

STATED MEETING OF THE PRESBYTERY OF SOUTH DAKOTA

WILDFLOWER PRESBYTERIAN CHURCH

OCTOBER 28, 2016

The Presbytery of South Dakota of the Presbyterian Church (U.S.A.) held its Stated Meeting at Wildflower Presbyterian Church in Sioux Falls, SD on Friday, October 28, 2016.

CONVENING THE PRESBYTERY

The Presbytery was called to order by Presbytery Moderator, Jerry Luktemeier, at 10:00 A.M. and opened the meeting with prayer.

ROLL

The roll for this meeting of the Presbytery was constituted by registration with the enrollment clerk.

The following Teaching Elders and Ruling Elders were enrolled and present as commissioners:

Teaching Elders: Steven Allman, John Armstrong, Don Barbalace, John Barkett, Kristie Berglund, James Clarke, William E Cooper, Andrew Crandell, Lisa Danielson, Gene DeHoogh, Terry Drew, Chad Ensz, Nathan Esser, Sarah Hagen, David Halleen, Pat Hammond, Joseph Holt, Brian Jones, Roland Kemink, Rebecca Kesner, Bala Khylllep, Cheryl Khylllep, Jeff Kintner, Melvin Koehn, David Lick, Yeongsik Nam, Kenneth Newell, Janice Palmer, John Pehrson, Richard Poppen, Val Putnam, Mark Terayama, Dave Ullom, Carolyn Visser, Kevin Veldhuisen, Clint Walker.

Commissioned Ruling Elders: Marian Cramer, Lee Green, Jil Jennewein, Steven Johnson, Ardeth Kocourek, Jerry Lutkemeier, Judy Barnard, Ann Spitzenberger.

Commissioners: Judy Bernard, Clarence Blunck, Martha Gesick, Claire Gillaspey, Kate Hurby, Bob Jacobs, Linda Jones, Leon Kruse, Marsha Kurtenbach, Virgil Menning, Richard Palmer, John Pommer, Gary Pribyl, Charlie Richardson, Martha Riggs, Donna Salembier, Joann Walker, Bonnie Wirt, Cheryl Van Asperen, Bob Ullom, Dawn Meink, Roger Orton, Bob Sprang, Jeanne Jones Manzer, Paula Zavitz, Dianne Larsen, Paula Larson, Justin Briese

Other Voting Members: Hal Neller- Presbytery Administrator, Jerry Luktemeier- Moderator, Jim Hulbert, Peri Erdmann, Larry Froistad, Kay Johnson, Meleta DeJong, Trudi Nelson, John Pudwill, Kay Johnsen.

Corresponding Members: Daniel Joseph, Sudanese Ministry; Randy Knuth, Prospect Hill Presbytery; Bob and Kristi Rice, Mission co-workers serving the Democratic Republic of Congo.

Guests: Chuck Trumble, Terril Thurston, Brenda Tibbetts, Kaye Neller, Ann Smith, Suzy Smith, Helen Tremble, Mary McGel, Kevin Hurd, Pastor Jessica Daum, Peggy Jensen, Toni Healy (Music)

QUORUM

Moderator Lutkemeier declared the presence of a quorum with:

Teaching Elders: 35

Ruling Elder Commissioners: 37

Other Members of Presbytery: 27

VOTING MEMBERS PRESENT: 99

AGENDA

A motion was made to approve the Presbytery Agenda. **Presbytery VOTED and approved the motion.**

WELCOME

Rev. Dave Ullom offered a welcome to everyone present. Rev. Dave also announced that lunch will be a continuation of worship and the sacrament of communion will be a part of our lunch together.

INTRODUCTIONS

Teaching elders present for the first time: no new TEs will present at the meeting.

Ruling elders present for the first time: Bob Smith - SF Westminister, Kate Hruby - SF First, Joann Walker - Hot Springs, Justin Breeze-Aberdeen, Dana Towne - Whitewood

MILEAGE COMMITTEE

Moderator Lutkemeier appointed the following to the mileage committee: Rev. Rebecca Gresham Kesner and RE Gayle Janzen.

NOMINATIONS INITIAL REPORT

Rev. Don Barbalace presented the initial report of Nominations. A nomination for the vacancy in Camping and Faith Formation was made from the floor for Rev. Dick Poppen to be added to the list of nominees.

CONSENT AGENDA

Moderator Lutkemeier presented the Consent Agenda. **Presbytery VOTED and approved the following:**

1. That all lay persons and ministers of other denominations serving Presbyterian congregations in the Presbytery of South Dakota who are not temporary members of the presbytery be granted the privilege of the floor for this meeting with voice.
2. Approve the minutes of the July 8-9, 2016 Stated Meeting.
3. A motion is made by Property and Legal sub-committee of Council to sell the land from the Vetal Presbyterian Church to Jeff Johnson, of Tuthill, SD, in the sum of \$1000 with POSD paying for all closing costs.
4. A motion is made by Second Presbyterian Church, Flandreau, SD, to sell their manse. The manse has been appraised at \$118,000. The money from the sale of the manse would be put in reserve in a separate account. One of the purposes for this money would be to loan a Pastor of Second Presbyterian a down payment on a home, if the Pastor chooses to live in Flandreau. The down payment would be repaid at a zero or very minimal interest. The money from the sale of the manse could not be touched without a majority vote of the Session.
5. **Updated Language for Treasurer / Finance Officer with Manual of Operations**

PURPOSE (changes in bold)

The person in this position shall ~~operate under~~ **serve as the Treasurer of the corporation in accordance with state and federal laws and** the policies established by ~~the Presbytery's Council~~ **adopted by the Presbytery of South Dakota** in order to ~~develop, maintain, and carry out sound financial practices as they apply to the presbytery~~ **carry out sound fiduciary practices.**

ACCOUNTABILITY

The treasurer is accountable to the ~~Presbytery's Council through its~~ **Presbytery of South Dakota through the Council and the** sub-committee on financial policy and budget. The treasurer shall be covered by a surety bond at the expense of the presbytery.

6. Receive report of Presbytery Moderator **A1**

7. Receive report of Stated Clerk **A2**
8. Receive report of the Presbytery Administrator/Treasurer **B1**
9. Receive page 1 (non-action items) of the report of Council **D**
10. Receive report of Committee on Ministry **F**
11. Receive report of Congregational Transformation **J**
12. Receive report of CRE Task Force
13. Receive Report of Mission Coordination **K**
14. Receive report of Presbyterian Women **P**
15. Receive report of Korean Commission **S2**
16. Receive report of Synod of Lakes and Prairies **V**

REPORTS FROM PRESBYTERY OFFICERS AND STAFF

STATED CLERK'S REPORT

Minister Transactions The following minister transactions have been completed and are registered with the Office of General Assembly: Jennifer Turick – transferred to Sciota Valley Presbytery

New Annual Reports for Congregations

I am in the process of reformatting our Annual Reports for Congregations. I hope these will be easier to use and will also be available as reports that can be written and submitted online. If you have any suggestions to make your life easier, aside from the elimination of the reports, please let me know as soon as possible.

