commissioners

Notice of Stated Meeting of the Presbytery of Transylvania

The Presbytery of Transylvania will meet virtually on Tuesday, March 16, 2021. The meeting will include worship, a community conversation on racial awareness, a report from the Burnamwood Vision Group, and other business.

The Presbytery convenes at 5:00 PM. Virtual registration opens at 4:30 PM.

If you are unable to attend, please request an excused absence from the Stated Clerk.
Email: statedclerk@transyby.org.

Pre-registration is required and can be found here:

<https://us02web.zoom.us/meeting/register/tZYpfumspjkiHtzbbqAdZm43hUnkhyqL0zG7>

After registering, you will receive a confirmation email containing information about joining the meeting.

The docket and reports can be found here: <https://transyby.org/march-16-2021-presbytery-meeting/>

Here is an outline of the community discussion on racial awareness that will be discussed during the meeting.

- Introduction of the Team-Rachel Anderson
- Introduction of the Video and Following Discussion in Break-out Groups-Jim Dougans
- View the video-"The Myth of Race Debunked in Three Minutes"
(<https://youtu.be/VnfKgffCZ7U>)
- Discussion in Seven Break-out Groups, each group facilitated by a member of the team and by Philip, and addressing one question:
 1. How does one know what race one is?
 2. Why were Americans of European descent eager to agree with the race theories that began in 1776?
 3. What factors lead to changing inclusion in a specific race category?
 4. Do you think using race is a factor in the likelihood of having a medical condition? Does this help or hurt the discussion on race?
 5. If race is a made-up category, what would be the consequences if society stopped talking about race? What might we discuss instead? Would that be helpful or not?
 6. Does this brief history of race help you respond to statements such as those in parentheses? Why or why not? ("I don't see color." "There is only one race, the human race.")
 7. Do you think the history of race needs to be a part of our sharing with our fellow Presbyterians? Why or why not? How might we share/teach the history?
- Wrap up in plenary. Each group shares one thing. Hannah McIntyre.

God's blessings to each one and see you soon.

The Rev. Jerry L. Utt, II
Stated Clerk

Presbytery of Transylvania
Stated Meeting of March 16, 2021
Zoom @ 5 PM
Docket

4:30 PM Zoom Opens

5:00 PM	Call to Order and Opening Prayer	Moderator Scott Cervas
	1. Declaration of Quorum	Stated Clerk Jerry L. Utt, II
	2. Approval of Docket (all new business must be submitted at this time)	
	3. Introduction of First-Time Commissioners and Guests	
	4. Comings and Goings	Executive, Philip Lotspeich

5:10 PM Worship

5:30 PM Community Conversations on Race

6:00 PM	Business Items	
	5. Consent Agenda	Stated Clerk
	a. Stated Clerk Report	
	b. Minutes of the November 14, 2020 Presbytery meeting	
	c. Scot Robinson Installation Minutes	
	d. Griffin Ryan Installation Minutes	
	e. Commission on Preparation for Ministry Report	
	f. Presbyterian Women	
	g. POINT Report	
	h. Coordinating Commission Report	
	i. COR Report	
	j. Synod Commissioners' Report	
	k. Pastoral Transitions Commission	
	6. Administration/Treasurer's Report	Susan Warren/Sara Benedetti
	7. Request from Guerrant Memorial Presbyterian Church	Stated Clerk
	8. Burnamwood Vision Task Group Report	

7:00 PM	Closing Prayer and Adjourn	Moderator
---------	----------------------------	-----------

Community Conversations on Race

- Introduction of the Team-Rachel Anderson
- Introduction of the Video and Following Discussion in Break-out Groups-Jim Dougans
- View the video-"The Myth of Race Debunked in Three Minutes"
(<https://youtu.be/VnfKgffCZ7U>)
- Discussion in Seven Break-out Groups, each group facilitated by a member of the team and by Philip, and addressing one question:
 1. How does one know what race one is?
 2. Why were Americans of European descent eager to agree with the race theories that began in 1776?
 3. What factors lead to changing inclusion in a specific race category?
 4. Do you think using race is a factor in the likelihood of having a medical condition? Does this help or hurt the discussion on race?
 5. If race is a made-up category, what would be the consequences if society stopped talking about race? What might we discuss instead? Would that be helpful or not?
 6. Does this brief history of race help you respond to statements such as those in parentheses? Why or why not? ("I don't see color."
"There is only one race, the human race.")
 7. Do you think the history of race needs to be a part of our sharing with our fellow Presbyterians? Why or why not? How might we share/teach the history?
- Wrap up in plenary. Each group shares one thing. Hannah McIntyre.

**Report of the Stated Clerk
Presbytery of Transylvania
March 16, 2021**

Recommendations for Presbytery Action:

1. Move that presbytery accept requests for excused absence.
2. Move that presbytery seat corresponding members and grant them privilege of the floor (voice).
3. Move that presbytery approve the minutes of the November 14, 2020, annual meeting.
4. Receive the minutes of Robinson Installation of December 6, 2020.
5. Receive the minutes of Ryan Installation of November 14, 2020.

For Information:

1. Minister ID cards have been received and I'm in the process of signing and mailing them.
2. I led a Zoom training for new clerks of session and refresher for more experienced clerks. Maybe twenty folks gathered on a Saturday morning and we talked about best practices and attending to this important ministry of minutes and records. If your church has a new clerk or has questions at any time, please contact me for assistance.
3. The 2020 statistical season has ended. Thanks to those churches and clerks that completed their reporting. I'll share the presbytery totals at the next stated meeting.

COMMISSION TO ORDAIN AND INSTALL

The commission of the Presbytery of Transylvania to ordain and install **Scot Robinson** as the **Pastor of First Presbyterian Church in Pikeville, Kentucky** met at **5:45 p.m.** on **Sunday, December 6, 2020** by means of a Zoom video conferencing call.

Present:

Scot Robinson	The candidate to be ordained
Scott Cervas	Moderator of the presbytery / Teaching Elder
Dalton Belcher	Ruling Elder
Jim Fields	Ruling Elder
Chuck Huffman	Ruling Elder
Rob Musick	Teaching Elder
Libby Ratcliff	Ruling Elder
Stephen A. Sanders	Teaching Elder
Janice Stamper	Teaching Elder

The meeting was convened with prayer by **Scott Cervas**. The chairperson of the commission, **Scott Cervas**, declared that a quorum was present and appointed **Dalton Belcher** to serve as secretary. The order and content of the service were reviewed and approved, being in keeping with the Constitution of the Presbyterian Church (USA). The minutes were read and approved.

The Commission moved to the Zoom video conferencing virtual sanctuary for the service upon an approved motion (made by **Janice Stamper** and seconded by **Libby Ratcliff**) that its meeting would be adjourned with the pronouncement of the benediction at the close of the service by **Scot Robinson**. The motion passed unanimously.

Respectfully submitted,

Dalton Belcher, Secretary

COMMISSION TO INSTALL

The commission of The Presbytery of Transylvania to install Rev. Griffin Phillips Ryan as Pastor of First Presbyterian Church, London, Kentucky, met at 1:30 p.m. on Sunday, November 15, 2020 via Zoom.

Commission Members Present:

Ruling Elders:

John Erwin, The Presbyterian Church, Danville

Diane Bowling, First Presbyterian Church, London

Teaching Elders:

Rev. Scott Cervas, Moderator, Meadowthorpe Presbyterian Church, Lexington

Rev. Lisa Eye, Corbin Presbyterian Church

Rev. Hannah McIntyre, Pisgah Presbyterian Church, Versailles

Rev. Beth Garrod-Logsdon, Wilmore Presbyterian Church

Others Present:

Rev. Griffin Phillips Ryan

Rev. Sean Ryan, First United Methodist Church, London

Rev. Kilen Gray, Lexington Presbyterian Theological Seminary

The meeting was convened and opened with prayer by Moderator, Scott Cervas. The moderator declared that a quorum was present and appointed Lisa Eye to serve as secretary.

