

COUNCIL meeting as Commission & Board of Directors
 Community Presbyterian Church, Rochester, IN
 December 6, 2016

Moderator David Smook convened stated meeting of Council at 10:35 am EST with lighting of Christ candle, reading of the presbytery mission statement, and discussion of Foundations readings for December after called Assembly and closed discussion with prayer. Those attending:

| Participating | | | |
|--|-------------------|----------------|------------------------------------|
| Council Moderator | Smook | David | TE, HR |
| Stated Clerk | Long | Linda | RE, First, Valparaiso |
| Presbytery Moderator | Sanderson-Doughty | Sarah | TE, Elkhart |
| Presbytery Vice Moderator & <i>moderator of CP Admin Team (AC)</i> | Ryan | Rick | CRE, Elston |
| Commission on Ministry moderator | Moran | Catherine | TE, at large |
| New Ministry Development Team moderator | Lawrence | David | TE, Trinity, W. Lebanon |
| Member at Large | Limbach | Marilou | RE, Bethany, Lafayette |
| Member at Large | Munson | Carrie | RE, Deer Creek |
| Stewardship Team moderator; <i>AC Moderator for Winona Lake</i> | Griffin | Alan | TE, First, Goshen |
| Personnel Ministry Team moderator | Carlson | Sandy | RE, First, Michigan City |
| <i>Visioning, Connecting Leader</i> | Burns Lewis | Jennifer | TE, to-be-commissioned |
| <i>Financial Consultant</i> | Herzog | Eric | RE, Whitewater Valley |
| <i>GCI liaison</i> | Hubbard | Jim | RE, Valparaiso |
| <i>Member at Large 2017</i> | Lyle | Michael | RE, Rossville |
| <i>Administrative Assistant</i> | Dreibelbis | Vicki | RE, Rochester |
| <i>Incoming Personnel Moderator</i> | <i>Kleymann</i> | <i>William</i> | <i>TE, Rochester</i> |
| Excused | | | |
| Member at Large | Myhre | Paul | TE, Wabash College, Crawfordsville |
| Member at Large | Quinlan | Steve | TE, Peru |
| Nominating Committee | Sandos | Jan | RE, Rossville |
| Commission on Preparation for Ministry | Compton | Chuck | TE, HR |
| <i>Property committee moderator</i> | Eldridge | Steve | RE, Elkhart |
| Absent | | | |
| Committee on Representation Moderator | Flora | Martha | CRE, Albion |
| Member at Large | <i>vacant</i> | | |
| <i>Synod Commissioner</i> | Bingaman | Ann | RE, no congregation |
| Member at Large | Carter | Jeff | TE, First, Hobart |
| <i>Synod Transitional Executive</i> | Dingman | Sara | TE |
| Geneva Center Ministry Team moderator | <i>vacant</i> | | |
| Transformation Ministry Team Moderator | <i>vacant</i> | | |
| Visioning Team Vice Moderator | <i>vacant</i> | | |
| <i>16 elected voting, quorum is 9; non-voting in italics</i> | | | |

Council approved several items by consensus:

- Docket (Appendix A)
- Corporate resolution for 2017 (Appendix A.2)
- Funding from budgeted "Council Priorities" for reimbursement of \$10 each as requested for workshop and assessment: *Understanding Yourself in a Team that Thrives*.
- Bid for *SimpliSafe Security System* with cost of \$220.45 plus monthly monitoring service and connection to Emergency Dispatch Center, to be funded through office operations budget.
- Stated Clerk's update (Appendix A.5)

Minutes of Council for October 6-7, 2016 were approved after corrections of attendance and spelling of names.