Clerk of Session Training

I am considering a Clerk of Session training that will orient new clerks, aid existing clerks, and offer an opportunity for networking among clerks within the presbytery. I would host at least one event on each side of the state. If there is interest please let me know.

Representation

As a matter of protocol I am reminding everyone of our presbytery's procedures for implementation of the principles of participation and inclusiveness in order to assure fair representation in decision making:

P3.10.3.2. Representative Membership

Ordinarily the committee on nominations shall nominate and the Presbytery of South Dakota shall elect one-half congregational members and one-half teaching elders to its committees, except that an equal number of each of ruling elders (men and women) and teaching elders shall be nominated and elected to the council, committee on ministry, and committee on preparation for ministry.

P3.10.3.3. Geographic Representation

In addition to the nomination and election of qualified persons to the various offices and committees, commissions, and as representatives of the Presbytery of South Dakota, the goal is to nominate and elect congregational members and teaching elders to achieve as equitable a distribution as possible geographically according to the size of the congregation and succession in office.

PRESBYTERY ADMINISTRATOR AND TREASURER'S REPORT**Financial Status for 2016**

As of August 31, 2016:

Per Capita: 68.97%

Mission: 71.24%

Income: 69.32%

Expenses: 65.99%

Net: \$475.69

Per Capita rates for 2017

Per Capita for 2017 is \$28.80. If you have any questions Hal will be glad to visit with you.

2017 Budget

The 2017 budget is available for review. With a projected income of \$211,827 and requested expenses of \$218,330 it appears to be an acceptable budget.

Celebration of Hal's Retirement

The assembly took some time to celebrate the work and ministry that Hal has provided for this presbytery over the past 30 years. Hal will be retiring effect December 31, 2016. A gift was present from PW and colleagues shared stories of Hal for all to enjoy.

CAMPING COMMISSION

Youth camp attendance was up by 17% over last year with 132 attending and 49% of those were attending camp for the first time. Those are great statistics to build on for 2017!

We tried an experiment with our registration fees this year, called Tiered Pricing. In the past our POSD camping ministry was subsidized by the presbytery, but in the last couple of years that has decreased by \$30,000 per year. We did not feel it was possible to increase fees to make up that difference, but we did allow the opportunity for families to voluntarily pay a higher registration fee that more accurately represents the cost for a camper to attend. We received more than \$3,000 more than the basic registration rate this year.

Total income through October 1 is \$223,842 with expenses of \$216,081, which leaves \$7,762 to get through the rest of the year.

A financial review was conducted by outside auditors for 2013-2015 records, and they have been put into Generally Accepted Accounting Practices format. Full financials are shared with the Council Budget and Finance Committee each month.

The Camping Commission is very appreciative of the gifts and contributions of time and energy during the current year and look forward to seeing God work in lives in the coming year. We have been blessed with great staff, led by Camp Director Jason Wiedrich, and continue to look to developing leaders with our POSD congregations.

Challenges for 2017 include running water (~\$3,000) and sewer lines for the three cabins at Pioneer (~\$11,000). This work will not be able to proceed until we receive donations to make it happen. We have plans to develop a spiritual walk loop and a bicycle trail from the Lodge down to the Michelson Trail. We would also like to develop a low ropes course at Pioneer and an overhead 9-Square game would also add to the fun activity options there.

The Lodge at Pioneer has been completed and was named Trumble Lodge in recognition of the contributions over many years of supporting Camp Rimrock by the Dave and Helen Trumble family and then having the vision to donate the proceeds from the sale of 320 acres of land for the specific purpose of developing Pioneer Camp. We are greatly appreciative the dedication of this visionary family to the ministry of camping in South Dakota.

We are connecting with the Synod office to resource our developing plans and our ministry vision as we move forward into the coming years. We will continue to develop priorities in managing our camps and promoting our ministry identity.

SHARING TIME

Joys, Concerns and Announcements were shared with the assembly, including an announcement from Marian Cramer CRE who finds and reports on retired pastors in South Dakota. She would like any information on Rev. Evertt Harrison that is available. Rev. Harrison is a Native American. Diane Wonnberg shared the concern that her son Isaiah was badly burned in an apartment fire. Please send prayers to him and his wife Pauline for healing. Jason Cunningham and wife had twins they were premature and need our prayers. If interested in donating you may go to their Go-Fund Me page. We are asked to vote on the Initiated 21-Yes will help cap interest rates at 36% on payday loans. A NO on Amendment U which will help keep Initiative 21 rate at 36%. The Korean Fellowship celebrated a celebration of Thanksgiving with the Full Moon in August. A young mother Sara Gross has a set of 4 year old twins and found out that she has Cancer and needs our prayers. Sara is from Sisseton. Jeannie Manzer from Brookings shared their mission to help the cause in Lisbon Portugal. Our prayers need to sent their way. Rev. Cheryl Khylllep recognized Virgil Menning for all his help and support over all of the years that he has served as a commissioner to presbytery. The South Sudan people need our prayers to help them get through all their pain and suffering. Paula Larson shared a joy with a previous camper that came back to her church and did a Sermon on her camping joys and fellowship she enjoyed during camp.

WORSHIP AND THE LORD'S SUPPER

Worship Leaders: Rev. Joseph Holt, honorably retired; Rev. Dave Ullom, Wildflower Pres.; Rev. Chad Ensz, The Little Stone Church, Rev. Kennen Barber-Ensz, member at-large.

Scripture: John 12:20-26

Sermon: Rev. Joseph Holt

An offering was taken to help support Wildflower's garden ministry which provides plots for 32 families to grow their own food each year. Almost all of the families are Nepali refugees. The offering totaled \$687.

PRESBYTERY COUNCIL

The following actions of the Council of the Presbytery of South Dakota are taken from the minutes of the stated meeting of Council at Huron, South Dakota on September 9 and 23, 2016.

