

The Presbytery of Elizabeth

Presbyterian Church (USA)

STATED MEETING

#663

The Liberty Corner Presbyterian Church, Liberty Corner, NJ

March 25 MMXIV

ATTENDANCE.

Congregation	Teaching Elder (TE)		Ruling Elder (RE)	
Avenel (2)	Robert Louer	P	Gay Patrouch	P A
Basking Ridge (3)	Dennis Jones Maureen Paterson	P A	Katja Gruening John Hoare Herb Ryder	P P P
Bedminster, Lamington (2)	Matthew Davis [Vacant (A)]	A -		A A
Berkeley Heights, Westminster (2)	Diane Ruffle	P		A A
Bernardsville, First (2)	Chester Kim	A		A A
Carteret, First (2)	Chris Bridge	A		A A
Clark, Osceola	[Vacant (P)]	-	Claudia Heffner	P
Clinton	Tracey C. Henry	E	Lisa Lomauro	P
Cranford (2)	Chris Kile Elizabeth Alexander (T)	E P	Christine Esposito Kristine Farley	P P
Edison, Community	Kenneth Macari	P	Charlotte Toke	P
Edison, Lord of Hope	Chang Woo Lee	A		A
Edison, Oak Tree	Jill Hedlund Kitsko	P	Madelynn Lindsey	P
Elizabeth, First	Robert Higgs	P	Rafael Rodriguez	P
Elizabeth, Second	Michael Granzen	E	Linwood Bagby	P
Elizabeth, Third-Westminster	Keith R. Schmitt (T)	P		A
Elizabeth, Siloam-Hope	John Howard	E		A
Fanwood	David Jahnke	P	Anne Teets	P
Fords, First	Douglas Kurtz (SS)	A		A
Garwood	[Vacant (P)]	-		A
Hillside Millennium	Jupiaci Gomes	A		A
Iselin, First	James F. Thomas	P	Paul Raghunandan	P
Liberty Corner (3)	Donald Feuerbach Anne Havrilla (A)	P P	Jane Kolarik Gerard Nelson Jack Paddon	P P P

Linden	William Weaver	P		A
Linden, Calvin	Ryan Landino	P	Peter Janovcik	P
Martinsville, Christ	Susan Joseph Rack	P		A
Metuchen, First (2)	Samuel Massengill Arlo Jones (A) Mercy Rumengan (PA)	P P P	Bob Hale	P A
Middlesex	Neal Presa	P	Ruth Mikalonis	P
Mountainside, Community	Chris Belden	P	Nicholas Bradshaw	P
New Providence (2)	Jeffrey Ebert Michael Flavin (A) Ian Rankine (A)	A A A		A A
No. Plainfield, Watchung Ave.	[Vacant (P)]	-	Doug Boleyn	P
Perth Amboy, First (2)	Peter Hofstra	E		A A
Pittstown, Bethlehem (2)	Laurie Sponaugle	E		A A
Plainfield, Bethel (2)	Jonathan Williams (CRE)	P		A A
Plainfield, Crescent Ave (2)	Lynn Santulli (I)	P	Joan Pivnichney	P A
Plainfield, Nuevas Fronteras (2)	Victor Aloyo, Jr.	P		A A
Plainfield, United (2)	Victor Aloyo, Jr. (TS)	P		A A
Pluckemin (2)	A. Coile Estes Margaret Mitsuyasu (A)	A P		A A
Rahway, First (2)	Erin Hayes	P	Aleya Daye John Ludington	P P
Roselle, First (2)	Karen Chamis	P		A A
Scotch Plains, Willow Grove (2)	Cynthia Cochran-Carney	P	Sue Buchanan Judy Murphy	P P
Springfield, First (2)	Victoria M. Ney	P	Dawn Clarke	P a
Summit, Central (3)	Don Steele John Illian (A)	E A	Dave Bomgaars John Ward	P P A
Union, Connecticut Farms (2)	Roberta Arrowsmith	P	John Griffin Norm Heckel	P P
Union, Townley (2)	Howard Bryant (T)	P		A A
Warren, Trinity United (2)	[Vacant (P)]	- -		A A
Westfield (4)	Raymond Roberts Mike Samson (A) Emily Wilmarth (A)	P P P	Mark Fleder David Rogers	P P A A
Woodbridge, First	Leslie Dobbs-Allsopp Shelley Gardner (A)	P P	Marilyn Stephan	P A

Teaching Elders Engaged in a Validated Ministry (G-2.0503a)

Cheryl D. Galan, Transitional Leader (Presbytery of Elizabeth)	P
Nadia Ayoub, Mission Worker, (PUCSA Worldwide Mission - The Ukraine)	E
Paul F. Rack, Stated Clerk (Presbytery of Elizabeth)	P

Teaching Elders Engaged in a Validated Ministry Beyond the Jurisdiction of the Church (G-2.0503a)

Isaac Ahn (Evangelical Fellowship Chapel (EFC) of Parsippany, NJ)	A
Deirdre Greenwood White (Annisquam Village Ch, Gloucester, MA)	E
Kathryn Henry (Peapack Reformed Church, Gladstone, NJ)	P
Jennifer T. Hrynyk (Community Congregational Ch, Short Hills, NJ)	E
Christina L. McCormick (The Westminster Schools, Atlanta, GA)	E
Dorothy Morris (Norwood Terrace, Plainfield, NJ)	P
Arthur Pace, U.S. Army Chaplain (Pennsylvania)	E

Members at Large (G-2.0503b)

Nancy Munshour Asbury	P
Jennifer Butler (Washington DC)	E
Sally Campbell	E
Brian Croak	A
Lawrence Finn III	A
Leslie Foltz-Morrison (New York, NY)	E
Murv Gardiner	A
Philip M. Jones	E
Frank Muse (Leola PA)	E
John S. Oh (Fullerton, CA)	E
Shannan Vance-Ocampo (Albany, NY)	E
Chris Taylor (Weaverville, NC)	E
Joseph Yoon	A

Honorably Retired (G-2.0503c)

Beth Anderson-Domer	E
Charles Baier	P
Helen Beglin	E
Robert Beringer (Maine)	E
Frederick Black	P
Russell Block	E
Charles Brackbill	E
Howard Bryant [see Union, Townley]	-
Reid S. Byers, Jr.	E
John Dunlap, Jr. (Pennsylvania)	E
Joseph Garlic	E

Abraham Luckhoff (Georgia)	E
Charles Maxell (Michigan)	E
John Millar (Manitoba Canada)	E
Hibbert Moss	E
Douglas Muller (South Africa)	E
John Naugle (Pennsylvania)	E
Janet Vane Pederson	E
Corina Rodriguez (Texas)	E
Bruce Schundler	P
Timothy J.J. Shu	E
Brooks Smith	P

Leonard Grant (Florida)	E
Douglas Grote	E
Linda Hora	P
David Krotchko	E
Winter Lantz (North Carolina)	E

Mark Smith	E
John Stephenson	P
W. Alfred Tisdale, Jr. (Connecticut)	E
James Verser	E
Je Sun Yoo	E

Corresponding & Temporary Members

Rev. Christine R. Bridge, Evangelical Lutheran Church, NJ Synod (Carteret, First)	A
Rev. Leslie Dobbs-Allsopp, New Brunswick Presbytery (Woodbridge, First)	P
Rev. Keith R. Schmitt, Reformed Church in America (Elizabeth, Third-Westminster)	P

Ruling Elders Serving on Cabinet

Amy Aaroe (Cranford, First), Presbyterian Women	A
Linwood Bagby (Elizabeth, Second), Past Moderator	-
Phyllis Black (Metuchen, First), Acting Moderator	P
Dawn Clarke (Springfield, First), COM	-
Alicia Tamlino (Pittstown, Bethlehem), EDU	A
Arthur Winter, Jr. (Cranford, First), OSCU	P

Ruling Elders Who Have Served as Moderator

John Cavicchia (Fanwood)	A
Alan Ford (Bethlehem)	P
Susan Krivenko (Rahway, First)	E
Barbara McLaughlan (Westfield)	P
Bonnie Ruggiero (Willow Grove)	P
Michael Young (Bethlehem)	A

Commissioned Ruling Elder (G-2.10)

