

**PRESBYTERY OF GENEVA
STATED MEETING**

**WESTERN PRESBYTERIAN CHURCH
MARCH 20, 2018**

The Presbytery of Geneva lives to support and equip congregations and leaders to be Christ in the Finger Lakes and the world.

MINUTES

The Presbytery of Geneva held a duly-called Stated Meeting on Tuesday March 20, 2018 at Western Presbyterian Church, Palmyra, New York.

GATHERING FOR SHARED WORK

Call to Order and Opening Worship

The Rev. Katherine Griffiths, Moderator, called the meeting to order at 9:45 a.m., a quorum being present.

The Moderator offered the opening prayer. Prior to the meeting, opportunity was given for presbyters to attend one of three 30 minute study sessions: *A Taste of the Presbytery*.

- Orientation of New Commissioners
- Congregational Resources: Vacation Bible School Planning
- Resting in God: Bible Study

The Moderator led the presbytery in a brief opening worship, including the lighting of the Christ Candle and the lighting of Church Candles.

Lighting of the Christ Candle

Moderator: The Presbytery of Geneva lives to support and equip congregations and leaders to be Christ in the Finger Lakes and the world.

People: *We are your people: Lord by Your grace, You dare to make us Christ to our neighbors of every nation and race.*

Lighting of the Church Candles

Moderator: The Presbytery of Geneva is hereby called to order as we address the business before us.

People: *Called to portray You, help us to live closer than neighbors, open to strangers, able to clash and forgive.*

Women: *Glad of tradition, help us to see in all life's changing where You are leading, where our best efforts should be.*

Men: *Joined in community, breaking Your bread, may we discover gifts in each other, willing to lead and be led.*

All: *Lord, as we minister in different ways, may all we're doing show that You're living, meeting Your love with our praise. Amen.*

[text: Brian Wren, 1973, © 1975, Hope Publishing, *Presbyterian Hymnal* #436]

Song of Praise: Hymn # 229, *From All that Dwell Below the Skies*

ROLL

ACTIVE MINISTERS SERVING CHURCHES (P = Present; Ex = Excused; A = Absent)

Name	Jan 27	Mar 20	May 19	Sept 25	Nov 17
Austin, Amy Loving – Bellona Memorial / Seneca, Seneca #9	P	P			
Baker, Kirk – Newark, Park (Transitional Pastor)	P	EX			
Bhasker, Stanley – Bath, Bath	P	P			
Crimmins, Betsy – Elmira, First	EX	EX			
Delhagen, Kyle – Palmyra, Western (RCA, Formula of Agreement)	P	P			
Donnan, Ellen – Dundee, First / Junius, Junius	P	P			
Griffis, Katherine – Hornell, United	P	P			
Grohman, Deb – Ontario, Ontario		A	P		
Heimberger, Gail – Sodus, First United	P	P			
Incze, Bruce Imre – Arkport	P	P			
Kennedy, Glen – Painted Post, United (Stated Supply)		A	P		
Kerr, James – Canandaigua, United		A	P		
Lester, Donald – Howard, Union*		A	A		
Lind-Schmitz, Deborah – Geneva, The Presbyterian Church of Geneva	P	P			
McDonald, John – Ithaca, First	P	P			
Malles, Paul – Penn Yan, First	P	EX			
Marr, Peter – Addison, Addison (Stated Supply)*		A	A		
Mellgard, Rob – Ovid Federated	P	P			
Milne, Cara Sutton – Watkins Glen		A	P		
Ntuala, Leah – Seneca Falls, First		A	P		
O'Leary, Lucinda – Rock Stream (Stated Supply)*		A	A		
Peeples, Cheryl – Trumansburg, First Ulysses	P	P			
Preisendanz, David – Elmira, North	P	P			
Riehl, Kirianne Weaver – Ithaca, First		A	P		
Slater, Sabrina – Spencer, Christ the King Fellowship Presbyterian Church	P	P			

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Tierson, A.J. – <i>Phelps / United Shortsville, Shortsville (Stated Supply)</i>	P	P			
Ugoretz, Jeffrey – <i>Corning, First</i>		A	A		
Winters, Jane – <i>Elmira, Westminster (Temp. Supply)</i>	P	P			
TOTAL PRESENT	17	21			
TOTAL EXCUSED	1	3			
TOTAL ABSENT	11	4			

MINISTERS IN VALIDATED MINISTRIES / MINISTERS AT-LARGE

(V = Validated ~ AL = At-large)