Commission members were introduced and the order and content of the service were reviewed and approved, being in keeping with the Constitution of the Presbyterian Church (USA). The Commission joined the Zoom meeting for the service upon an approved motion that its meeting would be adjourned with the pronouncement of the benediction at the close of the service by Rev. Griffin Phillips Ryan.

Respectfully submitted,

Lisa R. Eye

Secretary

Commission on Preparation for Ministry

March 2021

- Welcomed new members to the commission in January and reassigned liaisons.
- We currently have 1 inquirer and 2 candidates under our care, and 6 candidates working towards commissioning.
- Met with Sarah Wilson in January for her final examination. She was recommended to the Pastoral Transitions Commission as ready to be commissioned to serve a church.
- Met with Keith Adams in February for his final examination. He was recommended to the Pastoral Transitions Commission as ready to be commissioned to serve a church.

Respectfully submitted,

Keith Benze, chair

Presbyterian Women
March 16, 2021

The PW of the Transylvania Presbytery are planning on conducting a virtual spring gathering, much like the virtual gathering in the fall. Our theme will be "Hope and Healthcare." Be on the lookout for a YouTube link to land in your inboxes in April!

The triennial, national churchwide gathering of Presbyterian Women that was supposed to take place in August 2021 has been cancelled. A virtual business meeting and program with worship service is in the works for August.

Respectfully submitted,

Candace Moberly
Co-Moderator of the PW of Transylvania Presbytery



I attended a virtual POINT training/information session on February 2, 2021 and have new and exciting resources to share.

Follow Me: Biblical Practices for Faithful Living

A new curriculum for **all ages** focused on 36 practices Jesus taught. I invite you to watch the following overview video to see more. *Coming summer 2021*

https://youtu.be/IY2WsitU_xE

If you are interested in learning more about various curriculum available, but find it a lot of information through which to sort, check out this curriculum overview video with Katie Snyder, Curriculum Specialist and POINT Coordinator.

<https://youtu.be/a4BCQ7RbDQ4>

If you have a group or groups of adults in your congregation that might be looking for new books for study, Michael, from Westminster John Knox Press reviews some new options in this video. (Unfortunately the discount mentioned is past.)

https://youtu.be/0RkwFhc_f9I

This link gets you to the nicely designed, new online catalog. I highly recommend viewing pages 11-16 on the wonderful children's picture books from flyawaybooks. They are wonderful stories for the child in each of us.

<https://bit.ly/3agS6xD>.

If you have any questions about any of these resources, feel free to contact me. If I don't know the answer, I will do my best to find it for you.

Ginny Baker, POINT Rep.
Presbytery of Transylvania
219-363-9185
ghbaker60@gmail.com

**Coordinating Commission
Report to Presbytery
March 16, 2021**

Since the November 14, 2020, presbytery meeting, the Coordinating Commission has met three times: December 15, 2020; January 19, 2021; and February 16, 2021.

The Coordinating Commission has taken these actions:

- The commission accepted the resignations of Kima Pachau and Stephen Sanders from Commission on Preparation for Ministry.
- Commission will host a Zoom program for the presbytery on sanctuary and church safety in Spring, 2021.
- Elected Philip Lotspeich as commission moderator for 2021.
- Postponed the stated presbytery meeting planned for February 2, 2021, to March 16, 2021.
- At the recommendation of the Commission on Representation, elected teaching elder Ryan Bradney to fill a vacancy on Commission on Preparation for Ministry, class of 2022.
- Cancelled the November 9, 2021, Zoom presbytery meeting and scheduled the three Kentucky Presbyteries meeting for November 12-13, 2021, at Bowling Green, KY.
- Affirmed the need for a pastoral care for pastors' program and Philip will begin formulating plans and seeking potential funding from Synod and shared resources.

Commission on Representation
Report to Coordinating Commission of Transylvania Presbytery
Jan. 18, 2021

Greetings in Christ,

Through Keith Benze, newly elected chairperson of the Commission on Preparation for Ministry, we became aware that Stephen Sanders (member of CPM, class of 2022) has moved to Arkansas to accept a call there. Therefore we have 2 matters to report:

1. Resignation of Stephen Sanders, Teaching Elder, from CPM.
2. Request to elect Ryan Bradney, Teaching Elder, First, Winchester, to the 2022 class of CPM.

It is our understanding that the Coordinating Commission may elect Ryan Bradney to this position until the next stated meeting of the presbytery, when he might be elected by the body.

Thank you for all you are doing on behalf of our congregations and pastors.

Mary Reed
Chairperson, COR



Karen Hartsfield, Teaching Elder and Ginny Shanda, Ruler Elder represented Transylvania as commissioners to the Synod meeting.

Like so many other councils of the Presbyterian Church (USA) in these days of COVID-19, the Synod of Living Waters held its annual meeting on January 25th virtually, via Zoom teleconference. The meeting began with a spirited and inspirational worship service with music provided by the Rev. Wil Berger, liturgy led by the Rev. Sally Hughes and outgoing moderator the Rev. Tom Lovell, and a sermon by outgoing Permanent Administrative Commission (PAC) moderator (and immediate past synod moderator) Ruling Elder Leonard Jordan in which he challenged us to consider this time of “being in the wilderness” as a time and place to experience God's presence, comfort, direction, and strength.

With over fifty commissioners, presbytery and synod staff members, General Assembly agency leaders, and covenant partners in attendance, the meeting mainly focused on the synod's historic mission efforts. Susan Sumrall (Ruling Elder at Briarwood Church in Jackson, Mississippi) was elected and installed as Moderator, and the Rev. Doodle Harris (Associate Pastor of Highland Church in Louisville, Kentucky) was elected and installed as Vice-Moderator.

We were joined by a record number of college/university presidents and other staff from among our covenant partners, each of whom spoke passionately about their institutions and their many creative and innovative responses to operating during a pandemic, just a few of which include: one institution providing free textbooks to its students, another using its next-door neighbor as a learning lab, while another is using this time to expand its online offerings into a local prison. Another is offering a tuition-free master's degree to all students who complete an undergraduate degree at the institution.

The report from the synod's “Living Waters for the World” mission also focused on creativity and innovation – as the organization has now both successfully held a completely virtual Clean Water U training event, and perhaps even more significantly, successfully completed a water purification system installation without the initiating partners traveling to the country that received the system.

Because of the 2020 restrictions on travel and gatherings, the synod is entering 2021 in a strong financial position, with increased opportunities to expand presbytery partnerships and ministries as it strives to live out its acceptance of the Presbyterian Mission Agency's Matthew 25 Invitation. Its new budget includes increases to both our ministry with Cultural Affinity Groups, and also increases to the Campus Ministries of all twelve presbyteries.

In his report, Presbyterian Mission Agency representative William McConnell noted that as of this date six (50%) of the synod's presbyteries and 69 (12%) of the synod's churches have also accepted the Matthew 25 Invitation. Hope was expressed by the synod's leadership that 2021 will be time of healing and restoration in our nation, and that the synod's resources will be utilized to expand our ministries of justice and reconciliation.

Another historic mission effort within our bounds is our Presbyterian Women's sponsorship of Mission Haven at Columbia Theological Seminary and Furlow Home at Louisville Presbyterian Theological

Seminary – which house Presbyterian Mission Co-workers while they are temporarily in the U.S. These homes are in need of significant renovation. In celebration of Mission Haven’s 70 years of existence, each Presbyterian Woman in the synod is being asked to donate \$7 to a special fund, and each presbytery is being asked to donate \$70. It was reported that PAC has committed \$700 to *each* of the homes (for a total of \$1,400) on behalf of the synod – and in lieu of an offering in the worship service which was impossible at a virtual meeting, those present were urged to make additional contributions to the cause through the synod.

