The Gathering of the Presbytery of Donegal
September 2026 Presbytery Gathering

In-Person Gathering at Eastminster Presbyterian Church
September 22, 2026, at 9:30 am

9:30 a.m.	**Call to Order & Opening Prayer & Remarks**	Robert Bronkema, Moderator
	Intro. of New Teaching Elders, Visiting Teaching Elders & First-Time Ruling Elders	
	Proposed Consent Agenda	Erin Cox-Holmes, Transitional Stated Clerk
9:45 a.m.	**Worship with Renewal of Baptismal Vows**	Erin Cox-Holmes, Preaching
10:30 a.m.	**Learning Community**	
	• **Current PC(USA) Initiatives & Plan -** Cindy Corell, Global Ecumenical Liaison, PC(USA)	
	• **Further Initiatives Toward Supporting the Global Church -** Dr. James Taneti, Director of the Syngman Rhee Global Mission Center & Assistant Professor of World Christianity, Union Presbyterian Seminary	
12:00 p.m.	Welcoming the Newly Examined	
	• Walter Kondratowski	Ann Hatfield
	• Leslie Mott	Holly Miller
12:30 p.m.	**Blessing & Lunch**	
1:15 p.m.	**Presbytery Reconvenes for Business**	
	Presbytery Conversations	Erin Cox-Holmes
	Celebration of Anniversaries of Ordinations	Erin Cox-Holmes
	Leader Team	Claire George-Drumheller
	Report from 227th General Assembly (2026)	General Assembly Commissioners
	Racial Justice Task Group	Ann Hatfield
	Engaging Our Mission Committee	Sarah Weisiger
	Discerning Gifts & Passions Committee	Matt Drumheller
	Updates from the Board of Pensions	Emily Chudy, BoP Church Consultant
	Connecting Our Ministry Commission	Alex Becker
	• Minimum Terms of Call for 2027	
	• Adoption of Pulpit Supply Policy	
	Administration Committee	Betty Angelini
	• Second Read & Approval of Presbytery 2027 Budget	
3:10 p.m.	**New Business**	
3:15 p.m.	**Motion to Adjourn & Adjournment with Prayer**	

Presbytery Gatherings 2026 & 2027

- Tuesday, November 17, 2026 – The First Presbyterian Church of Phoenixville, at 9:30 am
- Tuesday, February 23, 2027 – The First Presbyterian Church of Strasburg, at 9:30 am
- Tuesday, May 11, 2027 – Middle Octorara Presbyterian Church at 9:30 am
- Tuesday, September 28, 2027
- Tuesday, November 16, 2027

Reminders for the Gathering:

- Please access materials for the gathering online at www.donegalpby.org
- All new business items must be submitted to the Transitional Stated Clerk by 11:30 a.m.

Consent Agenda

1. **Roll of the Gathering:** That the roll of the gathering of the Presbytery be constituted by those who have signed the registration sheets.
2. **Minutes:** That we approve the minutes of the May 2026 gathering of the Presbytery.
3. **Docket:** That we approve the docket as presented for our order of business.
4. **Committees & Commissions:** That we approve the actions taken by the following committees and commissions as listed in their reports.
    a. Connecting Our Ministry Commission
    b. Leader Team
    c. Stated Clerk
    d. Examination Commission
    e. Commission on Preparation for Ministry
    f. Engaging Our Mission Committee
    g. Racial Justice Task Group
    h. Administration Committee

2026 Minister Ordination Anniversaries

Minister Name	Ordination Date	Ordination Anniversary
Rev. Holly Miller	6/27/2021	**5**
Rev. Eric Dorville	3/20/2016	**10**
Rev. Simeon Harrar	1/10/2016	**10**
Rev. Yung Me Morris	6/15/2016	**10**
Rev. Craig Wiley	9/24/2016	**10**
Rev. Ann Hatfield	2/20/2011	**15**
Rev. Matthew Stone	12/10/2011	**15**
Rev. Matthew Randolph	7/7/2011	**15**
Rev. Jane Busey	4/20/2006	**20**
Rev. Kyle Gott	8/6/2006	**20**
Rev. Kevin Powell	10/22/2006	**20**
Rev. Patricia Stoltzfus	4/29/2006	**20**
Rev. Dr. Valerie Easter Smart	6/9/1996	**30**
Rev. Dr. Michael Wilson	7/6/1996	**30**
Rev. Dr. John Barlow	6/30/1991	**35**
Rev. Robert Griffin	8/18/1991	**35**
Rev. Phoebe Kitson-Davis	10/6/1991	**35**
Rev. Alicia Conklin-Wood	6/15/1986	**40**
Rev. Tom Dodge	9/21/1986	**40**
Rev. Marilyn Shinaman	11/16/1986	**40**
Rev. Randolph Cullen	8/2/1981	**45**
Rev. William Dean	4/26/1981	**45**
Rev. Daniel Erdman	8/30/1981	**45**
Rev. Douglas Baker	8/20/1976	**50**
Rev. Dr. William Hess	9/19/1976	**50**
Rev. Kent Holmes	3/9/1976	**50**
Rev. Dr. Randolph T. Riggs	6/19/1971	**55**
Rev. Dr. Robert Burns	6/26/1966	**60**
Rev. Dr. Douglas Whiting	9/2/1956	**70**
Rev. Dr. Robert Young	7/6/1956	**70**

September 22, 2026, Report to the Presbytery
Connecting Our Ministry Commission (COM) Report for the Consent Agenda

Commission members are Fran Carr, Alex Becker (Chair), Jim Ryland, Ann Osborne, Jennifer Clark, Stephanie Borger, David Powers, Diane DeSieno, and Steve Fritz. Erin Cox-Holmes, Matt Randolph, and Sarah Kneier are ex officio.

COM APPROVED THE FOLLOWING ACTIONS

APPROVED PASTORAL CALLS, POSITIONS:

Church	Position	Person	COM FIT	Terms of Call	Appointed Moderator	Start Date
Our Table NWC	Organizing Pastor	Rev. Walter Kondratowski	YES	N/A	N/A	6/26/2026
Westminster, WC	Associate Pastor	Rev. Ray Meute	YES	YES	No	10/08/2026

- COM reports that it commissioned **Eric Chase** to the position of Commissioned Ruling Elder Pastor on 6/7/2026 at Slateville Presbyterian Church.
- Approved the Administrative Commission to ordain **Walter Kondratowski** to the position of Organizing Pastor on 6/26/2026 at Our Table New Worshipping Community consisting of: Rev. Bob Bronkema, Rev. Dr. Erin Cox-Holmes, Rev. John Hartman, Rev. Holly Miller, Rev. Fran Carr, Rev. Dr. Michael Wilson, Ruling Elder Terry Sweigart, Ruling Elder Tim Ott, Ruling Elder Alice Eisenhooth, Rev. Debbie Bronkema, Ruling Elder Stephanie Borger and Rev. Jim Shuler.
- Approved the dissolution of the Administrative Commission authorized to ordain **Walter Kondratowski** in that it reports Walter answered all Constitutional questions in the affirmative and was duly ordained as of the Word and Sacrament at Our Table New Worshipping Community on 6/26/2026.

APPROVED TERMS OF CALL:

- 2027 Terms of Call for Teaching Elders and Commissioned Ruling Elders are listed in the attached spreadsheet.

CONCURRED WITH THE FIT BETWEEN PERSON AND POSITION CONVERSATIONS:

Person	Church	Position	Date
Sarah Hostetter	Highland	Associate Pastor	5/07/2026
Rev. Ray Meute	Westminster, WC	Associate Pastor	8/04/2026
Rev. Steve Clark		Retired	8/24/2026

APPROVED PLACEMENT ON THE PULPIT SUPPLY LIST: NONE
RENEWAL OF THE FOLLOWING PASTORAL RELATIONSHIPS: NONE
COMMISSIONED RULING ELDER EXAMINATIONS, COMMISSIONS, APPOINTMENTS: NONE

CONCLUSION OF PASTORAL CALLS, POSITIONS:

Person	Church	Position	Effective Date
Rev. Katie Rosenson	First, York	Associate Pastor	9/1/2026
Rev. Eric Dorville	Westminster, WC	Transitional Associate Pastor	11/10/2026

TRANSITIONS

The following Teaching Elders entered the Church Triumphant:

- The Rev. Dr. Marcia Woodruff entered the Church Triumphant on 6/26/2026.

The following Teaching Elders have been removed from the Rolls: NONE

APPROVED THE FOLLOWING HEALTHY BOUNDARY COVENANT: NONE

VALIDATED MINISTRIES, MEMBERS AT LARGE, AND RETIRED:

Retired

Name	Effective Date
Rev. David Pickett	1/1/2026

Validated Ministries

Minister Member	Ministry	Effective Date
Rev. Kyle Gott	Pastor, St. Mark Lutheran, Annville, PA	08/15/2026

Member at Large

Minister Member	Effective Date
Rev. Aaron Cope	09/14/2026

ACTIONS TO TRANSFER TEACHING ELDERS TO/FROM OTHER PRESBYTERIES:

Name	Status	To/From Presbytery	Effective Date
Rev. Leslie Mott	From	Carlisle Presbytery	6/22/2026

APPOINTMENT OF INDIVIDUALS, GROUPS OR TEAMS TO WORK WITH CONGREGATIONS:

Name	Congregation	Effective Date
Rev. Merritt Schatz	Oxford Moderator	6/1/26-8/31/26

UPDATE ON COM'S WORK ON POLICIES, PROCESSES, OR GUIDELINES:

- Approved updates to the Presbytery Pulpit Supply Policy.