Council considered a letter from Session Clerk ((Appendix B.1) on behalf of First Presbyterian Church of Valparaiso explaining its decision not to pledge to presbytery mission after finding there is no mission committee and no mission endeavor promoted by the Presbytery, and instead will fund more fully its local and global mission projects with an increase of 10%. After discussion noting the definition of mission assumed to be "outside the four walls" of churches, history of funding Geneva Center as mission of presbytery, and scant communication about shared mission efforts that do exist through presbytery coordination, Council approved a motion:

- For Council moderator in consultation with officers to appoint a committee of Council from mission-minded community of congregations to provide leadership and focus for shared support for specific mission efforts, to propose that a team with mission focus be incorporated into future presbytery structure, and to recommend for Council discernment the mission commitment of the Presbytery and funding for specific mission proposals. One specific proposal from FCP- Valparaiso to be evaluated by the newly formed Mission Committee is shared support for the Evangelical Theological Seminary (SET) in Cuba.
- Discussion of implementation agreed that invitations to volunteers would be sent in God Calls, Jennifer would write articles about mission, an electronic letter will be sent to each congregation addressed to its mission team, and that Valparaiso (Mark Mueller), Peru (Steve Quinlan), Deer Creek (Carrie & Mike Munson) and the Mishawaka (Malawi Matters) congregations already have direction mission relationships and will be invited to participate. Jennifer & David Smook will respond to Valparaiso with letter from Council announcing its action and invitation. Newly formed mission committee will report its recommendations about committee form and process to the January meeting of Council.

Council quickly reviewed proposed amendments to Personnel Policies presented by outgoing Personnel Ministry Team moderator Sandy Carlson, noted some gaps and the need for detailed review due to changes in overtime rules, cost of recent severance packages in lieu of unemployment benefits, and changes in Board of Pensions benefits for all employees including teaching elders. Council acknowledged receiving the 2012 proposed drafts and personnel policies of other presbyteries, and voted to adopt a revised personnel policy at its March 2017 meeting. Head of staff Jennifer Lewis will work with the incoming Personnel Ministry Team in preparing recommendations to Council. Personnel committee noted that Pam Camren (RE, Mishawaka) would serve as moderator of Council's search team for Stated Clerk in 2017.

Visioning & Connecting Leader Jennifer outlined presbytery vision statement options from December meeting and recent conversations. Straw poll among Council members failed to identify a clear preference, so decision about vision statement continues into 2017.

Jennifer also reported on a conversation with Nominating Committee moderator Jan Sandos asking who notifies nominees of their election to presbytery leadership positions. Discussion by Council is to recommend that it is appropriate for the Stated Clerk to give notice of action by the

Assembly, as well as to provide resources about role, processes and responsibilities and link the outgoing and incoming moderators to provide some continuity.

Stan Wilson (TE, HR and former pastor of the LaGrange congregation) introduced his regional colleague and long time friend Ken Weaver, covenant pastor of First Presbyterian Church of LaGrange for past twelve years. Ken reviewed highlights of “The Farm Project: Memo of Understanding of Ministry” (Appendix F) and accompanying news reports and brochures for the project and the congregation, citing the community needs and the depth and breadth of community engagement with Session in discerning how to respond. After questions and enthusiastic discussion, Council voted to approve a motion in support of the proposed ministry, the session’s oversight responsibility, Council acknowledgement that funding is provided by the community and not directly by the congregation, anticipating the potential separation from the LaGrange church of the ministry and its assets to a separate non-profit corporation, and presbytery approval in support of FPC – LaGrange’s application with OGA to be included in the PC(USA) 501c3 blanket tax exemption (Appendix F.2).

Financial consultant Eric Herzog reviewed his report for the first four months of FY 2016-17, noting income and expense both tracking below budget estimates resulting in deficit of \$25,766, close to the projected deficit of \$22,000 (previously approved by Council to be funded by \$100,000 in transformation funds during these three transitional years). Corporation fund shows balance of \$474,116 (Appendix G).

Council’s Search Team for Stated Clerk/Administrative Leader presented an action item recommending changes in position description and reducing position from .75 to .5 by removing the administrative leader duties (Appendix H). Council approved without dissent.

[Implementation of revised position description will require revision of current presbytery bylaws and standing rules.] Search Team will discuss proposed salary range with incoming Stewardship Ministry Team prior to making recommendation to Council.