Here are a few other important facts and meeting highlights:

- Finances:
 - The synod’s total assets are: \$1,824,746. A little over \$1.1 million of that is invested in the McDowell and Mildred Stock/OG Henry Funds.
 - The 2021 budget as adopted is: \$401,833, down slightly from \$410,029 in 2020.
- All three Regional Representatives from the Board of Pensions who have responsibility for parts of the synod were present at the meeting, and were both informative (through their spokesperson, Keenan Rodgers) and responsive to concerns raised (particularly related to the recent changeover to a new prescription drug plan).
- During the meeting, a new covenant between Pikeville University and the Synod of Living Waters was signed by Synod Executive Dr. Greg Goodwiller and Pikeville University President Dr. Burton J. Webb. In all, the synod is in a covenant partnership with thirteen institutions which are listed below. Those institutions with an asterisk were represented at our meeting and brought greetings:
 - Belhaven University*
 - Buckhorn Home for Children
 - Centre College
 - Coalition for Appalachian Ministry
 - Columbia Theological Seminary
 - King University*
 - Knoxville College
 - Louisville Presbyterian Theological Seminary
 - Maryville College*
 - University of Pikeville*
 - Rhodes College
 - Stillman College*
 - Tusculum College*

This report is submitted by the Communications and Technology Committee of the synod’s Permanent Administrative Commission. It may be shared, reprinted, or distributed, and excerpts may be used in commissioner’s presbytery reports as desired. The committee is grateful for all who helped make this first electronic meeting a huge success, and looks forward to assisting the synod as it continues to expand its use of technology to accomplish its mission to the glory of God.

COMMISSION ON PASTORAL TRANSITIONS
Presbytery Report
March 16, 2021

Since the last stated meeting of Transylvania Presbytery on November 14, 2020, the Commission has met on December 9, 2020, January 26, 2021, and March 8, 2021 and reports the following actions:

1. Dissolved the pastoral relationship between First Presbyterian Church, Mt. Sterling and Rev. Robert Warren, effective November 29, 2020, dismissed Rev. Warren to the Presbytery of Western North Carolina on December 9, 2020.
2. Approved a Temporary/Transitional Supply Covenant with Rev. Jack Robinson and First Presbyterian Church, Mt. Sterling, effective February 1, 2021 until February 1, 2022; 15 hours
 Terms are:
 Salary: \$300.00/week
 Housing: \$200.00/week
 Vacation: Four weeks paid vacation per year, on a pro rata basis
 Study Leave: Two weeks paid study leave per year, on a pro rata basis
 Continuing Education \$2,750.00
 Book and Supply Allowance not to exceed \$65.00 per month
 Automobile expense to be reimbursed at 57.5 cents per mile or standard IRS rate
 The church agrees to pay one half of self-employment tax on earnings
3. Received notice from Rev. Dr. Stephen Sanders of his intent to dissolve the Temporary Pastoral Supply Relationship between with First Presbyterian Church, Prestonsburg, effective November 30, 2020, dismissed Rev. Sanders to the Presbytery of the Pines on December 9, 2020 and appointed Rev. Scot Robinson as Moderator.
4. Received notice from Rev. Bill Pollack of his intent to dissolve the Non-Presbyterian Temporary Supply relationship with First Presbyterian Church, Ashland, effective November 15, 2020, and commissioned CRE Jim Dougans to serve as Moderator.
5. Approved the call from Graham Memorial Presbyterian Church, Whitesburg to Rev. Beth McCray as Pastor, effective January 1, 2021, and to receive her as a member of Transylvania Presbytery from Shenandoah Presbytery. Installation date and commission to install pending.
6. Received notice that the Temporary Pastoral Supply Relationship between Rev. Rachel Anderson and Mt. Horeb Presbyterian Church will end December 31, 2020.
7. Approved an exception to pulpit supply rules to allow Rev. Lisa Culpepper to serve as pulpit supply to the Mt. Horeb Presbyterian Church for more than 3 consecutive weeks to allow Session sufficient time to assess pastoral leadership needs during the time of COVID restrictions.
8. Reviewed and renewed Temporary Supply Covenant between:
 - a. Rev. Tim Noel and Whites Memorial, Berea; effective November 1, 2020.
 - b. Rev. Vernon Goodman and McGuire Memorial, Beattyville (non-Presbyterian); effective January 1, 2021.

- c. Rev. Rose Taul and Faith, Morehead, effective January 1, 2021.
 - d. CRE's Tom and Gayle Burns with Buckhorn Lake Presbyterian Church; effective January 1, 2021.
- 9.** Appointed the following to serve as Moderators:
- a. Rev. Jack Robinson to First Presbyterian Church of Mt. Sterling
 - b. Rev. Scot Robinson to First Presbyterian Church of Prestonsburg
 - c. Rev. Janet Prewitt to Mt. Horeb Presbyterian Church
 - d. Rev. Jerry L. Utt, II to First Presbyterian Church of Hazard
 - e. Rev. Erin Rouse to Eastminster Presbyterian Church
- 10.** Received into membership:
- a. Rev. Mike Chamberlain, Honorably Retired, from Mid Kentucky Presbytery effective March 8, 2021.
- 11.** Received notice from Commission on Preparation for Ministry that Ruling Elders Sarah Wilson and Keith Adams have completed all requirements and have been approved to serve as Commissioned Lay Pastors.
- 12.** Approved the request for Ruling Elder Keith Adams to be commissioned to serve as Lay Pastor of the Blackey and Isom Churches, with Rev. Janice Stamper serving as Teaching Elder mentor. Commissioning date pending.
- 13.** Appointed a Commission to Install the Rev. Emily Miller as Pastor of Hunter Presbyterian Church, Lexington, on March 7, 2021 at 5:00 p.m.:
- Rev. Scott Cervas, Moderator, Meadowthorpe
 - Rev. Dr. Jake Hofmeister, Chaplain, Berea College, Minister Member of Transylvania Presbytery
 - Rev. John Russell Stanger, Marriage & Family Therapist, Minister Member of Mid-Kentucky Presbytery (Preaching)
 - Ruling Elder Sheena Roller, Beaumont Presbyterian, Lexington
 - Rev. Linda Kurtz, Associate Pastor, First Pres. Lex
 - Rev. Rachel VanKirk Mathews, Associate Pastor, Maxwell Street Presbyterian
 - Rev. Scott Cervas, Moderator of Presbytery, Meadowthorpe Presbyterian
 - Ruling Elder Val Zeps, Hunter Presbyterian
 - Rev. Kim Gibson-Pierce, Christian Church (Disciples of Christ) in Kentucky
- 14.** Reviewed and approved updates to terms of call to pastors serving in installed positions that were submitted with 2020 statistical reports. The PTC is following up on Terms of Call not yet received with plans to report the changes at the next meeting of the Presbytery.

**Report to Presbytery
Treasurer's Report/Administration Commission/Trustees
March 16, 2021**

Information to Presbytery:

- The Treasurer's Report as of December 31, 2020 is attached.