OTHER:

- Approved the Ministry Discernment Profile (MDP) for an Associate Pastor for Central Presbyterian Church, Downingtown, PA.
- Approved a job description for a half-time pastor position at Westminster, York.
- Appointed a pulpit supply task force consisting of: Fran Carr, Jim Ryland, and Diane DeSieno.
- Approved 2027 recommended Minimum Terms of Call.

September 22, 2026 Report to the Presbytery
Connecting Our Ministry (COM) Report for Presbytery Approval

COM Items for Action:

1. That the presbytery adopt the 2027 minimum terms of call and other provisions as set forth in the report titled **Terms of Call for 2027** (See Attached).
2. That the presbytery approve the updated **Pulpit Supply Policy.**

Proposed Terms of Call for 2027

BACKGROUND AND CONTEXT FOR RECOMMENDED ACTIONS

The Connecting Our Ministries Commission (COM) recognizes that our sessions value justice for pastoral compensation and appropriate stewardship for church finances. Because compensation for staff is a major part of a congregation's budget, these values can be complex to bring together well. COM is committed to working with pastors, sessions, and congregations to determine the best possible solutions in each situation.

Each year, COM sets minimum terms of call for pastors based on a full-time, installed pastoral position. COM also provides sessions with a recommended salary percentage increase for pastors whose compensation is above the Presbytery minimum. Both the minimum effective salary and the recommended increase for pastors reflect the anticipated Cost of Living Increase (COLA) set by the Social Security Administration for the coming year. This COLA is often used as a benchmark for anticipating an appropriate cost of living increase for employers across the United States. Based on economic forecasts, it is probable that the COLA for Social Security will be around 3.5% in 2027.

COM also recognizes that sessions face a challenging environment in terms of budgeting. We recognize that rising costs in all areas of life affect both pastors and congregations. In addition, there have been significant changes and cost increases to the structure of medical benefits offered through the Board of Pensions. This year's recommendation takes these dynamics into account in attempting to balance just compensation for pastors with the economic realities of congregations.

EFFECTIVE SALARY FOR 2027

- **A mandated 3% increase in the minimum effective salary.** For pastors with salary & housing allowance (not in a manse), **the 2027 minimum effective salary is $69,216.** The Social Security offset is paid upon this amount, as well as Board of Pension dues in installed positions and retirement/medical contributions for those in covenant positions. Please note that this is the *MINIMUM* amount for an entry-level pastor. Housing costs are a major factor in determining living costs. COM recommends a substantive conversation about housing costs in the particular location of the congregation and what is financially necessary for housing. **For churches that are able, COM recommends a 4% increase for pastors at minimum effective salary to more accurately reflect rates.**
- **For pastors who live in a church-owned manse,** the Board of Pensions requires that the manse value be at least 30% of the total Effective Salary. The manse value is then part of the effective salary and is used to calculate Board of Pensions dues for those in installed positions and retirement/medical contributions for those in contract positions.

- **A recommended 4% increase in effective salary for those above minimum.** COM recognizes that the cost of living increases annually and encourages congregations to work with pastors for sustainable compensation.
- For all pastors whose **compensation remains at Presbytery minimum after the first year of service, COM highly recommends an additional increase above the minimum percentage each year. This is known as a Longevity Step Increase or a Merit Increase. This is a concrete way to recognize the pastor's job performance.** Specific amounts depend upon experience and the compensation ability of the congregation. COM is available to help with this conversation.
- **Other ways to show appreciation:** There are many creative ways to show appreciation for pastoral work beyond salary increases. These might include pastor appreciation events, one-time bonuses (these must be reported to the Board of Pensions), increasing vacation time and continuing education time, and increasing continuing education funds available for the pastor.

BENEFITS FOR 2027

- **The 2027 Annual Review of Compensation forms** will be available beginning in mid-October to calculate all aspects of compensation. Board of Pension dues can be calculated once the Effective Salary amount is determined. In 2027, Board of Pensions dues for Pension (8.5%), Death/Disability (1%), and Temporary Disability (.5%) remain the same. For Medical Dues, there are several packages, depending upon the level of medical coverage needed by the member and any spouse or children. More information on dues packages is available here: https://pensions.org/
- COM requires that those **currently serving with the Transitional Pastor's Participation plan (TPP)** as part of their terms of call for 2025 must be enrolled in the TPP for 2027, unless a shift to the Congregational Pastor Leader Package (CPP) is advantageous to both pastor and congregation. All installed pastors not enrolled in the TPP must be enrolled in the Congregational Pastoral Leader Package (CPP), in which case coverage for the pastor is required. COM advocates for the provision of coverage for spouse and children, if applicable, and if coverage is not also available through a spouse.
- **For Non-Installed Pastors – such as Transitional Pastors or Covenant Pastors – and for Commissioned Ruling Elder Pastors (CRES),** the minimum required medical contribution is 10% of the Effective Salary, and the required retirement contribution is 10%. Death and Disability Insurance is also required and may be purchased from the Board of Pensions at a very reasonable cost. If the pastor does not need medical reimbursement, then that amount may be applied to retirement savings. For those in a less than half-time position, benefits are encouraged but not required. Because of the flexibility available in non-installed pastoral positions, COM approves these individually, based upon conversations with the pastor and session. See Varieties of Pastoral Positions in the Presbytery of Donegal on the Presbytery's website. www.donegalpby.org/info-resources/documents-forms/com-documents-forms/
- **Non-Installed Pastors (over half-time)** are eligible for the Board of Pensions' Covenant Package. Its cost is 10% of the Effective Salary, and it includes the Pension Plan, the Death and Disability Plan, and

the Temporary Disability Plan (as well as access to assistance and education programs). COM encourages sessions to consider the BoP Covenant Package for covenant positions.

- Because developing compensation and benefits packages for pastors is complicated, with many variables, all pastors and their sessions are provided with individualized Terms of Call forms annually for the specifics of their pastoral position. Consultations with COM representatives are available upon request by the pastor or session representatives. COM encourages pastors and sessions to allow enough time to address all variables well before enrollment deadlines.

PROFESSIONAL EXPENSES

- **Mileage Reimbursement:** Pastors are reimbursed at the IRS standard mileage rate for all miles driven on behalf of the church, except for commute mileage from the pastor's home to the church. Sessions should budget this expense based on expected mileage. If expenses for mileage and travel authorized by the session exceed the budgeted amount, submitted expenses must continue to be paid.
- **Continuing Education:** a minimum of $1,000 and a minimum of 2 weeks (defined as fourteen days, including 2 Sundays). Both the continuing education time and the Con Ed allowance are cumulative for three years, and both use and carryover must be documented in the minutes of the session. This figure is not taxable to the minister and is not part of the Effective Salary for Board of Pension purposes.
- **Vacation:** A minimum of one month (defined as thirty days, including four Sundays). The session is free to define one month as thirty-one days.
- **Technology Expenses:** Sessions have two choices for technology access for pastors. They may provide cell phones and internet access as part of the church expense budget. Otherwise, a Technology Allowance of a minimum of $600 annually is required if the session expects to be able to contact the pastor electronically (via email or cell phone) when the pastor is not in the church office. This allowance may be used for mobile phone expenses, internet service expenses, or a combination of both and is generally paid on a pro-rated monthly basis.
- **Professional Expense Allowance:** While a professional expense allowance is not mandatory, most churches find it useful to provide an allowance to the pastor for expenses such as coffee or lunch with parishioners.
- **Book Allowance:** Some churches provide an additional allowance for books and subscriptions to their pastors, in addition to the Continuing Education allowance.

QUESTIONS? We know these calculations are increasingly complex. In many cases, determining salary is different for IRS and Board of Pension purposes. Please contact the Presbytery Office to be routed for individual assistance as needed.

The Presbytery of DONEGAL

Pulpit Supply Policy: Guidelines for Pulpit Supply Preachers and Congregations

From time to time, congregations require that the pulpit be supplied for Sunday morning worship or other special services. This policy provides guidance to congregations seeking pulpit supply and defines the expectations for preachers providing pulpit supply services in the Presbytery of Donegal.

To assist congregations with finding qualified pulpit supply preachers, the presbytery maintains an official Pulpit Supply List. To be eligible for the Pulpit Supply List, preachers must agree to the stipulations outlined in this document.

Pulpit Supply List

How does a preacher apply for inclusion on the presbytery Pulpit Supply List?

