

FINANCE AND BUDGET COMMITTEE MEETING MINUTES-August 19, 2009

- New line item: 7090 Mileage Reimbursement, \$6,000 is being recommended. If approved in the 2010 budget, the mileage reimbursement will be charged to the individual Presbytery committees. **Mileage is not being recommended for those who attend Presbytery Meetings.**

PRESBYTERY OF NORTHERN WATERS ANNUAL PRESBYTERY MEETING, 23-24 October, 2009 Rice Lake, WI

- **Council voted, to recommend to Presbytery, with one abstention, the approval of the Operating Budget for 2010. Presbytery voted to approve the motion.**

3.600 COMMITTEES OF PRESBYTERY: PROGRAM STRATEGY

3.604 Presbytery Meeting Policy

A. Voting Participants:

1. Elder Commissioners
2. Commissioned lay pastors (during the time of their appointment),
3. Clergy Members of Presbytery,
4. Chairs of standing committees,
5. Members of Presbytery Council,
6. Officers of the Presbytery,
7. Executive Presbyter, and the
8. Stated Clerk.

B. Non-Voting Participants:

1. Candidates/Inquirers, and
2. Certified Christian Educators have the privilege of the floor at Presbytery Meetings without vote.
3. Committee Members have the privilege of the floor on matters pertaining to their work.
4. Visitors are welcome!

C. Lodging:

1. Those participants driving over 180 miles to the Presbytery meeting may stay in a motel the night before the meeting. Presbytery will pay up to \$40.00 per person--not to exceed the cost of the room (a receipt for actual room cost to be submitted). We encourage sharing rooms when appropriate.
1. During the two-day Presbytery meetings, Friday night lodging and Saturday breakfast will ordinarily be in homes and arranged by the host church. Persons who stay in motels as a matter of personal preference do so at their own expense; however, persons with exceptional needs which would prohibit their staying in homes may be reimbursed for motel expenses up to \$40.00 per person. They should submit the room receipt with their voucher clearly marked, "Housing Exception Claimed" and a brief explanation to be reviewed and approved by the Executive Presbyter.

2. Friday coffee, lunch and supper and Saturday coffee will ordinarily be served by the host church.

D. Reservations for Two Day Event Only:

1. A letter will go out to participants with a reservation form for meals and housing in homes to be returned to the host church approximately four weeks before the meeting.
2. Committee chairs will be responsible for notifying their committee members of the registration procedures if they plan to have a committee meeting prior to or during the two-day Presbytery meeting or believe committee members wish to attend as visitors.

E. Early Departure Policy:

A written excuse and requests to leave early should be given to the Stated Clerk or the Clerk's representative.

F. Offerings:

Worship services will be held at all Presbytery Meetings with an offering taken for one or two of the four Presbyterian Church (U.S.A.) special offerings. The February offering is designated for One Great Hour of Sharing; May for Pentecost; and October for Peacemaking and Christmas Joy. The money received at the October two day meeting will be divided equally.

Monies collected as offerings at Presbytery meetings shall be counted by two (2) persons, usually the Presbytery Treasurer and a Presbyter of her/his choosing. (New 2/19/05-Also see Fiscal Accountability Policies, d. General Business Practices, 4.)

G. Inclusive Language Policy:

Worship services and all documents of the Presbytery and its committees shall use inclusive language for people and God.

H. Locations:

One meeting a year should be held outside the Duluth/Superior area.

I. Child Care Policy

1. The host church for the meeting will be requested to make nursery/pre-school facilities available. If the host church cannot make such available, no childcare will be provided.
2. The host church will be asked to provide a sitter. The cost of the noon meal for the sitter will be charged to Presbytery. If requested, a baby sitter fee of minimum wage will be paid, by the Presbytery, from Presbytery Meeting Expenses. (Maximum \$150.00 annually.)
3. Parents are responsible for providing food, diapers, etc. for their children.

4. Presbyters must notify the Presbytery Office by seven (7) days before the meeting if they will have young children present. If no requests for childcare are received by that date, childcare will not be provided.
5. All stated meetings and the regular adjourned meeting will be covered by this policy, but special/called meetings will not.