For Presbytery's Action**Vetal Presbyterian Property**

A motion is made by Property and Legal to sell the land from the Vetal Presbyterian Church to Jeff Johnson, of Tuthill, SD, in the sum of \$1000 with POSD paying for all closing costs. **Presbytery VOTED and approved.**

Presbytery Restructure

A motion is made to accept the proposed restructure for the standing ministries of the Presbytery of South Dakota. The new structure will be: **Presbytery VOTED and approved.**

- Mission Development and Education
- Congregational and Pastoral Care
- Commission for Camping and Faith Formation
- Administration and Coordination
- Ministry Resource

Changes to the By-Laws

A motion was made to accept the proposed changes to the By-laws, reflective of the proposed restructure. (see Appendix A) **Presbytery VOTED and approved.**

Changes to the Manual of Operations

A motion is made to accept the proposed changes to the Manual of Operations, reflective of the proposed restructure. (See Appendix B) **Presbytery VOTED and approved.**

Presbytery Mission Coordinator Position

A motion was made to create the new staffing position, Presbytery Mission Coordinator, along with the job description presented by Council. (see Appendix D) **Presbytery VOTED and approved.**

Representative Search Committee for Mission Coordinator

A motion was made to approve a representative search committee for the Mission Coordinator. The committee will be comprised of 5 people: 1 representative from CPC, MDE, A&C, CFF and Jerry Lutkemeier as member-at-large. **Presbytery VOTED and approved.**

Presbytery Communicator Position

A motion was made to affirm the new staffing position, Presbytery Communicator, along with the job description presented by Council. (see Appendix D) **Presbytery VOTED and approved.**

A motion was made to approve the hiring of Bala and Cheryl Khylllep to the Communicator role. **Presbytery VOTED and approved.**

Treasurer Position

A motion was made to elect Debra VanOverschelde as the treasurer of the Presbytery of South Dakota. **Presbytery VOTED and approved.**

Interim Leadership

A motion was made to approve Kevin Veldhuisen as Interim Mission Coordinator beginning Dec. 1, 2016. Rev. Veldhuisen will fulfill this role until a permanent candidate has been named to fill the role of Mission Coordinator. **Presbytery VOTED and approved.**

Commission for Camping and Faith Formation Bylaws

A motion was made to accept the proposed changes to the by-laws for the Commission for Camping and Faith Formation, reflective of the proposed restructure. (see Appendix E) **Presbytery VOTED and approved.**

2017 Budget

A motion was made to accept the 2017 Budget as presented by Council. (see Appendix F) **Presbytery VOTED and approved.**

Actions Taken on Behalf of Presbytery**Interim Office Position**

A motion was made to remove the interim designation from Cindy Bailey's position in the presbytery office, and to grant her a 5% salary increase effective Sept. 1, 2016. **Council VOTED and approved.**

Turner County Funds

A motion was made to transfer the severance funds from the dismissal of Turner County Presbyterian, minus the 2 years of per capita apportionment, to the Church Development/Redevelopment Fund. Estimated amount of transfer is \$26,600. **Council VOTED and approved.**

Treasurer Search Committee

A motion was made to name the moderator of personnel, moderator of council, moderator of financial policy as the special search committee for interviewing candidates and presenting a name for the Treasurer / Financial Officer position. **Council VOTED and approved.**

Presbytery Office Lease

A motion was made to extend the lease on the Presbytery office through September, 2018. Council **VOTED and approved.**

Flandreau Manse

A motion was made to allow Second Presbyterian of Flandreau to seek a realtor and to place the manse for sale. This sale will be pending the approval of the sale at the Oct. 28, 2016 meeting of Presbytery. Council **VOTED and approved.**

For Presbytery's Information

A motion was made to donate \$500 to camping for the use of Pioneer for the Council Retreat. Council **VOTED and approved.**

Aggregate Terms of Service for Ministry Teams

A motion was made to insert a clause in the Manual of Operations that dictates a maximum aggregate number of years of service, whether as an elected member or co-opted member, on a ministry team that is equal to the maximum number of elected terms for each ministry. Council **VOTED and disapproved by a 6 to 4 vote.**

2017 Dates of Council

The following dates were affirmed according to the Manual of Operations specified dates for stated meetings of Council. January 13, April 7, September 8, November 10

Transitional Leadership Team

A motion was made to name the current Restructure Task Force as the Transitional Leadership Team to help oversee the 2 year transition that has been set in motion.

COMMITTEE ON MINISTRY**For Presbytery's Action****First Presbyterian, Sioux Falls, Dissolution of Co-Pastor Position**

COM approved and recommends to presbytery the dissolution of the position of Co-Pastor at First Presbyterian, Sioux Falls. This action is in response to the request of the Session. **Presbytery VOTED and approved.**

Halleen Membership in POSD

COM approved and recommends to presbytery that The Rev. Dr. David Halleen, ordained minister of the Christian Church, Disciples of Christ, be enrolled as a Temporary Member, with privileges of voice and vote. **Presbytery VOTED and approved.**

Halleen Administration of Sacraments

COM approved and recommends to presbytery that Dr. Halleen temporarily be granted the privilege of administering the Sacraments. This is a provisional privilege pending satisfactory completion of requirements for becoming a Teaching Elder in the Presbyterian Church (USA). **Presbytery VOTED and approved with greater than 2/3 vote.**

A motion was made to receive the remainder of COM's report. **Presbytery VOTED and approved.**

Actions Taken on Behalf of Presbytery**Session Moderator Appointments**

COM approved the appointment of the following Moderators:

- The Rev. Cheryl Khylllep, First Presbyterian, Aberdeen
- The Rev. John Pehrson, First Presbyterian, Lead
- The Rev. Dave Johnson, Westminster Presbyterian, Sioux Falls.

Minimum Salary for Teaching Elders

COM reviewed the minimum salary for calls to Teaching Elders in presbytery and approved raising the minimum salary to \$30,000.00.

First Presbyterian, Lead, Contract with CRE Jil Jennewein

COM approved 1 year renewable covenant, beginning November 1, 2016, between CRE Jil Jennewein and First Presbyterian, Lead. Terms: 15 hours weekly, \$12,000 yearly (pension & health insurance, some salary), 4 weeks vacation, 2 weeks study leave, mileage reimbursed at IRS rate, 30 days termination notice by either party, 3 month review.

For Presbytery's Information**COM Policy for Exit Interviews and Separation Ethics**

COM is reviewing two policies relating to pastoral relationships that will impact pastors and sessions.

- Exit Interviews: COM is studying more effective caring ways to enable smooth caring transitions for pastor and churches when the relationship is dissolved.
- Separation Ethics: COM is studying the specific instances of pastoral relationships being dissolved when pastors retire and established their homes in the area of the church. Such situations exist in our presbytery and COM is exploring appropriate ways to maintain 'belonging' and still keep boundaries clear for future ministry of both church and pastor.