Jonathan Williams (United), serving Bethel	P
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Certified Church Service: Presbytery and Certified Church Service (G-2.1102); VOICE no VOTE

RE Sara L Burke (Westfield) (Presbytery Staff), Administrative Personnel Association Level III	P
Sue Harmon (Metuchen), Administrative Personnel Association Level III	E
RE Meredith Matlock (Metuchen), Administrative Personnel Association Level III	E
RE Ruth Mikalonis (Middlesex), Administrative Personnel Association Level III [see Middlesex]	E

Certified Church Service: Certified Christian Educators (G-2.1103)

TE Roberta Arrowsmith (Union, Connecticut Farms) [see Union, Connect Farms]	--
TE Cheryl Galan (Transitional Leader)	--
TE Chester Kim (Bernardsville) [see Bernardsville, First]	--
TE Shannan Vance-Ocampo (Member at Large)	--

Others in Attendance: Elizabeth Quintero (Presbytery Staff), Marybeth Lapham (Westfield), Rev. George Betz (Monmouth), Elise Bates Russell (Camp Johnsonburg), Heather Meyers (Iselin), Cindy Farias (Nuevas Fronteras), Rev. Amaury Tañon-Santos, (American Baptist Church), Marjorie Bradshaw (Mountainside Community), Candidate Jeniffer Rodriguez (Palisades Presbytery), and Pat Meyer (Community Edison).

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MINUTES.

Call to Order.

The 663rd Stated Meeting of the Presbytery of Elizabeth was held on Tuesday, March 25, 2014, at the Liberty Corner Presbyterian Church, in Liberty Corner, NJ. The meeting was called to order at 5:37 pm (EDT), and opened with a prayer by Phyllis Black (Metuchen) the Acting-Moderator of Presbytery.

A quorum was present.

The Moderator introduced the Host Pastor, Donald Feuerbach (Liberty Corner), who welcomed the presbytery and spoke of the history and mission of the Liberty Corner church.

First Time Commissioners were introduced from the Calvin, Cranford, and Woodbridge churches.

The presbytery **VOTED** to seat Leslie Dobbs-Allsopp (New Brunswick Presbytery), Elise Bates Russell (Newton Presbytery), and George Betz (Monmouth Presbytery) as Corresponding Members for this meeting.

Stated Clerk.

Paul F. Rack (LOB)*, Stated Clerk, presented his report, which consisted of the following Consent Agenda:

1. The distributed Docket for this meeting, with the change that there will be no report from the Nominating Committee.
2. The distributed Minutes of the 662nd Stated Meeting.
3. The submitted requests for Excuses, which were collected at the meeting. (See the Attendance, above.)
4. The report of the Treasurer of Presbytery, for information. (See Appendix I.)
5. The report of the Acting-Moderator, which consisted of her announcement that the following presbyters have been appointed to serve on the Administrative Commission to work in partnership with the Christ church:

Ruling Elders

Nicholas Bradshaw (Mountainside)
Alan D. Ford (Bethlehem)
Charles Hedrick (Metuchen)
Marian Olsen (Christ)

Teaching Elders

Elizabeth Alexander (Cranford)
Karen C. Chamis (Roselle)
Matthew E. Davis (Lamington)
John Howard (Siloam-Hope)

6. The Minutes of the presbytery Cabinet for February 4 & March 4, 2014, for information. (See Appendix II.)
7. The report of the Committee on Preparation for Ministry, which consisted of the following two items:
 - a. To enroll Ms. Megan Grieshaber (Lamington) as an Inquirer.
 - b. To enroll Ms. Cindy Zoraida Farias (*Nuevas Fronteras*) as an Inquirer.

8. The following portions of the report of the Committee on Ministry:
 - a. To dissolve the Pastoral Relationship between the Watchung Avenue church and Shannan Vance-Ocampo, and transfer her to the Presbytery of Albany. A congregational meeting was held on December 15, 2013, moderated by presbyter Vance-Ocampo.
 - b. To grant the status of Honorably Retired to Philip M. Jones (MaL)*
9. The report of the Trustees of Presbytery, which consisted of the following two items:
 - a. The first reading of proposed changes in Presbytery By-Laws. (See Appendix III.)
 - b. The Minutes of the Trustees of Presbytery meeting of February 26, 2014, for information. (See Appendix IV.)
11. To approve the following mission grant allocations made by the Outreach and Social Concerns Unit:

Agape	\$2,500
El Centro	\$5,000
Elizabethport Presbyterian Center	\$6,000
Fish Hospitality Network	\$4,500
Good News Home for Women	\$2,000
Homefirst	\$2,000
Red Ribbon Fellowship	\$2,000
Institute of Music for Children	\$5,000
Restore Ministries	\$5,000
Somerset Chaplaincy for the Elderly	\$2,000
Brand New Day	\$2,000
Jail Chaplaincy of Somerset County	\$2,000
12. The notification that the session records for the year 2013 have been reviewed by the presbytery for the Christ and Watchung Avenue churches.
13. To authorize all sessions in this presbytery to remit their per capita apportionment by installments if they so desire.

The presbytery **VOTED** to enact all the items on the Consent Agenda.

Committee on Ministry, I.

Vicky Ney (Springfield), co-chair, reported for the Committee on Ministry.

1. The presbytery **VOTED** to dissolve the pastoral relationship between Neal Presa and the Middlesex church, and transfer him to the Presbytery of San Diego. A congregational Meeting was held on March 2, 2014, Moderated by presbyter Presa.

Presbyter Presa addressed the presbytery. He expressed his gratitude to God for being able to serve in Middlesex for 11 years. He is leaving with his family shortly to begin a new ministry in San Diego. He gave thanks for so many opportunities from this presbytery to serve, and for the presbytery's decision to endorse him as a candidate for Moderator of the 221st General Assembly, to which position he was elected and has been serving for nearly two years. He will always carry this presbytery in his heart as his first ordained call.

Presbyter Ney also offered a word of thanks to presbyter Presa as a servant of Jesus Christ. We wish him well as he continues to serve.

Website Launch.

Cheryl Galan (Transitional Leader) introduced the launch of the new version of the website. Erin Hayes

(Rahway) presented the interactive, “show-and-tell” exploration of the new website, as projected on screens in the presbytery meeting room. Elizabeth Quintero (staff) and Sara Burke (staff) also led the presbytery through more of the site, with helpful commentary. The presbytery was transfixed and enchanted by the presentation, and expressed its appreciation for the wonderful work of the team.

Learning Component: “Choosing Frontier Over Fortress.”

Presbyter Galan led the presbytery through today’s Learning Component, from Paul Nixon’s book, *I Refuse to Lead a Dying Church*. The theme for this time is “Choosing Frontier Over Fortress.” Ryan Landino (Calvin) came forward to read from Acts 1:8, and to speak words of conviction and passion for the church. The presbytery viewed several film clips from the movie, *Apollo 13* and used the ‘fortress test’ from the book, to reflect on the difference between a fortress and a frontier mentality. Presbyter Landino asked presbyters to discuss connections between scenes from the film and the realities we face in our churches today. Presbyters wrote responses to the question, ‘What is the world waiting for, from you?’ and offered their responses at the Table.

The Presbytery at Worship.

The presbytery participated in a wide-ranging worship experience focusing on the themes of home, frontier, and New Jerusalem, in which we meditated on and arranged pieces of cloth, built cairns out of rocks, and anointed them with oil. The liturgy was projected, and included Scripture and singing.

Committee on Ministry, II.

Vicky Ney (Springfield), co-chair, presented the continuation of the report of the Committee on Ministry.

1. Presbyter Ney introduced Jeniffer Rodriguez (Palisades Presbytery) who is seeking to be ordained as a teaching elder in the Presbyterian Church (USA), enrolled as a member of this presbytery, and called to the position of Associate Pastor of the First church in Elizabeth. Ms. Rodriguez read aloud her Statement of Faith and was examined by the presbytery. The presbytery **VOTED** to approve Ms. Rodriguez for ordination, membership in this presbytery, and her call, and requests the Presbytery of the Palisades to conduct a service of ordination for her on behalf of this presbytery.