Name	Jan 27	Mar 20	May 19	Sept 25	Nov 17
Ashby, David (V) – <i>Interim Pastor, Honeoye Falls, NY</i>	P	Ex			
Campbell, Anne (AL)		A	A		
Delhagen, Harold (V) – <i>Synod Executive, Synod of the Northeast</i>	Ex	Ex			
Duncan, Russell (V) – <i>United Church of Salem, Salem, VT (UCC)</i>	Ex	Ex			
Fitzgerald, Janice (V) – <i>Robinson Memorial PC, Syracuse, NY</i>	P	P			
Frank, Aaron (AL)		A	A		
Haines, Todd (AL)		A	A		
Huling Hummell, Cynthia (AL)		A	A		
McCollister, Dan (AL)		A	A		
Wareham, J. Christy (AL)	Ex	Ex			
Warrington, Karl (AL)	P		A		
Weaver, Cindy (AL)	P	P			
TOTAL PRESENT	4	2			
TOTAL EXCUSED	3	4			
TOTAL ABSENT	5	6			

HONORABLY RETIRED MINISTERS (If serving a church, service is noted in parentheses)

(Honorably Retired Ministers, if not present, are automatically marked as "excused.")

Name	Jan 27	Mar 20	May 19	Sept 25	Nov 17
Barnard, David	Ex	Ex			
Bartel, Joanne	Ex	Ex			
Bidelspacher, Nancy Torpey	Ex	Ex			
Coffman, Fred	Ex	Ex			
Courtney, Philip	Ex	Ex			
Creelman, Gilmore	Ex	Ex			
Crego, Peter	Ex	Ex			
Edwards, Sam	Ex	P			
Elder, John	Ex	Ex			
Farrell, Nancy	Ex	P			
Flaherty, Scott	Ex	Ex			
Gerling, Jim	Ex	Ex			
Gould, John	Ex	Ex			
Hicks, James	Ex	P			
Hood, Kenneth	Ex	Ex			
Husted, Susan	Ex	Ex			
Johnson, Timothy	P	P			
Karr-Lyon, Beverly	Ex	Ex			
Kellam, Jeffrey	Ex	Ex			
Kilgore, David	P	Ex			
Knight, Jonathan	Ex	Ex			
Magley, Fred	Ex	P			
Meiser, Jr., Edward	Ex	Ex			
Montgomery, Tom	Ex	Ex			
Murray, Virginia	Ex	Ex			
Newman, James	Ex	Ex			
Otterbacher, Suzanne	Ex	Ex			
Price, Richard	Ex	Ex			
Rochelle, Robert	Ex	Ex			
Teller, Gailey	Ex	Ex			
Tennies, Herb	Ex	Ex			
Tyrrell, Jamie (<i>Presbytery Treasurer</i>)	Ex	P			

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Valk, John	Ex				
TOTAL PRESENT	2	6			

CORRESPONDING MEMBERS WITH VOICE AND VOTE (Ministers of another Denomination or another Presbytery who are serving Presbyterian Churches in the Presbytery of Geneva)

Name	Jan 27	Mar 20	May 19	Sept 25	Nov 17
Badger Becker, Elder Linda -- <i>Transitional Leader (Pby of Genesee Valley)</i>	P	P			
Elford, the Rev. Cheryl Ann -- <i>Elmira, North (Pby of Susquehanna Valley)</i>	A	A			
Frigard, the Rev. Beth -- <i>Big Flats (Formula of Agreement – UCC)</i>	A	A			
Lostetter, the Rev. Robin – <i>Naples, Trinity (Presbytery of Pittsburgh)</i>	A	A			
Schwartz, the Rev. Barbara -- <i>Hector & Lodi (Pby of Susquehanna Valley)</i>	P	P			
Stuber, the Rev. Walter -- <i>Wolcott (Pby of Genesee Valley)</i>	A	P			
West, Sarah – <i>Waterloo (Disciples of Christ)</i>	A	P			
TOTAL PRESENT	2	4			
TOTAL EXCUSED	0	0			
TOTAL ABSENT	5	3			

CORRESPONDING MEMBERS (Ministers of another denomination or another presbytery who serve the Presbytery of Geneva in roles other than pastor of a particular church. **VOICE, NOT VOTE**)

Name	Jan 27	Mar 20	May 19	Sept 25	Nov 17
The Rev. Val Fowler, Stated Clerk (<i>Presbytery of Genesee Valley</i>)	P	P			
TOTAL PRESENT					
TOTAL EXCUSED					

