**STATED MEETING**

**OF THE PRESBYTERY**

**OF NORTHERN WATERS**

**OCTOBER 25 & 26, 2019**

Moderator, Mary Voss, called The Stated Meeting of the Presbytery of Northern Waters to order at 10:00 on Friday, October 25. She opened the meeting with prayer and the singing of “To God Be the Glory.”

Stated Clerk, Brad Carloss declared a quorum.

Presbytery approved the Stated Meeting Docket which included the Consent Agenda.

Corey Larsen, a member of the Clearwater Forest Board, welcomed everyone to the camp.

**Consent Agenda**

**October 25, 2019**

1. **Items approved by the Council on behalf of the Presbytery (Consent Agenda):**

**June 25, 2019:** Council approved the Minutes of the May 4, 2019 Stated Meeting of the Presbytery at the First Presbyterian Church, Phillips, WI.

1. **Items approved by the Committee on Ministry on behalf of the Presbytery (Consent Agenda):**

**June 11, 2019**: COM approved a revision to a contract between CRE Mary Shidler and the Community Presbyterian Church of Grand Rapids, MN to reflect a work week of 15 hours.

**June 11, 2019:** COM appointed the Reverend Joel Huenemann as the Moderator of the Carlton and Wrenshall churches.

**June 11, 2019:**  COM approved the Mission Information Form (MIF) for Interim Pastor for the First Presbyterian Church, Chippewa Falls, WI with the statement that an Interim will help figure out “who we are and what do we want.”

**August 13, 2019:** COM approved the request from the Reverend Brett Foote (Superior, United) and his wife to work with the Presbyterian Mission Agency in the 1001 New Worshipping Communities program.

**August 13, 2019:** COM approved a contract between CRE Henry H. (Chip) Holt and the First Presbyterian Church of Bemidji.

**August 13, 2019:** COM approved the dissolution of the pastoral relationship between the Reverend Kim Johnson and the Community Presbyterian Church of Grand Rapids. Further, that COM approved the transfer of membership for the Reverend Kim Johnson to Winnebago Presbytery.

**August 13, 2019:** COM appointed Rick Mann as Moderator for the First Presbyterian Church, Tamarack.

**August 13, 2019:** COM approved the request from First Presbyterian Church, Chippewa Falls, WI to establish a Pastor Nominating Committee and begin a search for an installed pastor.

**September 10, 2019:**  COM approved the Installation Commission for Reverend. Brett Foote at United Presbyterian Church, Superior on Sunday, September 15th at 6 pm: Reverend Lawrence Lee, Mary Voss, Reverend Duane Aslyn, Reverend Joel Huenemann, and Phyllis Flaherty. Mary Voss was appointed moderator of the commission.

**September 10, 2019:**  COM appointed Henry (Chip) Holt as Moderator at the Coleraine church.

**September 10, 2019:**  COM approved the Working Agreement between Community Presbyterian Church of Grand Rapids and Rev. Arlin Talley with the following correction:The words “Temporary Pastor” should be changed to “Bridge Pastor

**Working Agreement for the Services of**

The Reverend C. Arlin Talley, H.R.

The following comprises a Working Agreement between the Community Presbyterian Church of Grand Rapids, Minnesota and The Reverend C. Arlin Talley, who hereby agrees to serve as Bridge Pastor of the above organization in accordance with the following terms:

1. Duties of the Bridge Pastor (listed in order of priority, and with the understanding that available time will be allotted accordingly.)

1. Office hours — 4 hours/day — Tuesday, Wednesday, Thursday
2. Preach/lead worship 2-3 Sundays/month
3. Moderate session
4. Attend board committee meetings as appropriate
5. Hospital visitation

f. Officiate weddings and funerals

1. Collaborate with the Session and Pastor Nominating Committee (PNC) to complete a mission study with a goal of completion by the end of October
2. Assist the PNC with the preparation of the Ministry Information Form (MIF) with a goal of completing it so that it can be approved by the Presbytery Committee on Ministry (COM) by the end of December
3. Manage staff as required to assist them with meeting their objectives

2. Time Expectations: The average working week for the Bridge Pastor will be twenty-five (25) hours.

3. Relationships:

1. The Bridge Pastor, as moderator of session, shall relate to all church boards and committees as would an installed minister.
2. The person shall attend Presbytery meetings and otherwise be an active participant in the life and work of The Presbytery of Northern Waters, and shall cooperate fully with the Committee on Ministry and other Presbytery personnel.

e. The person shall support and promote the doctrinal stance of the Presbyterian Church (U.S.A.) as found in the Presbyterian Church (U.S.A.) Book of Confessions; the system of government of the Presbyterian Church (U.S.A.), as found in the Presbyterian Church (U.S.A.) Form of Government; worship as described in the Presbyterian Church (U.S.A.) Directory for Worship; discipline as described in the Presbyterian Church (U.S.A.) Book of Discipline; and in general the mission and program of the Presbyterian Church (U.S.A.).

4. Remuneration: The above organization will provide to the person fulfilling this Working

Agreement the following remuneration during the life of the Working Agreement:

1. $3,200.00 per month cash salary, based on the time expectations specified in number 2 above.
2. No PC (U.S.A.) pension payments.
3. Auto expense allowance payable monthly at current IRS rate.

5. Duration of This Working Agreement:

1. This Working Agreement shall become effective when signed by the person(s) fulfilling this Working Agreement, the Clerk(s) of session(s) (the Parish Council), and the Presbytery's Committee on Ministry Representative. The expected beginning date of this Working Agreement is October 1, 2019
2. The Working Agreement is expected to be in effect for approximately three. (3) months, renewable.
3. The Working Agreement shall be valid for no longer than one year; prior to which time, if both principal parties wish an extension, such shall be negotiated with/through the Presbytery's Committee on Ministry.
4. Modifications to this Working Agreement may be initiated by any of the three parties; and when negotiated to the satisfaction of all three parties and signed by each, become effective.
5. Additional hours and duties may be agreed to between the two principal parties, with remuneration to be added in relation to the hours and remuneration specified in this Working Agreement. The additional hours and duties shall be stated in writing and signed by the two principal parties. They shall also be approved by the Committee on Ministry and/or its authorized representative.

The Working Agreement may be terminated upon 30 days written notice by either primary party, and the approval of the Presbytery of Northern Waters or its authorized representative (the Committee on Ministry).

**September 10, 2019:** COM approved, if the way be clear, that the Reverend Bill Chadwick be Interim Pastor at Wahkon and McGrath churches and that a contract be sent to COM for approval.

**First time elder were introduced:**

William Austin - Rice Lake

**New pastors were welcomed**

Brett Foote - Superior United

**Report of Stated** **Clerk**

**Presbytery approved the seating of the following Corresponding Members:**

Rev. Bill Chadwick, Pulpit Supply at Wahkon and McGrath - Presbytery of Twin Cities

Rev. Cindy Kohlmann – Boston Presbytery, Co-moderator of the 223rd General Assembly

Rev. Ron Carlson – American Baptist Church

New office person, Amada Keppers was introduced and thanked for her work.

Rev. Brad Carloss will act as Parliamentarian

Rev. Brad Carloss, Stated Clerk, said that the roll would be declared by registration

The roll, formed from the registration, follows:

Teaching Elders-Minister Members

Matthew Arneson P Corey Larsen P

Rich Blood P Elizabeth Liebenstein E

James Deters P Chris McCurdy P

Nancy Deevers E Kathryn Nelson E

Lindsay Louise Biddle E Lawrence Lee P

Dorothy Duquette P Chips Paulson p

Paula Gaboury P Kate Stangle P

Kari Jutila E Kerry Clear Tomhave E

Jeremiah Knabe P Lon Weaver E

Katie Kolmodin E Robyn Weaver P

Doug Workman P

John Yingling E

**Honorably retired**

Duane Aslyn – HR E Robert Hickman- HR E

Wm. P. Anderson – HR E Charles House – HR E

Barry Boyer – HR E Joel Huenemann – HR E

Bruce Calbreath – HR E Sharon J. Johnson – HR E

Bradley Carloss - HR P Nancy Knapp – HR E

Harry Colquhoun - HR E Robert Light – HR E

Peggy Cooper - HR E Margaret Z Morris – HR E

David Gabriel – HR E Eric Nielsen – HR E

John D. Gibbs - HR E John Pressler – HR E

John G. Gibbs - HR E Darrel Robertson – HR P

Robert Goodin – HR P Ken Ribe – HR P

Sue Goodin – HR P Barbara Streng – HR E

Graden Grobe - HR E Arlin Talley – HR P

David T. Guthrie - HR E Roger Waid – HR E

Merle Harberts - HR E

Janelle Harrison – HR E

Ron Henley – HR E

**Churches: Ruling Elder Commissioners**

Ashland-Presbyterian-Congregational

Babbitt-Woodland

Bayfield-Bayfield

Bemidji-First Ruth Anderson

Bigfork-First

Bigfork-Bowstring

Blackduck-First

Bovey-Lawron

Brule-Brule

Calumet-Community

Carlton-Paine Memorial

Chippewa Falls-First

Cloquet-Presbyterian Church of Cloquet

Coleraine-First United Candy Deal

Cornell-First

Duluth – First Al Gartner

Duluth-Glen Avon Gary Cross

Duluth-Lakeside

Duluth-Pike Lake

Duluth-Westminster Paul Rigstad

Eau Claire-First

Eau Claire-North

Ely-First Brad Dekkers

Goodland-

Grand Rapids-Community

Hannibal-New Hope

Hibbing-First

Hurley-First

Iron River-Calvary

Ironwood-First

Keewatin-Cong. of the Good Shepherd

Lac du Flambeau-Community

Lake Nebagamon-First

Manitowish Waters-Community

McGrath-Calvary

McGregor-Round Lake

Park Rapids-Trinity Frank Moody

Phillips-First Angela Moquin

St. Croix

Rice Lake-United William Austin

Silver Bay-United Protestant

Superior, Country Peace

Superior-Pioneer Parish

Superior-United Jackie Ranko

Tamarack-First

Tower- St. James

Two Harbors-United Darlene Graden

Virginia-Hope Community

Wahkon-McGrath

Willow River-First Deb Stewart

Winter-First

Wrenshall-First

**Corresponding Members:**

Bill Chadwick – Presbytery of Twin Cities

Cindy Kohlman – Presbytery of Boston and Co-Moderator of GA

Ron Carlson – American Baptist

**Commissioned Ruling Elders**

Betty Starkey – Willow River

Leslie Anderson- Pioneer Parish

Katie L arsen – Hibbing

Cindy Martinson – Pike Lake

**Council Members** (Those not accounted for elsewhere)

Mary Voss, Moderator

Bill Gravelle, Finance and Budget

**Visitors, Observers**

Sheryl Carloss

Kristen, Kayla, Carter Larsen

Hollie Ladiershore

Brad Deal

Don Putnam

**Staff**

Jay Wilkinson

Amanda Keppers

**Under Care**

The Synod Minute Reading of Presbytery Minutes declared the minutes accepted without exception.