Pastors and Sessions will be informed regarding any changes to current policies.

COMMITTEE ON CONGREGATIONAL AND CHURCH FORMATION

Rev. Chad Ensz gave a rousing update on The Little Stone Church (formerly Eastside Presbyterian). Many wonderful things are happening at this church and your ongoing prayers are sought as this vital ministry reforms itself and moves forward in a new way.

Rev. Kristie Berglund and Rev. David Lick gave a thrilling report on behalf of Table of Grace, our NCD with the ELCA in Harrisburg. It was reported that the Steering Committee for Table of Grace has hired Rev. Kristie Berglund as Co-Pastor, effective February 1, 2017.

PRESENTATION

Bob and Kristi Rice, Mission Co-Workers serving the Democratic Republic of Congo gave a presentation.

REPRESENTATIVE SEARCH COMMITTEE FOR MISSION COORDINATOR

A motion was made to name Dawn Menck (CFF), Steve Johnson (MDE), Gayle Janzen (A&C), Terry Drew (CPC), and Jerry Luktemeier, member-at-large to the representative search committee for the hiring of the Mission Coordinator position. **Presbytery VOTED and approved.**

NOMINATIONS COMMITTEE

The Committee on Nominations submits the following nominations for the positions and classes indicated **contingent on approval of the restructuring.** An asterisk (*) denotes the moderator.

Nominee	Class	Notes
Administration and Coordination, 15 members (Trustees)		
Jim Hulbert	Moderator	RE Past moderator of POSD
Susan Wismer	2017-1	RE
Larry Froistad	2017-1	RE (past moderator)
Kay Johnson	2017-2	RE

2016 POSD MINUTES

Stated Meeting October 28, 2016

Bala Khylllep	2017-1	TE	
Mark Terayama	2017-2	TE	
Janice Palmer	2018-1	TE	(past moderator)
Kristie Berglund	2018-1	TE	
Gary Pribyl	2018-1	RE	
Trudiann Nelson	2018-1	RE	
Carolyn Visser	2018-2	TE	
Don Barbalace	2019-1	TE	
David Ullom	2019-1	TE	
Brian Jones	2019-2	TE	
Gayle Janzen	2019-2	RE	
Lisa Danielson		TE	Co-opted
Hal Neller	12/31/16	RE	Ex Officio w/o vote
Debra VanOverschelde	2019	RE	Ex Officio w/o vote, effective Jan. 1, 2017

Camping and Faith Formation, (9 members)

Dick Palmer	2017-1	RE	
David Ullom*	2017-2	TE	
Rollie Kemink	2018-2	TE	
Paula Zavitz	2018-2	RE	
Dick Poppen	2018-1	TE	
Kennen Barber-Ensz	2019-1	TE	
Dawn Meink	2019-1	RE	
John Armstrong	2019-3	TE	
Don Nolting	2019-3	RE	
Jeff Kintner		TE	Co-opted
Dennis Erickson		RE	Co-opted

Congregational and Pastoral Care, 14 members

Carolyn Petik	2017-1	RE	
Terence Drew	2017-1	TE	
David Lick	2017-1	TE	
Sue Paul	2017-2	RE	
Val Putnam	2017-2	TE	
Joseph Holt*	2018-2	TE	
Meleta DeJong	2018-2	RE	
Kenneth Newell	2018-2	TE	
Lori Robinson	2018-1	TE	
Gale Filipek	2018-1	RE	
John Pehrson	2019-1	TE	
John Barkett	2019-1	TE	
Shari West-Twitero	2019-2	RE	
Ann Spitzenberger	2019-2	CRE	
Carolyn Visser		TE	Co-opted

Mission Development and Education (12 member)

Steve Johnson	2017-1	CRE	
Tacey Braithwaite	2017-2	RE	
Robert Jacobs	2017-2	TE	
Richard Poppen	2017-2	TE	
Cheryl Khylllep	2017-2	TE	
Peggy Davidson	2018-1	RE	

Jeff Kintner*	2018-2	TE
Vicki Wahl	2018-2	TE
Dillon Ferguson	2019-2	TE
Richard Palmer	2019-2	RE
Ardeth Kocourek	2019-2	RE
Pat Hammond	2019-1	TE

Response Coordination Team, 6 members

There are no changes to this team.

Pat Hammond*	2017-2	TE
Leland Poppen	2017-3	RE
Kay Neller	2018-2	RE
Rod Parry	2018-2	RE
Steve Allman	2019-1	TE
Connie Klautt	2019-2	CRE

Permanent Judicial Commission, 8 members

There are no changes to this Commission.

Tacey Braithwaite	2020	RE
Meleta DeJong	2020	RE
Maurice Jones	2020	RE
Brian Jones	2018	TE
John Pudwill, Jr.	2018	RE
Ann Spitzenberger	2018	CRE
Don Barbalace	2022	TE
Terry Drew	2022	TE

Ministry Resource, 5 members

(Formerly the Committee on Nominations)

Member from A&C	2018-1	TE	Donald Barbalace*
At-large member	2019-1	RE	Brenda Tibbetts
Member from MDE		CRE	Ardeth Kocourek
Member from CPC		RE	Meleta DeJong
Member from CFF		TE	Dave Ullom

Readers for Examination of Candidates

There are no changes to the readers.

Pat Hammond	2019-1	TE
Claire Gillaspey	2019-2	RE
Bob Sprang	Alternate	RE

These committees cease to exist due to the restructure:

- Committee on Social Witness and Action
- Mission Coordination Committee
- Committee on Representation
- Administrative Review
- Youth Committee (Function merged into Camping)

NEW BUSINESS

First Presbyterian of Wessington presented a motion to sell their church manse. Proceeds will go to the operation of the church. Presbytery **VOTED and approved.**

A settlement has been agreed upon between Turner County First Presbyterian Church and the Presbytery of South Dakota. A motion was made to dismiss them to the Evangelical Presbyterian Church. Presbytery **VOTED and approved.**

MILEAGE COMMITTEE

Gayle Janzen gave the mileage committee report. Presbytery **VOTED and approved the following report:**

Total Miles Driven:	12,400
Mileage subtotal:	\$1,790.68
Donated to POSD:	\$ 185.60
Final Cost:	\$1,605.08

NEXT MEETING

Moderator Lutkemeir announced the next meeting will be our Stated Meeting February 24, 2017 in Huron, SD.