<u>TERMS OF CALL</u>		
Salary and Housing	\$54,300	
Total Effective Salary		\$54,300
Pension/Medical	\$19,005	
Vacation	One Month	
Total Compensation		\$73,305
Professional Allowance	\$ 3,000	
Continuing Education Allowance	\$ 1,800	
Continuing Education Leave	Two Weeks	
Total		\$78,105

2. Presbyter Ney introduced Amaury Tañon-Santos, an ordained minister of the American Baptist Church, who is seeking to become a teaching elder in the Presbyterian Church (USA), and a member of this presbytery, under Form of Government G-2.0505a(1), “the transfer of ministers of other denominations,” meeting the requirements for ministers serving “immigrant fellowships and congregations.” He will be a Member-at-Large of this presbytery, serving as an unpaid Parish Associate at the *Nuevas Fronteras* church. Presbyter Tañon-Santos read aloud his Statement of Faith and was examined by the presbytery. The presbytery **VOTED** to enroll presbyter Tañon-Santos as a teaching elder member of this presbytery and the PCUSA.
3. The presbytery **VOTED** to extend for another year the Stated Supply Covenant between the session of the Fords church and teaching elder Douglas Kurtz.
4. Presbyter Ney also informed the presbytery of the following actions taken by the committee on

behalf of the presbytery under the authority of G-3.0106:

- a. The approval of an extension for 6 months, from March 5, 2014, to September 4, 2014, of the Temporary Pastor Covenant between the session of the Crescent Avenue church and Lynn Santulli.

TERMS OF COVENANT

Salary	\$28,050
Housing and Utilities	\$25,250
Pension and Medical	\$19,005

- b. The appointment of the following teaching elders to serve as Moderators of sessions:

Osceola	Byron Leasure (Presbytery of Philadelphia)
Garwood	James Thomas (Iselin)
Middlesex	Brooks Smith (HR)*
Watchung Avenue	Chris Belden (Mountainside)(March meeting: Nancy Asbury (MaL))
Trinity United	Margaret Mitsuyasu (Pluckemin)

- c. The approval of ruling elder Claudia Heffner (Osceola) to preside at the Sacrament of the Lord's Supper at the Osceola church on Maundy Thursday, April 18, 2014.

5. Presbyter Ney finally informed the presbytery of the following actions and announcements from the committee:

- o The committee approved the Ministry Information Form of the Garwood church.
- o The committee approved the Ministry Information Form of the Woodbridge church.
- o The committee approved the Mission Study of the Crescent Avenue church.
- o A Partnership Visit was conducted with the Liberty Corner session.
- o There will be a Boundary Training workshop on September 11, 2014, in conjunction with the Monmouth and New Brunswick presbyteries, time and place to be determined.

Presbyterians Renewing In Spirit and Mission (PRISM).

Skip Winter (Cranford) introduced proposed changes in the charter of the Presbyterians Renewing In Spirit and Mission, a consortium of churches in Elizabeth and Hillside. He and Jill Kitsko (Oak Tree) reminded the presbytery of several effective and faithful initiatives undertaken and supported by PRISM.

- Prison ministry of Second Presbyterian Church
- The Global Development Center of Hillside Millennium Church
- The African-American Cultural Center.
- The Red Ribbon Fellowship, a long-standing ministry to people affected by HIV/AIDS.
- The Institute of Music for Children.
- The Elizabethport Presbyterian Center.
- RESTORE, a ministry to at-risk urban youth.

The proposed changes in the PRISM charter are a recognition that the situation in the city and with the funds has changed over the 10 years since funding was established through the Elmora Legacy Fund. The presbytery **VOTED** to approve the proposed changes in the PRISM charter. (See Appendix V.)

Overture Concurrence.

Jim Thomas (Iselin) presented an overture on a "Presbyterian Immigrant Defense Initiative," which has been approved by the Presbytery of Central Florida. The overture asks Presbyterians to get involved in issues regarding immigration and the treatment of undocumented people. This is a Biblical imperative having to do with welcoming and giving hospitality to the stranger (Leviticus 19:33-34; Matthew 25:35-36, 40b, Ephesians 2:19, etc.). Immigration is a growing issue in our country and presbytery. Seventeen million people in America live in households with at least one undocumented person, and at least 8 million are working in regular jobs, not counting people working "off the books."

TREASURER'S REPORT

3/25/14

Balance Sheet

1. The **Balance Sheet** shows a comparison to the end of 2013. The principal changes that are evident in this comparison are substantial withdrawals from the PRISM and Greystone accounts. These withdrawals are largely being used to support developments in the Latino ministry.

Reserves and Expenses

1. Per Capita and Mission contributions are just beginning to arrive. At present we are on course for our projections from the beginning of the year.
2. Because 2014 contributions to Per Capita and Mission begin slowly in the year, and because some of our expenses occur early in the year (most notably we paid our entire Per Capita obligation to the Synod to take advantage of their offered discount), the operating statement shows an overall deficit of \$17,361.
3. Since 1/6th of the year has passed, most expenses should be about 16% of budget.
4. The sheet on the reserve accounts shows that gradual payments are being made to the Triennium and New Church Development reserves. The plan is to spread these payments throughout the year. Self Development of People and the Resource Center had withdrawals. Otherwise there was no activity in the reserve accounts.

Contributions

1. The **Giving Status** spreadsheet shows contributions through February.

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Accrual Basis

Appendix I
Presbytery of Elizabeth
Balance Sheet
As of February 28, 2014

	Feb 28, 14	Dec 31, 13	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
1001 - Merrill Lynch Operating	136,986.85	151,887.61	-14,900.76
Total Checking/Savings	136,986.85	151,887.61	-14,900.76
Other Current Assets			
1110 - Presbytery Assets			
1111 - NCF Foundation General	100,276.00	100,276.00	0.00
1112 - I&L Program CD	132,225.21	131,404.59	820.62
1121 - NCF Foundation Mission	113,013.76	113,013.76	0.00
Total 1110 - Presbytery Assets	345,514.97	344,694.35	820.62
Total Other Current Assets	345,514.97	344,694.35	820.62
Total Current Assets	482,501.82	496,581.96	-14,080.14
Other Assets			
1210 - Greystone UBS	925,999.33	955,999.33	-30,000.00
1220 - PRISM Assets			
1221 - NCF for 21st Cent. Urban Ch.	303,101.26	303,101.26	0.00
1222 - NCF for Church Transformation	9,950.75	9,950.75	0.00
1223 - NCF for Education	135,703.15	178,808.15	-43,105.00
1224 - NCF for Elmora Prism Fund	124,001.07	124,001.07	0.00
1225 - NCF for Urban Strategy	3,000.17	3,000.17	0.00
Total 1220 - PRISM Assets	575,756.40	618,861.40	-43,105.00
1230 - Presbytery Loans			
1231 - Elizabeth First	19,900.00	20,000.00	-100.00
1232 - Martinsville	20,586.00	20,586.00	0.00
1234 - Union Townley	4,492.00	5,552.00	-1,060.00
Total 1230 - Presbytery Loans	44,978.00	46,138.00	-1,160.00
Total Other Assets	1,546,733.73	1,620,998.73	-74,265.00
TOTAL ASSETS	2,029,235.55	2,117,580.69	-88,345.14
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 - Accounts Payable	1,568.10	794.11	773.99
Total Accounts Payable	1,568.10	794.11	773.99
Credit Cards			
2010 - American Express	118.82	0.00	118.82
Total Credit Cards	118.82	0.00	118.82

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Accrual Basis

Appendix I
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Balance Sheet
 As of February 28, 2014