1. The first step is to submit the required documents to the presbytery office:
    a. Presbytery Pulpit Supply Application Form
    b. All background clearances required by the Commonwealth of Pennsylvania for clergy and by the Presbytery of Donegal for teaching elders
    c. Signed acceptance of the Presbytery of Donegal Pulpit Supply Policy and commitment to abide by the professional standards outlined below.
    d. Signed acceptance of the Presbytery of Donegal Sexual Misconduct Prevention and Response Policy
    e. Signed acceptance of the Presbytery of Donegal Anti-Harassment Policy
    f. Enrollment in a Presbytery of Donegal Boundary Training within the first twelve months
    g. If the preacher is not a teaching elder or commissioned ruling elder member of the Presbytery of Donegal, verification of good standing in their denomination and results of a reference check conducted with the official denominational representative
2. When these documents have been provided, a meeting will be scheduled with the Pulpit Supply Task Group of the Presbytery of Donegal. The Pulpit Supply Task Group will review the provisions of this policy with the applicant. This group will recommend whether or not to place the preacher on the Pulpit Supply List.
3. The Connecting Our Ministry Commission (COM) votes to concur with the recommendation of the Pulpit Supply Task Group.

How long does a preacher remain on the Pulpit Supply List?

1. Once approved by COM, a preacher will remain on the Pulpit Supply List for the remainder of the calendar year and will be accountable to the annual renewal process thereafter.

2. Each October, renewal forms will be sent to all preachers currently on the Pulpit Supply List.
3. Any preacher who wishes to remain on the Pulpit Supply List for another year must complete the renewal form and return it to the presbytery office by the due date listed.
4. Failure to return the renewal form by the due date will result in removal from the Pulpit Supply List.
5. Renewal forms will be reviewed and approved by the Connecting our Ministry Commission annually.

Who is eligible to be placed on the Pulpit Supply List?

1. Teaching Elders who are members of the Presbytery of Donegal. Generally this includes retired ministers, those who serve in validated positions rather than congregations, and members at large.
2. Approved Commissioned Ruling Elders.
3. Ruling Elders with training in biblical exegesis and homiletics, on a case-by-case basis.
4. Teaching Elders who are members of another PC(USA) presbytery, with the approval of their COM.
5. Ministers and licensed "lay" preachers from other denominations included in the Formula of Agreement (United Church of Christ, Reformed Church in America, Evangelical Lutheran Church in America).
6. Occasionally, ministers from other denominations with which we are in correspondence may be placed on the list, on a case-by-case basis.

Is a congregation in the Presbytery of Donegal required to use the Pulpit Supply List to engage an occasional/short-term pulpit supply preacher?

- No. Congregations may invite other preachers not on the list for occasional pulpit supply. Many times, a session may wish to ask member(s) of the church to lead worship on a day when the pastor is away. Sessions should carefully check the credentials of any potential preachers from beyond the congregation to make sure they would be a good match for the congregation. Background clearances should be obtained for any pulpit supply preachers who will be preaching on more than one occasion. An advantage of the Presbytery of Donegal Pulpit Supply List is that all preachers on the list have already undergone background clearances in order to be approved for the list.
- When there is a vacancy for reasons other than vacation, study leave, or short-term leave for family or medical reasons, COM representatives will work with the session for longer-term planning and stability.

Professional Standards

What are the professional standards for serving as a pulpit supply preacher in the Presbytery of Donegal?

1. Communicate with the congregational representative in a timely fashion regarding bulletin and worship preparation.
2. Arrive at least 20 minutes (preferably one-half hour) before the scheduled start of the worship service.

3. Obtain emergency contact information in case there is a travel delay or other emergency delaying arrival. Provide a cellphone number, if available, to the contact person.
4. Preach sermons that are the original creation of the preacher or attribute content created by others, pursuant to the stipulations of copyright law.
5. Be mindful that they are preaching as a guest in the pulpit. While sermons rightly address the intersection of the Word of God and culture, the ways the congregation will address controversial issues are under the supervision of the congregation's installed pastor and session. Pulpit supply preachers must agree to the following policy:
    a. Pulpit supply preachers may – and are encouraged to – include in public prayer local, denominational, national, and global events that are rightfully subjects of the prayer life of the congregation. Care should be taken in public prayers not to editorialize on issues of controversy.
    b. Pulpit supply preachers may reference local, denominational, national, and global events that are controversial in sermons while recognizing that people of good faith disagree on these issues.
    c. Pulpit supply preachers must clear the content of their sermon with the moderator or clerk of session if the preacher intends to express an opinion on a controversial topic. If in doubt about whether a statement is controversial, check with the moderator. For example, it is appropriate to say, "We all know such-and-such happened this week. There are many ways to look at this, and your pastor and session will guide your conversation. Today, we will include it in our prayers."
    d. Pulpit supply preachers are to refrain from speaking comparatively or derogatorily of any congregation, including the one in which they are preaching. It may be appropriate (but not necessary) to mention significant concerns or celebrations of other congregations – for example, serious building damage due to a fire or storm, the unexpected death of a pastor, a milestone anniversary, etc.
    e. Pulpit supply preachers may learn of confidential matters in the congregation in which they are preaching, such as pastoral vacancies or issues in the congregation. As warranted, the Connecting Our Ministry Commission should be alerted to significant information and how it has been shared with the congregation. Pulpit supply preachers should exercise care to ensure that information shared by one congregation is not inadvertently divulged to another congregation, unless it is public information.
6. Failure to comply with these professional standards of conduct will be addressed by the Pulpit Supply Task Group and may result in removal from the Pulpit Supply List.
7. When feedback about the pulpit supply preacher is provided by a congregation, this feedback will be shared with the pulpit supply preacher as appropriate.

Compensation

What are the honorarium guidelines for pulpit supply?

- Worship and sermon preparation is a craft. It takes time, skill, and commitment during the week to prepare. Sunday mornings involve travel time, worship preparation time on site, and the actual conduct of the services of worship.
- The *minimum* honorarium for a pulpit supply preacher is $150 for one service, or $200 for two services. In addition, mileage should be reimbursed at the IRS-approved rate.

When is an honorarium expected?

- An honorarium should be provided to any preacher filling the pulpit on any occasion when they are covering for the absence of the pastor, or at the convenience of the church and/or the pastor.
- An honorarium is not expected when a representative of an institution, program, or church agency has requested time in the pulpit to represent their organization or cause.
- For example: If a pastor will be on vacation and the congregation requests that Dr. Feedmore, President of the local food bank, fill the pulpit, an honorarium is to be provided. If, on the other hand, the food bank requests the opportunity for Dr. Feedmore to be heard in the church's pulpit on behalf of the organization, no honorarium is needed (although a donation might be the result!)

Should a presbytery staff member be given an honorarium?

- When a member of the presbytery staff is invited to preach for routine pulpit supply coverage, this is in addition to their regular presbytery duties and should be compensated according to the honorarium guidelines.
- When a member of the presbytery staff is scheduled to lead worship as part of the presbytery support of the congregation, then an honorarium is not expected. Examples of situations when an honorarium would not be expected include the Sunday after the departure of a pastor or to express care during a traumatic event. As the congregation has the ability, a donation to the mission of the presbytery is always welcome.

Scope of Work

Is it appropriate to ask the pulpit supply preacher to officiate a meeting of the congregation?

- It is appropriate to ask a pulpit supply preacher who is a teaching elder to moderate a brief meeting of the congregation to conduct routine business. If the congregational meeting immediately follows worship and lasts less than 15 minutes, then it may be included in the pulpit supply honorarium (although a small increase is always appreciated for the additional time and preparation).
- If the meeting is more substantive, the moderator of the session should coordinate with COM to determine an appropriate moderator for the congregational meeting. The honorarium to moderate a meeting of the congregation that lasts more than 15 minutes, or that is not directly before or after

worship, is $75, in addition to the pulpit supply honorarium. Mileage should be reimbursed at the IRS standard rate, unless already included in the pulpit supply compensation.

How are regular/long-term pulpit supply preachers approved by COM?

- There may be temporary occasions when a session needs to engage longer-term or "regular" pulpit supply. Longer-term pulpit supply preachers are typically engaged when a pastor is approved for a longer-term leave such as sabbatical, medical, or family leave. COM will work with sessions to arrange for longer-term pulpit supply in the case of pastoral leaves on a case-by-case basis.
- When a pastorate ends, sessions may sometimes engage pulpit supply in lieu of calling a transitional pastor, or while the search for the next pastor is in process. COM will work with the session to plan pulpit supply arrangements.
- When a session arranges for a preacher who is not on the Pulpit Supply List to preach on a regular basis, then COM will meet with the preacher for the Fit Between Person and Position Conversation and to ensure compliance with background checks and boundary training.
- COM seeks the opportunity to have an introductory meeting with preachers from other presbyteries or denominations who will be preaching regularly in one or more of Donegal Presbytery's congregations, even if they are not requesting to be placed on the Pulpit Supply List. This gives COM the opportunity to get to know and welcome preachers involved with our congregations, and it allows COM to conduct background checks and obtain clearances as appropriate.