ADJOURNMENT

Presbytery **VOTED to adjourn at 4:09 PM and was dismissed with a prayer by Moderator Jerry Luktemeier.**

Respectfully Submitted:

Cheryl Van Asperen
Recording Clerk

Attested:

Kevin Veldhuisen
Stated

APPENDIX A

Proposed Changes to the POSD By-laws and Manual of Operations

*This document has been adapted from our current Manual of Operations. Descriptions and responsibilities have been adapted to each of the proposed new ministries. Items listed in **bold** are new additions to our current manual. Anything with a ~~strikethrough~~ is a revision or elimination from our current manual.*

Changes in Bylaws

B7. ARTICLE VII - STANDING ~~COMMITTEES~~ MINISTRIES

B7-1. STANDING ~~COMMITTEES~~ MINISTRIES

Presbytery ~~governance~~ **mission and ministry** shall be implemented by ~~Council~~ and the following standing ~~committees~~ **ministries**:

- A. ~~Committee on Administrative Review~~ **Administration and Coordination**
- B. ~~Committee on Ministry~~ **Camping and Faith Formation**
- C. ~~Committee on Preparation for Ministry~~ **Congregational and Pastoral Care**
- D. ~~Committee on Nominations~~ **Ministry Resource**
- E. ~~Committee on Representation (G-3.0103)~~ **Mission Development and Education**
- F. ~~Committee on Congregational Support and Church Transformation~~
- G. ~~Social Witness and Action Committee~~

In an effort for all voices to be heard, it is encouraged but not mandated, that one member of each ministry of the Presbytery of South Dakota be nominated and elected to Administration and Coordination.

Each ~~committee~~ **ministry** shall develop guidelines **approved by the presbytery** that shall be used by the ~~committee~~ **ministry** to do its work. Each ~~committee~~ **ministry** is to approach its responsibilities in keeping with the goals and associated objectives of the presbytery.

ADDITIONAL MEMBERS OF ~~PRESBYTERY~~ STANDING MINISTRIES

A standing ministry of the Presbytery of South Dakota or its moderator may co-opt persons (ordained or non-ordained) to assist in its assignments. Such appointments shall be reported to the next stated meeting of Presbytery **by each ministry** ~~through the committee on nominations~~. Co-opted persons are to be appointed to specific tasks, are temporary and are without vote on the ~~committee~~ **ministry**. The need **and length** of their service shall be ~~evaluated and approved on an annual basis~~. **dependent upon the specific task for which they have been co-opted and evaluated and approved by each standing ministry or its moderator on an annual basis.**

MODERATORS OF EACH MINISTRY

Prior to elections at Presbytery each ministry, with the exception of Administration and Coordination, is responsible for nominating their own moderator from within their membership, to be confirmed by the Presbytery, to serve for a term of one year, and is renewable for the length of their term on that ministry.

APPENDIX B

Policies for Ministries within the Manual of Operations

Administration and Coordination Policies

VOTING MEMBERS

There shall be fifteen members of Administration and Coordination, at least seven of whom shall be teaching elders and at least seven of whom shall be ruling elders, divided into three equal classes with one class elected each year. **Presbyterian Women of the Presbytery of South Dakota may offer a name through Ministry Resource to become an elected member of Administration and Coordination with vote. This representative may serve for no more than 6 consecutive years. In addition,** the immediate Past Moderator of the Presbytery of South Dakota (who shall be Moderator of Administration and Coordination) and the immediate Past Moderator of Administration and Coordination of the Presbytery

of South Dakota shall also be members of Administration and Coordination with vote.

NON-VOTING MEMBERS

Non-voting members (ex officio) shall be the Presbytery treasurer, the stated clerk, the Moderator of the Presbytery of South Dakota, and the Vice Moderator of the Presbytery of South Dakota. The stated clerk shall serve as secretary to Administration and Coordination.

TERMS OF SERVICE

Terms of service shall be three years for the fifteen elected members of Administration and Coordination and other terms shall be for the duration of the terms of office that qualify these persons for Administration and Coordination membership. Members shall be ineligible to serve more than two consecutive terms or consecutive portions of terms.

RESPONSIBILITIES OF PRESBYTERY ADMINISTRATION AND COORDINATION

The Administration and Coordination of the Presbytery of South Dakota shall have the following responsibilities:

- A. Oversight of the development of the presbytery budget,
- B. Development of the agenda for Presbytery meetings,
- C. Long-range planning and strategy,
- D. Oversight of Presbytery personnel,
- E. Oversight of the Presbytery of South Dakota Office,
- F. Trustees of the Presbytery of South Dakota,
- G. Coordination and evaluation of Presbytery's mission (program and governance),
- H. Communication, including media news releases,
- I. Submit for nomination the at-large and AC member of the Ministry Resource team.
- J. Serve as the Presbytery's Committee on Representation

In addition to the above listed responsibilities, Administration and Coordination may act upon decisions not meriting a called meeting of the POSD and those matters that have a deadline that falls prior to the next Presbytery meeting. Administration and Coordination may also make recommendations concerning such administrative and programmatic business as may come to its attention during the intervals between meetings of Presbytery.

The Administration and Coordination shall be the Board of Trustees of the Presbytery of South Dakota. The election of members to Administration and Coordination shall constitute their election as trustees of the presbytery.

STRUCTURE OF PRESBYTERY ADMINISTRATION AND COORDINATION

Administration and Coordination shall organize itself internally to accomplish its tasks. Administration and Coordination's sub-committees are:

- A. Committee on Financial Policy and Budget
- B. Committee on Planning
- C. Committee on Personnel
- D. Committee on Property, Legal and Administrative Review
- E. Committee on Presbytery Communications

UPDATED DEFINITIONS FOR EACH SUB-COMMITTEE WILL BE PRESENTED FOR APPROVAL AT THE FEBRUARY PRESBYTERY MEETING AND WILL HAVE LITTLE CHANGE FROM THE CURRENT COUNCIL SUBCOMMITTEES.

NOMINATIONS TO MINISTRY RESOURCE

Administration and Coordination shall, for the **at-large** vacancy and the Administration and Coordination representative on Ministry Resource, nominate at the annual meeting of the Presbytery of South Dakota, teaching elders and ruling elders who ~~are experienced and knowledgeable about the Presbytery of South Dakota's structure, who have wide acquaintance with leadership in the congregations, who have declared their willingness~~ **are willing** to serve if nominated and elected, and who could serve effectively as members of Ministry Resource.

Administration and Coordination shall publicize the names of the nominees at least ten days before the annual meeting of the Presbytery of South Dakota together with the recommendation that anyone planning to offer additional nominations from the floor first obtain from the proposed nominees a commitment as to their willingness to serve if elected.