Notes from Treasurer's Report

Operating Budget

1. Total Revenue as of 12/31/20 is \$504,539 as compared to \$488,603 at 12/31/19. This is an increase in revenue of \$15,936. This increase includes the SBA payroll funds received of \$46,339.
2. Presbytery Unified Giving as of 12/31/20 is \$110,561 as compared to \$142,525 at 12/31/19. This is a decrease in revenue of \$31,964.
3. Presbytery Per Capita as of 12/31/20 is \$137,914 as compared to \$159,993 at 12/31/19. This is a decrease in revenue of \$22,079.
4. Total Personnel as of 12/31/20 is \$224,480 as compared to \$236,911 at 12/31/19. This is a decrease in expense of \$12,431.
5. Total Committee Expense at 12/31/20 is \$124,593 as compared to \$139,488 at 12/31/19. This is a decrease in expense of \$14,895.
6. Total Expense as of 12/31/20 is \$383,595 as compared to \$409,592 at 12/31/19. This is a decrease in expense of \$25,997.
7. Total Net for the operating budget as of 12/31/20 is \$120,944 as compared to \$79,011 at 12/31/19.

Burnamwood

1. Total Burnamwood revenue as of 12/31/20 is \$66,388 as compared to \$192,356 at 12/31/19. This is a decrease in revenue of \$125,968.
2. Burnamwood Gifts (#423110) as of 12/31/20 is \$12,513 as compared to \$54,725 at 12/31/19. This is a decrease in revenue of \$42,212.
3. Total Burnamwood expense as of 12/31/20 is \$154,889 as compared to \$214,803 at 12/31/19. This is a decrease in expense of \$59,914.
4. Burnamwood dam repair (#531237) is setup as a separate line item to track the cost of the repair. The total cost of the repair is \$67,994.
5. Total Net for Burnamwood as of 12/31/20 is (\$88,500) as compared to (\$22,447) at 12/31/19.
6. Unified dollars of \$50,000 were budgeted and used for the Burnamwood budget in 2020. An additional \$88,500 was used from General Reserves to balance the shortfall.

Unified Giving and Per Capita Spreadsheet

A per capita and unified giving spreadsheet by church as requested by Presbytery is attached

Actions Taken by Administration Commission since November presbytery meeting

1. Annual financial reports as of December 31, 2020 were reviewed and approved including reserves, foundation accounts, unified mission and per capita contributions.
2. The previous action that was recommended to Presbytery at the November 14th Presbytery meeting to undesignate the Church Development/Redevelopment account that is invested at the Presbyterian Foundation and move the funds to the General Account at the Foundation was approved by Presbytery. Approved a motion to close the Church Development/Redevelopment Foundation account and move the funds to the General Account at the Foundation.
3. Approved a motion to transfer \$12,150.32 from the Nicholasville Fund at the Foundation to the operating account at Chase Bank. This is for the expenditures for 2020 for the Nicholasville project.
4. Approved a motion to withdraw \$14,000 from the John White Fund at the Foundation to fund \$100 Christmas gifts to each of our ministers in the presbytery.
5. Approved a request from the Church Development and Revitalization Ministry that Jeff Shaver be hired as the Mission Evangelist for the Nicholasville Project, part-time, 30 hours per week. Jeff is currently on staff in a part-time capacity at 10 hours per week and a \$12,000 annual salary. A motion was approved to change the hours to 30 hours per week and \$30,000 annual salary and to approve the job description as recommended. This position will continue to be funded by the funds in the Nicholasville Redevelopment account invested with the Presbyterian Foundation. At the end of 2020, the fund was valued at \$257,250.
6. Correspondence was received from the First Presbyterian Church of Hazard seeking permission to sell the manse. An appraisal of the manse property at 125 Woodland Ave, Hazard and information that the property was sold to Christopher and Stephanie Clement for a sales price of \$170,000 was received. The funds from this sale were used to pay down debt from a loan on the church building property. Administration concurred with the action taken by First Presbyterian Church in Hazard.

Presbytery of Transylvania				
Treasurer's Report				
December 31, 2020				
	2020	2020	2019	2020 ACTUAL
	ANNUAL	TOTAL REVENUE	TOTAL REVENUE	COMPARED TO
	BUDGET	JAN-DEC	JAN-DEC	2019 ACTUAL
INCOME				(decrease in revenue)
UNIFIED GIVING - Presbytery Share	140,000	110,561	142,525	(31,965)
PER CAPITA	167,575	137,914	159,993	(22,078)
OTHER RECEIPTS				
TRUST FUNDS	32,000	104,314	84,507	19,807
OTHER RECEIPTS/DESIGNATED ACCTS	137,825	151,750	101,578	50,172
TOTAL OTHER RECEIPTS	169,825	256,064	186,085	69,979
TOTAL INCOME	477,400	504,539	488,603	15,936

Presbytery of Transylvania				
Treasurer's Report				
December 31, 2020				
	2020	2020	2019	2020 ACTUAL
	ANNUAL	TOTAL EXPENSE	TOTAL EXPENSE	COMPARED TO
	BUDGET	JAN-DEC	JAN-DEC	2019 ACTUAL
EXPENSES				(decrease in expenses)
COMMISSIONS AND MINISTRIES				
ADMINISTRATION	1,000	0	11	(11)
BURNAMWOOD	50,000	50,000	70,000	(20,000)
CHRISTIAN FORMATION	32,400	11,931	29,405	(17,474)
CHURCH DEVELOPMENT/REDEVELOPMENT	21,000	92	1,143	(1,051)
CONGREGATIONAL ISSUES	2,000	0	-	0
COORDINATING COMMISSION	8,000	1,172	1,450	(279)
LEADERSHIP DEVELOPMENT	15,000	8,909	13,411	(4,502)
MISSION MINISTRY	12,000	7,426	11,368	(3,943)
PASTORAL TRANSITIONS COMMISSION	20,000	31,015	7,586	23,429
PREPARATION FOR MINISTRY	15,000	14,048	5,113	8,936
REPRESENTATION	200	0	-	0
YOUTH COUNCIL	5,000	0	-	0
TOTAL COMMITTEES	181,600	124,593	139,488	(14,895)
SUPPORT FUNCTIONS				
PERSONNEL	244,500	224,480	236,911	(12,431)
OFFICE OPERATIONS	30,000	15,593	19,321	(3,728)
COMMUNICATIONS	2,500	1,511	1,707	(196)
PRESBYTERY OFFICES	4,800	8,893	3,115	5,778
TOTAL SUPPORT FUNCTIONS	281,800	250,477	261,054	(10,578)
OTHER				
KY COUNCIL OF CHURCHES	4,000	4,000	3,420	580
PRESBYTERY MEETINGS	7,000	1,526	2,639	(1,113)
PRESBYTERIAN WOMEN	3,000	3,000	3,000	0
TOTAL OTHER	14,000	8,526	9,059	(533)
TOTAL EXPENSES	477,400	383,595	409,601	(26,005)
INCOME YEAR-TO-DATE	477,400	504,539	488,603	
EXPENSES YEAR-TO-DATE	477,400	383,595	409,601	
DIFFERENCE	0	120,944	79,003	

Camp Burnamwood Subsidiary Budget				
December 31, 2020				
	2020	2020	2019	2020 ACTUAL
	ANNUAL	TOTAL	TOTAL	COMPARED TO
	BUDGET	JAN-DEC	JAN-DEC	2019 ACTUAL
INCOME				(decrease in revenue)
Unified for Burnamwood	50,000	50,000	70,000	(2,500)
Burnamwood Gifts	40,000	12,463	54,725	(10,948)
Burnamwood SummerCampFees	0	0	32,373	(30,505)
Burnamwood YouthRetreatFees	0	0	2,484	(2,484)
Burnamwood Presby Rentals	12,000	785	11,189	(151)
Burnamwood Other Rentals	8,000	2,490	7,620	(3,240)
Burnamwood Appalachian Ministry	0	600	13,765	(12,515)
Burnamwood Gala		0	200	(200)
TOTAL INCOME	110,000	66,338	192,356	(62,543)
EXPENSES				(decrease in expense)
ADMINISTRATIVE	8,300	6,771	9,024	(210)
PERSONNEL	34,448	34,440	105,116	(57,544)
FOOD SERVICE	0	0	17,683	(17,168)
FACILITIES	67,252	113,678	70,729	57,875
SUMMER PROGRAM	0	0	2,238	(2,238)
RETREATS	0	0	0	-
FUNDRAISING EXPENSES	0	0	914	(914)
BAM EXPENSE	0	0	9,098	(9,098)
TOTAL EXPENSES	110,000	154,889	214,803	(29,297)
INCOME YEAR-TO-DATE	110,000	66,338	192,356	
EXPENSES YEAR-TO-DATE	110,000	154,889	214,803	
DIFFERENCE	0	(88,550)	(22,447)	

