

Leadership Team Report

Presbytery of Cayuga-Syracuse Annual Stated Meeting
May 14, 2019

Since papers distributed for the February 9, 2019 Stated Meeting of the Presbytery, the Leadership Team held regular meetings on February 28, 2019, March 28, 2019, and April 25, 2019.

Leadership Team: Information Items

Book of Order Amendments: The outcome of all amendments to the *Book of Order* as proposed by the 223rd General Assembly has been determined. Amendment 18-C was defeated, and all others were approved. This is exactly the way Cayuga-Syracuse voted on February 9, 2019.

Jimmie Hawkins Day: Rev. Jimmie Hawkins of the Presbyterian Office of Public Witness will offer two programs on the theme of “*Understanding Poverty and What to Do About It*” on June 10, 2019. The afternoon session will focus on clergy and church leaders; this will be followed by an early evening session and dinner open to the public. The event will take place at the Presbyterian Event and Retreat Center in Auburn, NY. (The PERC is the former Case Mansion adjacent to First Presbyterian Church of Auburn.)

Triennium: Our Presbytery delegation includes four students from First Presbyterian Church of Liverpool (Simon VanHoute, John Pffeffer, Kaleb Pffeffer, Samantha Gallagher), three from Columbian Presbyterian Church, LaFayette (Rebekah Reyburn, Carolyn Redmore, Jenna Reese), and three Global Partners from Pyongyang Presbytery in Korea, along with advisors Rev. Shawn Reyburn (LaFayette) and Marianne VanHoute (Liverpool). Our delegation will be traveling with the delegation from Susquehanna Valley Presbytery on their bus.

Communications: A “Website 101” seminar was presented by Communications Coordinator, Sarah Buckshot, on April 27, 2019 at First United Church of East Syracuse. Twelve people from around Presbytery attended and the training was well received. Sarah requests that each church review their information as it is being displayed on Presbytery’s current website to ensure its accuracy when the information is moved to the updated website.

The CNY Missional Structures Working Group has met twice and prepared a schedule and points of discussion for focus group and open group listening sessions for this summer/fall with the goal of preparing an invitation to consider a new way of looking at presbytery ministry in CNY to be ready by late fall or winter. The group’s work is being facilitated by Synod Networker, Rev. Dr. Amaury Tanon-Santos, and includes representatives from Cayuga-Syracuse, Northern New York, Susquehanna Valley and Utica presbyteries. Representatives from Cayuga-Syracuse include Rev. Garrett Anderson, Rev. Jenna Heery and ruling elder Nancy Wind.

Conversations: Heard from Rev. Shawn Reyburn that he has been in several conversation with a representative of Utica and Susquehanna Valley presbyteries to discuss possible ideas for how presbyteries in Central New York might combine their ministries in the future.

Vanderkamp: Heard from Rev. Shawn Reyburn that there is a need for an audit of Vanderkamp financials. Elder Rita Hooper announced in April that an audit was being planned by Peters & Associates of Syracuse following the busy tax season.

Korean Partnership: Moderator Shawn Reyburn and Leadership Team Chairperson Linda Russell have been invited to meet with our Korean partners in Pyongyang Presbytery and will travel to Korea June 12-19, 2019. During this time, they will also meet with PC(USA) mission co-workers Rev. Kurt Esslinger, Hyeyoung Lee, and Rev. Choon Lim. Plans include meetings in Seoul, a trip to Jeju Island to visit sensitive historical sites, and a possible visit to the Border Peace School along the DMZ.

Leadership Team: Actions Taken on Behalf of Presbytery

Finance and Property:

Financial reports for January, February and March were received, reviewed and filed for audit.

Approved the request from **First Presbyterian Church of Cazenovia** to lease their manse to a refugee family being settled in conjunction with InterFaith Works and a coalition of local community organizations known as “Cazenovia Welcomes Refugees.”