**Recognition-Out-going Council & Committee Members.**

Mary Voss recognized and thanked the following Council and Committee members completing terms:

Rich Blood Barry Boyer Jeremiah Knabe Cathy Hecht

Duane Aslyn Jim Deters Gary Cross Russ Fish

Cindy Martinson Ken Ribe Lon Weaver Doug Workman

Jackie Ranco Mark Distin Corey Larsen Bob Goodin

Xavier Bell Ron Henley Sue Hendrickson

Patti Lindelof Larry Annett

**Mission from the Gospels**

Rev. Ron Carlson, in a three-part series, spoke on how The Gospels focus on the mission of the early church community.

He stated that very few resources are available which focus on this.

Mission is God’s mission.

Disciples are persons who follow Jesus into God’s Mission.

What are your faith community concerns? How are you addressing them?

How to survive and do mission outside?

How do we read the Gospel through the lens of mission?

What was the mission of Jesus all about?

He suggested several books:

Transforming Mission: Paradigm Shifts in Theology of Mission – David Bosch

Mission in the Gospels - Geoffrey Harris

The Forgotten Ways – Alan Hirsch

**Greetings from Co-Moderator of General Assembly**

Rev. Cindy Kohlmann, Co-Moderator of General Assembly, brought lively greetings from PC(USA) General Assembly and Co-Moderator Vilmarie Cintron-Olivieri. She shared slides of some of the places she had visited; visiting with 150 Presbyterian Chaplains, of which she was originally a part, places such as The Presbyterian Church of Liberia and the 125th Anniversary in Kenya.

She and Vilmarie both attended Youth Triennium. She suggested that churches bring in those young people who attended Triennium and let them read, encourage them to be a part of worship and the church.

She spoke about Vision 2020 that will look at defining clearly who we are:

**P**rayerful

**C**ourageous

**U**nited

**S**erving

**A**live!!

Cindy also spoke about becoming a Matthew 25 Church according to Matthew 25: 31-46.

**Celebration of the Quilt**

Prior to the lunch break Mary Voss explained the idea of the church quilt which will travel to the various churches in the Presbytery of Northern Waters for a two -three week stay.

There are 48 churches in the Presbytery and 32 responded. Special thanks to Rev. Paula Gaboury from the United Church of Two Harbors for quilting and binding the quilt. Those present who had squares in the quilt told about the mission projects included in the squares.

The quilt will start out at Park Rapids and will travel around the Presbytery according to the schedule Mary provided. Thanks to Mary also for putting so much time in figuring it

all out.

The Johnny Appleseed Grace was sung and a delicious lunch was served by the cooks at Clearwater.

Mary Voss called the Meeting back together at 1:10.

**NOMINATING COMMITTEE**

Robyn Weaver spoke on behalf of the Nominating Committee. She thanked those that were willing to serve on the committees and those who had agreed to be Moderator and Vice-Moderator. There are spots left on the committees and we were asked to encourage our congregations to learn more about the Presbytery by serving on a committee. Several people spoke to her at the meeting and those names have been included in the report as well as a couple of changes. (in red)

**Nominating Committee Report** October 25, 2019

**Presbytery Meeting, October 25-26, Clearwater Forest**

***Persons to be elected are indicated in BOLD type.***

**Presbytery Moderator Chris McCurdy (TE) Rice Lake 20**

**Presbytery Vice-Moderator Dorothy Duquette (TE) Bovey 20**

Stated Clerk Brad Carloss (TE) Honorably Retired 20

Presbytery Council Chair Mary Voss (RE) Superior, United 20

Treasurer Jay Wilkinson (RE) Woodbury, Trinity (PTCA) 20

**Presbytery-Committee on Ministry Co-Chairs Jim Deters (TE) and Gary Cross (RE) Presbytery-Committee on Preparation for Ministry Jeremiah Knabe (TE)**

**Presbytery-Nominating Committee Robyn Weaver (TE) Presbytery-Program Strategy Committee Co-Chairs Corey Larsen (TE) and Arlin Talley (TE)**

**Council Committee-Finance and Budget Chair Bill Gravelle (RE)**

**Council Committee-Overture and Bylaws Chair Barry Boyer (TE)**

**Council Committee-Personnel Co-Chairs Kari Jutila (TE) and Doug Workman (TE)**

Committee on Ministry (20-24 members)

**Gary Cross (RE) Duluth, Glen Avon 22-2**

**Jim Deters (TE) Ashland 22-2**

**Russell Fish (RE) Ashland 22-2**

**Cindy Martinson (RE) Duluth, Pike Lake 22-2**

**Ken Ribe (TE) Honorably Retired 22-**

**Lawrence Lee (TE) Bayfield 22-1**

**John D Gibbs (TE) HR 22-1**

**Paula Gaboury (TE) Two Harbors 22-1**

**Terese Tomanek (TE) Babbitt 22-1**

Jean Abramson (RE) Duluth, Westminster 20-1

Pat Luostari (RE) Superior, Pioneer Parish 20-1

Phil Peterson (RE) Bayfield 20-1

Chris McCurdy (TE) Rice Lake 20-2

Mary Voss (RE) United, Superior 20-2

Leslie Anderson (RE) Superior, Pioneer Parish 21-1

Chip Holt (CRE) Bemidi 21-1

**Vacant (4+)**

Sexual Misconduct Response Committee (6 members)   
(Nominations for the SMRC are made by COM)

**Jan Letsos (RE) Superior, United 22-1**

Brenda Carlson (RE) Cloquet 20-2

Jim Deters (TE) Ashland 20-2

Ann Pellman (RE) Superior, Pioneer Parish 21-1

Dawn Shoberg (RE) Carlton 21-2

**Vacant (1)**

Nominating Committee

Committee on Preparation for Ministry (6 members) October 25, 2019

**Jeremiah Knabe (TE) Duluth, First 22-2**

**Lon Weaver (TE) Duluth, Glen Avon 22-2**

Leslie Anderson (RE) Superior, Pioneer Parish 20-1

Jack Fashbaugh (RE) Ironwood 21-1

Sue Goodin (TR) HR 21-1

**Vacant (1)**

Program Strategy Committee (6-12 members)

**Jackie Ranco (RE) Superior, United 22-2**

**Claudia Welty (RE) Duluth, Glen Avon 22-1**

**Kate Stangl (TE) Virginia 22-1**

John Yingling (TE) Black Duck 20-1

Corey Larsen (TE) Ely 20-2

Don Putnam (RE) Rice Lake 20-2

Arlin Talley (TE) HR 21-2

**Katie Larsen Hibbing 20-1**

**Matthew Arneson Phillips 20-1**

**Vacant (0+)**

Permanent Judicial Commission (9 members)

Candy Deal (RE) Coleraine 20

Jim Deters (RE) Ashland 20

Chips Paulson (TE) Manitiwosh Waters 20

Jim Dunning (RE) Eau Claire, First 22

Lorraine Giles (RE) Calumet 22

Leslie Anderson (RE) Superior, Pioneer Parish 24

Bob Goodin (TE) Honorably Retired 24

**Vacant (2)**

Finance and Budget (6 members)

**Duane Aslyn (TE) Honorably Retired** 22-2

**Ron Hendrickson (RE) Superior, Pioneer Parish 22-2**

Linda Burr-Moxley (TE) Member-at-Large 20-1

Bill Gravelle (RE) Duluth, Glen Avon 20-2

Darrel Robertson (TE) Honorably Retired 21-1

Paul Rigstad (RE) Duluth, Westminster 21-2

**Vacant (0)**

Overtures and Bylaws (3 members) (+ GA commissioners co-opted)

**Barry Boyer (TE)** Honorably Retired 22-2

John D. Gibbs (TE) Duluth, Chaplain 20-1

**Vacant (1)**

Personnel (6 members)

Kari Jutila (TE Duluth, Lakeside 21-2

Doug Workman (TE) Tower 20-1

Bill Gravelle (RE) Duluth, Glen Avon 20-2

**Donna Protokowicz (RE) Pioneer Parish 22-1**  
**Vacant (2)**

Nominating Committee (6 members)

(Nominations for the Nominating Committee are made by Presbytery Council)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Doug Workman (TE) Sue Hendrickson (RE)** Robyn Weaver (TE) Bob Goodin (TE)  Larry Annett (RE)  **Vacant (1)** | **Tower**  **Superior, Pioneer Parish**  Duluth, Glen Avon  HR  Chippewa Falls | **22-1 22-2** 21-1 21-1  21-1 |  |
| SDOP (minimum 5 members) |  |  |  |  |
|  | **Steven Davis** | **Duluth** | **22-1** |  |
|  | **Ron Henley** | **Honorably Retired** | **22-2** |  |
|  | Salaam Witherspoon | Duluth, CHUM | 20-1 |  |
|  | Dawn Shoberg (RE) | Carlton | 20-2 |  |
|  | Duane Aslyn (TE) | Honorably Retired | 21-1 |  |
|  | Sharon Johnson (TE) | Honorably Retired | 21-2 |  |
|  | **Vacant (0)** |  |  |  |
| Synod of Lakes & Prairies |  |  |  |  |
|  | **Cathy Hecht (RE)** | **Superior, United** | **22-2** |  |
|  | Sue Goodin (TE | Honorably Retired | 21-1 |  |
| Clearwater Forest Board |  |  |  |  |
|  | **Robyn Weaver (TE)** | **Duluth, Glen Avon** | **22-1** |  |
|  | **Paul Rigstad (RE)** | **Duluth, Westminster** | **20-1** |  |
| Seafarers |  |  |  |  |
|  | **Bob Goodin (TE)** | **Honorably Retired** | **22-2** |  |
| Wisconsin Council of Churches |  |  |  |  |
|  | Jim Deters (TE) | Ashland | 20-2 |  |
| Minnesota Council of Churches |  |  |  |  |
|  | **Jeremiah Knabe (TE)** | **Duluth, First** | **22-1** |  |
| GA Commissioners |  |  |  |  |
|  | **Dorothy Duquette (TE)** | **Bovey** | **20** |
|  | **Sue Hendrickson (RE)** | **Pioneer Parish** | **20** |
|  | **Katherine Lisak (YAAD)** | **Superior, United** | **20** |
| Alternates | Arlin Talley (TE) | HR |  |  |
|  | Leslie Anderson (CRE) | Pioneer Parish |  |  |
|  | Hayley Olson (YAAD) | Superior, United |  |  |

**Presbytery approved Rev. Chris McCurdy as Presbytery Moderator and Rev. Dorothy Duquette as Vice-Moderator.**

**Presbytery Approved the Nominating Committee Report with corrections and additions.**

**Finance and Budget Committee**

October 17, 2019

The committee met August 14th at the Presbytery office. A review of the July financials was presented by Jay. The proposed budget for the 2020 year was presented by Jay and after considerable discussion and some minor adjustments was approved to be presented Council at their next meeting. The budget as adjusted was approved by council at the August 27th Council meeting and will be presented at the Presbytery meeting on October 25th. No increase in Church per capita is requested.

Meetings have been scheduled to review the investment policies and the current investment funds. In addition, the committee requested a task force be established to suggest guidelines for the use of Church Development funds. The Council has approved the request and has appointed a task force which will meet soon.

The September financial statements reflect an excess of expense over revenue of $9,679 compared to the budget estimate of $8,583 excess of expense over revenue. Total revenues for the nine months ended September 30 are $17,699 below budget while expenditures are $16,602 below budget with the net result being an actual to budget difference of $1,096.

Bill Gravelle

Chair Finance & Budget Committee

Bill Gravelle spoke for the Finance Committee and asked people to review the following pages and comment or ask questions concerning the Presbytery Finances.