Geneva Center, Inc.’s president of its board of directors Jim Hubbard provided a preliminary, oral report to Council on its first year as an independent entity. He reported GCI hosted 95 events, 29 of those for Presbyterian entities. Fifteen of those were from Presbytery of Wabash Valley, four from Synod and ten from Chicago and Whitewater Valley presbyteries. There were 98 summer campers; plans for next year’s summer camp including joining with Disciples of Christ churches and invitations to UCC churches. Upon his recommendation, Council approved a motion to allow GCI as lessee of Presbytery of Wabash Valley to negotiate a contract for installation of a billboard along US Highway 31 appropriate to its identity as a religious camp, with proceeds to benefit GCI.

Other Council actions:

- Approve request of Peabody Retirement Community for one-time use of presbytery mailing list to send letter to presbytery congregations announcing update of Peabody bylaws removing reference to Presbyterian church and affirming the continuing ministry of an ordained and installed teaching elder as its chaplain.
- Committed to reading Waking Up White by Debby Irving, the Synod-wide choice for sharing a book about racism and responding with action in 2017. Council agreed to read prior to March meeting and to prepare for discussion about preparing a video on one of the chapters as part of a Synod-wide project.
- Approved developing new presbytery website as a priority, with funding to come from pending sale of Granger Lot 2. Council set criteria of 1) easy to update, 2) to include video as well as other media access, 3) staff to receive three competitive bids to compare quality and cost, and 4) ease of access for all users.
- Celebrated report from COM of its work to organize a trained team of Advocates for

each congregation.

- Received copies of 2017 Bible Study organized around proposed Directory for Worship.

Council adjourned with prayer at 2:50 pm EST.

Council's next stated meeting is January 10, 2017, 10 am EST/ 9 am CST at First Presbyterian Church, 3401 N Valparaiso St, Valparaiso, IN 46383-2453, with intent to focus on vision and priorities in keeping with its responsibilities named in bylaws: "The council shall: a) Propose missional priorities and goals each year to the first meeting of the Presbytery Assembly..." Recommendations for presbytery structure will be based upon vision and priorities ("form follows function").

Respectfully,
Linda Long, Stated Clerk

Council votes APPROVED by email consensus and quorum through REPLY ALL without request for debate, consistent with its commitment to ratify by action at next in-person Council meeting:

- *Sent December 19, 2016, at request of Personnel Ministry Team:*
MOTION is for Council to approve officially closing the presbytery office Monday, December 26 (legal holiday for most) through Thursday, December 29, and to send a New Year's greeting as the *God Calls* message on December 28th.
- *Sent December 20, 2016, at request of Personnel Ministry Team:*
MOTION is for Council to approve each recommended action separately as written:
 1. Recommending that each of the Presbytery staff, including Eric Herzog, our financial consultant, receive gift cards of \$200 each, totaling \$800. I will ask SMT which fund this should come from. This is the same amount and type of gift we requested and gave to the staff last year, in lieu of a staff bonus or raise.
 2. Granting that both Vicki and Linda be allowed to carry over any unused vacation time into the next calendar year, provided it be used by the end of the 1st quarter, March 31, 2017. Any carryover, unused time after March 31, 2017, would be voided.

COUNCIL meeting as Commission & Board of Directors
 Hosted by First Presbyterian Church, Valparaiso, IN
 January 10, 2017

Moderator David Smook called the Council members together at 9 am CST (10 am EST) for presentation by Katie Lindberg (TE, validated ministry) concerning the Birkman Assessments taken by several Council members in December. Through conversation with the group, she outlined the concepts and invited personal insights about what members learned to strengthen their teamwork as Council. Moderator Smook convened the stated meeting of Council at 10:15 am with lighting of Christ candle, revised and approved the Agenda (Appendix A), and prayed. Moderator read the presbytery mission statement, and reading of 2 Peter 1:2 and first sections of Proposed Directory for Worship. Those participating:

| | | | |
|---|-------------------|-----------|-------------------------|
| Council Moderator | Smook | David | TE, HR |
| Stated Clerk | Long | Linda | RE, First, Valparaiso |
| Presbytery Moderator & 222 nd GA Commissioner by Go-to-Meeting (GTM) | Sanderson-Doughty | Sarah | TE, Elkhart |
| Presbytery Vice Moderator & moderator of CP Admin Team (AC) | Ryan | Rick | CRE, Elston |
| Commission on Ministry moderator | Moran | Catherine | TE, at large |
| Commission on Preparation for Ministry | Compton | Chuck | TE, HR |
| Member at Large | Quinlan | Steve | TE, Peru |
| Member at Large | Limbach | Marilou | RE, Bethany, Lafayette |
| Member at Large (GTM) | Munson | Carrie | RE, Deer Creek |
| Member at Large | Lyle | Michael | TE Rossville |
| Property committee moderator (GTM) | Eldridge | Steve | RE, Elkhart |
| Synod Commissioner | Bowers | Kevin | TE, Bethany, Lafayette |
| Visioning, Connecting Leader | Burns Lewis | Jennifer | TE, to-be-commissioned |
| Administrative Assistant | Dreibelbis | Vicki | RE, Rochester |
| Financial Consultant (GTM) | Herzog | Eric | RE, Whitewater Valley |
| Excused | | | |
| New Ministry Development Team moderator | Lawrence | David | TE, Trinity, W. Lebanon |
| Nominating Committee | Sandos | Jan | RE, Rossville |
| Absent | | | |
| Personnel Ministry Team moderator | Kleymann | William | TE, Rochester |
| Committee on Representation Moderator | <i>vacant</i> | | |
| GCI liaison | Hubbard | Jim | RE, Valparaiso |
| Member at Large | <i>vacant</i> | | |
| Member at Large | <i>vacant</i> | | |
| Stewardship Team moderator | <i>vacant</i> | | |
| Moderator of Council Search Team for Stated Clerk | Camren | Pam | RE, Mishawaka |
| Synod Transitional Executive | Dingman | Sara | TE |
| Geneva Center Ministry Team moderator | <i>vacant</i> | | |
| Transformation Ministry Team Moderator | <i>vacant</i> | | |
| Visioning Team Vice Moderator | <i>vacant</i> | | |
| <i>13 elected voting, quorum is 7; non-voting in italics</i> | | | |

Council handled several initial items by consensus:

- Approved Minutes of Council for Dec. 6, 2016, and email votes (Appendix B)
- Received Stated Clerk's update (Appendix C) and current roster of presbytery leaders
- Received COM Report of actions as a commission and update from Nominating Committee on its nominees for election at the next Assembly meeting.

In the absence of the Personnel Ministry Team moderator, Jennifer Burns Lewis (Visioning & Connecting Leader) reviewed the plans for that committee's work on January 24th and invited Council members to provide suggestions for edits to the current policy and samples distributed to Council in December, and prior to receiving formal recommendations from personnel committee in March. Council discussion supported proposed changes for how personnel committee does its work, including possibility of co-leaders and its assignment of a clerk to handle documentation for the committee, as a better model to share the work and to partner with head of staff.

As presbytery leader and "VCL," Jennifer built upon previous Council discernment and led conversation toward consensus to agree upon a short vision statement that arises out of the presbytery mission statement of its core reason for being: *Nourished by the living waters of Jesus Christ, we awaken, enliven and enhance worshipping communities to courageously extend their branches and bear new fruit in the Spirit.* The vision statement adopted by voice vote as touchstone for this presbytery:

Serving Christ – Enhancing congregations – Connecting communities

Council discussion turned to how to live out the mission and vision by first establishing priorities, then setting structure and budget to support those priorities. To begin discerning priorities, Council members named significant number of small congregations struggling without pastoral leadership; many congregations with sense of isolation from other congregations as well as lack of presbytery relationships; need to build upon assets, the strengths and hopes of congregations. Informal committee focusing on leadership development will survey congregations, asking about those strengths and assets; what holds them back; and how can Presbytery of Wabash Valley collectively specifically support congregations in addition to prayer for them. The questions are intended to inspire hope. Council looked briefly at the current allocations of responsibility for presbytery work; for March Council will receive a diagram with overlay of those questions to advance thought about priorities and structure. Council was also reminded that it has agreed to read Waking Up White by Debbie Irving for discussion at its March meeting, in support of Council's responsibility for its leadership to; "propose missional priorities and goals each year... Oversee and ensure the coordination... Make recommendations for communications..." (*Standing Rules Article VII*)

In the excused absence of Nominating Committee moderator Jan Sandos, Linda reported briefly about the Nominating Committee discussion, noting that the Stated Clerk has accepted responsibility for notifying newly elected persons of their election and to inform moderators of new people and contact information for those ready to team up with particular committees or commissions. Moderators are encouraged to invite newly elected members into their working groups as one means of orientation, even prior to formal term with voting responsibility.