Approved on February 28, 2019 at its meeting held at Robinson Elmwood United Church, Syracuse, NY, on recommendation from the F&P work group and pursuant to G-4.0206 of the *Book of Order*, the **request from Faith United Church of Oswego, NY to sell to Curtis Manor, LLC of Oswego, NY**, for a purchase price of \$90,000 payable as cash on closing, and contingent upon the approval prior to closing of the additional necessary approvals, if any, under the New York Religious Corporation Law, and with the stipulation that all costs associated with the sale (unless as otherwise specified in the Contract to Purchase) be paid by the Church, the property, including all buildings, improvements and appurtenances thereto (collectively referred to as the Premises), known as ALL THAT TRACT OR PARCEL of land located in Part of Military Lot 8, City of Oswego, County of Oswego and State of New York, being a Portion of 12 Mark Fitzgibbons Drive, ROUGHLY described as follows:

“The property, including all buildings, improvements and appurtenances thereto (collectively referred to as the Premises), known as ALL THAT TRACT OR PARCEL of land located in Part of Military Lot 8, City of Oswego, County of Oswego and State of New York, being a Portion of 12 Mark Fitzgibbons Drive, ROUGHLY described as follows:

Commencing at the Northwest corner of said property continuing in an easterly direction approximately 376.19’ along Mark Fitzgibbons Drive; thence turning and traveling southerly along the western boundary line of property now owned by the Enlarged City School District a distance of approximately 300.00’; thence turning and traveling westerly a distance of approximately 378.19’; thence turning and traveling northerly along the eastern boundary of property owned by Curtis Manor, LLC to the point and place of beginning. EXACT DIMENSIONS TO BE DETERMINED AND AGREED UPON BY A SURVEY TO BE PREPARED which will show specifically the

property lines as 35 feet from the building on the north, 50 feet on the east and the existing lines on the south and west. Parcel to be surveyed and depicted as 1.11 acre proposed parcel. Together with an easement over premises of Seller to allow the existing underground electric service to remain and to allow Buyer to maintain same.

This sale also includes all fixtures and articles of personal property now attached or appurtenant to the Premises including all plumbing, heating, lighting, bathroom and kitchen cabinets, mantels, doors, garage door openers and respective remotes, venetian blinds, shades, screens, storm windows, storm and screen doors, pumps, shrubbery, built-in range and/or oven, refrigerator, washer, dryer, wall to wall carpeting, (full) paint cabinet and all other fixtures and fittings belonging to or used in the operation of the Premises and owned by the Sellers. The Property is being sold "As Is" and Buyer agrees to same."

- Per Presbytery policy the church informed the Leadership Team that the Commission of Faith United Church, Oswego, NY voted to place the net sale proceeds of this sale into their investment account.

Approved, on recommendation from the F&P work group, a revised **check signing policy** to require only one signature on all checks. Rationale: Most of the checks over \$3000 are payments to Synod and GA for proscribed pass-thru payments of per capita and mission funds. All checks to be written are approved by the Chair of the Finance and Property Committee or the Leadership Team Chairperson prior to being issued. The person approving the checks to be written cannot be the person who signs the checks. These are sound practices for an organization's "checks and balances."

Approved, on recommendation from the F&P work group, that outstanding **2018 per capita** assessments of \$8621.71 be written off at this time. Rationale: This is a prudent step for the bookkeeper to take before turning our 2018 financial books over to the auditor for review. Payments of outstanding per capita can still be made at any time in the future and those payments will be duly recorded in the proper way. Churches owing outstanding per capita are invited and encouraged to make those payments.

Approved, on recommendation from the F&P work group, the preliminary request from **First Presbyterian Church of Weedsport** to sell a portion of their land to the neighbor on the north for a purchase price of \$80,000. The money will be invested in their portfolio and used to support the ministry of the church which may include any future major maintenance projects of their building. Recommendation was made based on a preliminary purchase offer. Final approval contingent on receiving the final executed purchase agreement.