	Feb 28, 14	Dec 31, 13	\$ Change
Other Current Liabilities			
2300 · Pass Through Mission Giving	0.00	787.50	-787.50
2301 · Basking Ridge Local Mission	18,700.00	17,400.00	1,300.00
Total Other Current Liabilities	18,700.00	18,187.50	512.50
Total Current Liabilities	20,386.92	18,981.61	1,405.31
Total Liabilities	20,386.92	18,981.61	1,405.31
Equity			
3100 · LEGACY RESERVE			
3110 · Greystone Funds	925,999.33	955,999.33	-30,000.00
3120 · PRISM FUNDS			
3121 · Elmora 21st Cent. Urban Church	303,101.26	303,101.26	0.00
3122 · Elmora Transformation	9,950.75	9,950.75	0.00
3123 · Elmora Education	135,703.15	178,808.15	-43,105.00
3124 · Elmora Prism	124,001.07	124,001.07	0.00
3125 · Elmora Urban Strategy Mission	3,000.17	3,000.17	0.00
Total 3120 · PRISM FUNDS	575,756.40	618,861.40	-43,105.00
Total 3100 · LEGACY RESERVE	1,501,755.73	1,574,860.73	-73,105.00
3200 · OPERATIONAL PROGRAM RESERVES			
3230 · COMMITTEE ON MINISTRY			
3231 · Consulting Service	9,053.54	9,053.54	0.00
3232 · Minister Retreat	473.00	473.00	0.00
Total 3230 · COMMITTEE ON MINISTRY	9,526.54	9,526.54	0.00
3240 · COMMITTEE ON PREP. FOR MINISTRY			
3241 · Candidate Scholarship Fund	16,465.14	16,465.14	0.00
3243 · Preparation for Ministry	92.92	106.19	-13.27
Total 3240 · COMMITTEE ON PREP. FOR MINISTRY	16,558.06	16,571.33	-13.27
3250 · ADMINISTRATION			
3251 · Office Equipment	1,325.66	1,325.66	0.00
Total 3250 · ADMINISTRATION	1,325.66	1,325.66	0.00
Total 3200 · OPERATIONAL PROGRAM RESERVES	27,410.26	27,423.53	-13.27
3300 · MISSION PROGRAM RESERVES			
3310 · EDUCATION & DISCIPLESHIP			
3311 · Equipping the Saints	4,467.84	4,467.84	0.00
3312 · Resource Center	750.89	1,272.89	-522.00
3313 · Triennium	11,568.43	10,733.43	835.00
Total 3310 · EDUCATION & DISCIPLESHIP	16,787.16	16,474.16	313.00
3320 · EVAN. & CHURCH VITALITY			
3322 · New Church Development	7,209.19	6,684.19	525.00

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Accrual Basis

Appendix I
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Balance Sheet
As of February 28, 2014

	Feb 28, 14	Dec 31, 13	\$ Change
3323 · New Church Dev. Land Purchase	24,079.19	24,079.19	0.00
Total 3320 · EVAN. & CHURCH VITALITY	31,288.38	30,763.38	525.00
3340 · DISASTER PREP & RECOVERY			
3341 · Disaster Assistance	18,881.47	18,881.47	0.00
3342 · Disaster Conference	2,901.50	2,901.50	0.00
Total 3340 · DISASTER PREP & RECOVERY	21,782.97	21,782.97	0.00
3360 · SPECIAL PROGRAMS			
3361 · Peacemaking	2,292.14	2,292.14	0.00
3362 · Self Development of People	10,757.18	10,757.18	0.00
Total 3360 · SPECIAL PROGRAMS	13,049.32	13,049.32	0.00
Total 3300 · MISSION PROGRAM RESERVES	82,907.83	82,069.83	838.00
3500 · UNRESTRICTED FUNDS			
3600 · OPERATIONS			
3610 · Operational Support	-58,802.02	-60,752.28	1,950.26
3620 · General Fund	100,276.00	100,276.00	0.00
3630 · I&L Program	132,225.21	131,404.59	820.62
3640 · Outstanding Loans	45,478.00	46,138.00	-660.00
Total 3600 · OPERATIONS	219,177.19	217,066.31	2,110.88
3700 · MISSION			
3710 · Mission Support	64,642.26	84,164.92	-19,522.66
3720 · Mission Fund	113,013.76	113,013.76	0.00
Total 3700 · MISSION	177,656.02	197,178.68	-19,522.66
Total 3500 · UNRESTRICTED FUNDS	396,833.21	414,244.99	-17,411.78
3910 · Retained Earnings	17,302.85	524.77	16,778.08
Net Income	-17,361.25	-524.77	-16,836.48
Total Equity	2,008,848.63	2,098,599.08	-89,750.45
TOTAL LIABILITIES & EQUITY	2,029,235.55	2,117,580.69	-88,345.14

SUMMARY OF REVENUES & EXPENSES

2/28/2014

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	Year to Date	2014 Budget	% of Budget	2014 Projection
FUNDING SOURCE				
PER CAPITA (Current Year)	\$ 84,419	\$ 359,757	23.5%	\$ 274,271
PER CAPITA (Prior Year)	\$ 7,712	\$ 8,927	86.4%	\$ 10,282
OTHER OPERATING REVENUE	\$ 1,188	\$ 2,000	59.4%	\$ 7,128
UNDESIGNATED MISSION	\$ 6,616	\$ 125,000	5.3%	\$ 111,150
DESIGNATED MISSION	\$ -	\$ -		\$ -
INVESTMENT REVENUE	\$ 1,735	\$ 5,465	31.7%	\$ 10,408
GRANTS, FEES, & RESTRICTED GIVING	\$ 8,582	\$ -		\$ 8,582
TRANSFERS FROM RESERVES	\$ 9,117			\$ 9,117
TRANSFERS FROM UNRESTRICTED FUNDS	\$ 118,495	\$ 84,834	139.7%	\$ 264,963
TOTAL	\$ 237,863	\$ 585,983		\$ 695,900
USES OF FUNDS				
OFFICE & COMMITTEES	\$ 8,117	\$ 49,584	16.4%	\$ 51,406
PER CAPITA OBLIGATION	\$ 57,162	\$ 124,882	45.8%	\$ 123,758
PERSONNEL (Operations)	\$ 28,544	\$ 181,773	15.7%	\$ 179,936
PERSONNEL (Mission)	\$ 16,437	\$ 102,724	16.0%	\$ 103,616
EDUCATION AND DISCIPLESHIP	\$ 3,522	\$ 14,300	24.6%	\$ 15,573
EVANGELISM AND CHURCH VITALITY	\$ 5,248	\$ 24,570	21.4%	\$ 24,570
OUTREACH AND SOCIAL CONCERNS	\$ -	\$ 80,000	0.0%	\$ 80,000
DISASTER PREPARATION AND RECOVERY	\$ -	\$ -		\$ -
SPECIAL PROGRAMS	\$ 8,582	\$ -		\$ 8,582
TRANSFERS TO RESERVES	\$ 9,942	\$ 8,150	122.0%	\$ 8,150
TRANSFERS TO UNRESTRICTED FUNDS	\$ 100,309	\$ -		\$ 100,309
TOTAL	\$ 237,863	\$ 585,983		\$ 695,900
OPERATING RESULT	\$ -	\$ -		\$ -
Overall Surplus/(Deficit)	\$ (17,361)			

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DETAIL FOR EXPENSE ACCOUNTS

2/28/2014

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		Year to Date						
	Operations Support	Undesignated Mission Support	Funding from Reserves	Expenses	2014 Budget	% of Budget	2014 Projection	
5000 · OPERATIONS								
5100 · CABINET								
5110 · Expenses	100			100	0		100	
5120 · Presbytery Meeting Expenses	48			48	500	10%	288	
5130 · Moderator Expenses	0			0	2,000	0%	2,000	
5140 · Events	0			0	0		0	
Total 5100 · CABINET	148	0	0	148	2,500	6%	2,388	
5200 · COMMITTEES								
5210 · Presbytery Attorney	0			0	0		0	
5220 · Personnel Committee	0			0	0		0	
5240 · Permanent Judicial Commission	425			425	0		425	
5250 · Audit Committee	0			0	0		0	
5260 · Trustees	0			0	10,000	0%	10,000	
Total 5200 · COMMITTEES	425	0	0	425	10,000	4%	10,425	
5300 · COMMITTEE ON MINISTRY								
5310 · Expenses	0			0	100	0%	100	
5320 · Background checks	0			0	500	0%	500	
5330 · Training	0			0	700	0%	700	
5340 · Mediation Fees	0			0	0		0	
5350 · Boundary Training	0			0	2,000	0%	2,000	
5360 · Consulting Service	0		0	0	0		0	
5370 · Minister Retreat	0		0	0	0		0	
Total 5300 · COMMITTEE ON MINISTRY	0	0	0	0	3,300	0%	3,300	
5400 · COMMITTEE ON PREP FOR MINISTRY								
5410 · Expenses	0			0	0		0	
5420 · Training	0			0	0		0	
5430 · Candidate Career Counseling	0			0	800	0%	800	
5440 · Annual Candidates Luncheon	0			0	100	0%	100	
5450 · Candidate Scholarships	0		0	0	0		0	
5460 · Preparation for Ministry	0		13	13	0		0	
Total 5400 · COMMITTEE ON PREP FOR MINISTRY	0	0	13	13	900	1%	900	