Reserves as of 12/31/20

Designated Accounts for Specific Purposes

Caldwell Campbell for First Presbyterian of Richmond	39,030
Church Development/Redevelopment	-
Greenway funds	1,227,184
Harmony Cemetery	8,881
John F White fund to be used for Whites Memorial and indigent ministers	716,341
Mec Lona Davis to be used for Guerrant Memorial	260,300
Nicholasville Redevelopment fund	257,250
Campus Ministry funds held by Foundation	171,386
Total Designated Accounts for Specific Purposes	2,680,372

Undesignated Accounts

General Fund	372,022
412 Rose Street (Proceeds from Sale of Rose Street Property)	158,691
Chase Operating Account	121,578
Total Accounts Available for Operating and Reserves	652,291

Designated Funds that are in General Accounts	151,164
---	---------

Total Undesignated Presbytery Reserves	501,127
---	----------------

Estimate of Needed Operating Reserves (4 Months of Expenses)	159,133
--	---------

**Presbytery of Transylvania
Treasurer's Report**

SPECIAL OFFERINGS

December 31, 2020

	Amount Received from Churches
GENERAL ASSEMBLY CAUSES	
GA Disaster Assistance	5,360
GA Hunger	4,047
GA Joy Gift	8,300
GA Missionaries/Extra Commitment Opportunities	25,687
GA One Great Hour	11,155
GA Peace & Global Witness	2,350
GA Pentecost	2,562
GA Theological Education	250
TOTAL GA CAUSES	59,712
SYNOD CAUSES	
SLW Living World Offering	872
SLW Louisville Seminary	3,000
SLW Peace & Global Witness	605
TOTAL SYNOD CAUSES	4,477
PRESBYTERY CAUSES	
Buckhorn Children's Center	7,330
Bellewood Children's Center	624
Westminster Village	1,135
TOTAL PRESBYTERY CAUSES	9,089
TOTAL SPECIAL OFFERINGS	73,277

Unified/Per Capita Spreadsheet by Church

1

CHURCH	LOCATION	2020 Per Capita	Per Capita Received 12/31/20	Unified Received 12/31/20	2021 Per Capita
Community Presbyterian Church of Bellefonte	Ashland	961	961		961.75
First Presbyterian Church	Ashland	4,574	4,574		4,577.93
Normal Presbyterian Church	Ashland	1,192	1,192		1,000.22
Augusta Presbyterian Church	Augusta	2,114			2,115.85
Sharon Presbyterian Church	Augusta	461			461.64
McGuire Mem'l Presbyterian Church	Beattyville	769	538		769.40
White's Mem'l Presbyterian Church	Berea	577	769	4,000	577.05
Doermann Mem'l Presbyterian Church	Blackey	1,076			1,077.16
Cow Creek Presbyterian Church	Booneville	1,422			1,423.39
First Presbyterian Church	Booneville	2,960			2,962.19
Buckhorn Lake Area Church	Buckhorn	1,960	1,960	2,400	1,731.15
Highland Presbyterian Church	Canada	807			807.87
Carlisle Presbyterian Church	Carlisle	2,114	2,115		1,961.97

Unified/Per Capita Spreadsheet by Church

2

CHURCH	LOCATION	2020 Per Capita	Per Capita Received 12/31/20	Unified Received 12/31/20	2021 Per Capita
Cawood Presbyterian Church	Cawood	653			653.99
Corbin Presbyterian Church	Corbin	2,960	2,960		2,885.25
Cynthiana Presbyterian Church	Cynthiana	5,497	5,497		5,616.62
The Presbyterian Church	Danville	12,224	12,225	12,000	11,848.76
United Presbyterian Church	Ezel	1,076	1,076	65	1,077.16
First Presbyterian Church	Flemingsburg	769			769.40
United Presbyterian Church	Frenchburg	692			653.99
First Presbyterian Church	Georgetown	5,766	5,766	1,200	5,655.09
Bayless Memorial Presbyterian Church	Grayson	1,076	1,076		615.52
Greenup Presbyterian Church	Greenup	1,230			1,231.04
First Presbyterian Church	Harlan	1,038	1,038		1,038.69
United Presbyterian Church	Harrodsburg	2,998	2,998		2,846.78
First Presbyterian Church	Hazard	4,651			3,077.60

Unified/Per Capita Spreadsheet by Church

3

CHURCH	LOCATION	2020 Per Capita	Per Capita Received 12/31/20	Unified Received 12/31/20	2021 Per Capita
Hull Memorial Presbyterian Church	Hazard	461	461		230.82
Anna C. Brush Mem'l Presbyterian Church	Hyden	692			692.46
Isom Presbyterian Church	Isom	1,153	1,192		1,192.57
Guerrant Memorial Presbyterian Church	Jackson	1,153	2,306		1,154.10
First Presbyterian Church	Lancaster	2,191	2,191		2,115.85
First Presbyterian Church	Lawrenceburg	769	769		653.99
Beaumont Presbyterian Church	Lexington	5,228	5,030	1,875	5,078.04
Bethel Presbyterian Church	Lexington	423			461.64
Eastminster Presbyterian Church	Lexington	1,499	1,499		1,384.92
First Presbyterian Church	Lexington	23,717	23,719		23,735.99
Hunter Presbyterian Church	Lexington	7,035	6,000	5,833	5,270.39
Korean Presbyterian Church	Lexington	2,729			2,885.25
Maxwell Street Presbyterian Church	Lexington	20,181	20,200		19,119.59

Unified/Per Capita Spreadsheet by Church

4

CHURCH	LOCATION	2020 Per Capita	Per Capita Received 12/31/20	Unified Received 12/31/20	2021 Per Capita
Meadowthorpe Presbyterian Church	Lexington	2,268	2,268	5,000	2,115.85
Mt. Horeb Presbyterian Church	Lexington	2,652	2,652	200	2,654.43
Second Presbyterian Church	Lexington	27,254	27,254	57,571	26,967.47
Walnut Hill Presbyterian Church	Lexington	5,689	5,689		5,693.56
First Presbyterian Church	London	2,806	2,806		2,731.37
Manchester Presbyterian Church	Manchester	384			384.70
Mays Lick Presbyterian Church	Mayslick	154			153.88
First Presbyterian Church	Maysville	4,228	3,171	2,250	4,424.05
First Presbyterian Church	Middlesboro	1,038			730.93
Midway Presbyterian Church	Midway	2,422	2,422	4,000	2,539.02
First Presbyterian Church	Millersburg	692	692		692.46
Faith Presbyterian Church	Morehead	1,230	1,230	270	1,307.98
First Presbyterian Church	Mt. Sterling	4,613	4,613	1,555	4,462.52