Approved, following negotiations by the Finance and Property Work Group and on their recommendation, a request from **First Presbyterian Church of Auburn** that Presbytery accept a lump sum payment of \$12,000 to be paid by May 15, 2019 as payment in full of the outstanding balance of their loan which stood at \$16,741.

Human Resources:

Approved the following persons to serve on the search team for a **Resource Presbyter**: Rev. Lorrie Day Anson (chair), Rev. Patrick Heery, Rev. Shawn Reyburn, Rev. Debra Thomas, and

ruling elders Sam Dance, Carla Kinney, and Nancy Wind. The Ministry Information Form (MIF) for Resource Presbyter was posted on the PC(USA) Church Leadership Connection. The search team has reviewed PIF's (Personal Information Forms) and scheduled four initial interviews. Synod staff provided an orientation session for the search team and offered to assist with background checks.

Approved a budget of \$3500 to cover the costs of bringing up to three candidates for the position of Resource Presbyter to Syracuse for final interviews. The monies will be charged to the Presbytery Leader line item in the 2019 budget and identified as costs for the search process.

Approved the creation of two new positions: **Stated Clerk and Associate Stated Clerk** for Administration. Positions were posted the week of April 29, 2019. [Documents sent with docket mailing.]

Preparation for Ministry:

Approved, on recommendation of the Preparation for Ministry Work Group, that Inquirers Dan DeBrucker-Cota and Shavonn Lynch each be awarded a **Fay Giddings scholarship** of \$2077.50. Dan is in his first year at Union Seminary in New York and Shavonn is in her third year at Northeastern Seminary in Rochester.

Received the work group report that ruling elder Bernie Epperson from First Presbyterian Church of Chittenango is working on his CLP certification through Utica Presbytery, and that there is a potential second Inquirer coming from Westminster-Auburn.

COM (Committee on Ministry) Work Group:

Approved the request from the COM work group to use Steve Plank as an as-needed **consultant**.

Approved, on recommendation of the COM work group, the Terms of Call for Andy Hinman to serve **Faith United Church, Oswego, NY** in a half-time position of 20-25 hours beginning May 1, 2019 contingent on his approval for ministerial standing as a licensed minister (CLP) with the Oneida Association of the New York Conference of the United Church of Christ. Salary and benefits of \$32,634.75 and allowances for other expenses of \$3750. Faith United Church is a dual denomination church and they elected to choose a UCC pastor at this time.

Approved, on recommendation from the COM work group, the installation plans for Rev. Stephanie Weaver at Robinson Elmwood United Church at 3:00 pm on May 5, 2019 and appointed the following persons to the **Administrative Commission to install Rev. Weaver**: Rev. Shawn Reyburn (Columbian, LaFayette), Rev. Garrett Anderson (Liverpool), Rev. Lorrie Anson (Otisco and Taunton), Elder Janet Brown (Robinson Elmwood United), Elder Charles Brown (Robinson Elmwood United), Elder Gail Banks (Robinson Elmwood United and CLP for Amboy Belle Isle), and Elder Cindy Clift (Robinson Elmwood United).

Approved, on recommendation of the COM work group, the updated **Pulpit Supply list** dated March 23, 2019. [Document sent with docket mailing.]

Received COM Work Group reports on the following:

- Episcopal pastor Rev. Bryan Bedell's last day of service at the United Ministry of Aurora will be May 31, 2019.
- CLP Gail Banks will retire from her service at Amboy Belle Isle United Church effective June 30, 2019.
- An exit interview with the Rev. Dr. Craig Lindsey was held following his departure from First Presbyterian Church of Skaneateles.
- COM stressed the need to promote Commissioned Lay Pastor training in an effort to support some of our churches in transition.
- A Ministry Information Form for an Interim Pastor position for the Jamesville Community Church has been approved.
- Rev. Kathleen Waters has concluded her most recent interim work in Henrietta and is now a member-at-large in Cayuga-Syracuse.
- **COM Work Group Actions Taken on Behalf of Presbytery as Commissioned:**
 - **Approved** a temporary covenant between First Presbyterian Church of Skaneateles and Rev. Virginia Smith, January 23, 2019 through April 30, 2019. [Document sent with docket mailing.]
 - **Approved** a temporary supply pastor covenant between Rev. Dr. Virginia Smith and First Presbyterian Church of Baldwinsville from May 21, 2019 until an installed pastor is called or August 31, 2019. [Document sent with docket mailing.]
 - **Approved** a one-year, full-time Interim Pastor Covenant between First Presbyterian Church of Skaneateles and Rev. Monica Styron beginning June 1, 2019. [Document sent with docket mailing.]