Congregational and Pastoral Care Policies

Congregational and Pastoral Care (CPC) shall have fourteen members, seven of whom shall be teaching elders and seven of whom shall be ruling elders, elected in two classes of five members each and one class of four members, all serving three-year terms with one class elected each year. Members shall be ineligible to serve more than two consecutive terms or consecutive portions of terms.

RESPONSIBILITIES OF CONGREGATIONAL AND PASTORAL CARE

Congregational and Pastoral Care shall serve the Presbytery of South Dakota as provided in the *Book of Order* G-3.0106 and G-3.0307. Congregational and Pastoral Care shall be acting as an Administrative Commission of Presbytery when it carries out the following responsibilities:

- A. Find in order **and approve terms of** call and contracts **for TEs and CREs** issued by churches
- B. Approve and present **to Presbytery for final approval** calls for service to teaching elders **and CREs**
- C. **Approve, receive and** examine teaching elders transferring from other presbyteries required by the *Book of Order* G-3.0306. Examination of teaching elders shall ordinarily be done by two or more members of Congregational and Pastoral Care prior to the teaching elder's candidacy in a particular congregation. Each teaching elder seeking membership in the presbytery shall be examined in the areas of Christian faith, theology, the Sacraments, and the ~~government polity of the PC(USA) of this church.~~ A candidate seeking ordination shall be examined **and voted upon** on the floor of Presbytery
- D. Dissolve the pastoral relationships in cases where the congregation and pastor concur
- E. Dismiss teaching elders to other presbyteries
- M. Act as reference checks for teaching elders of POSD seeking calls outside of the presbytery**
- F. Act on requests to labor inside and outside of the bounds of the presbytery
- G. Appoint moderators for congregations with vacant pulpits between meetings of Presbytery
- H. Approve Temporary and Designated Calls**
- I. Approve Honorable Retirements**
- J. Approve Parish Associates**
- K. Approve ruling elders commissioned to serve communion**
- L. Waive term limits for ruling elders serving within small congregations**

Congregational and Pastoral Care shall report all business transacted relating to this particular authority to the next stated meeting of Presbytery.

Ministry Resource Policies

Ministry Resource shall be elected in conformity with *Book of Order* G-3.0111. It shall have five members. **Four members will be representatives of Camping and Faith Formation, Administration and Coordination, Congregational and Pastoral Care, and Mission Development and Education, plus one at-large member.** Members will serve three-year terms or for the length of their term on their corresponding ministry team, whichever is less. Members are ineligible to serve more than two consecutive three year terms or portions of consecutive terms.

RESPONSIBILITIES OF MINISTRY RESOURCE

Ministry Resource shall nominate:

- A. The number of persons to maintain full membership in the Presbytery of South Dakota structure,
- B. The commissioners **and YAAD** to General Assembly and the Synod of Lakes and Prairies,
- C. Alternate commissioners to General Assembly,
- D. Ordination Exam Readers and their alternates
- E. Any representatives to ecumenical units in which this church officially participates, and
- F. Any other nominations as necessary.

Ministry Resource shall from time to time nominate ~~qualified~~ persons to the General Assembly committees, boards, and agencies as vacancies are announced.

Ministry Resource shall nominate ~~qualified~~ persons as requested to Synod commissions and committees.

Camping and Faith Formation

The Commission on Camping and Faith Formation shall have nine members elected in three classes of three. Terms of service shall be three (3) years. ~~and will commence on the date of the Presbytery meeting at which they are elected, unless elected to fill an unexpired term.~~ Service to unexpired terms shall begin on election by Presbytery. Commission members may not serve more than three (3) consecutive terms.

Additional Responsibilities to the bylaws of CFF

Camping and Faith Formation will have oversight of the South Dakota Presbyterian Youth Council (SDPYC) and:

- a. **Select advisors for SDPYC**
- b. **Review and recommend to Presbytery any changes in the SDPYC Bylaws**
- c. **Coordinate and facilitate the POSD Youth Rally**
- d. **To choose delegates to the Youth Triennium and plan the logistics of the trip**

Mission Development and Education

Mission Development and Education shall have twelve members elected in three equal classes each serving three-year terms with one class elected each year. Members may not serve more than two (2) consecutive terms.

RESPONSIBILITIES OF MISSION DEVELOPMENT AND EDUCATION

- A. The responsibility of this ministry will be to lead, provide resources for, and assist the presbytery and ~~its~~ all congregations to nurture and maintain congregational life with special attention to:
 1. Small congregations
 2. Isolated congregations
 3. Neighboring congregations
 4. New congregations
 5. Transforming congregations
- B. Mission Development and Education will share information across Presbytery about church involvement in mission and communicate opportunities and ideas
- C. Provide small and large churches opportunities to work together sharing costs, ideas and enthusiasm
- D. Assist in the organization of mission projects and stewardship campaigns **as requested**
- E. Serve as the Presbytery of South Dakota's Committee on Preparation for Ministry as ~~those~~ described in the *Book of Order* G-2.1002, G-3.0301 and G-3.0307. ~~When Mission Development and Education is carrying out responsibility e (below), it is acting as an Administrative Commission of Presbytery.~~
 - a. Guide, nurture and oversee those preparing to become teaching elders
 - b. Receive applications from ruling elders preparing to serve as ruling elders commissioned to particular service in accordance with the *Book of Order* G-3.0307, to examine and direct their instruction, and present them to Presbytery
 - c. Dismiss candidates, enroll inquirers, and certify candidates as ready for examination for ordination. This committee shall report all business transacted relating to this particular authority at the next stated meeting of Presbytery. ***When this responsibility is carried out Mission Development and Education is acting as an Administrative Commission of Presbytery.***

APPENDIX C

MISSION COORDINATOR

A. TITLE

Mission Coordinator (20 hours/week)

B. PURPOSE

To provide stability, agility, creativity, and continuity in the Presbytery's daily and long-range mission and ministry. The Mission Coordinator will work with the leadership of the presbytery, holding the presbytery's vision before the collective body, and providing the coordination, nurture, and encouragement necessary to promote the ministry and mission of the presbytery through its officers, ministries, congregations, and members.