Leader Team
Report to the Presbytery of Donegal – September 22, 2026

Leader Team Members: Betty Angelini, Karen Bachman, Stephanie Borger, Robert Bronkema, Claire George-Drumheller (Moderator), Ellie Grove, Doug Hagler, Pamela Leach, Jesse North, Matthew Randolph, and Jim Shuler. **Staff/Elected Officers Serving Ex Officio**: Erin Cox-Holmes, Sarah Kneier, and Chrissy Wells.

The Leader Team of the Presbytery of Donegal met in a hybrid format (some members via Zoom and others at the Presbytery Office) on May 19, June 6, August 4, and September 2, 2026.

VISION, STRATEGY, AND PLANNING:

- Set the registration fee for the September 2026 Pastors Retreat at $50 per person, with scholarships available for pastors with financial need.
- Authorized Acting COM Chair Diane DeSieno to receive and approve scholarship requests for the Pastors Retreat.
- Authorized celebration of the Lord's Supper at the September 2026 Pastors Retreat.
- Authorized presbytery staff to create an application form and solicit applications for a Consultant to the Presbytery of Donegal for New Worshiping Communities Presbytery Support.

STEWARDSHIP AND FUNDING:

- Reviewed 2026 Per Capita and Mission giving from congregations.
- Awarded a camp scholarship for a child to attend the Montreat youth conference.
- Referred future individual camp scholarship applications to presbytery staff to facilitate quicker approvals.
- Applied for a New Worshipping Communities Growth Grant to support the Our Table New Worshipping Community.
- Appointed representatives to communicate with Marla Edwards from the Office of Mid-Council Grants, regarding potential uses of the Walton Grant by the Our Table New Worshipping Community.
- Appointed Karen Bachman to the Stewardship Team.
- Reviewed the Stewardship Team's work on a proposal for the Synod of the Trinity's Fit for the Future Grant.
- Concurred with the Administration Committee on sending the updated 2027 Presbytery of Donegal budget, including a recommended 3% cost of living adjustment to staff salaries, to the presbytery for a second read and adoption at the September 22, 2026 Presbytery Gathering.

PRESBYTERY GATHERINGS:

- Debriefed the May 2026 Presbytery Gathering, with gratitude for Donegal Presbyterian Church's hospitality.
- Appointed Bob Bronkema and Pamela Leach to coordinate a Learning Community Time focused on global missions at the September 22, 2026 Presbytery Gathering.
- Approved funding, not to exceed $2,000, for travel expenses and honoraria for Learning Community Time presenters at the September 2026 Presbytery Gathering.
- Approved the docket for the September 22, 2026 Presbytery Gathering at Eastminster Presbyterian Church, with the presbytery staff and moderator authorized to update the docket as needed. The gathering will feature:
    - Worship including Reaffirmation of Baptism and preaching by Rev. Dr. Erin Cox-Holmes.
    - Learning Community Time focused on world mission and initiatives to support the global church, led by Cindy Corell and Dr. James Taneti.
    - Reports from our General Assembly Commissioners and Young Adult Advisory Delegate.
    - Celebrating ordination anniversaries and welcoming new members of the presbytery.
    - Adoption of Minimum Terms of Call and benefit updates for 2027.
    - Second read and approval of the 2027 Presbytery of Donegal budget.
- Moved the annual Witness to the Resurrection of Ruling Elders and Ministers of Word and Sacrament to the November Presbytery Gathering, to align with All Saints Day.
- Appointed the presbytery staff to create and distribute a Call for Workshop Proposals for the Learning Community Time at the November 17, 2026 Presbytery Gathering.
- Reviewed workshop proposals and selected the slate of workshops for the Learning Community Time at the November 2026 Presbytery Gathering. All individuals who submitted proposals will be contacted in September regarding the status of their proposed workshops.
- Scheduled the first Presbytery Gathering of 2027 for February 23, 2027, at First Presbyterian Church of Strasburg, with the Learning Community Time to be coordinated by the Racial Justice Task Group.
- Scheduled the vote on the 227th General Assembly's proposed constitutional amendments for the May 2027 Presbytery Gathering.
- Appointed Erin Cox-Holmes to contact Josh Erickson, Director of the Presbyterian Church Growth Network, about availability to lead the Learning Community Time at a future Presbytery Gathering.

REPORTS FROM OTHER COMMITTEES OR GROUPS:

- Endorsed a plan to enhance communication between the Leader Team and the Racial Justice Task Group, facilitated by Stephanie Borer, Betty Angelini, and Bob Bronkema, who are members of both groups.
- Approved the Racial Justice Task Group's plan to create and share a story series, profiling various congregations' work to support immigrants, with the presbytery.

POLICIES AND PROCEDURES:

- Approved commissioning Walter Kondratowski to officiate the Lord's Supper for the Our Table New Worshipping Community, prior to his ordination as the organizing pastor of the Our Table NWC.

NOMINATIONS: None

ACTIONS NOT CLEARLY ASSIGNED TO ANOTHER GROUP: None

ACTIONS APPROVED ON BEHALF OF THE PRESBYTERY BETWEEN PRESBYTERY GATHERINGS (Per Presbytery of Donegal Manual Section Four): None

Transitional Stated Clerk's Report

Rev. Dr. Erin Cox-Holmes

September 22, 2026

Reports:

1. My personal thanks to the Presbytery Staff, Acting Head of Staff Betty Angelini, COM Chair Alex Becker, and Acting COM Chair Diane DeSieno for their hard work over a very busy summer while I was away on a Sabbatical. Expect my Sabbatical "report" soon after this Presbytery Gathering. In short, my husband Kent and I had a wonderful season at home with flowers and pooch, and then an adventure in California, where both of us grew up. It would not have been possible without the support of the presbytery, and I am very grateful.
2. The **Annual Review of Session Minutes is Underway.** A team of experienced clerks of session and other leaders are reviewing session minutes. Three minute review sessions of 2025 Minutes are scheduled for Sunday, September 20, October 4, and November 15, 2026. All clerks of session are encouraged to attend one of these events with the pastor/moderator of their session.
3. The **2025 Minutes of Donegal Presbytery** were reviewed by the Synod of the Trinity and were approved with no exceptions or delinquencies on June 3, 2026. The Synod Record Review Report is available from the presbytery office upon request.
4. **All sessions of congregations are required to have the following policies:** a sexual misconduct policy, a harassment policy, a child, youth, and adults with vulnerabilities protection policy, and an antiracism policy. In addition, each session must have Articles of Incorporation, bylaws, a Manual of Administrative Operations, and a family leave policy. The sessions of our congregations are in various phases of this work. The Presbytery Leader Team, the Connecting Our Ministry Commission, the Administration Committee, and the Racial Justice Task Group have committed to consulting with each session on their progress in adopting these policies in the coming year. The goal is to facilitate each session to be completed with adopted policies by the end of 2026.
5. **Boundary Training** is required to be completed within the first year of beginning service for Teaching Elders who are in pastorates, Validated Ministries of the Presbytery, Teaching Elders on the Presbytery of Donegal Pulpit Supply list, Inquirers, Candidates, Commissioned Ruling Elders, and Certified Christian Educators. Those who have completed COM-sponsored Level 2 Boundary Training will be given the choice of either completing an additional Level 2 Boundary Training or taking an online Boundary Training certification through a COM-approved vendor. Teaching Elders in a Validated Ministry will have individual reviews with COM if a waiver from presbytery Boundary Training is requested because of alternative training provided by their workplace. Those who do not comply with the Book of Order mandated training may be placed on leave of absence by COM until the training has been completed.
6. **Clearance/Background Check Renewal** is required in Pennsylvania every five years for paid staff, including ministers. The Connecting Our Ministry Commission is in contact with Teaching

Elders and Commissioned Ruling Elders who need to update their 2026 clearances. If clearances have not been submitted, the COM may place pastors on leave until the clearances are in hand. In addition, we recommend checking your congregation's ministry volunteer renewal dates, as volunteer requirements differ.

My General Assembly Experience by Ruling Elder Liz Carrabine

God's hand and guidance were felt and visible to me as a Ruling Elder Commissioner at the 227th General Assembly.

I was impressed by many actions that occurred during my experience, including:

- by the process of debating and discerning overtures during committee and plenary sessions,
- by the vibrant and meaningful worship services held daily, which reminded us of our reasons for being at GA,
- by the direction and care shown to all attendees by the co-moderators (CeCe and Tony),
- by the willingness of the denomination to look inward at past mistakes and both apologize and attempt to atone for those missteps and errors,
- by our denomination's willingness to identify and name national and global concerns, specifically the genocide happening in Gaza and Christian Nationalism occurring in the USA.

Additionally, it was a pleasure to represent the Donegal Presbytery with the other Presbytery attendees. Our many discussions were critical to understanding the history and current needs of PC(USA). The time we spent together as a group was invaluable to me personally.

Overall, my experience was an extremely positive one, and though I did not support every decision made, I did not disagree with any of those decisions. The discernment of God's will for our denomination was evident during the 227th General Assembly.