CORRESPONDING MEMBERS ENROLLED FOR THIS MEETING

Name	Presbytery / Agency

COMMISSIONERS FROM CHURCHES

Church Name	Jan 27	Mar 20	May 19	Sept 25	Nov 17
Addison, Addison	A	A			
Almond Union	A	A			
Andover, First	A	A			
Arkport, First	A	Beth Haines-He			
Atlanta, Atlanta	A	A			
Bath, First	A	A			
Benton, Bellona	A	A			
Big Flats, First	A	A			
Burdett, Burdett	A	A			
Canandaigua, United	P	Ken Allen			
Canistota, Canistota	A	Barbara Stephens			
Cohocton, First	A	A			
Corning, First	A	A			
Dundee, First	Dissolved	12/31/17			
Elmira, First	P	A			
Elmira, Lake Street	A	A			
Elmira, North	P	Jeff Richards			
Elmira, Westminster	A	A			
Fayette, W. Fayette	A	A			
Geneva (1)	P	Edwin Frick			
Geneva (2)	P	A			
Hammondsport, First	A	A			
Hector, First	P	Susan Rocholl			
Hornell, United	P	James Varner			
Horseheads, First	A	Bob Sell			
Howard, Howard	A	A			

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Union					
Huron, Huron	A		A		
Ithaca, First	A	Gail Farnham			
Jasper, Jasper	A		A		
Junius, Junius	P	Kristi Ward			
Lodi, Lodi	A		A		
Lyons, First	A	Tracy Rankert			
Marion, United	P	Connie Franks			
Moreland, Moreland	A		A		
Naples, Trinity Fed.	P	Don Braun			
Newark, Park	A	Debbie Compher			
Oaks Corners	P	Mae Schweickhard			
Ontario, First	A		A		
Ovid Federated	A	Judy Mellgard			
Painted Post, United	A		A		
Palmyra, East Palmyra	A				
Palmyra, Western	P	Phil Opdyke			
Penn Yan, First	P	Sue Goodrich			
Phelps, United	A		A		
Prattsburg, First	A		A		
Pulteney, First	P	Rosanna Bates			
Red Creek	P		A		
Rock Stream	P		A		
Romulus	P		A	Dissolved	04/04/18
Seneca Falls, First	A	Jan Hyle			
Seneca, Seneca #9	A		A		
Shortsville, First	A		A		
Sodus, First United	A		A		
Spencer, Christ the King Fellowship	P		A		
Trumansburg, First of Ulysses	P		A		
Waterloo, First	A	Ruth Townsend Eads			
Watkins Glen, First	A	Rod Ross3ter			
Weston, Weston	A		A		
Williamson	A	Dismissed		01/27/18	
Wolcott	P	Carol Merrell			
TOTAL PRESENT	20	23			
TOTAL EXCUSED	0	0			
TOTAL ABSENT	39		34		

ADDITIONAL ELDER COMMISSIONERS
(Appointed by presbytery to correct elder-clergy imbalance)

Name	Church	Relationship	Jan 27	Mar 20	May 19	Sept25	Nov 17
Anderson, Rob	Penn Yan	222 nd GA Commissioner	A	P			
Baker, Phoebe		Nominating	P	P			
Bailey, Tom	Spencer	Budget & Finance		P			
Beals, Steven	West Fayette	CRE / Personnel	P	P			
Braun, Joann	Naples, Fed	Moderator	P	P			
Champlin, Virginia	Geneva	SNE Min. & Mission	P	Ex			
Colvin, Donna	Pulteney	Synod Commissioner	A	A			
Evans, Richard	Burdett	CRE	A	A			
Frost, Carleen	Oaks Corners	CRE	P	A			
Gingerich, John	Wolcott	CRE / Council Chair	P	P			
Novack, Joy	Romulus	CRE	P	A			
Peek, Donald	Canisteo	CRE	P	Retired			
Richmond, Lucille	Red Creek	CRE		A			
Schied, Dick	Weston	CRE	P	P			
Werts, Linda		P.W. President	P	P			

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TOTAL PRESENT		10	8			
TOTAL EXCUSED		0	1			
TOTAL ABSENT		3	5			

REGISTERED Guests (current meeting)
Includes CREs not serving churches

Mary McDonald	First & Central Presbyterian Church, Elkton, MD
Fred McDonald	First & Central Presbyterian Church, Elkton, MD
Michelle Serra	Canisteo
Gary Harman	Geneva Presbyterian Church
Beau McFell	First, Ithaca
Susan Multer	First, Ithaca
Carol Wilson	First, Ithaca
Harriette Potter	Pulteney Presbyterian Church