Presbytery of Northern Waters

Statement of Activities-Summary

For the Nine Months Ending September 30, 2019

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Current | Year to Date | Budget to | Annual | Budget | Last Year |
| Month |  | Date | Budget | Remaining | to Date |
| **INCOME** |  |  |  |  |
| 4001 Per Capita Apportionm $ 3,112.34 | 99,548.18 | $ 100,958 | 134,611 | (35,063) | 102,168 |
| 4002 Prior Year Per Capita 0.00 | 2,601.91 | 0 | 0 | 2,602 | 2,747 |
| 4050 CPS Staff Support 1,161.84 | 11,276.52 | 11,072 | 14,763 | (3,486) | 15,184 |
| 4101 Presbytery Mission Inc 2,537.00 | 28,245.79 | 39,375 | 52,500 | (24,254) | 26,736 |
| 4305 From Camp Galilee Fu 0.00 | 0.00 | 2,250 | 3,000 | (3,000) | 0 |
| 4310 From Portugal Fund 0.00 | 0.00 | 464 | 618 | (618) | 0 |
| 4401 Interest-Operating Fun 3.78 | 56.90 | 375 | 500 | (443) | 258 |
| 4402 Interest/Mission Fund 130.01 | 391.13 | 5,250 | 7,000 | (6,609) | 5,214 |
| 4410 Miscellaneous Revenue 0.00 | 0.00 | 75 | 100 | (100) | 35 |
| Total Income 6,944.97 | 142,120.43 | 159,819 | 213,092 | (70,972) | 152,342 |
| **OPERATING EXPENSES** |  |  |  |  |  |
| Total Resource Person 2,849.30 | 26,728.16 | 26,531 | 35,375 | 8,647 | 24,918 |
| Total Stated Clerk 1,885.57 | 13,624.60 | 15,022 | 20,029 | 6,404 | 14,328 |
| Total Treasurer 430.60 | 7,395.40 | 6,600 | 8,800 | 1,405 | 6,878 |
| Total Pastoral Care 2,272.65 | 14,018.42 | 14,532 | 19,376 | 5,358 | 11,537 |
| Total Administrative A 900.49 | 8,841.59 | 12,121 | 16,161 | 7,319 | 8,643 |
| Total Insurance 721.00 | 2,581.00 | 3,000 | 4,000 | 1,419 | 1,614 |
| Total Pres Office Expe 712.61 | 10,270.25 | 15,301 | 20,400 | 10,130 | 12,497 |
| Total Presbytery Judica 43.50 | 990.23 | 3,525 | 4,700 | 3,710 | 651 |
| Total Pres Committees/ 0.00 | 0.00 | 0 | 0 | 0 | 0 |
| Total Other Expenses 0.00 | 0.00 | 0 | 0 | 0 | 0 |
| Total Per Capita Appor 4,935.20 | 44,416.80 | 47,656 | 63,542 | 19,125 | 44,589 |
| Total Operating Expens 14,750.92 | 128,866.45 | 144,288 | 192,383 | 63,517 | 125,655 |
| **PROGRAM & MISSION EXPENSES** |  |  |  |  |  |
| Total COM 104.48 | 777.61 | 4,238 | 5,650 | 4,872 | 2,329 |
| Total CPM 0.00 | 0.00 | 1,501 | 2,000 | 2,000 | 0 |
| Total Nominating 34.68 | 118.00 | 75 | 100 | (18) | 0 |
| Total Programs 916.64 | 1,283.99 | 375 | 500 | (784) | 130 |
| Total Camping 166.67 | 17,500.03 | 13,500 | 18,000 | 500 | 9,500 |
| Total Program Strategy 0.00 | 0.00 | 975 | 1,300 | 1,300 | 119 |
| Total Structure 0.00 | 1,500.00 | 1,125 | 1,500 | 0 | 1,500 |
| Total Council Program 332.98 | 453.66 | 975 | 1,300 | 846 | 207 |
| 6610 University Campus Mi 0.00 | 1,300.00 | 975 | 1,300 | 0 | 1,300 |
| 6620 WhiteFish Cemetery M 0.00 | 0.00 | 375 | 500 | 500 | 0 |
| Total Program & Missi 1,555.45 | 22,933.29 | 24,114 | 32,150 | 9,217 | 15,085 |
| Total Expenses 16,306.37 | 151,799.74 | 168,402 | 224,533 | 72,733 | 140,740 |
| TOTAL OPERATING $ (9,361.40) | (9,679.31) | $ (8,583) | (11,441) | 1,762 | 11,602 |

Presbytery of Northern Waters Statement of Financial Position September 30, 2019

|  |  |  |
| --- | --- | --- |
| Acct  **Current Assets** |  | Last Year **ASSETS** |
| 1010 Nat'l Bank Commerce-Checking | $ 7,973.30 | 46,370.19 |
| 1110 Nat'l Bank of Commerce-Savings | 99,747.44 | 109,664.01 |
| 1210 Mission Market Fund (PILP) | 0.00 | 117,738.42 |
| **Total Current Assets** | **107,720.74** | **273,772.62** |
| **Property and Equipment** |  |  |
| 1600 Office Equipment | 28,336.88 | 87,155.82 |
| 1615 Remodeling | 78,599.15 | 78,599.15 |
| 1650 Accum Depr-Office Equip | (24,802.26) | (83,535.73) |
| 1665 Accum Depr-Remodeling | (52,199.00) | (51,194.00) |
| **Total Property and Equipment** | **29,934.77** | **31,025.24** |
| **Other Assets** |  |  |
| 1310 Good Faith Loan Receivable | 5,416.74 | 0.00 |
| 1410 Investments-Missions-NCF | 113,066.02 | 120,797.48 |
| 1420 Investments-Church Devel NCF | 166,084.29 | 177,982.22 |
| 1430 Investments-Mission-PILP | 148,829.05 | 30,000.00 |
| 1450 Camp Galilee Fund | 74,423.89 | 77,843.18 |
| **Total Other Assets** | **507,819.99** | **406,622.88** |
| **Total Assets** | **$ 645,475.50** | **711,420.74** |

|  |  |  |
| --- | --- | --- |
| **Current Liabilities** | **LIABILITIES** | |
| 2001 GA Unified Mission | $ 1,011.67 | 942.50 |
| 2002 GA Designated Mission | 2,286.00 | 0.00 |
| 2004 One Great Hour of Sharing | 770.00 | 0.00 |
| 2006 Pentecost Offering | 30.00 | 0.00 |
| 2007 Theological Education Fund | 360.00 | 0.00 |
| 2021 Synod Unified Mission | 350.50 | 565.50 |
| 2051 Other Gov Body Disaster Funds | 0.00 | 1,050.00 |
| **Total Current Liabilities** | **4,808.17** | **2,558.00** |
| **Long-Term Liabilities** |  |  |
| **Total Long-Term Liabilities** | **0.00** | **0.00** |
| **Total Liabilities** | **4,808.17** | **2,558.00** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Undesignated Fund Balances**  3000 Undesignated Net Assets  **Designated Fund Balances** | | **FUND BALANCES**  $ 107,669.23 108,152.27 | |
| 3005 | Working Capital Reserve-4 mos | 74,844.00 | 74,851.00 |
| 3010 | Fixed Asset Reserves | 29,934.77 | 34,625.24 |
|  | Church Devel/Redevelopment | 168,023.04 | 180,372.02 |
|  | Leadership Schol/Speakers | 28,136.29 | 44,796.14 |
|  | Phillips Church Bldg Grant | 0.00 | 0.00 |
|  | Seminary Debt Assistance Grants | 59,321.40 | 63,321.40 |
|  | Office Equip Replacement | 0.00 | 0.00 |
|  | Legal Fees | 1,500.00 | 1,500.00 |
|  | Revolving Loans | 80,000.00 | 80,000.00 |

|  |  |  |
| --- | --- | --- |
| Acct | Presbytery of Northern Waters Statement of Financial Position September 30, 2019  Last Year | |
| PNW Peacemaking | 9,429.48 | 10,207.23 |
| Seminarian Scholarships | 731.71 | 547.71 |
| DE RE Morris Memorial | 285.27 | 2,104.40 |
| CA Oberg Memorial | 589.56 | 445.18 |
| Camping Scholarships | 7,660.91 | 3,500.91 |
| Restoring Creation Enabler | 0.00 | 431.50 |
| SDOP | 1,119.01 | 1,119.01 |
| Mission Trips | 182.78 | 2,860.33 |
| Bicentenl CRE Training | 2,431.40 | 2,431.40 |
| Youth Triennium | 688.75 | 4,778.88 |
| Cornelius | 2,000.00 | 2,000.00 |
| Camp Galilee | 74,423.89 | 77,843.18 |
| Portugal Travel | 618.03 | 618.03 |
| Argetsinger | 596.67 | 596.93 |
| **Total Designated Funds** | **542,516.96** | **588,950.49** |
| **Restricted Fund Balances** |  |  |
| Jalmer | 160.45 | 160.45 |
| **Total Fund Balances** | **650,346.64** | **697,263.21** |
| **Current Year Operating** | **(9,679.31)** | **11,599.53** |
| **Total Net Assets** | **640,667.33** | **708,862.74** |
| **Total Liabilities & Fund Balances** | **$ 645,475.50** | **711,420.74** |

Presbytery of Northern Waters   
DESIGNATED FUNDS SUMMARY   
Recap of Income and Expenses   
For the Period Ending September 30, 2019

|  |  |  |
| --- | --- | --- |
| DESIGNATED FUND | Year-to-Date Acct # | Last YTD |
|  |  |
| Church Devel/Redevelopment | $ 170,421.17 3610 | 175,763.78 |
| Church Devel/Redevelopment-inc | 423.47 4610 | 0.00 |
| Church Devel/Redevelopment-exp | (2,821.60) 7610 | 4,608.24 |
|  | 168,023.04 | 180,372.02 |
| Leadership Scholarship/Speaker | 42,810.65 3615 | 49,696.08 |
| Leadership Schol/Speak-income | 900.00 4615 | 0.00 |
| Leadership Schol/Speak-expense | (15,574.36) 7615 | (4,899.94) |
|  | 28,136.29 | 44,796.14 |
| Seminary Debt AssistanceGrants | 63,321.40 3623 | 75,321.40 |
| Seminary Debt AssistGrants-inc | 0.00 4623 | 0.00 |
| Seminary Debt AssistGrants-exp | (4,000.00) 7623 | (12,000.00) |
|  | 59,321.40 | 63,321.40 |
| Reserve for Legal Fees | 1,500.00 3629 | 1,500.00 |
| Reserve for Legal Fees-income | 0.00 4629 | 0.00 |
| Reserve for Legal Fees-expense | 0.00 7629 | 0.00 |
|  | 1,500.00 | 1,500.00 |
| Revolving Loan Funds | 80,000.00 3632 | 80,000.00 |
| Revolving Loan Funds-income | 0.00 4632 | 0.00 |
| Revolving Loan Funds-expense | 0.00 7632 | 0.00 |
|  | 80,000.00 | 80,000.00 |
| PNW Peace Projects | 11,276.81 3635 | 10,175.23 |
| PNW Peace Projects-income | 152.67 4635 | 32.00 |
| PNW Peace Projects-expense | (2,000.00) 7635 | 0.00 |
|  | 9,429.48 | 10,207.23 |
| Seminarian Scholarships | 547.71 3638 | 547.71 |
| Seminarian Scholarships-income | 184.00 4638 | 0.00 |
| Seminarian Scholarships-expens | 0.00 7638 | 0.00 |
|  | 731.71 | 547.71 |
| DE & RE Morris Memorials | 2,199.15 3641 | 1,819.00 |
| DE & RE Morris Memorials-inc | 285.27 4641 | 285.40 |
| DE & RE Morris Memorials-exp | (2,199.15) 7641 | 0.00 |