My General Assembly Experience by Ruling Elder Carl Barr

Thanks so much to Donegal Presbytery for giving me the opportunity to be a ruling elder commissioner to the 227th General Assembly. The experience of seeing how the Spirit works to bring together commissioners and advisory delegates to do the work of the mission and governance of the church is truly amazing. Add to that the opportunities for worship, the joining in fellowship over meals, and the meeting of others passionate about their faith, and you have a truly remarkable and memorable spiritual experience. I so appreciated, too, the opportunity to get to know the other commissioners and young adult advisory delegate from Donegal Presbytery and appreciate the support given by Erin and Sarah of our presbytery staff. I look forward to sharing more about the work of the 227th General Assembly in the future.

My General Assembly Experience by Rev. Dr. Betty Angelini

The theme for this year's 227th General Assembly was *Persevering Toward Wholeness* based on the text from Revelation 22: 1-7. Through worship, discernment and prayer filled leadership, the connectionalism with our triune God and other commissioners was palpable, as I believe all those present worked toward living into the vision created by the tree whose leaves heal the nations. As God's children gathered, I believe God was the light of the meeting, and Christ was always at the center. We discerned and voted on such challenging issues as a new organizational structure for the national office and the resulting changes and challenges that come with the unification, including the ending of the mission co-work ministry as we know it and the introduction of Global Ecumenical Partnerships, proposed changes to our constitution, including ways to complete the requirements to become a teaching elder, and how we define and live out our Christian relationships in the world not of the world. The Lord provided worship, leadership and advisory delegates, and table fellowship opportunities that praised God and gave sacred direction to participate, at God's invitation, in voting, to speak out about injustice and to begin to reestablish trust where those bonds of connectionalism and relationship had been broken. Thank you for the opportunity to serve in this capacity. Thank you for this faith growing opportunity. May we continue to persevere toward wholeness in our lives and community now.

Commission on Preparation for Ministry (CPM)
Report to the Presbytery of Donegal – September 22, 2026

Commission Members: Karen Bachman, Deb Belusa, John Hartman, Don Lincoln (Chair), and Carol McGowan. **Staff Serving Ex Officio:** Erin Cox-Holmes.

The Commission on Preparation for Ministry (CPM) oversees the preparation of inquirers and candidates for ministry as Ministers of Word and Sacrament. The commission advises and monitors the progress of each candidate through all phases of the process.

The Commission on Preparation for Ministry is commissioned to (G-3.0109b):

1. receive a person seeking ordination as a Minister of Word and Sacrament in the PC(USA) as an inquirer (G-2.0603),
2. move an inquirer to the candidacy phase (G-2.0604),
3. declare a candidate "ready for examination by a presbytery for ordination, pending a call" and thus able to enter into "negotiation for his or her service as a Minister of Word and Sacrament" (G-2.0607),
4. transfer an inquirer or candidate to another presbytery (G-2.0608),
5. remove an inquirer or candidate from the ordination process (G-2.0609,
6. nominate ruling and teaching elders for Presbytery election to be readers of standard ordination examinations (G-3.0302).

In all other matters, the CPM functions as a committee of the presbytery.

CPM met on May 18 and August 10, 2026, and took the following actions:

- Received an update on Candidate **Eric Chase** and approved sending a formal letter for a response by June 30, 2026, outlining his options to continue as a Candidate Under Care in the CPM process.
- Received an update on Candidate **Jim Catron** and his process with the Commissioned Ruling Elder Task Group.
- Approved sending the following **2026 Ordination Examination Readers** to the Leader Team for election: Ruling Elder Jeff McLaughlin, Rev. Tom Summers, Ruling Elder Dan Graves, and Ruling Elder Mark Ford (alternate).

Administrative Commission for Examinations Report
Report to the Presbytery of Donegal — September 22, 2026

Commission Members: Jane Busey, Jane DeFord, Ann Hatfield (acting Chair), Kent Holmes, Ridgley Joyner, Holly Miller, Seth Gregory, and Jane Wendel. **Staff Serving Ex Officio:** Erin Cox-Holmes.

The Commission meets when necessary. The Commission conducts examinations using the "Examination Process" and "Topics for Examination Discussion" available on the Presbytery website. A 1.5-hour period is scheduled for most examinees. A shorter conversation period of about 1 hour is scheduled for Honorably Retired pastors moving into the Presbytery. The Commission conducts its meetings virtually via Zoom.

The tasks that the Commission performs for each examination are as follows:

- Approve the statement of faith.
- Accept the biographical or journey of faith statement.
- Conduct the examination and decide whether it is sustained.
- Receive the candidate into the Presbytery and, if applicable, grant permission to begin work on a particular date based upon receipt of a call from a congregation.

The Examination Commission met on June 4, June 22, and August 5, 2026.

EXAMINATIONS CONDUCTED:

- **Walter Kondratowski –** The Commission conducted the examination of Mr. Kondratowski for Membership in Donegal Presbytery and Ordination as a Minister of the Word and Sacrament, with a Call as an Organizing Pastor at the Our Table New Worshipping Community. The Commission sustained the examination of Mr. Kondratowski, who was ordained on June 26, 2026.

- **Sarah Hostetter -** The Commission conducted the examination on behalf of Philadelphia Presbytery of Ms. Hostetter for Membership in Donegal Presbytery and Ordination as a Minister of the Word and Sacrament, with a Call as an Associate Pastor at Highland Presbyterian Church. The Commission sustained the examination of Mrs. Hostetter, who will be ordained on October 4, 2026.

- **Rev. Leslie Mott –** The Commission conducted the examination of Rev. Mott for a Temporary Pastor position at The First Presbyterian Church of York. The Commission sustained the examination of Rev. Mott and voted to request her dismissal from Carlisle Presbytery.

- **Rev. Ray Meute -** The Commission conducted the examination of Rev. Meute for an Associate Pastor position at Westminster Presbyterian Church of West Chester. The Commission sustained the examination of Rev. Meute and voted to request his dismissal from Baltimore Presbytery.

Faithfully submitted,
Ann Hatfield, Acting Chair

Engaging Our Mission (EOM) Committee
Report to the Presbytery of Donegal – September 22, 2026

Committee Members: John Barlow, Carl Barr, Eric Dorville, Josh Gill, Merritt Schatz, Sarah Weisiger (chair), Linda Younger, and Mike Wills. **Staff Serving Ex Officio:** Erin Cox-Holmes and Sarah Kneier.

The Engaging Our Mission Committee validates the Presbytery's mission groups, teams, and task groups. EOM receives grant applications to support mission endeavors of Presbytery networks and congregations. EOM mentors emerging missions, oversees scholarships, and connects with our immigrant and multicultural fellowships. EOM is the hub for missions within and beyond the Presbytery.

EOM met on June 4 and August 26, 2026, in person and online via Zoom.

APPROVED THE FOLLOWING FUNDING REQUESTS:

- **Grant request from West Grove Presbyterian Church** – $2,500 for building upgrades to enable sharing space with a Spanish-immersion Montessori micro-school.
- **Grant request from The First Presbyterian Church of Strasburg** – $5,000 for the Community Impact Committee.
- **Grant request from the World Mission Initiative of Pittsburgh Theological Seminary** – $1,000 for sponsorship of the 2026 World Mission Initiative Conference and McClure Lecture.
- **Joint grant request from Unionville Presbyterian Church, Doe Run Presbyterian Church, and Bethany Presbyterian Church of Mendenhall** – $2,700 grant for a cooperative Rise Against Hunger community event.

OTHER ACTIONS TAKEN:

- Received updates on the use of grant money received by Stewartstown Presbyterian Church, West Grove Presbyterian Church, Eastminster Presbyterian Church Cares for Kids, and the Hershaull Park painting project.
- Received an update on funds used for churches' security needs.
- Received an update on the Disaster Response Team's work to create a presbytery network for supporting and coordinating congregational response to emergencies.

Respectfully Submitted by Sarah Weisiger, EOM Chair

Racial Justice Task Group
Report to the Presbytery of Donegal – September 22, 2026

The Racial Justice Task Group seeks to help congregations, church leaders, and members embrace God's call to address racial injustice as part of their Christian faith and take action to work toward justice.

Membership in the Racial Justice Task Group is open to all with the relevant gifts, skills, and passions who wish to serve. The RJTG also welcomes "Friends of the Task Group" who volunteer for specific time-limited projects. If you'd like to get involved, contact Stephanie Borger at stephanie@donegalpby.org or 717-392-4035.

The Racial Justice Task Group met online via Zoom on June 16, August 11, and September 8, 2026. Meetings of the RJTG were moderated by Co-Chairs Peter Guman and Jocelyn Pyett. Various working groups assigned to specific areas of focus met as needed from May through September.

COMPLETED PROJECTS

- Facilitated a Curious Conversation for the presbytery, exploring the themes of justice and injustice, at Central Presbyterian Church.
- Facilitated a Curious Conversation exploring the theme of unconscious bias at Westminster Presbyterian Church in West Chester.
- Led a congregational forum exploring racial justice at Eastminster Presbyterian Church.
- Led a Congregational Antiracism Policy Workshop for the Session of First Presbyterian Church of Lancaster.