C. QUALIFICATIONS

1. A personal and joyful commitment to God through Jesus Christ and dedication to Christ's Church;
2. A commitment to the Reformed heritage and tradition of the Presbyterian Church (U.S.A.); presently a member of the Presbyterian Church (U.S.A.) and ordained as ruling or teaching elder;
3. Strong commitment to the polity and program of the Presbyterian Church (U.S.A.) and well acquainted with the Book of Confessions and the Book of Order;
4. A sense of being called to serve Christ's church in the capacity of a Presbytery leader;
5. A passion for the Presbytery and its member congregations;
6. An ability to see "the big picture" and to think both within and outside the box, as appropriate, in order to enable the presbytery to discern God's call and purpose for the future and direction of the Presbytery;
7. A passion for building relationships and networks between pastors and congregations, and with the Presbytery;
8. A listening ear and a pastor's heart for the concerns and needs of the congregations;
9. Open to the guidance of the Spirit; and
10. Strong communication, relational, delegating, collaborative, and conflict-resolution skills, as well as proven qualities of competency, confidentiality, conscientiousness, enthusiasm, good judgment, alertness, timeliness, and accuracy.

D. STYLE OF OPERATION

1. Empowers individuals and groups through a climate of collegiality and partnership;
2. Demonstrates and promotes trust, concern, support, encouragement, and respect for all persons and groups within the Presbytery;
3. An attitude of openness and responsiveness in working with others; and
4. Open, friendly, and patient in the midst of the many demands that will be made upon him/her by various groups and persons with which s/he must work.

E. ACCOUNTABILITY AND RELATIONSHIPS

1. Called and employed by the Presbytery and accountable to the Presbytery through the Presbytery's Administrative Coordination Ministry and its Personnel Sub-Committee.
2. An active participant in the Synod of Lakes and Prairies' Presbyter Forum, representing the interests and welfare of the Presbytery within those bodies, and interpreting the work of those bodies to the Presbytery.

F. RESPONSIBILITIES

The duties of the Mission Coordinator are as follows:

1. Facilitate communications among Presbytery ministries and ministry moderators by:
 - a. Coordinating and participating in monthly moderators' calls
 - b. Attending and participating (ex-officio) in ministry meetings, as necessary
 - c. Coordinating annual gatherings of ministries
2. Facilitate visioning and long-range planning in the Presbytery and manage accountabilities for POSD mission initiatives
3. Help identify people's gifts and offer suggestions to the Ministry Resource team
4. Make connections that strengthen the Presbytery's mission by:
 - a. Building relationships with congregations and their leaders in a way that sets a positive tone for the ministry and mission of the Presbytery. This includes:
 - i. Helping to coordinate regional gatherings of congregations
 - ii. Serving as a resource person for the mission work of congregations
 - b. Building relationships at all levels of the Presbyterian Church (including Synod and OGA) and identifying resources that can be applied at the congregational level;
 - c. Building relationships with ecumenical and interfaith partners.
5. Work with the Presbytery Communicator to empower individuals, congregations, and ministries to tell their stories and spread the word about the exciting things happening in the Presbytery.
6. Oversee the operations of the Presbytery office, including supervising the Presbytery Administrative Assistant.

When necessary, the Mission Coordinator will have limited authority to make short-term decisions in consultation with moderators of the ministries involved.

APPENDIX D

PRESBYTERY COMMUNICATOR

A. TITLE

Presbytery Communicator

B. PURPOSE

To communicate stories of mission and ministry happening around the Presbytery of South Dakota through a variety of media, in order to connect our congregations, promote a spirit of unity, and inspire renewal throughout the Presbytery.

C. ACCOUNTABILITY

The Presbytery Communicator is called and employed by the Presbytery and is accountable to the Presbytery through the Administrative Coordination Ministry and its Communications Sub-committee.

D. RESPONSIBILITIES

The duties of the Presbytery Communicator are as follows:

1. Collect stories and photos from around the presbytery to share through various media
2. Design and publish the monthly (email) and bi-monthly (print) POSD newsletter
3. Implement and maintain a cohesive design package for all POSD communications
4. Develop and maintain the POSD website and social media communications
5. Participate in monthly moderators' calls

APPENDIX E

PRESBYTERY OF SOUTH DAKOTA COMMISSION FOR CAMPING AND FAITH FORMATION MINISTRY BY-LAWS

ARTICLE I NAME AND FUNCTION

Sec. 1 Name

The name of this commission is Presbytery of South Dakota Commission for Camping and Faith Formation Ministry.

Sec. 2 Scope of Power

This commission shall be responsible for establishing policy and monitoring both the program and the facilities of camps owned by and under the authority of the Presbytery of South Dakota. The scope of the power of this commission granted by the Presbytery of South Dakota includes:

1. Developing and overseeing the mission of camping ministry as a witness to Christ's sovereign activity in the world (see G-3.0201)
2. Developing an annual budget and a process for financial transactions and accounting
3. Overseeing insurance and liability coverage in cooperation with the Presbytery
4. Determining curriculum and seeing to its implementation
5. Hiring and supervising camp staff
6. Maintaining stewardship of property (physical plant, environmental, and user needs)
7. Developing and planning benevolent giving for the camping ministry
8. Overseeing and planning site use and development
9. Promoting and planning camp use among the congregations of the presbytery, synod, and beyond
10. Maintaining contact and membership within PC(USA) denominational camping resources and organizations
11. Responsibility for the youth programs of the presbytery.

ARTICLE II MEMBERS

Sec. 1 Elected members

The Presbytery of South Dakota shall elect a total of **nine (9)** members to the Commission for Camping and Faith Formation. Terms of service shall be three (3) years and will commence on the date of the presbytery meeting at which they are elected, unless elected to fill an unexpired term.

Service to unexpired terms shall begin on election by Presbytery. Commission members may not serve more than three (3) consecutive terms.

Sec. 2 Ex Officio Members

The following shall be *Ex Officio* members of the Commission for Camping and Faith Formation:

- A. The Moderator of the Presbytery of South Dakota
- B. The Camp Director

ARTICLE III MEETINGS

Sec. 1 Annual Meeting

The Annual Meeting of the Commission shall be held in October. The **Commission** Moderator ~~of the Camping Commission~~ shall have the authority to reschedule the annual meeting if forced to by weather or lack of a quorum.

Sec. 2 Regular Meetings

The ~~Camping~~ Commission shall meet at least six times annually, with the dates, time, manner and place of meeting being set by the moderator.

Sec. 3 Special Meetings

The ~~Camping~~ Commission shall meet at the call of the moderator or any two (2) members upon written notification seven (7) days prior to the meeting date.

Sec. 4 Quorum

A quorum at any meeting shall be not less than four (5) members.

Sec. 5 Proxy Voting

Voting by proxy shall not be permitted.

Sec. 6 Vacancies

Vacancies on the Commission for Camping and Faith Formation may be filled by the Moderator of the Presbytery-Council until **elected at** the next Presbytery meeting.