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Presbytery of Northern Waters   
DESIGNATED FUNDS SUMMARY   
Recap of Income and Expenses   
For the Period Ending September 30, 2019

|  |  |  |
| --- | --- | --- |
|  | Year-to-Date Acct # | Last YTD |
| 285.27 | 2,104.40 |
| CA Oberg Memorial Fund | 481.17 3644 | 336.74 |
| CA Oberg Memorial Fund-inc | 108.39 4644 | 108.44 |
| CA Oberg Memorial Fund-exp | 0.00 7644 | 0.00 |
|  | 589.56 | 445.18 |
| Camping Scholarships | 3,980.91 3647 | 1,980.91 |
| Camping Scholarships | 8,000.00 4647 | 8,000.00 |
| Youth Camping-expense | (4,320.00) 7647 | (6,480.00) |
|  | 7,660.91 | 3,500.91 |
| Restoring Creation Enabler | 431.50 3650 | 431.50 |
| Restoring Creation Enabler-inc | 0.00 4650 | 0.00 |
| Restoring Creation Enabler-exp | (431.50) 7650 | 0.00 |
|  | 0.00 | 431.50 |
| SDOP Education | 1,119.01 3653 | 1,119.01 |
| SDOP Income | 2,200.00 4653 | 0.00 |
| SDOP Education-expense | (2,200.00) 7653 | 0.00 |
|  | 1,119.01 | 1,119.01 |
| Reserve for Mission Trips | 2,860.33 3659 | 3,810.33 |
| Reserve for Mission Trips-inc | 2,322.45 4659 | 1,450.00 |
| Reserve for Mission Trips-exp | (5,000.00) 7659 | (2,400.00) |
|  | 182.78 | 2,860.33 |
| Bicentl CRE Training | 2,431.40 3662 | 3,429.01 |
| Bicent CRE Training-income | 0.00 4662 | 0.00 |
| Bicent CRE Traing-expense | 0.00 7662 | (997.61) |
|  | 2,431.40 | 2,431.40 |
| Youth Triennium Reserve | 5,278.85 3665 | 3,278.85 |
| Youth Triennium Income | 25,301.03 4665 | 1,500.03 |
| Youth Triennium-expense | (29,891.13) 7665 | 0.00 |
|  | 688.75 | 4,778.88 |
| Cornelius Fund | 2,000.00 3668 | 2,000.00 |
| Cornelius Fund-income | 0.00 4668 | 0.00 |
| Cornelius Fund-expense | 0.00 7668 | 0.00 |
|  | 2,000.00 | 2,000.00 |
| Camp Galilee | 74,423.89 3671 | 75,934.98 |
| Camp Galilee-income | 0.00 4671 | 0.00 |
| Camp Galilee-expense | 0.00 7671 | 1,908.20 |
|  | 74,423.89 | 77,843.18 |
| Portugal Travel Fund | 618.03 3674 | 618.03 |
| Portugal Travel Fund-income | 0.00 4674 | 0.00 |
| Portugal Travel Fund-expense | 0.00 7674 | 0.00 |

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Presbytery of Northern Waters   
DESIGNATED FUNDS SUMMARY   
Recap of Income and Expenses   
For the Period Ending September 30, 2019

|  |  |  |
| --- | --- | --- |
|  | Year-to-Date Acct # | Last YTD |
| 618.03 | 618.03 |
| Argetsinger | 0.00 3677 | 0.00 |
| Argetsinger-income | 596.67 4677 | 596.93 |
| Argetsinger-expense | 0.00 7677 | 0.00 |
|  | 596.67 | 596.93 |
| Permanently Restrict Jalmer | 160.45 3800 | 160.45 |
| Jalmer-income | 0.00 4800 | 0.00 |
| Jalmer-expense | 0.00 7800 | 0.00 |
|  | 160.45 | 160.45 |
| Total Designated Funds | $ 437,898.64 | 479,634.70 |

**There being no discussion, Presbytery approved the Finance Report**

**Committee on Ministry**

Gary Cross and Jim Deters, co-chair of COM recommended the following for approval.

**A. Recommendations to Presbytery for approval**

**September 10, 2019:** COM recommends to Presbytery the 2020 Minimum Salary Standards as follows:

**2020 MINIMUM SALARY STANDARDS**

In keeping with the formula approved by Presbytery in October 2000, we propose the following minimum salary standards for the year 2020:

Cash only (manse provided) Cash & Housing/Utilities Years of Service Cont. Education

$37,415 $48,640 $374 $1000

In addition, churches will grant at least four weeks annual vacation, two weeks of study leave time, and pay full Board of Pensions dues. Auto allowance is fully negotiable.

**FOR YOUR INFORMATION**

The Presbytery of Northern Waters took the following action with regard to salary structure in October, 2000:

“The minimum salary level for the Presbytery of Northern Waters for 2002, and years after will be set at 80% of the

previous year’s Church Wide Median Salary as published by the Board of Pensions, plus an additional 1% of the base

cash salary for each year of total full-time ordained experience in the Presbytery of Northern Waters up to 10 years.

Car allowance and study allowance are not included in computing effective salary.

NOTE: Effective salary is base (cash) salary, plus housing and utilities (these last two should have a combined value

of at least 30% of base salary.)”

Comparative figures available from previous years are as follows (based on 80% of previous year’s Median salary):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Year** | **Cash Basis** | **+Yrs Service (to 10)** | **Cont. Ed.** | **Church Median** |
| 2005 | $27,200 | $272 | $500 | $45,500 |
| 2006 | $28,000 | $280 | $500 | $46,500 |
| 2007 | $28,616 | $286 | $500 | $47,900 |
| 2008 | $29,477 | $295 | $500 | $49,000 |
| 2009 | $30,154 | $301 | $500 | $50,800 |
| 2010 | $31,262 | $312 | $500 | $52,200 |
| 2011 | $32,123 | $321 | $500 | $52,900 |
| 2012 | $32,554 | $325 | $500 | $53,300 |
| 2013 | $32,800 | $328 | $500 | $54,000 |
| 2014 | $33,231 | $332 | $1,000 | $54,500 |
| 2015 | $33,539 | $335 | $1,000 | $55,400 |
| 2016 | $34,093 | $341 | $1,000 | $56,200 |
| 2017 | $34,585 | $346 | $1,000 | $56,300 |
| 2018 | $35,629 | $356 | $1,000 | $58,000 |
| 2019 | $36,591 | $366 | $1,000 | $59,100 |
| 2020 | $37,415 | $374 | $1,000 | $60,800 |

Pastors shall receive a minimum of $1,000 and two weeks study leave per year. Since study time and money are understood as intended to benefit both pastor and congregation, it is expected that a pastor will confer with his or her session about particular use of study leave prior to any expenditure of time and money. It is also recommended that pastors occasionally solicit suggestions from their sessions regarding skill areas to improve or specializations to gain for the sake of all concerned.

Study time and funds may be accumulated up to three years when a particularly expensive or lengthy study experience is anticipated. Carry-overs from one year to the next will be cleared with the Session and their purpose and amounts recorded in Session minutes at the change of each calendar year pertaining. It should be kept in mind that with the pressures of ministry and the continuing need for rejuvenation pastors are ordinarily urged to use their study time fully each calendar year.

When a pastor terminates his or her position of church leadership, unexpended money will not be carried away nor unused time taken as paid leave.

CERTIFIED CHRISTIAN EDUCATOR’S MINIMUM STANDARD SALARY IN 2020

1. Salary: 50% of the previous years church-wide median salary for ministers;
2. Full participation in the Board of Pensions Benefit Plan;
3. Continuing Education: 1 week and Presbytery-approved compensation;
4. Vacation: 2 weeks.

**PULPIT SUPPLY MINISTERS** minimum remuneration in 2020 will be **$125** for one service and **$175** for two services.

**MODERATORS OF VACANT CHURCHES** minimum remuneration in 2020 will be $50.00 per meeting.

**BOTH PULPIT SUPPLY MINISTERS AND MODERATORS OF VACANT CHURCHES IN 2020** will be reimbursed for travel at the Federal Reimbursement rate which is **$.58 (effective 01/01/2019).** The IRS figure for 2020 will be released during December 2019.

Ministers & Their Work

Sub-Committee of COM

*Recalculated 9/10/2019*

*Pulpit Supply increase recommended 8/14/2018*

*Continuing Ed changed by COM 10/8/2013*

It was moved and seconded that this motion be amended to change the Presbytery Minimum Salary to substitute the Board of Pension Minimum for medical dues for our practice of 80% of the churchwide median salary. The motion to amend was defeated.

**PRESBYTERY APPROVED THE 2020 MINIMUM SALARY STANDARDS.**

**Report from the Administrative Commission for the Carleton and Wrenshall churches**

The River's Edge Session met last night. They have met with an attorney to begin the incorporation process. They have written By-Laws and a Constitution, also being reviewed by the attorney. When they are incorporated, they are ready to open new bank accounts.  heir goal is to make the official legal transition on January 1, 2020. They are discussing how to proceed with writing a Mission Statement.

They voted to sell the Wrenshall building. It is currently on the market, asking $199,900. They have had 5 inquiries. The final worship service in the Wrenshall building was September 15, 2019, attended by Mary representing the presbytery. They have removed from the Wrenshall building the items they wanted, and will be having a "moving sale" in early November to attempt to sell other items.

I believe they are in a good place...excited about their new adventure, and tackling the various tasks involved with creating a new church with a good spirit.

Shalom.  Joel Huenemann, Chairperson

There was discussion concerning the name of the church. The Administrative Commission was advised to go back and suggest that PC(USA) be included somewhere in the name.

**Warba Presbyterian Church Building**

Darrell Robertson spoke to the report on the status of the Warba Presbyterian Church Building.

Several buyers had expressed interest, but nothing has worked out. They may need to lower the price again. Presbytery will have to maintain building through the winter.

**Report on the status of the former Warba Presbyterian Church building**

The Warba Presbyterian Church closed a little more than a year ago. Since that time, disposition of the building has been assigned to a Commission of the Presbytery. Unfortunately, there has been little interest in the building. It is currently listed with a Grand Rapids realtor and the initial price has been significantly decreased.

Commission Chair, Darrel Robertson

Ron Carlson presented the second portion of his workshop

The afternoon provided a chance for those present to have conversations with Ron Carlson and Cindy Kohlmann as well as some Sabbath Time.

Chris McCurdy offered grace before the evening meal.

Arlin Tally offered a toast of Pepsi in memory of Michael Winterringer, a faithful member of the PDA mission teams. Michael passed away recently. He told the story of how Michael had called many churches in the area asking for a ride to church, but no one but Arlin was willing to pick him up. He became a very active church worker and community volunteer, especially ringing the bell for the Salvation Army.