UPCOMING EVENTS

- MUSEUM VISIT: Everyone is invited to join a group from Donegal Presbytery for **a visit to the Stevens & Smith Center for History and Democracy, followed by lunch and discussion**, on **Saturday, November 14**. Named after 19th-century abolitionists Thaddeus Stevens and Lydia Hamilton Smith, Lancaster's newest museum showcases the courageous struggle for freedom and equality in America – both across the nation and right here in Pennsylvania. Learn more and register here: https://app.smartsheet.com/b/form/01a087af894279c4b50e9518c79d59fb
- PRESBYTERY GATHERING LEARNING TIME: The Racial Justice Task Group will coordinate a Learning Community Time focused on a theme related to racial justice at the **February 23, 2027 Presbytery Gathering,** held at the First Presbyterian Church of Strasburg.

ONGOING OPPORTUNITIES

- CONGREGATIONAL ANTIRACISM POLICY WORKSHOPS: The *Book of Order* now requires every Session to adopt an Antiracism Policy. **The Congregational Antiracism Policy Support (CAPS) Team** is eager to continue helping each congregation create and implement an Antiracism Policy that makes sense in their unique context. CAPS Team members are available to **facilitate an individualized Antiracism Policy Workshop with your Session and other congregational leaders**. The CAPS Team can also recommend learning resources for your congregation or offer consultation on your Antiracism Policy in other ways. Contact Stephanie Borger at stephanie@donegalpby.org or 717-392-4035 to discuss how the CAPS Team can best support your congregation in complying with the new *Book of Order* requirement.
- CURIOUS CONVERSATIONS: In our polarized world, having healthy dialogue about contentious issues can feel impossible — even within the church. Yet, if we want our churches to be places where people learn and grow together in Christ, we need to tackle talking about sensitive or difficult topics. Over the past year, the Racial Justice Task Group has hosted opportunities for the Presbytery to learn and practice **the "Curious Conversation" model for approaching these hard conversations**. Based on seeking to understand others' perspectives — even when we passionately disagree — these Curious Conversations are an opportunity to practice listening, asking genuine questions, staying in the room with difference, and humanizing our ideological opponents. We now have a **team of trained facilitators who are prepared to lead a Curious Conversation in your congregation**. If you would like to host a Curious Conversation at your church, contact Stephanie Borger at stephanie@donegalpby.org or 717-392-4035.

OTHER ACTIONS TAKEN

- Endorsed a plan to enhance communication between the Leader Team and the Racial Justice Task Group, facilitated by Stephanie Borger, Betty Angelini, and Bob Bronkema, who are members of both groups.

"For he himself is our peace, who has made the two groups one and has destroyed the barrier, the dividing wall of hostility." --Ephesians 2:14

Discerning Gifts and Passions Committee
Report to the Presbytery of Donegal — September 22, 2026

The Discerning Gifts and Passions Committee (DG&P) is charged with helping our Ruling Elders, Teaching Elders, and congregation members to identify their gifts and passions and discern how they can be used to serve God in this presbytery. We are receiving suggested candidates for service as detailed below. The QR Code on the attached flyer links to the suggestion form. The following nominations are brought before the presbytery today:

FOR ELECTION: CHAIRS OF COMMITTEES/COMMISSIONS 2026:

- The Rev. Ann Hatfield – Examination Commission

FOR ELECTION: MEMBERS OF COMMITTEES/COMMISSIONS:

COMMITTEE OR COMMISSION	NAME OF PERSON TO BE ELECTED	CLASS
Administration Committee	Ruling Elder Elizabeth Carrabine	2026
Administration Committee	Teaching Elder Karen Bachman	2028

AVAILABLE OPPORTUNITIES FOR SERVICE

ADMINISTRATION COMMITTEE

- Teaching or Ruling Elder or Congregation Member 2029
- Teaching or Ruling Elder or Congregation Member 2029
- Teaching or Ruling Elder or Congregation Member 2029

CONNECTING OUR MINISTRIES COMMISSION

- Teaching or Ruling Elder 2029
- Teaching or Ruling Elder 2029
- Teaching or Ruling Elder 2029

COMMISSION ON PREPARATION FOR MINISTRY

- Teaching or Ruling Elder 2029
- Teaching or Ruling Elder 2029

ENGAGING OUR MISSION COMMITTEE

- Teaching or Ruling Elder or Congregation Member 2029
- Teaching or Ruling Elder or Congregation Member 2029
- Teaching or Ruling Elder or Congregation Member 2029

EXAMINATION COMMISSION

- Teaching or Ruling Elder 2029
- Teaching or Ruling Elder 2029
- Teaching or Ruling Elder 2029

PERMANENT JUDICIAL COMMISSION

- Teaching or Ruling Elder 2032

OPPORTUNITIES FOR SERVICE IN DONEGAL PRESBYTERY

The Discerning Gifts and Passions Committee is always eager to connect people to ministry opportunities in the Presbytery of Donegal! To learn about presbytery leadership opportunities, please see the presbytery's Manual of Administrative Operations. The section on committees and groups begins on page 41: www.donegalpby.org/info-resources/documents-forms/presbytery-of-donegal-manual/

Please note that those serving on presbytery commissions must be either Teaching Elders (also known as Ministers of Word and Sacrament) or Ruling Elders. Other positions are open to anyone in your congregation with suitable gifts, skills, and passions.

Suggest yourself or someone else for service in Donegal Presbytery using the online nomination form: https://forms.gle/GbpnMcGbYiNhGF329

If you wish to suggest someone else, please ensure they are interested in the service before submitting their name. The Discerning Gifts and Passions Committee will carefully review your suggestion and will be in touch soon to let you know it has been received. For a printable version of the form, contact the presbytery office at christine@donegalpby.org or 717-392-4035.

Thank you for considering leadership opportunities in the Presbytery of Donegal!

Administration Committee
Report to the Presbytery of Donegal — September 22, 2026

Administration Committee Members: Betty Angelini (Chair), Linda Boddy, Diane Burkland, Doug Friant, Eric Hoerner, Steve Lytch, and Dan Snyder. **Staff/Elected Officers Serving Ex Officio:** Erin Cox-Holmes (Executive Presbyter/Transitional Stated Clerk), Jack Hynd (Treasurer), Sarah Kneier (Presbytery Associate/Associate Stated Clerk), and Chrissy Wells (Executive Administrative Assistant).

The Administration Committee of the Presbytery of Donegal met via Zoom on June 10, August 6, August 24, and September 2, 2026.

FINANCIAL OVERSIGHT

- Reviewed the Investment Task Group report, including recommendations for 2026 and 2027 Presbytery of Donegal budgets.
- Reviewed the April, May, June, and July 2026 Financial Reports and Treasurer's Summaries.
- Reviewed 2026 Per Capita and Mission giving from congregations, noting that Per Capita contributions are on track, while Mission pledges and income are behind budget, with reserve funds and investment accounts being drawn upon to supplement the Mission budget.
- Authorized letters expressing gratitude for Mission giving from congregations.
- Recommended for Leader Team concurrence an updated 2027 Presbytery of Donegal budget draft showing the Synod Per Capita amount set at $2.40, the General Assembly Per Capita amount set at $13.04, and strategic cuts to align spending with a downward trend in Mission giving.
- Concurred with the Leader Team on sending the updated 2027 Presbytery of Donegal budget, including a recommended 3% cost of living adjustment to staff salaries, to the presbytery for a second read at the September 22, 2026 Presbytery Gathering.
- Developed a narrative version of the 2027 Presbytery of Donegal budget, featuring storytelling and visuals from key mission partners.
- Reviewed updates on the Stewardship Team's work to integrate storytelling into financial interpretation and strengthen relationships with partner congregations.
- Reviewed the Stewardship Team's work on a proposal for the Synod of the Trinity's Fit for the Future Grant.
- Reviewed the 2025 Financial Review Engagement Letter from EMC Accounting firm, noting that all requested documents have been provided to the accountants for their Financial Review.
- Investigated offering a loan from the Warroll Fund, held with the Presbyterian Investment and Loan Program (PILM) to a pastor in the presbytery.

FIDUCIARY SUPPORT OF CONGREGATIONS

- Reviewed a report from the Financial Guidance Group of the Administrative Commission for the Our Table New Worshipping Community.
- Placed the Our Table New Worshipping Community $50,000 Walton Grant in a money market account for liquidity with the New Covenant Trust Company (NCTC). NCTC's rate is currently 3.65% and includes a small management fee. A separate investment account for NWC funds will be established with NCTC to track interest accruing to the grant.
- Consulted with the presbytery attorney on Pine Grove Presbyterian Church's plans to reclassify an employee and rent the church manse.
- Confirmed Central Presbyterian Church's full repayment of their PILP loan in January 2026 and First Presbyterian Church of Phoenixville's full repayment of their PILP loan in May 2026.