SUMMARIES FOR EACH MEETING	Jan 27	Mar 20	May 19	Sept 25	Nov 17
Total Minister Commissioners Present*	25	33			
Total Elder Commissioners Present	30	33			
Parity (expressed in terms of Elders, + or -)	+5	Even			
Total Minister Commissioners Absent, Unexcused**	21	14			
Total Churches Unrepresented by Elders***	39	33			
Total Churches Unrepresented by Elders and Pastors	23	16			
Total Registered Visitors	4	8			
Total Registered Attendance****	66	74			

* Includes Corresponding Members with voice and vote. Does not include Corresponding Members, with voice, not vote. Includes Validated, At-large, and Honorably Retired

** Does not include Corresponding Members with voice only; and Honorably Retired Ministers

*** Includes churches marked "excused"; does not include Additional Elder Commissioners, as they are not elected by sessions.

**** Includes Corresponding Members without vote

**Opening Business: "The Presbytery of Geneva lives...." Part 1
(Declaration of a Quorum)**

The stated clerk confirmed that a quorum is present for the meeting.

APPROVAL OF DOCKET

The presbytery VOTED to approve the docket for the meeting:

9:00 a.m. **Gathering for Fellowship & Learning**
9:00 a.m. Registration & Fellowship Time (through 9:45)
9:15 a.m. Optional Learning Sessions – *A Taste of the Presbytery*

9:45 a.m. **Gathering for Shared Work**
9:45 a.m. Call to Order & Opening Worship

9:50 a.m. Opening Business: "The Presbytery of Geneva lives...." Part 1
Declaration of a Quorum

The presbytery is the council serving as a corporate expression of the church within a certain district and is composed of all the congregations and ministers of the Word and Sacrament within that district. Congregations are represented at presbytery meetings by ruling elders elected by sessions as commissioners. (Book of Order G-3.0301)

The Presbytery of Geneva is composed of 58 congregations and 81 ministers of the Word and Sacrament. A quorum consists of three ruling elders from three different churches and three ministers of Word and Sacrament.

Enrollment of Corresponding Members
Privilege of the Floor
Welcome of New Elder Commissioners

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- Approval of the Docket
Welcome from the Host Church
Appoint composer of a *Resolution of Thanks*
Announcements
- 9:50 a.m. Report of the Stated Clerk - Val Fowler
- 10:00 a.m. Business Related to Congregations and Leaders: "... to support and equip congregations and leaders..."
The presbytery is to serve as pastor, counselor, and advisor to its pastors and congregations.
(Book of Order, G-3.0307; see all of G-3.03 for details)
Thanking our past moderator – Linda Badger Becker
Administrative Commissions – news and actions
Dundee, First
Romulus
Elmira, Westminster
Williamson, First
Committee on Ministry – news and actions
Small Church Network sharing
Other news and action items
Presbyterian Women
Synod Mission & Ministry Commission
General Assembly – actions
- 11:45 a.m. LUNCH
- 12:30 p.m. Presbytery Reconvenes -- Internal Business: "The Presbytery of Geneva lives...." Part 2
Stated Clerk's Report
Approval of Minutes: Stated Meeting of January 27, 2018
Transitional Leader
Personnel Committee
Nominating Committee
General Council
Budget & Finance

Bringing of Church Candles to surround Christ Candle
Time of individual silence and reflection / Prelude for worship service
- 1:45 p.m. **Gathering for Worship and Sending**
Presbytery Worship Service

Closing Matters
Resolution of Thanks
Additional announcements
Extinguishing of candles
Adjournment and Benediction

ENROLLMENT OF CORRESPONDING MEMBERS

The presbytery VOTED to enroll the following persons as Corresponding Members:
There were none.

PRIVILEGE OF VOICE

The presbytery VOTED to:

Grant privilege of voice to non-commissioners who will be making or participating in reports to this meeting of the Presbytery of Geneva.

WELCOME OF NEW ELDER COMMISSIONERS

The presbytery welcomed new and first-time elder commissioners from the following congregations:

Geneva Horseheads Seneca Falls

WELCOME FROM THE HOST CHURCH

The Rev. Kyle Delhagen welcomed the presbytery, on behalf of Western Presbyterian Church. The church just celebrated their 200th Anniversary. The church is excited about the beginning of Family Promise in Wayne County. Western Presbyterian Church will be one of the host churches for Family Promise. The church is encouraging all Wayne County churches to participate.