Search Team member Sarah Sanderson-Doughty updated Council on its proposed editing of the position description for the Stated Clerk the team seeks, and changes to the Ministry Information Form and posted ads inviting applications by March 3, 2017. Council **approved** by consensus a motion to set the position at half time with minimum salary of \$30,000/year plus Board of Pensions benefits and affirmed that Pam Camren (RE, Mishawaka) will moderate

Financial Consultant Eric Herzog reviewed preliminary financial report through October 2016, noting that SMT has not reviewed it (*Appendix G*). Operating and mission income and expenses are generally tracking the adopted budget. Council discussion focused on how to

communicate better with congregation members to demonstrate what benefits *per capita* contributions provide for their own congregation as well as the collective churches of presbytery, synod and PC(USA), in order to move past Wabash Valley's current collection rate of 67% or so of *per capita* shared based upon statistics of active members of 80 congregations. Jennifer volunteered to follow up on comments and concerns that come to presbytery about *per capita*, and to work with other on a one-page sheet that illustrates where per capita dollars go; discussion without action that this sheet be mailed to clerk of each congregation in presbytery.

Following prayers and lunch, Council approved appointment of its Mission Committee to date: Mark Mueller (TE, Valparaiso), Steve Quinlan (TE, Peru), Scott Coulter (TE, HR) and Elizabeth Monroe (RE, Valparaiso), with staff support from Jennifer. Others are invited from the NE and SW regions. Council approved plan for the committee to meet, organize its leadership and process, and recommend to Council its place in presbytery structure and priorities among mission proposals.

Vicki Dreibelbis, administrative assistance for presbytery, updated Council on steps toward a revised website. She is in the midst of pricing, platforms, content options, and requests a consultant to assist in specifying a proposal for website vendors to bid. The staff hopes to work with a consultant in order to have a detailed proposal ready for Council consideration in March.

CPM moderator Chuck Compton distributed a written plan of preparation for candidate Grace Hammer, revised to simplify channels of communication and scope of her work. Council members voiced appreciation for the extra efforts of CPM, the preparation team and Grace. (*Appendix J*).

Council considered initial planning by officers for presbytery's first time combination of a LiveStreamed workshop and stated Assembly meeting in February from Valpo to host churches in Peru, Lafayette and Elkhart, with accommodations necessary to hold a short Assembly meeting. The approved plan includes:

- All action items will be included in an Omnibus Motion for consensus approval; any items pulled from that motion for discussion would be docketed for a called meeting, tentatively scheduled sometime in March.
- Simultaneous (two way) communication will be handled through a brief Go-to-Meeting session, with a moderator and a clerk at each site to record attendance and votes on official business.
- Deadline for registration for the Assembly lunch and to receive workshop materials is February 15th. Late registrants are welcome to attend, but host sites will not plan to prepare lunches for more than registrations nor will presbytery order extra materials at \$18 each from Lombard for the workshop. Council approved payment of all workshop materials for attendees.
- There will be no additional charge for the workshop or materials; attendees are only asked to pay \$10 for lunch and snacks to be provided by and reimbursed to the host sites.
- Teams from congregations in neighboring presbyteries will be invited to attend, honoring the grant from Synod of Lincoln Trails in support of last summer's small churches workshop and this workshop postponed from last fall.
- Council will review financial report for July 1, 2016, to December 31 2016, by email after Stewardship Ministry Team reviews them when it meets with its new members on January 17th prior to distributing to the February Assembly.

Moderator David Smook adjourned the Assembly with prayer at 1:35 pm EST.

Respectfully submitted,

Linda L Long, Stated Clerk