CHURCH PROPERTY MATTERS

- Requested review by the presbytery's attorney of the deed and easement documents for Bethany Presbyterian Church of Mendenhall.
- Reviewed a report on the Oxford Presbyterian Church cell tower sale process, including meetings with the presbytery's attorney, the broker, and Oxford representatives.
- Received a $5,000 grant from Presbyterian Disaster Assistance (PDA) and a $1,500 disaster assistance grant from the Synod of the Trinity, to be distributed to Highland Presbyterian Church following severe storms that damaged the church property in July.
- Approved listing Trinity Presbyterian Church's manse for sale.
- Appointed a team to act on the Administration Committee's behalf to accept Trinity Church of Berwyn's manse sale offer at a minimum price, if not sold by the September 22, 2026, Presbytery Gathering.
- Requested that the Our Table New Worshipping Community develop a rental or use agreement for their meeting space at St. Michael's Lutheran church in Strasburg, PA. Appointed a team to approve the agreement upon receipt.
- Reviewed a report of tornado damage to the Columbia Presbyterian Church roof.
- Approved Trinity Presbyterian Church's five-year lease with the Trinity Preschool.
- Reviewed a report on tornado damage to the Columbia Presbyterian Church roof.
- Reviewed New Harmony Presbyterian Church's property report.
- Reviewed a report on the visit to Westminster Presbyterian Church of York by representatives of the Administration Committee and Connecting Our Ministry Commission (COM).

COACHING AND EQUIPPING PROCESS/STAFF

- Reviewed an update on presbytery staff Coaching and Equipping Teams, including a process for evaluating the transitional staffing model.
- Appointed the Administration Committee Chair, Executive Presbyter/Transitional Stated Clerk, and Executive Administrative Assistant to work with the presbytery's attorney to update the Presbytery of Donegal's Employee Handbook.
- Changed the categorization of Presbytery of Donegal Facilitator Stephanie Borger from an hourly to a salaried employee, based on the presbytery attorney's review.

ADMINISTRATION COMMITTEE GOALS FOR 2026

- Appropriately balance committee activity between operational items and development of a stewardship vision.
- Finalize the presbytery's Financial Manual and update the Manual of Administrative Operations.
- Analyze giving trends and investment trajectories to determine appropriate and faithful budgeting for 2026 and 2027.

The next Meeting of the Administration Committee will be held online via Zoom on Wednesday, October 7 at 3 pm.

PC Mission - 2027 Budget - Second Read

	2025 Actual	2026 Actual Adjusted	2027 Proposed	Change	Comments
Income Streams					
Shared Proportional Assessment (Per Capita)					
Presbytery	$ 265,268.49	$ 256,943.52	**$ 265,305.60**	$ 8,362.08	
Miscellaneous PC Income	$ -	$ 3,000.00	**$ 3,000.00**	$ -	
Synod	$ 23,330.66	$ 22,629.89	**$ 21,224.45**	$ (1,405.44)	
General Assembly	$ 116,627.35	$ 88,162.27	**$ 82,686.91**	$ (5,475.36)	
Undesignated & Designated Mission Support Contribution					
Presbytery	$ 232,059.03	$ 280,000.00	**$ 235,000.00**	$ (45,000.00)	
Synod	$ 5,750.00	$ 25,000.00	**$ 7,500.00**	$ (17,500.00)	
General Assembly - Mission Support	$ 34,320.48	$ 46,000.00	**$ 35,000.00**	$ (11,000.00)	
General Assembly - Designated/Other Pass-through	$ 188,284.86	$ 250,000.00	**$ 200,000.00**	$ (50,000.00)	
Other Revenue					
Investment Income - Operations	$ 36,500.00	$ 36,500.00	**$ -**	$ (36,500.00)	
Mission Reserve	$ 54,000.00	$ 15,000.00	**$ 77,250.00**	$ 62,250.00	3/4 of the estimated $103,000 from PC & Miss Reserve income based on 2025 invest actuals
Per Capita Reserve	$ 7,000.00	$ 10,000.00	**$ 25,750.00**	$ 15,750.00	1/4 of the estimated $103,000 from PC & Miss Reserve income based on 2025 invest actuals
Fry Trust Administration Income	$ 25,000.00	$ 25,000.00	**$ 25,000.00**	$ -	
First, MJ Building Sale Proceeds (Reserves)	$ 25,000.00	$ 50,000.00	**$ 40,000.00**	$ (10,000.00)	End in 2027 - half in PC Reserve & half in Mission Reserve $40,000 left in 2027
Transfer from Congregational Facilitator Holding	$ 4,922.05	$ -	**$ -**	$ -	
Interest Income - Per Capita	$ 1,219.72	$ 1,000.00	**$ 1,000.00**	$ -	
Interest Income - Mission	$ 256.52	$ 250.00	**$ 250.00**	$ -	
Total Income	$ 1,019,539.16	$ 1,109,485.68	**$ 1,018,966.96**	$ (90,518.72)	
Donegal Presbytery Per Capita Assessment					
Per Capita Assessment: Synod	$ 24,496.80	$ 23,572.80	**$ 22,108.80**	$ (1,464.00)	
Per Capita Assessment: GA	$ 110,643.88	$ 84,095.72	**$ 94,624.48**	$ 10,528.76	
Donegal Presbytery Pledge to Synod Mission	$ 5,500.00	$ 25,000.00	**$ 10,000.00**	$ (15,000.00)	

PC Mission - 2027 Budget - Second Read

	2025 Actual	2026 Actual Adjusted	2027 Proposed	Change	Comments
Donegal Presbytery Pledge to GA Mission					
Undesignated pledge to GA Mission	$ 4,500.00	$ 4,500.00	**$ 4,500.00**	$ -	
Designated at direction of EOM	$ -	$ 15,000.00	**$ 5,000.00**	$ (10,000.00)	
Pledged to Office of General Assemby (per capita)	$ 30,650.60	$ 26,500.00	**$ 25,500.00**	$ (1,000.00)	
Designated Giving to GA Mission/Other Pass Through	$ 188,284.86	$ 250,000.00	**$ 200,000.00**	$ (50,000.00)	
Ministry and Mission Expenses					
COM Congregational Facilitator (10 hrs per week)	$ 19,853.56	$ 15,918.46	**$ 16,396.01**	$ 477.55	**3% rasie**
COM Support of Pastors	$ 3,903.42	$ 5,000.00	**$ 5,000.00**	$ -	
Iglesia Renacer	$ 15,000.00	$ 15,000.00	**$ 12,000.00**	$ (3,000.00)	
Iglesia Resurrection	$ 15,000.00	$ 15,000.00	**$ 12,000.00**	$ (3,000.00)	
Bethany Collaboratory	$ 15,000.00	$ 15,000.00	**$ 12,000.00**	$ (3,000.00)	
Shiloh Ministry Support	$ 10,000.00	$ 15,000.00	**$ 12,000.00**	$ (3,000.00)	
Columbia/Hands Across the Street Ministry	$ 10,000.00	$ 15,000.00	**$ 12,000.00**	$ (3,000.00)	
Our Table New Worshipping Community	-	$ -	**$ 5,000.00**	$ 5,000.00	
Events to Build Disciples and Equip Leaders	$ 8,277.72	$ 7,000.00	**$ 5,000.00**	$ (2,000.00)	
Boundary Training			**$ 3,000.00**	$ 3,000.00	
New Mission Initiatives	$ 2,902.66	$ 7,000.00	**$ 3,500.00**	$ (3,500.00)	
Racial Justice Task Group	$ 5,000.00	$ 5,000.00	**$ 4,000.00**	$ (1,000.00)	
Engaging our Mission Current Funds	$ 47,640.00	$ 50,000.00	**$ 25,000.00**	$ (25,000.00)	
Pastor Emergency Fund	$ -	$ 2,000.00	**$ -**	$ (2,000.00)	
Cohorts for Pastors	$ -	$ 5,000.00	**$ 2,000.00**	$ (3,000.00)	
Immigration & Refugee Support	$ -	$ 5,000.00	**$ -**	$ (5,000.00)	
Personnel					
Compensation			**3% - All Staff**		
Executive Presbyter/Transitional SC Salary (Full Time)	$ 113,067.89	$ 115,452.78	**$ 118,916.36**	$ 3,463.58	
Stated Clerk Salary & Associate Stated Clerk (1 pay)	$ 4,405.35	$ -	**$ -**		
TPA/ASC (65% Time)	$ 43,875.36	$ 56,759.26	**$ 58,462.04**	$ 1,702.78	
Exec Admin Assistant Salary (Full Time)	$ 64,329.33	$ 65,689.49	**$ 67,660.17**	$ 1,970.68	
Presbytery of Donegal Facilitator (20 hrs per week)	$ 24,600.00	$ 35,006.40	**$ 36,056.59**	$ 1,050.19	