Sec. 7 Opening and Closing Meetings

All meetings of the ~~Camping~~ Commission shall be opened and closed with prayer.

Sec. 8 Presbytery Reporting

The ~~Camping~~ Commission will make a formal presentation to the Presbytery at the Fall Presbytery meeting each year. The commission shall present the stated clerk the full records of its actions for inclusion in Presbytery's minutes (G-3.0109b).

ARTICLES IV OFFICERS

Sec. 1 the Officers of the Commission

The officers of the commission shall be Moderator, Vice Moderator, Secretary and Treasurer.

Sec. 2 Moderator

The Commission's ~~Moderator shall be elected each year at the Annual Meeting of Presbytery. The moderator,~~ **shall elect each year at its Annual Meeting, a Moderator, who shall be an elected member of the Commission, and** shall preside over the meetings and activities of the Commission.

Sec. 3 Vice Moderator

The ~~Camping~~ Commission shall elect each year at its Annual Meeting, a Vice Moderator, who shall be an elected member of the commission and who shall serve in the absence of or at the request of the moderator.

Sec. 4 Secretary

The ~~Camping~~ Commission shall elect each year at its Annual Meeting, a Secretary, who shall be an elected member of the commission and who shall keep the minutes of the commission meetings. Minutes of every meeting shall be given to the Stated Clerk of the Presbytery annually for inclusion in the Presbytery Minutes and Administrative Review.

Sec. 5 Treasurer

The ~~Camping~~ Commission shall elect each year at its Annual Meeting, a Treasurer, who need not be an elected member of the commission and who shall be responsible for all financial transactions

and accounting. The treasurer may be assisted in these duties by a Financial Secretary, to be appointed by the commission. A monthly and annual Financial Report shall be made to the commission and to the Presbytery of South Dakota. An annual full financial review shall be conducted by qualified, unrelated parties and a full professional audit every five years and included as part of the annual Financial Report.”

ARTICLE V COMMITTEES

Sec. 1 Committees or Sub-Committees

The Camping Commission may appoint committees and sub-committees as needed.

Sec. 2 Special Committees or Task Forces

Subject to the approval of the Camping Commission, the moderator may appoint task forces or special committees, which shall function at the discretion of the commission.

ARTICLE VI MISCELLANEOUS

Sec. 1. Amendments

All amendments to these by-laws are subject to approval by the Presbytery of South Dakota. Amendments originating from the Commission for Camping and Faith Formation must be approved by a two-thirds vote of the Camping Commission, providing a printed distribution of the proposed amendment shall have been made to all members no less than fourteen (14) days before the meeting at which the amendment shall be acted upon. Amendments originating from the Presbytery of South Dakota must include consultation with the Commission for Camping and Faith Formation before presentation at a meeting of Presbytery.

Sec. 2 Other Authority

Any authority pertaining to camping ministry and mission not specifically assigned or delegated by these by-laws and which is not designated by the Constitution of the Presbyterian Church (U.S.A.) shall reside in the Commission for Camping and Faith Formation.

Sec. 3 Capital Improvement Projects

Five members of the Camping Commission shall vote approval of all capital improvements costing \$35,000 or more.

Sec. 4 Member Expenses

Members of the Camping Commission and its committees shall be allowed travel and other necessary expenses incurred in the fulfillment of their duties. Mileage will be reimbursed at the current Presbytery of South Dakota committee reimbursement rate.

Sec. 5 Nominating Committee

A nominating committee, composed of commission members, shall be appointed by the moderator to secure and nominate a slate of members for the Commission to be presented to the **Ministry Resource** of the Presbytery of South Dakota.

Sec. 6. Debt Limitation

The Camping Commission shall not incur total aggregate indebtedness exceeding \$75,000 without prior formal approval from the Presbytery of South Dakota.

Sec. 7 Attendance at Commission Meetings

Commission members are responsible to attend the scheduled Commission meetings. If a commission member misses three successive meetings, the Commission, at its discretion, may request the member’s resignation or may terminate his/her membership on the Commission.

APPENDIX F

POSD 2017 DRAFT BUDGET

	INCOME	
Per Capita (6,591 members @ \$16)	\$105,456	
Shared Mission (POSD's 60% share)	88,146	
Synod Support	<u>18,225</u>	
TOTAL INCOME		\$211,827*
	EXPENSES	
<u>Presbytery Expenses</u>		
Presbytery Meetings	\$ 7,000	
Presbytery Commissions	2,000	
Presbytery Moderator	1,000	
Moderator's Conference	1,800	
Recording Clerk	<u>500</u>	
Sub-Total Presbytery Expenses		\$ 12,300
<u>Administration & Coordination Expenses</u>		
Presbytery Council Meetings	\$ 6,500	
Council Sub-Committee Expenses	1,500	
Audit	6,000	
Insurance (includes camps)	12,500	
Youth Triennium	<u>2,400**</u>	
Sub-Total Administration & Coordination Expenses		\$ 28,900
<u>Staff Expenses</u>		
Stated Clerk Salary (1/2 time)	\$20,400	
Travel/Professional Expenses	7,000	
Continuing Education	<u>1,375</u>	
Sub-Total Stated Clerk		\$ 28,775
Treasurer Salary (1/8 time)	\$ 5,150	
Travel/Professional Expenses	<u>3,250</u>	
Sub-Total Treasurer		\$ 8,400
Mission Coordinator Salary (1/2 time)	\$20,400	
Travel/Professional Expenses	<u>3,500</u>	
Sub-Total Mission Coordinator		\$ 23,900
Communicator (1/8 time)		\$ 5,200
Administrative Assistant Salary	\$20,000	
Bookkeeping	5,500	
FICA	<u>4,555</u>	
Sub-Total		\$ 30,055

Office Expenses

Supplies	\$ 4,000	
Postage	3,000	
Telephone/Website	4,000	
Background Checks	1,000	
Equipment Repair	1,000	
Maintenance Agreement	700	
Rent	11,800	
Miscellaneous	<u>1,000</u>	
Sub-Total Office Expenses		\$ 26,500

Camping & Faith Formation \$ 19,200

Congregational & Pastoral Care \$ 18,900

Mission Development & Education \$ 15,300

Ministry Resource \$ 900

TOTAL EXPENSES **\$218,330**

TOTAL INCOME **\$211,827**

(\$ 6,503)

*Per Capita and Mission Income is based on 100% payment by churches

**Youth Triennium--\$2,400 is budgeted every year and transferred into a designated account to be used every three years