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DETAIL FOR EXPENSE ACCOUNTS

2/28/2014

		Year to Date					
Operations Support	Undesignated Mission Support	Funding from Reserves	Expenses	2014 Budget	% of Budget	2014 Projection	
5500 · OFFICE EXPENSES							
5505 · Banking Expense	40		40	500	8%	240	
5510 · Supplies	171		171	3,500	5%	1,025	
5515 · Postage and Delivery	98		98	750	13%	588	
5520 · Telephone	664		664	2,300	29%	3,985	
5525 · Internet Access	40		40	240	17%	239	
5530 · Web Hosting Expense	20		20	240	8%	120	
5532 · Office Equipment	0	0	0	0		0	
5535 · Equipment Leases	1,589		1,589	8,700	18%	9,531	
5540 · Rent	2,000		2,000	12,000	17%	12,000	
5545 · Insurance	2,549		2,549	3,829	67%	3,829	
5550 · Website Development	0		0	500	0%	500	
5580 · Stated Clerk's Expense	0		0	175	0%	175	
5590 · Calendars, B of Order, etc.	171		171	0		1,026	
5592 · Fees	25		25	50	50%	150	
5595 · Contingency	164		164	100	164%	984	
Total 5500 · OFFICE EXPENSES	7,530	0	0	7,530	32,884	23%	34,393
Total 5000 · OPERATIONS	8,104	0	13	8,117	49,584	16%	51,406
5900 · GENERAL PRESBYTERY							
5940 · GA Per Capita	13,319		13,319	79,916	17%	79,916	
5950 · Synod Per Capita	43,843		43,843	44,967	98%	43,843	
Total 5900 · GENERAL PRESBYTERY	57,162	0	0	57,162	124,882	46%	123,758

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DETAIL FOR EXPENSE ACCOUNTS

2/28/2014

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	Year to Date				2014 Budget	% of Budget	2014 Projection
	Operations Support	Undesignated Mission Support	Funding from Reserves	Expenses			
6000 · PERSONNEL							
6100 · Transitional Leader							
6110 · Salary	4,600	3,067		7,667	46,230	17%	46,230
6115 · Social Security Offset	663	442		1,105	6,660	17%	6,660
6120 · Housing	3,400	2,267		5,667	34,170	17%	34,170
6130 · Pension & Major Medical	3,014	2,009		5,024	28,140	18%	30,142
6140 · Dental Insurance	0	0		0	0		0
6150 · Professional Expenses	0	0		0	7,500	0%	7,500
6160 · Continuing Education	0	0		0	3,000	0%	3,000
6170 · GA Expenses	0	0		0	2,000	0%	2,000
Total 6100 · Transitional Leader	11,677	7,785	0	19,462	127,700	68%	129,702
6200 · Stated Clerk							
6210 · Salary	3,459			3,459	20,753	17%	20,753
6250 · Professional Expenses	0			0	2,000	0%	0
6260 · Continuing Education	0			0	0		0
6270 · GA Expenses	0			0	2,000	0%	2,000
Total 6200 · Stated Clerk	3,459	0	0	3,459	24,753	17%	22,753
6300 · Admin. Assist. for SC							
6310 · Salary	4,598	3,066		7,664	45,983	17%	45,983
6330 · Pension & Major Medical	1,578	1,052		2,630	16,094	16%	15,779
6340 · Dental Insurance	85	57		142	802	18%	854
6360 · Continuing Education	227	151		378	500	76%	500
Total 6300 · Admin. Assist. for SC	6,488	4,326	0	10,814	63,379	17%	63,115
6400 · Admin. Asst. Mission/Education							
6410 · Salary	3,540	2,360		5,901	35,404	17%	35,404
6430 · Pension & Major Medical	1,383	922		2,304	12,391	19%	13,825
6440 · Dental Insurance	85	57		142	302	47%	854
6460 · Continuing Education	0	0		0	500	0%	500
Total 6400 · Admin. Asst. Mission/Education	5,008	3,339	0	8,347	48,597	17%	50,583
6500 · Bookkeeper							
6510 · Compensation	842	562		1,404	8,568	16%	8,424
Total 6500 · Bookkeeper	842	562	0	1,404	8,568	16%	8,424
6900 · Employer Payroll Taxes	876	426		1,302	10,460	12%	7,814
6950 · Payroll Service	194			194	1,040	19%	1,161
Total 6000 · PERSONNEL	28,544	16,437	0	44,981	284,497	16%	283,552

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DETAIL FOR EXPENSE ACCOUNTS

2/28/2014

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		Year to Date						
Operations Support	Undesignated Mission Support	Funding from Reserves	Expenses	2014 Budget	% of Budget	2014 Projection		
7000 · MISSION MINISTRIES								
7100 · EDUCATION & DISCIPLESHIP								
7110 · Equipping the Saints		0	0	0		0		0
7120 · Christian Education		0		0	800	0%		800
7130 · Training		0		0	1,500	0%		1,500
7140 · Presbyterian Camp Johnsonburg	3,000			3,000	12,000	25%		12,000
7150 · Resource Center	0	522		522	0			1,273
7180 · Triennium	0	0		0	5,000	0%		0
Total 7100 · EDUCATION & DISCIPLESHIP	0	3,000	522	3,522	19,300	18%		15,573
7200 · EVAN & CHURCH VITALITY								
7210 · Jeremiah Journey	5,248			5,248	17,570	30%		17,570
7220 · New Church Development	0	0		0	3,150	0%		0
7240 · Church Vitality Training	0			0	2,000	0%		2,000
7250 · Conf. Scholarships & Consultant	0			0	5,000	0%		5,000
Total 7200 · EVAN & CHURCH VITALITY	0	5,248	0	5,248	27,720	19%		24,570
7300 · OUTREACH & SOCIAL CONCERNS								
7310 · Local Mission		0		0	40,000	0%		40,000
7320 · New Hope Initiative		0		0	40,000	0%		40,000
Total 7300 · OUTREACH & SOCIAL CONCERNS	0	0	0	0	80,000	0%		80,000
7400 · DISASTER PREP. & RECOVERY								
7410 · Disaster Assistance		0	0	0	0			0
7420 · Disaster Conference		0	0	0	0			0
Total 7400 · DISASTER PREP. & RECOVERY	0	0	0	0	0			0
7600 · SPECIAL PROGRAMS								
7610 · Peacemaking		0	0	0	0			0
7620 · Self Development of People		0	8,582	8,582	0			8,582
Total 7600 · SPECIAL PROGRAMS	0	0	8,582	8,582	0			8,582
Total 7000 · MISSION MINISTRIES	0	8,248	9,104	17,352	127,020	14%		128,725
Total PRESBYTERY	93,809	24,686	9,117	127,612	585,983			587,441