Unified/Per Capita Spreadsheet by Church

5

CHURCH	LOCATION	2020 Per Capita	Per Capita Received 12/31/20	Unified Received 12/31/20	2021 Per Capita
Old Paint Lick Presbyterian Church	Paint Lick	653	1,307		653.99
First Presbyterian Church	Paris	1,960			1,654.21
Hopewell Presbyterian Church	Paris	192			2,038.91
Perryville Presbyterian Church	Perryville	346	346		346.23
First Presbyterian Church	Pikeville	1,269	1,269		1,538.80
First Presbyterian Church	Prestonsburg	3,536	3,077		3,693.12
First Presbyterian Church	Richmond	9,264	8,083	30,000	9,040.45
New Providence Presbyterian Church	Salvisa	769			769.40
Old Springfield Presbyterian Church	Sharpsburg	1,076			1,077.16
First Presbyterian Church	Somerset	6,958	6,266		7,116.95
Pisgah Presbyterian Church	Somerset	999			1,000.22
Stanford Presbyterian Church	Stanford	4,036	4,036		4,039.35

Unified/Per Capita Spreadsheet by Church

CHURCH	LOCATION	2020 Per Capita	Per Capita Received 12/31/20	Unified Received 12/31/20	2021 Per Capita
Pisgah Presbyterian Church	Versailles	7,996	7,996		8,309.52
Troy Presbyterian Church	Versailles	2,806	3,152	4,707	3,039.13
Versailles Presbyterian Church	Versailles	10,456	10,456		10,425.37
Graham Memorial Presbyterian Church	Whitesburg	3,575	3,575	1,200	3,539.24
Wilmore Presbyterian Church	Wilmore	2,076	2,076	1,000	2,231.26
First Presbyterian Church	Winchester	5,920	5,920		6,116.73
Salem Presbyterian Church	Winchester	884	884	900	884.81
Receipts from Individuals				4,460	
GRAND TOTALS		252,512	222,851	140,487	244,746
Presbytery Portion		167,575	137,764	110,561	162,295

----- Forwarded message -----

From: **Janice Stamper** <jshads2@yahoo.com>

Date: Wed, Feb 24, 2021 at 1:04 PM

Subject: Elder Excepption Request to Presbytery from Guerrant Memorial PC

To: Jerry Utt <statedclerk@transypby.org>

Cc: Fred Landrum <dfred.landrum@gmail.com>, Dan McIntyre
<dan_mc@bellsouth.net>, Shirley Snell <sacsnell@yahoo.com>

Dear Jerry,

The congregation of Guerrant Memorial Presbyterian Church held a congregational meeting on February 7, 2021 and voted to request the Presbytery of Transylvania grant an exception to the elect Elder Dan McIntyre for another term. The church membership has declined and some are getting older so they do not have anyone else able to serve as an elder at this time.

I am attaching a copy of the minutes from the congregational meeting. The date of the meeting is incorrect in the minutes and we will correct that.

Please consider this email as the official letter from me as moderator of the Session. If you need a personally signed letter then please let me know.

Thank you for your time and attention to this matter.

Sincerely,
Janice A. Stamper
Moderator, Guerrant Memorial PC Session

--

Jerry L. Utt, II
Stated Clerk
Presbytery of Transylvania
PO Box 23580
Lexington, KY 40523

GUERRANT MEMORIAL PRESBYTERIAN CHURCH

Congregational: Congregational Meeting (Zoom)

Date: February 8, 2021 2:00 PM

Members Present: 6 Members of the congregation present and Presbyter Phillip Lotspeich and Moderator Rev. Janice Stamper

Meeting called to Order by Moderator Rev. Janice Stamper with Prayer

Moderator Rev. Janice Stamper declared that there was a quorum present,

The purpose of the meeting was to find a replacement for Elder Dan McIntyre who had completed his second term.

Reverend Stamper asked if there was anyone who would be willing to accept a nomination for the position. None were forthcoming. Hearing no volunteers she requested a motion to petition the Presbytery for permission to extend Dan's service for another term. Conditions leading to this is that the congregation is very small and most of them have some disabilities that make it difficult to serve.

A motion was made by Shirley Snell and seconded by Patty Landrum to have the Moderator send a letter to the Presbytery requesting permission to extend Dan's term another 3 years. The motion carried.

It was announced by the Moderator that an additional congregational meeting would need to be held to officially elect Dan if the Presbyter granted permission.

There being no other business a motion was made by Fred Landrum and seconded by Dan McIntyre to adjourn.

Meeting was adjourned with prayer by Phillip Lotspeich.

Report of the Burnamwood Vision Task Force

March 16, 2021

History and How We Got Here

Since 1958, Burnamwood has served the congregations of the Presbytery of Transylvania as a sacred place to gather and grow. Over the years, the camp has offered programming, primarily in the form of children's and youth camps and retreats. It has been available as rental facilities and historically utilized by congregations, Presbytery groups, and occasional outside programming. In 2010, the Burnamwood Appalachian Ministries program was added, increasing the connections between the camp, the surrounding communities, and work groups from around the United States.

In 2019 amid growing concern about the viability and financial sustainability of the Camp, Transylvania Presbytery placed Burnamwood on sabbatical to allow for a time of discernment about the future of the camp. This report by the Burnamwood Vision Team is a result of that discernment.

Work of the Burnamwood Vision Team

Who we are:

Rev. Hannah McIntyre - *Pastor, Pisgah, Versailles*

Grits Skinner - *Longtime Burnamwood Participant*

Rev. Matt Falco - *Pastor, Maxwell Street; Coordinating Commission*

Rev. Roger Dermody - *At Large Member; CEO Pathlight Ministries*

Sara Pennington-Busick - *Founder of Locally Grown Youth Group in Midway*

Rev. Julie Olt - *Pastor, Cynthia; Coordinating Commission*

Rev. Andrew Bowman - *Pastor, First Somerset; Coordinating Commission*

Allie Gregory - *Elder, Maxwell Street*

Mark Haerten - *Owner of Rocketman and former camper at Burnamwood*

Philip Lotspeich - *Staff*

Robyn Justus - *Staff*

Kevin Turpin - *Staff*

What we did:

The Vision Team for Burnamwood first met on the Camp's grounds in February of 2020, with the goal of discerning the camp's future. The onset of the COVID pandemic changed some plans, slowed our intended progress, and necessitated a lot of virtual meetings, but we carried on. After

much discussion, thought, and Zooming, we determined that the essence of Burnamwood - the Core Values outlined below - could (and perhaps should) be best expressed and fulfilled separately from direct Presbytery involvement.

We outlined the strengths and weaknesses of the camp, seeking to uncover the best future for the facilities and the ideal ways to reach said future. We evaluated various options and sought creative, outside-the-box solutions. We identified the places that Burnamwood's mission needs to grow and be nourished, and other areas where it could be cut back. Ultimately, we came up with a number of recommendations, outlined below, that we believe will benefit both Camp Burnamwood and the Presbytery of Transylvania.

While many of the recommended changes are still in the future, one important step has already been taken. Our Team has facilitated the establishment of a Burnamwood Alumni Circle, as an entity to reminisce as well as to help to spread the love of Burnamwood. We sent out a participation survey which collected responses from more than 275 current and former Camp attendees across all decades of Burnamwood's existence. Their insight has been, and will continue to be, invaluable to future planning. Here's a sampling of their responses:

"I would not be active in church nor have as deep a faith today without my Burnamwood experiences"

"Burnamwood is one of the "thin places" and spaces in my faith journey - a place where I felt God's presence in miraculous ways."

"Burnamwood was the only place I was free. It allowed me to feel safe, seen, heard, and loved. It also allowed me to connect with nature, which is how/where I experience spirituality as an adult."

"It was my first camp experience. I'd never had one before and being from a small town, it offered excitement that I had never had like that -- overnight camp! I went with a friend and made new ones -- people and connections that continued in college and professionally. It was the closest that I'd ever been to God and the music was powerful to me."

Core Values of Burnamwood

-Formation

-Hospitality

-Inclusion

These three values form the core of what Burnamwood offers to the church, its community and beyond.