Other:

Accepted the resignation of Rev. Banu Moore from the Leadership Team class of 2020 effective March 28, 2019 due to on-going conflicting commitments.

Accepted the resignation of Rev. Beth DuBois from the Leadership Team class of 2020 effective May 31, 2019 due to heavy family responsibilities.

Approved the grant application from First Presbyterian Church of Skaneateles in the amount of \$1850.00 from 2019 GA Restricted Fund No. 70725 to update the heating system of The Presbyterian Manor in Skaneateles, a mission of the church since 1975. Upon approval by the Leadership Team, the application was forwarded to the Synod for their consideration. If approved by Synod, the application will be forwarded to General Assembly.

Established a task force to design a process for identifying and selecting commissioners and YAADs to General Assembly.

Leadership Team: Items for Presbytery Action

1. Recommend that Presbytery grant the Rev. Janet Newman the status of Honorably Retired.
2. Recommend that parity of minister members of presbytery and elder commissioners to presbytery be achieved by assigning the following churches one additional elder commissioner to presbytery: Weedsport, Whitelaw, Amboy Belle Isle, Auburn-First, Auburn-Westminster, Aurora, Baldwinsville, Cazenovia, Chittenango, Collamer, DeWitt-Pebble Hill, East Syracuse, Fayetteville.
3. Recommend that Standing Rules relating to officers be changed as follows:

Proposed Changes to Standing Rules:

2.02 All officers shall be elected according to G-3.0111; election to *ordinarily* occur at the February meeting of Presbytery; installation to occur at the following May Presbytery; with the intervening months to be a time of transition and training.

2.05 The Chair of the Leadership Team shall be elected for a ~~three (3)~~ *two (2)* year term, without renewal, and shall have authority necessary for preserving order and for conducting efficiently the business of the Leadership Team. *The Chair shall be elected every two years, ordinarily from the second-year class of the Leadership Team members.*

2.06 The Vice Chair of the Leadership Team shall be elected for a ~~three (3)~~ *two (2)* year term, without renewal, ~~concurrent with the Chair~~. In the absence or at the request of the Chair of the Leadership Team, the Vice-Chair may carry out any or all of the functions of the Chair of the Leadership Team. *The Vice Chair shall not serve concurrently with the Chair. The Vice Chair shall be elected every two years, ordinarily from the first-year class of Leadership Team members.*

2.07 The Stated Clerk ~~shall be employed full time (exempt) and elected for a five (5) year term; having the responsibilities outlined in G-3.0104; as well as serving as Communicator, creating, updating and posting to the Presbytery's Website and/or future means of communications, accountable to the Leadership Team and Presbytery shall have the responsibilities outlined in G-3.0104.~~ The Stated Clerk shall serve as parliamentarian and a communicator within the Presbytery and to other Councils. In case of an absence of the Stated Clerk, the Stated Clerk may appoint *the Associate Stated Clerk*, a minister or elder within the Presbytery to serve as Acting Clerk. The Stated Clerk is directly accountable to the Leadership Team through the Chairperson of the Leadership Team.

2.08 An Associate Stated Clerk for Administration shall be elected or appointed as deemed useful and prudent by Presbytery for a term of one year with the possibility of renewal. The Associate Stated Clerk is accountable to the Stated Clerk.