DETAIL FOR RESERVE ACCOUNTS

2/28/2014

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	Year to Date					Current Status of Reserve Account
	Start of Year Value for Reserve	Transfers from Operations Support	Transfers from Mission Support	Grants, Fees, & Restricted Giving	Withdrawals	
3200 · OPERATIONAL PROGRAM RESERVES						
3230 · COMMITTEE ON MINISTRY						
3231 · Consulting Service	9054	0		0	0	9054
3232 · Minister Retreat	473	0		0	0	473
Total 3230 · COMMITTEE ON MINISTRY	9527	0	0	0	0	9527
3240 · COMMITTEE ON PREP. FOR MINISTRY						
3241 · Candidate Scholarship Fund	16465	0		0	0	16465
3243 · Preparation for Ministry	106	0		0	13	93
Total 3240 · COMMITTEE ON PREP. FOR MINISTRY	16571	0	0	0	13	16558
3250 · ADMINISTRATION						
3251 · Office Equipment	1326	0		0	0	1326
Total 3250 · ADMINISTRATION	1326	0	0	0	0	1326
Total 3200 · OPERATIONAL PROGRAM RESERVES	27424	0	0	0	13	27410
3300 · MISSION PROGRAM RESERVES						
3310 · EDUCATION & DISCIPLESHIP						
3311 · Equipping the Saints	4468		0	0	0	4468
3312 · Resource Center	1273		0	0	522	751
3313 · Triennium	10733		835	0	0	11568
Total 3310 · EDUCATION & DISCIPLESHIP	16474	0	835	0	522	16787
3320 · EVAN. & CHURCH VITALITY						
3322 · New Church Development	6684		525	0	0	7209
3323 · New Church Dev. Land Purchase	24079		0	0	0	24079
Total 3320 · EVAN. & CHURCH VITALITY	30763	0	525	0	0	31288
3340 · DISASTER PREP & RECOVERY						
3341 · Disaster Assistance	18881		0	0	0	18881
3342 · Disaster Conference	2902		0	0	0	2902
Total 3340 · DISASTER PREP & RECOVERY	21783	0	0	0	0	21783
3360 · SPECIAL PROGRAMS						
3361 · Peacemaking	2292		0	0	0	2292
3362 · Self Development of People	10757		0	8582	8582	10757
Total 3360 · SPECIAL PROGRAMS	13049	0	0	8582	8582	13049
Total 3300 · MISSION PROGRAM RESERVES	82070	0	1360	8582	9104	82908

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1 \$6,000 to *Roselle Collaborative for Youth & Families* and \$2582 for *Growing Parent Power for Change*

Year to Date						
Start of Year Value for Reserve	Transfers from Operations Support	Transfers from Mission Support	Operations/M ission Revenue	Withdrawals	Current Status of Reserve Account	
3500 · UNRESTRICTED FUNDS						
3600 · OPERATIONS						
3610 · Operational Support	-60752		17977	95053	111081	-58802
3620 · General Fund	100276	0		0	0	100276
3630 · I&L Program	131405	821		0	0	132225
3640 · Outstanding Loans	46138	0		0	660	45478
Total 3600 · OPERATIONS	217066	821	17977	95053	111741	219177
3700 · MISSION						
3710 · Mission Support	84165			6616	26138	64642
3720 · Mission Fund	113014		0	0	0	113014
Total 3700 · MISSION	197179	0	0	6616	26138	177656
Total 3500 · UNRESTRICTED FUNDS	414245	821	17977	101669	137879	396833

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Per Capita and Mission Giving

2/28/2014

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	Per Capita				Mission										Total Mission	
	Invoice	Payment	Remaining	Prior Year	General Assembly			Synod			Presbytery					
					Shared	Designated	Special Offering	Shared	Designated	Special Offering	Shared	Designated	Special Offering	Pass Through		
Union Connecticut Farms 11086	8979	0	8979	2250												0
Union Townley 4693	2318	0	2318													0
Warren Trinity 9687	1509	0	1509													0
Westfield 4694	48061	-48098	-37				5341									5341
Woodbridge 4695	9310	0	9310		1875		300	1125				4500				7800
Totals	418931	-84419	334512	7712	3854	3969	7059	2312	0	0	9248	1300	0	325	28067	

Pluckemin was recorded in a deposit for 2013.

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**The Presbytery of Elizabeth
Cabinet
Tuesday, February 4, 2014**

ATTENDANCE.

Ruling Elders:

Amy Aaroe (Cranford), Presbyterian Women
Linwood Bagby (Elizabeth Second), Past Moderator of Presbytery
Phyllis Black (Metuchen), acting Moderator
Dave Bomgaars (Central), the Treasurer of Presbytery*
Sara Burke (Westfield), Administrative Assistant*
Dawn Clarke (Springfield), Committee on Ministry, co-chair
Alan Ford (Bethlehem), Trustees, president
Terry Gleason (Oak Tree), Bookkeeper**
Susie Krivenko (Rahway), Nominating, chair
Barbara McLaughlan (Westfield), Stewardship Committee, chair*

Teaching Elders:

Bobbie Arrowsmith (Connecticut Farms), Committee on Preparation for Ministry, chair
Cynthia Cochran-Carney (Willow Grove), Cabinet, chair
Brian Croak (MaL), Synod of the Northeast Representative
Cheryl Galan, Transitional Leader*
Erin Hayes, member at large
Paul Rack (Stated Clerk)*
Brooks Smith (HR), Disaster Preparedness and Response Team

Absent/Excused:

TE Chris Belden (Mountainside), Vice Moderator elect
TE Coile Estes (Pluckemin), Personnel Committee, chair
TE Chris Kile (Cranford), member at large
TE Jill Kitsko (Oak Tree), Evangelism and Congregational Vitality Unit, chair
RE Alicia Tamlino (Bethlehem), Education and Discipleship Unit, chair
RE Skip Winter (Cranford) chair, Outreach and Social Concerns Unit

* Members with voice but not vote.

** Guests

Call to Order.

The regular monthly meeting of the Cabinet of Elizabeth Presbytery as called to order at 4:18 pm (EST) on Tuesday, February 4, 2014, at the Presbytery Office, in Plainfield, NJ, with a devotion by the new chair, Cynthia Cochran-Carney (Willow Grove) on the Beatitudes. "Are we fans, or friends, of Jesus?" Discipleship is to move from fan to friend of the Lord. Then she offered a prayer.

I. The Cabinet **VOTED** to approve the distributed agenda for this meeting.

Appendix II

II. The Cabinet **VOTED** to approve the distributed Minutes of the January 14, 2014, meeting of the Cabinet.

IV. DEBRIEF JANUARY PRESBYTERY STATED MEETING.

A. Evaluations Review.

Several members of Cabinet mentioned the great job done by Phyllis Black as Moderator of a difficult meeting. The comments received concerning the meeting were diverse yet respectful, without rancor, and reasonable.

B. Overall Observations.

Cabinet members noted an improvement in civility. One suggestion was made: Can we project items with lengthy language, showing changes, etc.? It was agreed that the Cranford sanctuary was a good setting for the meeting. Cheryl Galan noted that planning was essential for the meeting to go as well as it did.

C. Development of Reports, and Content for Powerpoint.

We need to maintain and improve our respect for the deadline for the packet and material to be projected. E-mail reminders should go out the week before the deadline. There should be a continual “announcements loop” or crawl projected during the meeting and/or the meal.

D. Feedback on Learning Components.

This time the learning components were woven into the work of the meeting. This strategy was instrumental in keeping the presbytery communicating and reflective during the meeting. How to do this depends on both the business and the nature of the content of the learning and the character of the business. We need to be careful not to get stale. Cheryl noted that the presbytery is going to purchase a sound system, so we don't have to rely on the variabilities in quality and technical differences in the sound systems of various host churches.

The Cabinet observed that interaction would be enhanced by meeting in a more open, tabled space, rather than in a Sanctuary. Among the other considerations for presbytery sites are parking, handicapped accessibility, air-conditioning (especially for June), and geographic location.

V. DISCUSSION AND ACTION.

A. The Cabinet Retreat has been scheduled for May 17. We are still seeking a site.

B. Website Finalization and Plans for Launch.

The new, improved website is going to be launched, even though some pieces are still under development. Cabinet members were encouraged to look at the link and check it out. ([http://elizabethpresbytery.org/wordpress/about-us/churches/page/3/.](http://elizabethpresbytery.org/wordpress/about-us/churches/page/3/)) Entities may submit material in Word form to the office for inclusion in the website.

Appendix II

C. Development of Latino and Multi-cultural Ministries.

The Greystone Legacy Committee now includes new members from immigrant communities. They will be presenting plans for using that money in ministry.

The new position at Elizabeth First has finally been approved by the presbytery. This initiative will include an outreach to churches in the presbytery that are interested in Latino ministry. We are planning a possible Latino ministry event next fall to make the presbytery aware of available resources, experience multi-cultural ministry, and offer leadership development for churches desiring to move in this direction. Jeniffer Rodriguez is formally now called and in the process of being ordained.

VI. Reports.

A. Treasurer/Bookkeeper

Dave Bomgaars indicated that the dedication of mission pledges has been deferred to March. Pledges are slow coming in.

Terry Gleason is working on making financial reports clearer. He wants to limit what is included in distributed material to what has changed and what people need to know.