Evening Worship included scriptures from Ephesians 3:14-21, and Mark 4:30-32, an invigorating message from Rev. Cindy Kohlmann, the Installation of Moderator, Chris McCurdy and Vice-Moderator, Dorothy Duquette and Communion Worship. The offering was split between Peacemaking and Christmas Joy.

**NECROLOGY REPORT**

Chris McCurdy asked that people present from each church offer up the names of those who died in the previous year. The names of people from Coleraine were added to the list.

| **Presbytery of Northern Waters Necrology Report for Year 2018** | | | | | |
| --- | --- | --- | --- | --- | --- |
| **Area** | | **Church***.* | **Name** | **Ordained** | **Died** |
| **Headwaters**-Bemidji, Bigfork-1st, Bigfork-Bowstring Chapel, Blackduck, Bovey, Calumet, Coleraine, Grand Rapids, Park Rapids | | | | | |
|  | | Bemidji | Charles Noren | 1/17/1982 | 4/20/2018 |
| Ronal Batchelder | 1/16/1977 | 7/12/2018 |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Coleraine | Dave Dotlich |  |  |
|  | Jude Welliver |  |  |
|  | Michael Winterringer |  |  |
| Grand Rapids | Norma Jean Bilyeu | 1970 | 4/9/2017 |
|  | Andrew Bernard Hagen | 1994 | 5/31/2017 |
|  | Hazel Othelia Hanson | 1970 | 8/7/2017 |
|  | Winifred Jane Latimer | 1958 | 6/21/2017 |
| Lowell Alfred Pittack | 1980 | 4/4/2017 |
| Pierrette Jacqueline Snow | 1997 | 2/5/2017 |
| Shirley Anne Marshal | 2000 | 4/5/2018 |
| Warren Charles Kirsch | 1993 | 7/6/2018 |
| Carole Vera Erickson | 1967 | 9/28/2018 |
| **Iron Range-** Babbitt, Ely, Goodland, Hibbing, Keewatin, Tower, Virginia, Warba | | | | | |
|  | | Ely | Fred Cherne | 2/6/1972 | 3/1/2018 |
| Robert D. Hodge | 2/6/1977 | 11/2/2018 |
| Mildred Cooley | 2/19/1986 | 11/29/2018 |
| Hibbing | Bayard French | 1960 | 7/26/2018 |
|  | |  | Eileen Jarnefeld | 1984 | 1/9/2018 |
| Gail Murray 1980 3/29/2018 | | | | | |
| Frances Sanders 1988 6/1/2018 | | | | | |
| **Lakeland-** Ashland, Bayfield, Hurley, Ironwood, Lac du Flambeau, Manitowish Waters, Saxon-Gurney | | | | | |
|  | | Bayfield | Patricia A. Oeltjenbruns- Elder | 2012 | Feb. 2018 |
|  | Mary Hepner- Deacon | 2004 | April 2018 |
| Glen Albrechtsen- Elder | 1998 | May 2018 |
| Gene Brevold- Elder | 1999 | May 2018 |
|  | | Manitowish Waters | Sue Rasey | 1990 | 2/17/2018 |
| **North Shore-** Carlton, Cloquet, Duluth-First, Glen Avon, Lakeside, Pike Lake, Westminster, Silver Bay, Two Harbors, Wrenshall | | | | | |
|  | | Cloquet | Wesley VanGuider | Feb. 1992 | 2/20/18 |
|  |  |  |
|  |  |  |
|  |  |  |
| Duluth First | Samuel Lincoln |  | 2/23/2018 |
|  | Ardyce Maker |  | 7/9/2018 |
|  |  |  |  |
| Lakeside | Katrine Anderson- Elder | 1985 | 2018 |
|  | Jean Johnson- Deacon | 1981 | 2018 |
| Westminster | Kathleen Ames- Elder |  | 2/19/2018 |
| **Southern Kingdom-** Chippewa Falls, Cornell, Eau Claire 1st, Eau Claire North, Hannibal, Phillips, Rice Lake, Winter | | | | | |
|  | | Eau Claire First | Dale Dick- Elder | 1/22/1978 | 1/11/2018 |
|  | Edna Parker |  | 2/8/2018 |
|  | Joanne Pierce-Deacon | 2007 | 3/24/2018 |
|  | Barb Rolland-Elder | 4/26/1998 | 7/18/2018 |
|  |  |  |  |
| **Superior/Pioneer Parish**-Brule, Gordon, Iron River, Lake Nebagamon, Solon Springs, Superior-County Peace and United | | | | | |
|  | Brule | | Ruth M. Bailie | 1/7/1969 | 1/25/2018 |
|  | Country Peace | | Cheryl Lee Schimpf | 4/24/11 | 1/19/2018 |
|
|  |  |  |
| Superior-United | | Rhoda Nielson | 2/19/2009 | 7/4/2018 |

It was a little chilly for a fire, so some played card games, worked on their sermons for Sunday, or just generally fellowshipped to round off the evening. We were told to be early for breakfast as the Clearwater Forest Board would be doing a presentation during brunch.

The Presbytery recessed until 9:00 a.m. on Saturday.

Saturday, October 26, 2019 continuation

A breakfast prayer was offered by Moderator, Chris McCurdy.

The Clearwater Forest Board presented their plan for a capital funds drive over the next 3 years. They are planning to raise $2.2 million for a combination of building improvements and additions to their endowment fund. Hallett Hall which houses the dining hall, kitchen and camp offices will be renovated and expanded. They spoke of how the money would be raised, the time frame, what Clearwater had meant to each of them.

Moderator, Chris McCurdy called the meeting back together at 9:10 with prayer.

**Report of Synod Meeting**

Sue Goodin reported on the last Synod Meeting. She stated that the Synod is going through a Mission Study Time and a new committee structure is in place. They are talking about transforming committees into vital leadership. Some concerns they are discussing are: “What does the Synod do to help new pastors?” and concerns for CREs.

**Council Report** Agenda Item: Council

October 25, 2019

Rich Blood spoke to the Council Report.

1. **Recommendations to the Presbytery**

**August 27, 2019**: Council recommends that the following individuals be elected to the Presbytery Nominating Committee and Committee on Representation (both committees have the same membership:

RE Sue Hendrickson, Pioneer Parish, Class of 2022, second term

The Reverend Doug Workman, Tower, Class of 2022, first term

Continuing on these committees are:

The Reverend Robyn Weaver, Chair, 2021-1

The Reverend Bob Goodin, 2021-1

RE Larry Annett, 2021-1

There is still one vacancy.

**Presbytery voted to approve the Recommendation**

**September 25, 2019:** Council voted to recommend to Presbytery the 2020 Budget, including the per capita of $32.00 (unchanged from 2019).