PC Mission - 2027 Budget - Second Read

	2025 Actual	2026 Actual Adjusted	2027 Proposed	Change	Comments
Benefits					
EP Pension	$ 9,621.12	$ 9,813.48	**$ 10,107.89**	$ 294.41	**8.50%**
EP Social Security Offset	$ 8,658.96	$ 8,832.14	**$ 9,097.10**	$ 264.96	**7.65%**
EP Medical/Vision Insurance	$ 13,958.93	$ 15,082.80	**$ 17,574.27**	$ 2,491.47	**14.3% + 3% ($511.87) for 2027 COLA Raise**
EP Death/Disability	$ 1,014.63	$ 1,154.52	**$ 1,189.16**	$ 34.64	**1%**
EP Temporary Disability	$ 1,175.40	$ 1,198.92	**$ 1,189.16**	$ (9.76)	**1%**
EP Medical Supplement	$ 13,958.93	$ 13,000.00	**$ 13,000.00**	$ -	
PA/ASC Social Security Offset	$ 3,356.44	$ 4,342.08	**$ 4,472.35**	$ 130.26	**7.65%**
PA/ASC Medical Reimbursement/Vision	$ 4,387.50	$ 5,675.93	**$ 5,846.20**	$ 170.28	**10%**
PA/ASC Pension	$ 3,814.74	$ 5,482.68	**$ 5,846.20**	$ 363.52	**10%**
PA/ASC Death and Disability	$ 493.51	$ 645.00	**$ 584.62**	$ (60.38)	**1.00%**
PA/ASC Temporary Disability	$ 179.75	$ 322.56	**$ 292.31**	$ (30.25)	**0.50%**
EAA Social Security	$ 4,891.06	$ 5,025.25	**$ 5,176.00**	$ 150.76	**7.65%**
EAA Medical/Vision	$ 10,600.46	$ 11,397.60	**$ 13,348.01**	$ 1,950.41	**19% + 3% ($388.77) for 2027 COLA Raise**
EAA Retirement/Pension	$ 13,678.88	$ 5,583.60	**$ 5,751.11**	$ 167.51	**8.50%**
EAA Medical Supplement	$ 1,610.04	$ 1,642.24	**$ 1,691.50**	$ 49.27	**2.50%**
EAA Temp Disasbility	$ 668.76	$ 682.20	**$ 676.60**	$ (5.60)	**1.00%**
EAA Death and Disability	$ 1,609.67	$ 656.88	**$ 676.60**	$ 19.72	**1.00%**
PoD Facilitator Social Security	$ 2,120.58	$ 2,677.99	**$ 2,758.33**	$ 80.34	**7.65%**
PoD Facilitator Medical Supplement	$ 4,387.50	$ 7,001.28	**$ 7,211.32**	$ 210.04	**20.00%**
Professional Expenses					
EP Travel	$ 8,296.19	$ 6,000.00	**$ 8,000.00**	$ 2,000.00	
EP Continuing Education	$ 2,032.34	$ 2,000.00	**$ 2,000.00**	$ -	
EP Cell Phone/Internet	$ 1,380.00	$ 1,400.00	**$ 1,400.00**	$ -	
EP Business Expense	$ 6,000.00	$ 6,000.00	**$ 6,000.00**	$ -	
EP GA/Conferences	$ 2,805.64	$ 5,000.00	**$ 3,000.00**	$ (2,000.00)	
PA/ASC Travel	$ 862.57	$ 2,000.00	**$ 1,000.00**	$ (1,000.00)	
PA/ASC Continuing Education	$ 2,000.00	$ 2,000.00	**$ 2,000.00**	$ -	
PA/ASC Cell Phone/Internet	$ 1,265.00	$ 1,400.00	**$ 1,400.00**	$ -	
PA/ASC Business Expense	$ 1,820.48	$ 2,000.00	**$ 2,000.00**	$ -	
PA/ASC GA/Conferences	$ 1,507.85	$ 3,000.00	**$ 2,000.00**	$ (1,000.00)	
EAA Continuing Education	$ 1,000.00	$ 1,000.00	**$ 1,000.00**	$ -	
EAA Business Expenses	$ 773.70	$ 750.00	**$ 750.00**	$ -	
PoD Facilitator Mileage	$ 1,561.00	$ 1,000.00	**$ 1,500.00**	$ 500.00	
PoD Facilitator Continuing Education	$ 1,000.00	$ 1,000.00	**$ 1,000.00**	$ -	
PoD Facilitator Cell Phone/Internet	$ 550.00	$ 550.00	**$ 550.00**	$ -	
PoD Facilitator Business Expenses	$ 1,039.53	$ 1,000.00	**$ 1,000.00**	$ -	

PC Mission - 2027 Budget - Second Read

	2025 Actual	2026 Actual Adjusted	2027 Proposed	Change	Comments
Administration					
Facility Expense					
Office Rent	$ 40,955.76	$ 43,000.00	**$ 44,000.00**	$ 1,000.00	
Electricity	$ 2,436.40	$ 3,000.00	**$ 3,000.00**	$ -	
Janitorial	$ 1,764.39	$ 2,500.00	**$ 2,000.00**	$ (500.00)	
Building Maintenance	$ 546.27	$ 1,000.00	**$ 1,000.00**	$ -	
Office Expenses					
Office Supplies	$ 3,320.47	$ 3,500.00	**$ 3,500.00**	$ -	
Postage	$ 560.93	$ 500.00	**$ 500.00**	$ -	
Telephone	$ 4,444.20	$ 4,500.00	**$ 4,500.00**	$ -	
Software/Hardware	$ 10,582.08	$ 7,500.00	**$ 10,000.00**	$ 2,500.00	
Equipment R&M / IT Support	$ 6,350.53	$ 6,500.00	**$ 6,700.00**	$ 200.00	
Office Equipment	$ 7,553.45	$ 7,000.00	**$ 7,500.00**	$ 500.00	
Communications					
Website Hosting	$ 1,347.93	$ 2,000.00	**$ 2,000.00**	$ -	
Professional Fees					
Bookkeeping	$ 17,433.97	$ 10,000.00	**$ 5,000.00**	$ (5,000.00)	
External Financial Review	$ 5,000.00	$ 7,000.00	**$ 7,000.00**	$ -	
Legal Fees	$ 750.00	$ 1,000.00	**$ 1,000.00**	$ -	
Bank & Investment Fees	$ 259.90	$ 500.00	**$ 450.00**	$ (50.00)	
Insurance					
Property and Liability Insurance	$ 4,310.63	$ 4,000.00	**$ 4,800.00**	$ 800.00	
Worker's Comp Insurance	$ 1,032.39	$ 1,000.00	**$ 1,200.00**	$ 200.00	
Miscellaneous					
Dues/Memberships	$ 169.49	$ 250.00	**$ 200.00**	$ (50.00)	
Miscellaneous	$ 170.64	$ 500.00	**$ 250.00**	$ (250.00)	
Leadership Expenses					
Staff Training	$ 415.47	$ 1,000.00	**$ 750.00**	$ (250.00)	
Presbytery Gatherings	$ 1,070.22	$ 1,000.00	**$ 1,000.00**	$ -	
Moderator's Expenses	$ 1,254.07	$ 1,000.00	**$ 1,500.00**	$ 500.00	
Leader Team	$ 1,120.83	$ 1,500.00	**$ 1,350.00**	$ (150.00)	
Hospitality	$ 1,131.89	$ 1,000.00	**$ 900.00**	$ (100.00)	
Permanent Judicial Commission	$ -	$ 50.00	**$ -**	$ (50.00)	
Examination Commission	$ -	$ 100.00	**$ -**	$ (100.00)	
Administration Committee	$ 800.05	$ 1,000.00	**$ 900.00**	$ (100.00)	
Connecting our Ministries	$ 539.51	$ 500.00	**$ 450.00**	$ (50.00)	
Commission on Preparation for Ministry	$ -	$ 650.00	**$ 600.00**	$ (50.00)	
Total Expenses	**$ 1,016,334.05**	**$ 1,127,862.05**	**$ 1,024,863.22**	$ (102,998.83)	

PC Mission - 2027 Budget - Second Read

	2025 Actual	2026 Actual Adjusted	2027 Proposed	Change	Comments
Income versus Expenses	**$ 3,205.11**	**$ (18,376.37)**	**$ (5,896.26)**	$ 12,480.11	
Membership	**10207**	**9822**	**9212**	**610**	
Per Member Apportionment					
Presbytery	$ 26.75	$ 27.25	$ 30.00	**2.75**	
Synod	$ 2.40	$ 2.40	$ 2.40	-	
GA	$ 8.85	$ 9.35	$ 9.35	-	
	$ 38.00	**$ 39.00**	**$ 41.75**	**2.75**	
GA Actual Per Capita Amount	**$ 10.84**	**$ 11.26**	**$ 13.04**	**1.78**	
	$ 110,643.88	$ 110,595.72	$ 120,124.48	**9,528.76**	
Amount needed from mission for total GA PC		$ 22,433.45	$ 37,437.57	**15,004.12**	
Budgeted amounts - GA PC and Mission portion	**$ 141,294.48**	**$ 110,595.72**	**$ 120,124.48**	**9,528.76**	