The Cabinet decided it would be a good idea to publish a spreadsheet at the March Stated Meeting of presbytery showing per capita and mission pledges and income received from all churches.

B. Stated Clerk.

The Stated Clerk had no report except to ask for prayers for his trip, with his wife, to plant olive trees in Palestine.

C. Transitional Leader.

Cheryl reported that the presbytery turned some significant corners at the meeting in January. By this she referred not just to the Martinsville Administrative Commission, but the movement shown in the actions concerning Greystone and First. In addition, the website is nearly ready, people are responding well to the learning components in presbytery meetings, and the introduction of some new leaders in some places in the presbytery.

D. Acting-Moderator.

Phyllis thanked the members of Cabinet for their support at the presbytery meeting. She reported that she is almost ready with members of the Administrative Commission.

E. Other.

The Presbytery of Elizabeth
MINUTES OF CABINET
Tuesday, March 4, 2014

ATTENDANCE.

Ruling Elders:

Linwood Bagby (Elizabeth Second), Past Moderator of Presbytery
Phyllis Black (Metuchen), acting Moderator
Dave Bomgaars (Central), the Treasurer of Presbytery*
Sara Burke (Westfield), Administrative Assistant*
Dawn Clarke (Springfield), Committee on Ministry, co-chair
Alan Ford (Bethlehem), Trustees, president
Terry Gleason (Oak Tree), Bookkeeper**
Susie Krivenko (Rahway), Nominating, chair
Skip Winter (Cranford) chair, Outreach and Social Concerns Unit

Teaching Elders:

Bobbie Arrowsmith (Connecticut Farms), Committee on Preparation for Ministry, chair
Chris Belden (Mountainside), Vice Moderator elect
Cynthia Cochran-Carney (Willow Grove), Cabinet, chair
Coile Estes (Pluckemin), Personnel Committee, chair
Cheryl Galan, Transitional Leader*
Erin Hayes, member at large
Chris Kile (Cranford), member at large
Jill Kitsko (Oak Tree), Evangelism and Congregational Vitality Unit, chair
Paul Rack (Stated Clerk)*
Brooks Smith (HR), Disaster Preparedness and Response Team

Absent/Excused:

RE Amy Aaroe (Cranford), Presbyterian Women
TE Brian Croak (MaL), Synod of the Northeast Representative
RE Alicia Tamlilio (Bethlehem), Education and Discipleship Unit, chair

* Members with voice but not vote.

** Guests

Call to Order.

The regular monthly meeting of the Cabinet of Elizabeth Presbytery as called to order at 4:18 pm (EST) on Tuesday, March 4, 2014, at the Presbytery Office, in Plainfield, NJ, with a devotion by Erin Hayes. Then she offered a prayer.

- I. The Cabinet **VOTED** to approve the distributed agenda for this meeting.
- II. The Cabinet **VOTED** to approve the distributed Minutes of the February 4, 2014, meeting of the Cabinet.

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IV. MARCH 25 PRESBYTERY STATED MEETING.

- A. The Stated Clerk reported. The Cabinet previewed the Docket for the March Stated Meeting, offering numerous changes. The final version will be worked out between the Stated Clerk and the Moderator.
- B. The meeting, including the business and worship portions, will take place at tables arranged in a semi-circle in one of the larger spaces available at the Liberty Corner church.
- C. The Cabinet was reminded of the various deadlines for adding material to the packet, or submitting items for projection during the meeting.
- D. Cheryl Galan reported. Since PRISM is bringing a report to the Stated Meeting, the Cabinet was brought up to speed on the relationship between that group and the group working with the legacy of the Greystone church. The Greystone Legacy Committee, with an infusion of new members, is getting clearer about guidelines for allocation of its assets. They are heading towards a plan to use the funds according to 5 different categories in multi-cultural and Latino ministries: (1) leadership development & cultural proficiency, (2) special events & projects, (3) children, youth, & families, (4) mission & service opportunities, (5) multicultural “new worshiping community” development. She noted that there is a need to get PRISM, Greystone, and OSCU all working together without overlaps, duplications, or competition. The Cabinet encourages further conversations between the 3 entities. The Greystone Legacy Committee is aiming for the June meeting for a first reading of their plan.
- E. The Cabinet reviewed the process for submitting overtures for concurrence. One such overture has emerged, sponsored by Jim Thomas (Iselin) and Dawn Clarke (Springfield), concerning issues related to immigration. Cabinet’s role in this process is limited to providing time on the Docket.

V. ITEMS FOR DISCUSSION AND ACTION.

- A. Trustees. Alan Ford reported that the board of Trustees is bringing to presbytery some plans to implement taking over the budget and finance responsibilities that the Cabinet would like them to oversee. He says the group need more membership to do this. The changes they are recommending in the presbytery By-Laws will be to expand the size of the Board of Trustees from 6 to “6 to 9”, and adding the Treasurer of Presbytery as a full and voting member. They also want to provide options to have a Vice-President, a Treasurer and a Secretary. The proposal will also remove the committee formerly known as Financial Development or Stewardship from the presbytery’s Administrative Manual; things related to communication and stewardship would go back to Cabinet for reassignment. The Cabinet **VOTED** to endorse this plan. They plan to meet on the Wednesday prior to Cabinet every month as a general rule.
- B. Nominating Committee. Cheryl Galan talked about continuing to lay the groundwork in the presbytery for community and trust. We are in the midst of a shift to a structure

Appendix II

made up of congregations that the presbytery is here to support. We have to decide how to best use resources of people and time now. Three options have been identified: 1. Continue with business as usual. 2. Prioritize key places that are working, fill these units, and make space for new things to emerge. 3. Declare a season of Sabbath, from 6/14-12/14 to amend our expectations of all groups in the presbytery, and prepare for a new way forward. The Cabinet retreat coming up would be focused on how this would work. We still need some groundwork laid before any structural questions can be addressed. The presbytery needs to be thinking about functions and how they can be put into play in different ways. This will be a time of intentional Sabbath, "to recreate ourselves". The Cabinet **VOTED** unanimously to embark upon option 3. We will use upcoming Cabinet meetings to flesh this out. Yet, at the same time, the question of How much change can the presbytery bear? was raised.

- C. Mission pledges. Due to the lateness of the hour, the discussion of mission pledges from churches was postponed.
- D. "New Beginnings". Cheryl Galan reported that more and more of our congregations are facing major questions about their future. "New Beginnings" is a denominational program designed to help churches find clarity, provide them leaders with tools for self-assessment, and helping them look for places where new beginnings can happen. Consultants from PCUSA would work with participating churches and suggest possible models for a congregation's future. This program costs \$3800 per single congregation; in groups, the cost is \$2800 each. It was suggested that we spend the rest of 2014 planning for this.
- E. Retreat. The Cabinet Retreat will be held at the Fellowship Deaconry, in Liberty Corner, on May 17, from 9-3; there will be a noon meal & snacks provided, for which the presbytery will pay.

Phyllis Black took over as chair, as Cynthia had to leave.

VI. INFORMATION

- A. Treasurer/Bookkeeper. The Cabinet received a copy of the Treasurer's Report, dated 2/28/14. Per capita and mission donations have been coming in slowly.
- B. Moderator. Phyllis Black noted that the Administrative Commission to work with the Christ church has been assembled and the names will be released at the March Stated Meeting of presbytery.

VII. The Cabinet **VOTED** to adjourn at 6:05 pm (EST), with prayer by Chris Belden.

Attest:

Paul F. Rack
Stated Clerk

First Reading, March 25, 2014
Modifications to Presbytery of Elizabeth Bylaws and Standing Rules
Regarding Responsibilities and Composition of the Board of Trustees

Background and Rationale

The Cabinet received a report from the Board of Trustees that recommends changes in the responsibilities and composition of the Board and recommends to the presbytery the approval of the recommended changes. The proposed changes are intended to provide for more efficient and effective operation of the presbytery in financial matters, including budgeting and financial reporting. These budgeting and financial reporting responsibilities are presently the responsibility of the Stewardship Committee (called the Financial Development Committee in the current bylaws) which is a committee of Cabinet (called Council in the present bylaws). The Treasurer and the bookkeeper actually perform many of these tasks. The purpose of this change is to connect the way we budget and manage our financial resources throughout the year.

The recommendation of the Trustees includes dissolving the Stewardship Committee.