Presbytery of Northern Waters

Budget Worksheet

For the Seven Months Ending July 31, 2019

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | | 2 Years  Ago | | Last Year 12  Mo | | Last Yr  Budget | | Last YTD | | Year to  Date | | Annual Budget | | 2020 Draft Budget | |
| **INCOME** |  | |  | |  | |  | |  | |  | |  | |  | |
| 4001 | Per Capita Apportionment | | 134,098 | | 130,955 | | 141,185 | | 80,868 | | 87,250 | | 134,611 | | 125,503 | |
| 4002 | Prior Year Per Capita | | 8,362 | | 2,747 | | 0 | | 2,747 | | 2,532 | | 0 | | 0 | |
| 4050 | CPS Staff Support | | 17,030 | | 19,284 | | 16,403 | | 12,450 | | 8,953 | | 14,763 | | 10,000 | |
| 4101 | Presbytery Mission Income | | 46,127 | | 41,511 | | 47,003 | | 21,574 | | 23,781 | | 52,500 | | 45,000 | |
| 4301 | From Bicentennial Fund 2520 | | 0 | | 0 | | 1,700 | | 0 | | 0 | | 0 | | 0 | |
| 4305 | From Camp Galilee Fund | | 0 | | 0 | | 2,800 | | 0 | | 0 | | 3,000 | | 3,000 | |
| 4310 | From Portugal Fund | | 0 | | 0 | | 618 | | 0 | | 0 | | 618 | | 0 | |
| 4401 | Interest-Operating Fund | | 684 | | 745 | | 500 | | 240 | | 49 | | 500 | | 750 | |
| 4402 | Interest/Mission Fund | | 13,716 | | (1,396) | | 10,000 | | 535 | | 261 | | 7,000 | | 8,500 | |
| 4410 | Miscellaneous Revenue | | 157 | | 242 | | 100 | | 35 | | 0 | | 100 | | 200 | |
|  | Total Income | | 220,174 | | 194,088 | | 220,309 | | 118,449 | | 122,826 | | 213,092 | | 192,953 | |
|  |  | |  | |  | |  | |  | |  | |  | |  | |
|  |  | |  | |  | |  | |  | |  | |  | |  | |
| **OPERATING EXPENSES** | | |  | |  | |  | |  | |  | |  | |  | |
| Presbytery Resource Person | | |  | |  | |  | |  | |  | |  | |  | |
| 5010 | Resource Pers Salary & Hsg | | 24,980 | | 23,916 | | 23,400 | | 14,166 | | 14,021 | | 24,036 | | 24,757 | |
| 5015 | Resource Pers SECA/FICA | | 1,911 | | 1,830 | | 1,790 | | 1,084 | | 1,073 | | 1,839 | | 1,894 | |
| 5020 | Resource Pers Benefits | | 2,000 | | 2,000 | | 2,000 | | 996 | | 2,000 | | 2,000 | | 1,000 | |
| 5050 | Resource Pers Trav&Expense | | 7,326 | | 6,819 | | 7,500 | | 4,078 | | 4,116 | | 7,500 | | 7,500 | |
|  | Total Executive Presbyter | | 36,217 | | 34,565 | | 34,690 | | 20,324 | | 21,210 | | 35,375 | | 35,151 | |
| Stated Clerk | | |  | |  | |  | |  | |  | |  | |  | |
| 5110 | Stated Clerk Salary | | 5,200 | | 13,000 | | 13,000 | | 7,583 | | 7,790 | | 13,354 | | 13,755 | |
| 5111 | Minutes Clerk Salary & Mileage | | 1,694 | | 2,099 | | 1,000 | | 1,434 | | 1,215 | | 2,000 | | 2,040 | |
| 5115 | SC/MC SECA/FICA | | 66 | | 1,049 | | 1,071 | | 606 | | 651 | | 1,175 | | 1,208 | |
| 5120 | Stated Clerk Benefits | | 0 | | 1,000 | | 1,000 | | 0 | | 0 | | 1,000 | | 1,000 | |
| 5150 | Stated Clerk Travel | | 3,131 | | 3,934 | | 3,500 | | 1,351 | | 885 | | 2,500 | | 3,000 | |
|  | Total Stated Clerk | | 10,091 | | 21,082 | | 19,571 | | 10,974 | | 10,541 | | 20,029 | | 21,003 | |
| Treasurer |  | |  | |  | |  | |  | |  | |  | |  | |
| 5210 | Bookkeeping | | 4,800 | | 4,810 | | 4,800 | | 2,657 | | 3,014 | | 4,800 | | 5,167 | |
| 5250 | Treasurer/Chair F&B Travel | | 0 | | 0 | | 2,000 | | 0 | | 0 | | 500 | | 500 | |
| 5270 | Audit Expense | | 3,200 | | 3,360 | | 3,500 | | 3,360 | | 3,520 | | 3,500 | | 3,700 | |
|  | Total Treasurer | | 8,000 | | 8,170 | | 10,300 | | 6,017 | | 6,534 | | 8,800 | | 9,367 | |
| Presbyter for Pastoral Care | | |  | |  | |  | |  | |  | |  | |  | |
| 5310 | Pastoral Care Salary | | 0 | | 11,917 | | 13,000 | | 6,500 | | 7,790 | | 13,354 | | 13,755 | |
| 5315 | Pastoral Care SECA/FICA | | 0 | | 912 | | 995 | | 497 | | 596 | | 1,022 | | 1,052 | |
| 5320 | Pastoral Care Benefits | | 0 | | 773 | | 1,000 | | 0 | | 668 | | 1,000 | | 1,000 | |
| 5350 | Pastoral Care Travel & Expens | | 0 | | 2,704 | | 2,500 | | 2,018 | | 1,494 | | 4,000 | | 4,000 | |
|  | Total Pastoral Care | | 0 | | 16,306 | | 17,495 | | 9,015 | | 10,548 | | 19,376 | | 19,807 | |
| Administrative Assistant | | |  | |  | |  | |  | |  | |  | |  | |
| 5410 | Admin Asst Salary | | 9,188 | | 10,036 | | 14,508 | | 5,890 | | 6,729 | | 13,312 | | 11,700 | |
| 5413 | Admin Asst Flex Spending | | 0 | | 500 | | 500 | | 500 | | 0 | | 500 | | 500 | |
| 5415 | FICA | | 1,034 | | 768 | | 1,110 | | 451 | | 429 | | 1,018 | | 895 | |
| 5420 | Admin Asst Benefits | | 0 | | 0 | | 1,451 | | 0 | | 0 | | 1,331 | | 1,170 | |
|  | Total Administrative Assistant | | 10,222 | | 11,304 | | 17,569 | | 6,841 | | 7,158 | | 16,161 | | 14,265 | |
| Insurance |  | |  | |  | |  | |  | |  | |  | |  | |
| 5510 | Workers Compensation Insurance | | 552 | | 1,276 | | 1,000 | | 240 | | (303) | | 1,000 | | 1,000 | |
| 5520 | Property & Liab Insurance | | 2,591 | | 1,374 | | 3,000 | | 687 | | 2,163 | | 3,000 | | 3,000 | |
|  | Total Insurance | | 3,143 | | 2,650 | | 4,000 | | 927 | | 1,860 | | 4,000 | | 4,000 | |
| Presbytery Office Expenses | | |  | |  | |  | |  | |  | |  | |  | |
| 5611 | Utilities | | 3,451 | | 3,138 | | 5,000 | | 1,845 | | 1,982 | | 4,000 | | 4,000 | |
| 5612 | Building Maintenance | | 1,053 | | 1,111 | | 500 | | 388 | | 186 | | 500 | | 500 | |
| 5613 | Snow Removal/Lawn Care | | 3,039 | | 2,805 | | 2,200 | | 1,965 | | 3,647 | | 2,500 | | 3,000 | |
| 5615 | Office Cleaning | | 0 | | 0 | | 400 | | 0 | | (85) | | 400 | | 200 | |
| 5620 | Office Supplies | | 1,060 | | 1,242 | | 1,400 | | 614 | | 801 | | 1,200 | | 1,300 | |
| 5630 | Postage | | 872 | | 990 | | 1,000 | | 761 | | 411 | | 900 | | 900 | |
| 5640 | Telephone | | 2,516 | | 1,685 | | 2,500 | | 1,334 | | 905 | | 2,000 | | 2,000 | |
| 5645 | Internet/Website | | 869 | | 179 | | 1,000 | | 120 | | 81 | | 750 | | 750 | |
| 5650 | New Equipment | | 527 | | 434 | | 750 | | 434 | | 427 | | 750 | | 750 | |
| 5660 | Equipment Maintenance | | 1,295 | | 724 | | 2,400 | | 482 | | 265 | | 2,000 | | 1,500 | |
| 5670 | Miscelaneous | | 32 | | 0 | | 100 | | 0 | | 0 | | 600 | | 500 | |
| 5695 | Depreciation | | 4,736 | | 5,537 | | 4,800 | | 2,800 | | 0 | | 4,800 | | 5,000 | |
|  | Total Pres Office Expenses | | 19,450 | | 17,845 | | 22,050 | | 10,743 | | 8,620 | | 20,400 | | 20,400 | |
| Presbytery Judicatory | | |  | |  | |  | |  | |  | |  | |  | |
| 5710 | Presbytery Meeting | | 2,606 | | 2,358 | | 2,000 | | 597 | | 171 | | 2,500 | | 2,500 | |
| 5720 | Moderator/Commissions/Misc | | 485 | | 1,433 | | 1,200 | | 54 | | 106 | | 1,200 | | 1,500 | |
| 5730 | Presbytery Leadership Expense | | 536 | | 82 | | 1,000 | | 0 | | 582 | | 1,000 | | 1,000 | |
|  | Total Presbytery Judicatory | | 3,627 | | 3,873 | | 4,200 | | 651 | | 859 | | 4,700 | | 5,000 | |
| Other Expense | | |  | |  | |  | |  | |  | |  | |  | |
| 5920 | Legal Fees | | 266 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | |
|  | Total Other Expense | | 266 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | |
| Per Capita Apportionment | | |  | |  | |  | |  | |  | |  | |  | |
| 5990 | GA Per Capita Apportionment | | 36,023 | | 35,001 | | 35,782 | | 20,417 | | 21,546 | | 39,631 | | 35,818 | |
| 5995 | Synod Per Capita Apportionment | | 25,456 | | 24,451 | | 24,997 | | 14,263 | | 13,000 | | 23,911 | | 22,011 | |
|  | Total Per Capita Apportionment | | 61,479 | | 59,452 | | 60,779 | | 34,680 | | 34,546 | | 63,542 | | 57,829 | |
|  |  | |  | |  | |  | |  | |  | |  | |  | |
|  | Total Operating Expenses | | 152,495 | | 175,247 | | 190,654 | | 100,172 | | 101,876 | | 192,383 | | 186,823 | |
|  |  | |  | |  | |  | |  | |  | |  | |  | |
| PROGRAM & MISSION EXPENSES | | |  | |  | |  | |  | |  | |  | |  | |
| Committee on Ministry | | |  | |  | |  | |  | |  | |  | |  | |
| 6010 | Committee on Ministry | | 1,524 | | 1,481 | | 1,500 | | 650 | | 562 | | 1,500 | | 1,500 | |
| 6050 | Ministers & Their Work | | 0 | | 737 | | 250 | | 0 | | 0 | | 250 | | 250 | |
| 6060 | | Sexual Misconduct Response Com | | 0 | | 0 | | 300 | | 0 | | 0 | | 300 | | 300 | |
| 6070 | | Churches & Their Work Committe | | 0 | | 537 | | 100 | | 0 | | 0 | | 100 | | 100 | |
| 6080 | | Care and Nurture | | 2,495 | | 65 | | 4,500 | | 65 | | 0 | | 3,500 | | 2,000 | |
|  | | Total COM | | 4,019 | | 2,820 | | 6,650 | | 715 | | 562 | | 5,650 | | 4,150 | |
| Presbytery Committees/Programs | | | |  | |  | |  | |  | |  | |  | |  | |
| 6110 | | Nominating Committee | | 0 | | 0 | | 100 | | 0 | | 0 | | 100 | | 100 | |
| 6130 | | Preparation for Ministry | | 1,916 | | 0 | | 200 | | 0 | | 0 | | 200 | | 200 | |
| 6140 | | CPM-Ord Exam Readers | | 0 | | 0 | | 800 | | 0 | | 0 | | 800 | | 0 | |
| 6145 | | CPM/CRE | | 2,800 | | 0 | | 250 | | 0 | | 0 | | 250 | | 1,000 | |
| 6147 | | CRE Luncheons | | 0 | | 0 | | 750 | | 0 | | 0 | | 750 | | 800 | |
| 6170 | | Mission Resale Items | | 67 | | 119 | | 500 | | 814 | | (224) | | 500 | | 300 | |
|  | | Total Pres Committees/Programs | | 4,783 | | 119 | | 2,600 | | 814 | | (224) | | 2,600 | | 2,400 | |
| Program Strategy | | | |  | |  | |  | |  | |  | |  | |  | |
| 6210 | | Program Strategy Committee | | 45 | | 49 | | 300 | | 25 | | 0 | | 300 | | 150 | |
| 6220 | | Program Resources | | 0 | | 0 | | 1,000 | | 0 | | 0 | | 500 | | 500 | |
| 6230 | | Task Forces | | 0 | | 0 | | 250 | | 0 | | 0 | | 100 | | 100 | |
| 6260 | | International Partnership | | 0 | | 70 | | 400 | | 70 | | 0 | | 400 | | 400 | |
| 6270 | | Recognitions | | 0 | | 0 | | 100 | | 0 | | 0 | | 0 | | 0 | |
|  | | Total Program Strategy | | 45 | | 119 | | 2,050 | | 95 | | 0 | | 1,300 | | 1,150 | |
| Council Programs & Committees | | | |  | |  | |  | |  | |  | |  | |  | |
| 6310 | | Overtures & Bylaws | | 0 | | 0 | | 100 | | 0 | | 0 | | 100 | | 100 | |
| 6330 | | Council Meeting Expense | | 251 | | 127 | | 700 | | 89 | | 12 | | 700 | | 500 | |
| 6340 | | Finance & Budget | | 0 | | 3 | | 75 | | 3 | | 0 | | 75 | | 75 | |
| 6350 | | Personnel | | 168 | | 35 | | 75 | | 35 | | 109 | | 75 | | 100 | |
| 6360 | | PNW Representation | | 0 | | 0 | | 100 | | 0 | | 0 | | 100 | | 100 | |
| 6380 | | Commissioner Orientation | | 0 | | 0 | | 250 | | 0 | | 0 | | 250 | | 250 | |
|  | | Total Council | | 419 | | 165 | | 1,300 | | 127 | | 121 | | 1,300 | | 1,125 | |
| Camping | |  | |  | |  | |  | |  | |  | |  | |  | |
| 6430 | | Youth Triennium | | 2,000 | | 2,000 | | 2,000 | | 1,167 | | 1,167 | | 2,000 | | 2,000 | |
| 6440 | | Camping Scholarships | | 7,640 | | 8,000 | | 8,000 | | 8,000 | | 8,000 | | 8,000 | | 8,000 | |
| 6450 | | Clearwater Forest | | 8,000 | | 8,000 | | 8,000 | | 0 | | 8,000 | | 8,000 | | 8,000 | |
|  | | Total Camping | | 17,640 | | 18,000 | | 18,000 | | 9,167 | | 17,167 | | 18,000 | | 18,000 | |
| Structure | |  | |  | |  | |  | |  | |  | |  | |  | |
| 6530 | | Councils of Churches | | 0 | | 1,500 | | 1,500 | | 1,500 | | 1,500 | | 1,500 | | 0 | |
|  | | Total Structure | | 0 | | 1,500 | | 1,500 | | 1,500 | | 1,500 | | 1,500 | | 0 | |
| Other | |  | |  | |  | |  | |  | |  | |  | |  | |
| 6610 | | University Campus Ministry | | 1,300 | | 1,300 | | 1,300 | | 1,300 | | 1,300 | | 1,300 | | 1,000 | |
| 6620 | | WhiteFish Cemetery Maintenance | | 0 | | 0 | | 500 | | 0 | | 0 | | 500 | | 500 | |
|  | | Total Other | | 1,300 | | 1,300 | | 1,800 | | 1,300 | | 1,300 | | 1,800 | | 1,500 | |
|  | |  | |  | |  | |  | |  | |  | |  | |  | |
|  | | Total Program & Mission Expenses | | 28,206 | | 24,023 | | 33,900 | | 13,718 | | 20,426 | | 32,150 | | 28,325 | |
|  | |  | |  | |  | |  | |  | |  | |  | |  | |
|  | | Total Expenses | | 180,701 | | 199,270 | | 224,554 | | 113,890 | | 122,302 | | 224,533 | | 215,148 | |
|  | |  | |  | |  | |  | |  | |  | |  | |  | |
|  | | TOTAL OPERATING & MISSION | | 39,473 | | (5,182) | | (4,245) | | 4,559 | | 524 | | (11,441) | | (22,195) | |
|  | |  | |  | |  | |  | |  | |  | |  | |  | |
|  | | Per Capita History | | 2017 | |  | | 2018 | |  | |  | | 2019 | | 2020 | |
|  | | Membership for per capita | | 4,803 | |  | | 4,629 | |  | |  | | 4,127 | | 4,002 | |
|  | | Percentage change in membership | | -4.3% | |  | | -3.6% | |  | |  | | -10.8% | | -3.0% | |
|  | | GA portion | | 7.50 | |  | | 7.73 | |  | |  | | 8.95 | | 8.95 | |
|  | | Synod portion | | 5.30 | |  | | 5.40 | |  | |  | | 5.40 | | 5.50 | |
|  | | Presbytery portion | | 17.20 | |  | | 17.37 | |  | |  | | 17.65 | | 17.55 | |
|  | | Total Per Capita Apportionment | | $30.00 | |  | | $30.50 | |  | |  | | $32.00 | | $32.00 | |
|  | |  | |  | |  | |  | |  | |  | |  | |  | |
|  | | PNW portion of Per Capita | | $82,612 | |  | | $80,406 | |  | |  | | $72,842 | | $70,235 | |