We expect to participate in the *formation* of each individual that steps on the campground, whether they are Presbyterian or not. Even for those who rent the property for their own use, we will seek to provide an environment, resources, and an experience that will shape who they are and what they can become.

We will practice *radical hospitality* from the moment someone encounters Burnamwood whether on the internet or in person. We will strive to treat each individual and group as if they are a part of our family, treating them with love, grace, dignity, and compassion.

We will unequivocally state that Burnamwood is a place of *inclusion*. We will work to ensure that all people regardless of race, gender, sexual orientation, physical capabilities will be able to participate and enjoy Burnamwood.

Future of Burnamwood

It became undeniable to us early on that Burnamwood continues to hold a special place in the hearts of many current and former campers. Responses from the Alumni Survey confirmed this, and further revealed that the Camp has significant interest for hundreds of people. However, it also remains clear that Burnamwood's operation has been financially unsustainable for some time. The revenue of a six-week camping season cannot support the year-round maintenance of the property, nor provide growth potential or creative answers to modern questions.

We're raising the idea of a Burnamwood with a new direction, and a renewed purpose. While it will continue to serve the needs and ends of the Presbytery's churches, we suggest allowing the Camp to seek other initiatives and sources of use and revenue. We envision a hybrid camping model in which programming is primarily planned and implemented by churches and groups within the Presbytery, rather than the Camp itself. This will free Burnamwood to serve the needs of a larger, more diverse population, while also improving offerings to our own Presbytery.

The Camp Burnamwood of the future could host denominational groups from beyond the Presbytery, in addition to groups from individual churches, schools, or community organizations. We believe that the Camp and its property offer vast untapped resources to attract recreational visitors to the Red River Gorge area, in addition to regional groups. With minor changes to the Camp's infrastructure, such as added/upgraded campsites, considerable new ministry opportunities can arise.

In addition to hosting campers from our Presbytery and beyond, Burnamwood has the potential to meet the needs of groups and individuals from within the local community as well. The locals of Irvine/Ravenna and Estill County could greatly benefit from the recreational and meeting space opportunities provided by the Camp. Making these available to locals would increase income and usage, with little additional input required of the Presbytery.

One element of Burnamwood's historic management model, Burnamwood Appalachian Ministries or BAM, has the potential to increase its impact significantly. We believe that BAM's missional influence on the region and its welcome of diverse populations is a hallmark of Burnamwood and a clear fulfillment of the Camp's Core Values, and so we are recommending that it be continued and expanded if at all possible.

The suggested upgrades and revised programming structure will require financing, but one of the cornerstones of our vision is running the camp in a more businesslike fashion, pursuing revenue and financing from outside the Presbytery and its individual churches. While the Presbytery will still be a primary patron and utilizer of the Camp, the relationship between Burnamwood and the Presbytery will change in small but significant ways.

Ultimately, we sought to answer questions, raised in 2019 and before, about the sustainability of Burnamwood. Our proposed solution is to seek other sources of funding and revenue, along with implementing transformed programming and a revised oversight structure, that can help Burnamwood remain viable while also minimizing the Camp's reliance on the Presbytery.

Governance and Oversight

We are suggesting the creation of a "Steering Team" to act as the Interim Governing Structure to prepare for the Camp's re-launch later this year. This team will select its own chair and vice-chair.

The Steering Team will be tasked with doing all of the preliminary work to be ready for the camp's launch. This will include writing bylaws, creating a Camp Development Plan, setting goals, and working with the Presbytery to define the missional relationship between the Camp and the Presbytery. The permanent structure of the Camp will have a Board of Directors.

The goal of creating a Board of Directors is to have a leadership entity charged with maintaining a sustainable camping ministry at Burnamwood rather than a Presbytery Commission charged with serving the interests and goals of the presbytery. Forming a Board of Directors rather than a Commission allows us to draw from a larger and more diverse pool of individuals willing to share gifts and talents necessary to accomplish sustainability. The skills we foresee needing to do this, include but are not limited to business planning, marketing, funds development and special

public relations. While these skills exist within the Presbytery, they aren't always easily identifiable through our normal processes. The process of creating a Board of Directors would allow us to seek the leaders needed to fully support the new direction of Burnamwood.

The Steering Team will work to delineate roles and establish what powers the newly formed Board will have and what powers the camp staff will have. They will draw distinct lines between the governance responsibilities of the Board and the operational responsibilities of the staff. The Steering Team will work with the Administration Commission to create a separate system of financial oversight, distinct from the Presbytery and establish a preliminary budget. This budget will be given to the new Board to work with and redevelop as needed. The Presbytery, through its Administrative Commission, will maintain fiduciary oversight.

The Steering Team will begin working on documents such as a Manual of Operations, Employee manuals, and Job Descriptions for staff. As part of this, they will consider what positions of leadership will be needed, and what qualities they are looking for in these leaders. They can also make initial personnel recommendations.

The Steering Team will also be tasked with selecting the members of the future Board which will take its place. Its members should be 50%+1 Presbyterian, and board member nominations will be presented to the Presbytery for approval. The Team will slowly bring on Board members to create a more effective transition, and the final Board should be in place at launch. The Board should also function with a Presbytery Representative as an Ex Officio member.

The Steering Team and the future Board will be tasked with identifying donors and organizing fundraising.

This Steering Team and Board will be created with the possibility that we might form a 501C3, non-profit corporation for Burnamwood in the future.

Marketing, Rental and Digital Plan

Critical to the success of the future of Burnamwood is broadening the awareness of the camp and its offerings, both programmatic and available rental facilities. Before increasing that awareness through marketing, however, the specific offerings (both facilities and programs) available need to be distilled and clarified.

The Steering Team will begin with the immediate concern of developing clear and concise messaging around who Burnamwood is and what Burnamwood does. From there, a strategy will be developed to update the camp website and to update the camp's online presence via social media, etc. The Steering Team will hone in on the best digital toolkit for the camp.

Once digital assets are updated, communicating and marketing the camp programs and facilities will become the focus. In addition, a strategy for constantly refreshing and updating the assets and information will be developed and implemented.

Preliminary Renovation Plan

The following renovation budget includes items both of immediate urgency as well as long-term hopes. The itemization can encourage groups or individuals to adopt one or more projects to sponsor. Please note that this is a preliminary plan, and tasks have not been prioritized. The Steering Team will decide the prioritization of the needs to re-launch the camp in the Fall.

Camp-wide

Upgrade lock/entry system	\$5,000
Contingency	\$5,000
Upgrade WIFI & Cellular Service	\$2,500
	<i>\$12,500</i>

Pavillion / Office

Add Mini Store	\$400
	<i>\$400</i>

Dining Hall

Add air conditioning	\$20,000
Replace tile in restrooms	\$1,000
Paint kitchen and storage room	\$400
Replace kitchen lights	\$500
Exterior Improvements	\$2,600
Plumbing	\$300
Replace outside entrance door	\$200
	<i>\$25,000</i>

Woods Lodge/ BAM House

Interior Painting	\$1,000
Replace carpeting with laminate flooring	\$1,500
Exterior Improvements	\$500
Concrete or paving 100 ft. access road	\$12,000
Replace bedding	\$1,000
	<i>\$16,000</i>

Burnam Lodge

New flooring in 4 bunk rooms	\$2,500
Paint four bunk rooms	\$400
Exterior Improvements	\$1,600