The Stewardship Committee has other responsibilities pertaining to communicating and interpreting needs to the congregations of the presbytery. This role would be fulfilled by Cabinet in a way to be determined later.

A. Modify Bylaws ARTICLE III to insert new section 4 and renumber section 4 as 5, as follows:

The Trustees shall:

1. Fulfill the legal requirements of the State of New Jersey, thereby constituting the legal corporation to hold property of the Presbytery.
2. Advise the Presbytery of its responsibilities in carrying out all the provisions of the Book of Order, Chapter IV, Church Property (G-4.02).
3. Meet at least quarterly and report all proceedings to the council and Presbytery for review and action as required by civil law.
4. Be responsible for overseeing the financial system of the Presbytery, including:
 - a. Monitoring income and expenditures, developing the budget, determining short and long term financial plans,
 - b. Overseeing Presbytery investments,
 - c. Providing for the audit of presbytery financial records.
 - d. Working with Cabinet, Program Units and other groups in analyzing and recommending funding for programs and other requests for Presbytery support.
5. Consist of no fewer than seven and no more than ten members elected by presbytery for three-year terms, including the President and the Treasurer.
 - a. The President of the Trustees will be a member of Cabinet.
 - b. The Treasurer will be a full member of the Trustees with voice and vote
 - c. The President of the Board of Trustees will be elected by Presbytery from among the members of the Board excluding the Treasurer.
6. The Board of Trustees may elect from among its members a Vice President to assume the responsibilities of the President in the event of the President's absence or temporary inability to serve, and a Secretary.

Minutes
Approved April 2, 2014
Board of Trustees – Presbytery of Elizabeth
Wednesday, February 26, 2014

Attendance: Howard Bryant, Marybeth Lapham, Dave Rogers, Gerry Nelson, Sam Massengill, Bill Weaver, Dave Bomgaars (Presbytery Treasurer), Dawn Clarke (COM), Cheryl Galan (Transitional Leader), Alan Ford

The meeting was opened with prayer by Chairman Ford.

Minutes of the regular meeting of January 8, 2014 were approved with corrections by common consent.

Minutes of the special joint meeting with the Committee on Ministry of January 13, 2014 were approved by common consent. These minutes were previously approved by email as well.

A motion to provide a bridge loan in the amount of \$15,000 for the Old First Historic Trust in accordance with September 11, 2011 presbytery action was approved by common consent. The purpose of this loan is to provide payment for contractors for work in progress pending receipt of state funding. The Treasurer may disburse these funds from available checking assets or other funds as appropriate, in anticipation of prompt payment on receipt of state funding.

Discussion on auditing followed. The consensus after discussion was that an outside audit was desirable on a regular basis, but that an annual outside audit was not necessary. A frequency of every 3 to 5 years was felt to be appropriate. The Trustees will solicit bids through an RFP process later this year, after tax season has ended, with an eye to having the audit done for 2014, with preliminary work done late in 2014 but the actual audit being completed in 2015. In the meantime, we suggested that the Audit Committee proceed with its work for 2013, and that new members be added to the committee for that purpose. Cheryl will communicate this need to the Nominating Committee.

Discussion on the changing role of Trustees to accommodate the concept put forth by Cabinet that assigns responsibility for financial reporting, budgeting and other financial matters previously performed by the Stewardship (formerly Financial Development) Committee. This had roots in the mission redesign work from 2012. We used the website revision draft circulated earlier as a springboard for this discussion.

Structure of the Board would need to be changed by increasing the number of trustees, and the group deemed that a number between six and nine would be appropriate. A variable number would provide flexibility and also ease the burden on the Nominating Committee. The group also believes that the presbytery Treasurer should be a full (voting) member of the trustees, and that this treasurer would serve as both the

ELMORA PRESBYTERIAN CHURCH LEGACY FUND (PRISM) PROPOSED CHANGES

ORIGINAL – Set forth below, is a Charter, containing the Will of the Session of Elmora Presbyterian church, speaking for the Congregation, formulated in consultation with an Administrative Commission created by the Elizabeth Presbytery as approved by the Elizabeth Presbytery. This charter directs the creation of the memorial funds described below to utilize the liquidating assets of Elmora Presbyterian Church. (Charter approved at the 598th Stated Meeting of the Presbytery of Elizabeth held at The Presbyterian church of Liberty Corner, NJ on January 24, 2004).

PROPOSED REVISION – With the proposed following changes, the PRISM Board of Director's, while wishing to maintain the vision of the writers of the original document, also envision the necessity of a change to components of the Elmora Presbyterian Church Legacy Fund Charter. While the needs of the City of Elizabeth, her churches and members of the community remain great, the direction and the scope of the vision needs to be redirected. By closing the existing Elmora Church Legacy Funds and establishing new ones, the dollars that are available will be able to be better utilized.

With the approval of the Presbytery of Elizabeth, the following new Articles would be established and serve as the guidelines for a revised Elmora Presbyterian Church Legacy Fund s:

ARTICLE FIRST - THE ELMORA PRESBYTERIAN URBAN STRATEGY AND MISSION FUND

The purpose of the Elmora Presbyterian Urban Strategy and Mission Fund would be the same as the intent in the original document. The income and principal will be paid out as necessary to PRISM to fund projects and programs, mission and ministry in a cooperative urban, inner city strategy to benefit the City of Elizabeth and Hillside. The continuation of this fund is due to the urgency in funding inner-city needs and the importance of cooperative and strategic long term planning.

ARTICLE SECOND – THE ELMORA PRESBYTERIAN LEADERSHIP AND EDUCATIONAL DEVELOPMENT FUND

The newly created Elmora Presbyterian Leadership and Educational Development Fund would be a combination of the former **ELMORA PRESBYTERIAN CHURCH EDUCATION FUND** and **ELMORA PRESBYTERIAN TWENTY-FIRST CENTURY URBAN CHURCH LEADERSHIP FUND**. The purpose of the newly created fund would be for (1) leadership training of clergy and laity of the Elizabeth and Hillside area churches to include the following, but not limited to transformation, evangelism and outreach and (2) to enable church leaders, not only from Elizabeth and Hillside, but also Plainfield and other urban centers within the bounds of the Presbytery of Elizabeth, or those from suburban churches with the desire to increase their knowledge of urban ministry to attend church transformation, education, leadership and evangelism conferences.

ARTICLE THIRD – THE ELMORA PRESBYTERIAN JOINT MISSION INITIATIVE TRANSFORMATION FUND

The newly created Elmore Presbyterian Joint Mission Initiative Transformation Fund would combine elements of the current **ELMORA TRANSFORMATION** and the **ELMORA PRISM FUND**, while adding the element of joint mission initiative projects, not only between PRISM churches, but also churches in Plainfield and other urban cities within the bounds of the Presbytery. The current Transformation Fund calls for the grants to be used for significant transformation grants within the city of Elizabeth and Hillside. The current PRISM Fund calls for the staffing and support of PRISM. The new Joint Mission Initiative Transformation Fund would significantly enlarge the scope of possible use for cooperative mission projects throughout the Presbytery, with the ability to provide funding for staffing as required by the project. Other funding from the Presbytery, Synod or the PCUSA should be considered and sought after while seeking funding from this PRISM Fund.

As of the Treasurer’s Report of 12/31/13 of the Presbytery of Elizabeth, the new Articles would have the following dollar amounts invested (based on the \$618,861) shown on the Balance Sheet:

<u>ARTICLE ONE:</u>	50%
<u>ARTICLE TWO:</u>	20%
<u>ARTICLE THREE:</u>	30%
<u>TOTAL</u>	100%

**Does not include the \$43,000 approved for the Latino Evangelist Position @ First Elizabeth or investment income earned or lost through the end of February.

With the exception of the **ELMORA PRESBYTERIAN CHURCH MEMORIAL SCHOLARSHIP FUND**, which is administered by the PCUSA and the **ELMORA PRESBYTERIAN CHURCH HUNGER FUND**, which is invested in the Presbyterian Foundation Permanent Fund, where the interest earned is used to support the Cranford Elmore Soup Kitchen, all of the remaining Funds, originally created under the **ELMORA PRESBYTERIAN CHURCH LEGACY FUND CHARTER**, will be dissolved.

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