Bill Gravelle, Finance Chair suggested that we may need to look at our investment portfolio and there is also the possibility that per capita may need to be increased.

Presbytery approved the 2020 Budget.

Rich talked about the Council Retreat that was held recently. Some of the questions considered at the retreat were: How are we physically present? How do we go about expressing the fact that the church is about mission? Do we need to start another Presbytery newsletter? Other items from that retreat can be found in the Council Minutes from September 24, 2019.

**Overtures and Bylaws Committee** Agenda item: Overtures & Bylaws Committee

October 25, 2019

Gary Cross spoke to the Overtures and Bylaws Committee Report. He brought forward the Recommendations to the Presbytery which requires more than a 2/3 vote.

1. **Recommendations to the Presbytery**

The Overtures & Bylaws Committee recommends approval of the following change to the Manual of Operations developed by the Committee on Ministry. Further, that the Committee recommends that the Presbytery direct that the Stated Clerk insert these paragraphs into the Manual of Operations in such section as the Stated Clerk determines is appropriate.

**Presbytery of Northern Waters**

**Separation Ethics for Dissolution of Pastoral Relationships**

**Background**

The dissolution of the pastoral relationship can be one of the most traumatic events to be faced by a local church. It is difficult for all concerned. Handled properly, the transition can be a good experience and lead to a bright exciting future for the church. On the other hand, a poorly managed transition can damage the church for years.

It is perhaps easier to manage when the pastor is moving away and more difficult when the pastor is remaining nearby. The relationship between a pastor and congregation is often deeply personal, built on an accumulation of shared transitional and transformational times in personal and corporate lives. It has evolved through teaching, preaching, sacraments, weddings and funerals, presence in times of crisis, praying with and for members, counseling, and shared leadership. The pastor has encouraged people in worship, equipped them for tasks, helped bring forth gifts, and prepared them for mission. From these times, there are accumulated elements of trust, confidence, admiration, affections, fondness, respect, and love. Ending such a relationship can be a trying and traumatic experience for both the pastor and members of the congregation.

There can be just as much, if not more emotional stress in the transition for the spouse and older children of the pastor and must also be addressed. The role of the pastor’s spouse has significantly changed in recent years. The spouse is in a very unusual and difficult position in these transitions. They may not be directly involved in the ministry of their spouse, other than as a member of the congregation, and usually has a career of their own. Their primary relationship with other church members may simply be that of a friend or fellow church member. However, some members of the congregation may view the spouse as an “extension” of the pastor, and a separation may present issues. In addition, the presence and involvement of the former pastor’s spouse may be a negative factor for a potential new pastor. The spouse faces separation from friends, and their worship community because their husband or wife is responding to another call, retiring, etc. This same circumstance can also apply to the older children of the couple.

The congregation faces losing a beloved pastor and their family and there will be a grieving process, with mixed emotions. The congregation will be worried and anxious to hurry and find the next minister and to move on. However, it is very important that the congregation celebrate the ministry of the departing pastor and family, and to finally let go and say goodbye in the most positive manner possible.

**Presbytery Policy**

This policy addresses the ethics of separation when a pastoral relationship is dissolved. The call process for the new pastor is dealt with elsewhere. This policy was developed primarily for the installed full-time teaching elder (minister of word and sacrament). However, the same ethics of separation also apply to other pastoral relationships.

In this policy, the term “pastor” or “pastoral relationship” also applies to any relationship approved by the Presbytery Including a commissioned “lay pastor” or ruing elder, interim pastor, part-time or shared pastor, etc.

This policy addresses the following:

* Responsibility of the departing pastor
* Responsibility of the departing pastor’s spouse and family members
* Responsibility of the Session
* Responsibility of the Committee on Ministry (COM)
* Responsibility of the Congregation
* Maintaining of friendships
* Social Media concerns

This policy has been developed by the presbytery to make such transitions as healthy and productive as possible for the sake of the departing and new pastors and the congregation, In others words, to help all parties say “Goodbye”. While circumstances will be different for each pastor, family and congregation, this policy should be the starting point. If there are unusual or extenuating circumstance, they should be addressed by the Session and the COM. Any exceptions to this policy must be in writing and approved by the COM.

**Responsibilities of the Departing Pastor**

Much of the burden for setting the right tone for the transition falls on the departing pastor, when the pastor is initiating the change whether for accepting a new call or retirement.

1. First, the pastor should notify the COM as soon as possible after accepting a new call or reaching the decision to retire. This permits the pastor and the COM to work together for a smooth transition.
2. The pastor then will meet with the session to inform them of his planned departure, and work with the Session in communicating the departure to the congregation.
3. The pastor notifies the congregation, preferably with a letter followed by a meeting. A sample letter is at the end of this article. An important part of the communication is making it clear that the relationship between the congregation will be changing.
4. The pastor will sign the Covenant of Closure
5. The pastor should NOT be involved in any way in working with or influencing the congregation in finding a replacement or interim pastor, other than assisting in process or procedures. While the pastor’s instinct is to be helpful in the transition, experience has shown it is better if the pastor is uninvolved. This means the pastor should not be involved with the session and congregation in the development of a mission study or formation of a pastor nominating or search committee.
6. Upon the end of the pastoral relationship as agreed with the COM and the Session, the Pastor will have no contact with congregation for a period of time agreed to with the COM and Session. While this time may vary with the situation, typically there is no contact for 3 years, including at least one year after the new pastor is installed. This policy is not meant to preclude the congregation from honoring a former pastor as Pastor Emeritus but that should generally be at least 3 years from the departure of the former pastor, including at least one year after the new pastor is installed. This separation means the departing pastor will not perform any services with or for congregation members, such as weddings, baptisms, funerals, etc., unless specifically initiated and requested by the new pastor and Session and approved by the COM.
7. The purpose of this policy is to help all parties in the transition, and flexibility may be required. The COM and presbytery must evaluate and approve the proper application of this policy to ensure an ethical separation in situations where unique circumstances exist such as:

* The departing pastor is in a joint ministry with his or her spouse, and the spouse in remaining in the pastoral relationship.
* The pastor is departing due to poor health or that of the spouse or a family member
* The pastor is remaining in a small community, with no reasonable alternative for worship

**Responsibilities of the Departing Pastor’s Spouse and Family**

The spouse and adult family members of the departing pastor also have the burden of separating from the congregation and its members. Again, this is most difficult when remaining in or near the local community.

While there is no contract with, or call from, the congregation to the spouse and family, they may be clearly identified with the departing pastor’s ministry. Individual situations vary, and flexibility is warranted, just as for the pastor. Depending on the involvement of the spouse or adult family members in leadership of the ministry, the same separation expected of the pastor may also apply to family members. That should be addressed with the pastor and spouse in agreeing on the transition planning. If that degree of separation is not appropriate or possible, the spouse and family members must at least refrain from comments or actions influencing the future direction of the church, or which could be taken as criticism of any new directions the congregation may take, or of the new pastor’s ministry.

**Responsibilities of the Session**

The Session is primarily responsible in ensuring a smooth transition. The Session does this by:

1. Communicating clearly and promptly about the departure of the pastor.
2. Agreeing and communicating the separation ethics for the pastor, spouse and family.
3. Appointing a Pastor Nominating Committee to begin study for the future of the congregation, arranging for an interim pastor (if appropriate) and beginning the search for a new pastor.
4. Honoring the pastor for his ministry and service to the congregation.
5. Sign the Covenant of Closure
6. Requiring (and permitting) the pastor and family to separate from the congregation. This may also require the session to help the pastor in separating by not allowing the former pastor to continue to be involved in activities of the church.

**Responsibilities of the Committee on Ministry (COM)**

The COM must ensure that this policy is followed by all involved parties. The COM should be sensitive to those occasions when flexibility is appropriate, While the COM has the responsibility to assist the departing pastor in the separation, the primary concern must be what is best for the life and health of the congregation.

1. The COM will consult with the departing pastor to determine what resources are necessary to meet the spiritual, emotional, and physical needs of the pastor and her/his family during the transition period. The COM will assist the pastor in securing those resources.
2. The COM liaison with the congregation will review this policy with the session and congregation as appropriate.
3. The COM liaison will ensure that the session and departing pastor communicate the pastor’s departure with the congregation.
4. The COM will work with the congregation in the establishment of a pastor nominating committee and help them begin the call process.

**Responsibilities of the Congregation**

Any pastoral transition is difficult for the congregation involved. The congregation can make this transition as smooth as possible by

1. Honoring the departing pastor for his or her service and spiritual guidance
2. Allowing the pastor to separate from the life of the congregation by not continuing to contact the pastor for support and ministerial functions.
3. Supporting the Session and Pastor Nomination Committee as they work to discern what is best for the future of the congregation.