New lighting in bunk rooms	\$400
Pressure wash and stain deck and ramp	\$100
Replace bedding	\$1,000
	<i>\$6,000</i>
Mount Lodge	
Replace 17 windows	\$6,000
Replace two exterior doors	\$400
Replace two doors leading to Craft room	\$500
Exterior Improvements	\$1,200
Repair water issue going into Craft room	\$1,500
Pressure wash and stain deck and ramp	\$400
Replace bedding	\$1,000
	<i>\$11,000</i>
Unit Lodge	
Replace commodes	\$100
Exterior Improvements	\$1,700
Upgrade lighting	\$200
Add HVAC on second level	\$1,000
	<i>\$3,000</i>
Pool Building	
Minor plumbing work	\$200
Misc.	\$200
	<i>\$400</i>
New Bath House	
Replace commodes and sink	\$1,000
Replace lighting	\$200
Painting	\$200
Exterior Roof Repair	\$1,000
Exterior Improvements	\$1,500
New exterior doors	\$800
	<i>\$4,700</i>
Hillside Cabins (7)	
Misc. exterior work on trim, roofing	
Interior painting	
Exterior Improvements	
Upgrade lighting	
Add HVAC	
New bedding	
	<i>\$15,000</i>

Other Needs

Purchase truck	\$12,000
Purchase tractor with bucket and blade	\$12,000
Repair water leak	\$2,000
	<i>\$26,000</i>

Future Expansion

RV CampSites	\$30,000
	<i>\$30,000</i>

Total Renovation Cost**\$150,000****Funds Development Plan*****Current Funding Sources***

Camp Burnamwood is currently funded by subsidies from the Presbytery of Transylvania, private donations to the Presbytery designated to the camp, rental income, and fees paid by participants.

Proposed Funding Sources

The purpose of the Funds Development Plan is to reduce the Camp's dependence on subsidies from the Presbytery to support its mission, goals, and budget objectives.

The plan will also fund the facility restoration plan/budget being created to identify maintenance and repair issues and needed upgrades. The plan aims to renovate and restore the Camp to its former glory, and ensure that it will continue to serve for years to come. An itemized list budget of small, medium and large renovation projects with level of priority and costs is being created.

Fundraising activities will be managed by the new Camp Burnamwood entity to be created. Additionally, several new sources of revenue are proposed:

1. Non-Profit Charitable Organization

The cornerstone of our fundraising strategy will be the creation of a corpus of funds that would exist to support the mission of the camp. The vehicle and oversight for this is still being discussed and will be determined by the Burnamwood Steering Team with final approval by the Administration Commission.

2. Endowment Fund

An endowment fund will be established enabling our supporters to make gifts of cash, securities, real estate, life insurance proceeds, annuities, etc. at death. The contributions will be held and invested by the Camp Burnamwood Charitable Organization with the assistance of professional

managers. \$25,000 shall be raised to start the fund. If properly structured and managed, this strategy could reach a significant size and provide a perpetual source of income to support the Camp's mission in the future. To be effective, a very targeted campaign will be implemented to recruit contributors motivated to create a lasting legacy through the Camp.

3. Grants

Potential grant makers (government, foundations, etc.) will be identified. The organization will apply for applicable grants to support activities and projects. There are numerous online resources to guide our efforts, such as Camp Associations (Presbyterian Camps and Conference Association, National Association of Camps and Conferences, etc.). We may want to consider enlisting the help of a professional grant writer to apply on our behalf.

4. Donor Prospect Plan

Once the non-profit charity has been established, a comprehensive Donor Prospect Plan will be developed to cultivate donations from our donor database (under construction). A marketing plan (social media, direct mail, telemarketing, in-person meetings, etc.) will be developed to promote a variety of themed fundraising efforts, such as a) monthly recurring gift, engraved bricks, memorial benches, building naming rights, and renovation projects.

5. Merchandise Sales

Unique souvenirs, such as t-shirts, hats, photographs, artwork, and other items at the Camp and through an online store (managed by a third party drop-ship company).

6. Alumni Circle

Some portion of annual membership dues of the newly formed alumni circle may be transferred to the charitable organization.

7. Fundraising Projects

We are exploring opportunities to partner with other local organizations (high school booster clubs, Rotary, etc.) to produce a charity fundraising project such as a "Haunted Forest"

8. Other Sources

Other sources of revenue tied to operations may include (but aren't included in the fundraising plan):

a. Optimize Occupancy Rates of Rental Properties

A comprehensive plan for optimizing occupancy rates of rental properties, such as utilizing online tools (Airbnb, VRBO, etc.), upgrading reports for tracking occupancy % and other metrics, partnering with wedding planners, and overhauling the website and online rental process.

b. Logging Rights and/or Nature Preserve

Explore the possibility of selling logging rights and create usable land for new initiatives or continue to pursue selling a portion of the land to the State of Kentucky for a nature preserve where the public would have access to it but we would still have full use for camping needs.

c. RV Park/Campground

Create a business plan for developing an RV Park/Campground targeting visitors to nearby tourist destinations. The land adjacent to the pool may be ideal. Keep in mind, there are numerous issues and challenges that must be considered, such as trash removal and sewers.

d. Snack Bar/Mini Store

Operate a Snack Bar at limited times during Camp Sessions offering healthy snacks, drinks, shirts/souvenirs, and other everyday items.

Finalization of Plan

The Funds Development Plan will be finalized upon completion of the development budget under construction. The plan is designed to re-engage camp alumni to help support the mission and financial objectives.

Final Recommendations

The Burnamwood Vision team recommends the following:

1. Retain the camp.
2. Authorize the Steering Team to Define Phase 1 offerings (facility rentals, campsite rentals, programming, etc.).
3. Authorize the Steering Team develop a marketing plan that emphasizes:
 - a. **Local Engagement-** Intentional outreach to the Estill County/Irvine/Ravenna area to provide a place for recreation, family gatherings, weddings, church services, etc.
 - b. **Red River Gorge/Recreational opportunities-** Connect with the expanding recreational activities around the Red River gorge. This includes the possibilities of adding RV spots and a primitive camping area. By slightly upgrading our facilities, our proximity to the Gorge makes us an attractive place to stay for a night or two and maybe longer. We would also explore creating more adventure opportunities on our property (e.g. more trails and a rock climbing area)

- c. **Burnamwood Appalachian Ministries (BAM)**- Continue and expand BAM, year-round, if feasible.
 - d. **Diversified Camp Programming**- Explore other camping and retreat programs with groups outside Transylvania Presbytery but may include individual churches within the Presbytery. This could include other denominations, churches, school districts, non-profit organizations, corporations, etc.
4. **Renovations**- Authorize the Steering Team, based on the initial list of needed renovations, to begin raising funds to complete the updates and renovations needed to achieve our targets for rentals and camp usage
5. **Develop a Financial Plan** (see above) Authorize the Steering Team to develop a financial plan that targets sustainability in 2-4 years with minimal dependence on Presbytery funding. For example, in 2019 the Presbytery subsidized the 45% of the camp's budget. We would work to get that to 15% by 2025. This would increase the possibility that the Camp could continue regardless of the financial health of the Presbytery
6. **Future 501(c)3**- At this time, we are not recommending pursuit of a separate non-profit corporation for the camp. However, if we are able to achieve stability in programming and rental income and some financial independence through the plan presented, we expect that this would be pursued within 1-2 years.
7. **Missional Partnership with Transylvania Presbytery**- Authorize the Coordinating Commission to work with the Steering Team to develop a Missional Partnership with Camp Burnamwood. The Presbytery would commit to support the camp financially through a yearly commitment and reserve space for its camping program far enough in advance for the Camp to be able to fill those other weeks with other activities (rentals or other Missional Partner camps). The Presbytery would be responsible for developing and executing any camps or retreats it needs to further its mission and ministry. As an example, our newly forming Youth Council might be responsible for planning youth camps and retreats.
8. **Elect the following people to the Burnamwood Steering Team** with others to be recruited as needed.
 - Brittain "Grits" Skinner
 - Sara Busick
 - Mark Haertzen
 - Matt Falco
 - Allie Gregory
 - Roger Dermody