**Maintaining of Friendships**

It is important to deal appropriately with friendships which naturally for during the ministry for the pastor and family with church members. The best way to deal with the dissolution of the ministry relationship will vary with situations, personalities, etc., and may be more difficult for family members. Some may find it easier for the long run to make a clean break from friends in the congregation. In other cases, it may be appropriate to maintain friendships, especially when the pastor is remaining in the same community.

If the pastor and family do not make a clean break, it is imperative the pastor make it clear, that while the friendship continues, **it is changed**. There is no longer a pastoral relationship, and the pastor cannot perform weddings, funerals, etc., just because of the friendship. For example, it may feel important to the pastor, family and their friends to be involved in a friend’s weddings, funerals, etc., as friends only. In those cases, the former pastor must make it clear they are **not officiating,** and any participation is only with the blessing of the new pastor.

The pastor and family members who maintain individual friendships with former congregation members must refrain from conversations regarding or commenting on the call process for the replacement, changes in the church mission or the ministry of the new pastor. In other words, the departing pastor must take care not to influence even a single member who remains a friend in the future of the congregation.

**Social Media Concerns**

The pervasive us of social media in our culture can make it an effective tool in ministry. It also can create issues in a pastoral separation. As a part of the separation, the pastor and family should:

1. Cease using an email or other name identifying the departing pastor with the congregation (such as “FPCPastorKathy”)
2. Close or stop using any social media application specifically related to the congregation or the departing pastor’s identity as pastor of the church.

In personal social media connections with former church members, the pastor and family should apply the same cautions about comments or discussions discussed above under maintaining friendships.

**COVENANT OF CLOSURE**

**Presbytery of Northern Waters**

The Rev. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Presbyterian Church, and the Committee on Ministry of the Presbytery of Northern Waters, having discussed the intent and requirements of the Presbytery’s “Separation Ethics for the Dissolution of Pastoral Relationships” regarding former pastors enter into the following covenant:

1. I, the Rev. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ agree:

a. not to become involved in any leadership or advisory role (public or private) in the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Presbyterian Church congregation;

b. not to intervene, support, or give advice to anyone involved in a congregational disagreement or dispute;

c. not to officiate in any special events in the lives of former parishioners or of the congregation, including weddings, funerals, baptisms, worship leadership, church anniversary activities, etc. unless expressly invited by the moderator of the session and clerk of session; 2) to refuse requests for pastoral services made by members of the congregation;

d. to consult with the moderator of session prior to visiting the congregation, attending worship or attending a special event;

e.to refrain from giving opinions or directions regarding church business;

f. to explain and affirm the above principles to the congregation in writing (by letter or newsletter) and/or the pulpit before departing.

It is understood that this policy does not require termination of friendships with individuals in the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Presbyterian Church congregation, but that a pastoral relationship no longer exists with them.

2. The Session of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Presbyterian Church agrees:

a. to respect the terms of the Covenant agreed upon by Rev. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ outlined above; and

b. to interpret the terms of the Covenant to the congregation and incorporate this agreement in the minutes of the congregational meeting when the pastoral relationship is dissolved; and

c. to incorporate this agreement in the session minutes.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature, Clerk of Session Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature, Pastor Signature Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature, COM Representative Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SAMPLE LETTER**

**To be sent to members of the congregation by a pastoral leader leaving a congregation**

Dear Sisters and Brothers in Christ,

I am writing this with all the mixed emotions that necessarily are a part of saying good-bye to folks who have been important in my life. Soon I will no longer be in a pastoral role as I [begin my retirement/take up that task in another place]. I leave confident that God will continue to care for and meet all your needs. The Presbytery will assist in working with you to provide pastoral leadership and “prepare the way” for future leadership to arrive and lead you into a new chapter of your life as (name of church) .

Leaving a congregation that has become dear is not easy. I know that in the days to come, I will continue to “feel” like your pastoral leader. There is an element of grieving in this. It will be tempting to try to keep up with the life of\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Church — the community of faith of which my own life has been so much a part. I suspect that some of that same thing might be true on your part as well.

We can serve each other in this. The Presbytery of Northern Waters has had a good deal of experience in this business of “saying good-bye” to pastoral leadership. Guidelines have been developed that provide clear boundaries. These guidelines will help each of us bring honor to all that we have been to each other as well as all we have achieved together and will bring a healthy closure to our shared ministry. Fundamental to these guidelines is the simple reminder that when pastoral leadership leaves a congregation, it marks the end of the pastoral relationship. It does not mark the end of love and care for each other, but of necessity, the end of our former relationship. Toward this end, after (date of departure) , I will not involve or insert myself in any part of the life of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Church.

For the sake of the success of your next pastoral leadership, it would be inappropriate for me to continue as a theological guide, as an officiant for weddings or funerals, or as your pastoral presence in times of crisis such as hospitalization. As one who poured energy, time, and emotions into the health of this congregation, I want the church to continue to prosper. For that reason, please do not ask me to choose between my care for you and success in your future by asking me to perform pastoral duties that rightly rests with another person.

It goes without saying, that I wish you well. For my sake leaving a field, but even more, for your sake and this church, an ethic of separation needs to be honored by all. I hope you welcome future pastoral leadership with the same warmth and love that enveloped me when I arrived as a stranger among you. I will try to honor you by focusing my energy on that which God has determined for my future, and will joyfully, in whatever I do, share all that you have taught me about ministering in God’s name.

Sincerely,

Rev. Sue Goodin and Rev. Rich Blood spoke in favor of the report.

Elder Angela Moquin questioned how this would affect a pastor who had been in a church a long time and planned to stay in the area.

CRE Cindy Martinson expressed the fact that this needs to be decided on an individual basis.

**Presbytery voted unanimously to approve the recommendation.**

**PNW Personnel Committee Report** Agenda Item: Personnel Committee

October 25, 2019

The Personnel Committee made recommendations for 2020 salary increases to the Budget and Finance Committee.

We are pleased to have Amanda Keppers, Administrative Assistant. working with us. There still are a few new things to learn, but the adjustment has gone well.

The Committee has visited with Rev. Ken Ribe and determined that he would be able to fulfill his position of Presbyter for Pastoral Care and enter a contract for part time interim pastor in our Presbytery (Chippewa Falls) if he so chooses. It will be important to maintain ongoing communication.

Staff reviews will be completed by the end of 2019.

**Presbytery approved the Personnel Report**

**Self-Development of People Report** Agenda Item: Self-Development of People Committee

October 15, 2019

Robyn Weaver spoke to the Self-Development Report and all the work they are doing. She asked that

we light a candle on the altar this Sunday for a “Tree of Life” in memory of long time Duluth Activist,

Xavier Bell.

Self-Development of People Report

Funds for the Self-Development of People come to the Presbytery of Northern Waters from a portion of the offering that our churches give to the One Great Hour of Sharing. This year our Presbytery was given $1,452 to distribute. Really, this is a very small amount of money and yet I am continuously amazed at the way God has used these funds for good.

This year our SDOP Committee has decided to fund the Life House in Duluth. The Life House is a ministry to homeless teens. They are helping about 800 youth who face a wide variety of challenges. The program that we are funding was named by teens as the “Legitimate Hustle” program. Homeless teens are forced to “hustle” to survive on the streets. They may hustle something they own or found, perhaps something they stole, maybe drugs or sex.

The Legitimate Hustle program is teaching teens to produce and market legitimate items. It is essentially teaching young people how to begin a business. In addition to teaching them to make items to sell, the Life House is in the process of opening a store front at 102 West First Street in Duluth. Our Self-Development of People Committee is very happy to participate in funding this amazing program!

In 2018 our Self-Development of People Committee gave $2,200 to fund a program called, “New Hope for Families”. This money was used to pay the first and last month’s rent of a house to be used for emergency foster care. Not because of our cleverness but strictly because of God’s amazing grace, today there are two new foster care homes that partially began from the inspiration of our SDOP grant. In addition, the Benedictine Sister’s in Duluth gave “New Hope for Families” a closed church, school, gymnasium, and a manse, which New Hope is using as a foster care home and is providing emotional support for foster care families.

There was an added blessing in 2018 – our SDOP Committee received requests to fund two projects. We only had enough money available for one program. But our Presbytery generously provided $2,000 from their Peacemaking funds to support the Family Freedom Center’s, “Express Yourself Project”. Last summer 39 people participated in this six week program, which helped people who have been impacted by racism generate new ideas to rise above this reality. They accomplished this by using music and art to facilitate the discussions. The Family Freedom Center is located in West Duluth.

It is an honor to serve on PNW’s Self-Development of People Committee!

Most sincerely,

Revs. Ron Henely and Sharon Johnson

SDOP Members

**PDA Trip**

Rich Blood invited people to plan on going to Lafayette, LA on the mission trip February 14-23, 2020. They are still rebuilding from Hurricane Katrina and other various flooding. He stated that one of the best ways to pull the Presbytery together is to go on these mission trips. The cost per person is approximately $350.00 and the Presbytery money for these trips has been depleted. Congregations are encouraged to plan a fund-raising event for this purpose or to sponsor an individual.

Robyn Weaver thanked Rich for all the time and effort he has put into these mission trips.

**Presbyterian Women Report** Agenda Item: Presbyterian Women

Just came back from the PW synod meeting and submitted the above report. Hope Dougherty from Manitowish Waters went with me.

The Churchwide PW is having a gathering in St Louis MO, August 5-8, 2021.

The following report was given to the Synod PW

Agenda Item: Presbyterian Women

October 15, 2019

PW Presbytery of Northern Waters Report

October 9,2019

Our Spring meeting was held at Country Peace Presbyterian Church in rural Douglas County WI. 35 women were in attendance. Our speaker was Janie Williams from Pura Vida Missions. They are working in Guatemala providing schooling and building homes. We installed Cluster Leaders, Vice Moderator and Treasurer. Our past treasurer had faithfully served for over 25 years, we appreciated her willingness to serve.

A cluster meeting in Manitowish Waters, WI featured Susanne Hanson, the founder of Comforter Ministry. The Comforter Ministry offers a comforting, compassionate, and spiritual response when a woman is diagnosed with cancer. The quilt is accompanied by a journal with a message from the maker of the quilt. The journal is for the woman to record her thoughts and decisions while in treatment. Women are referred by friends and the quilt is sent at no cost to the patient. Another way to support a cancer patient.

60 PDA school bags were shipped to the Ferncliff warehouse.

We are in the middle of our Mission Pledge.

Jan Lestos, Moderator PW

**No unfinished business**

**New business**

Rev. Cindy Kohlmann thanked the Presbytery for inviting her and the great time she had at Clearwater Forest. She was excited about a program being offered May 13-16, 2020 called “Empowering Commissioned Pastors.” It will be held at the Canyon Creek Presbyterian Church in Richardson, Texas.

This is sponsored by Synod of the Sun. Registration costs will be under $150.00.

**Report of Roll Clerk and Offerings Received**

Teaching Elders 18

Ruling Elders 12

Commissioned Ruling Elders 3

Council Members 2

Inquirers/Candidates 0

Corresponding Members 3

Staff 10

Total 50

Offering to Peacemaking

and Christmas Joy $ 461

Ron Carlson concluded his Presentation

**Presbytery moved to adjourn at 11:55.**

Moderator, Chris McCurdy asked us to raise our hands and sweep them around the Presbytery as we sang: “May the Blessing of the Lord Be Upon You. I Bless You in the Name of the Lord.”

Betty Starkey

Minutes Taker