RESOLUTION OF THANKS

The Moderator appointed Jeff Richards (Elmira, North) to prepare a *Resolution of Thanks*, to be presented at the end of the meeting.

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ANNOUNCEMENTS & SHARING

Opportunity was given for persons to provide announcements for the presbytery.

Business Related to Congregations and Leaders: “...to support and equip congregations and leaders....”

THANKING OUR PAST MODERATOR

Transitional Leader Linda Badger Becker offered appreciation to Elder Joann Braun (Naples, Trinity) for her leadership as Moderator of the Presbytery of Geneva. Linda invited Joann to the chancel, and presented her with a bouquet of long-stemmed yellow roses, because as expressed by her e-mail address, Joann is “Texas Yellow Rose.”

ADMINISTRATIVE COMMISSIONS

(Dundee, First)

Paul Malles, Chair of the Commission, was unable to be present. In his stead, Dick Schied reported that the congregation was dissolved as of December 31, 2017 and the Administrative Commission is now fully responsible. Items in the church are being inventoried, and many of those items will be soon available for the asking/taking. In the near future, there may be an offer for the church building.

(Romulus)

Stephen Beals reported that Romulus Presbyterian Church will close, effective April 2, 2018. The Easter Sunday service will be led by Elder Joy Novack, CRE. The remaining \$1,000 in the church account will be presented to Joy, in appreciation for her years of service to the church. The contents of the church are being inventoried, and many items will be available for other churches.

The presbytery VOTED to:

Concur with the request of the congregation of Romulus Presbyterian Church to be dissolved effective April 2, 2018.

(Elmira, Westminster)

Elder Jim Varner, clerk of the Administrative Commission, reported. The Administrative Commission is beginning its work. The stated clerk provided orientation on January 26. The Commission met with the church session in February; the session is fully functioning. The building will soon be listed for sale. Consideration is being given to how the congregation may continue to worship and serve, following sale of the church building.

(Williamson)

The Rev. Tim Johnson reported for the Administrative Commission. The process of the transfer of the church to the Evangelical Presbyterian Church has been a long one. In 2015, the presbytery voted, “If the way be clear” to transfer the church’s membership to the Evangelical Presbyterian Church. All of the conditions set out in 2015 have been met, including payment to the Presbytery of Geneva of \$11,000. All re-incorporation requirements have been met, and the deed and title have been transferred to the church.

The presbytery VOTED to:

Dissolve the Administrative Commission for First Presbyterian Church, Williamson, NY with thanks.

COMMITTEE ON MINISTRY

Adrian Tierson, co-chair, presented the report of the Committee on Ministry.

The following items are from the February 6, 2018 and March 6, 2018 meetings of the Committee.

Items for Presbytery’s action:

The presbytery VOTED to:

(Honorably Retired Status / the Rev. Jim Kerr)

1. **Grant** the status of Honorably Retired to the Rev. Jim Kerr (Canandaigua, United), effective July 31, 2018.

[NOTE: Formal recognition by the presbytery will occur at a later time.]

(Commissioning / Elder Don Peek, CRE)

2. **Commission** Elder Don Peek, CRE to the Pulpit Supply List with authorization to officiate the Lord’s Supper. The Moderator led a brief commissioning service. Elder Peek responded affirmatively to the Constitutional Questions, and the presbytery responded affirmatively to their Constitutional Questions.

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(Administrative Commission for Romulus)

3. **Appoint** the Rev. Amy Loving Austin (Bellona / Seneca #9) as a member of the Administrative Commission for First Presbyterian Church, Romulus.

ACTIONS TAKEN ON BEHALF OF THE PRESBYTERY

Acting on behalf of presbytery, the Committee VOTED to:

(Moderator Appointment / East Palmyra)

1. **Appoint** the Rev. Jim Hicks as moderator of the session of East Palmyra Presbyterian Church, Palmyra, NY effective February 7, 2018.

(Moderator & Supervising Pastor / Canisteo)

2. **Appoint** the Rev. Katherine Griffis as moderator of the session of First Presbyterian Church, Canisteo, NY; and as Supervising Pastor for Michelle Serra.

(Newark, Park / Moderator Appointment)

3. **Appoint** the Rev. Ellen Donnan as moderator of the session of Park Presbyterian Church, effective March 12, 2018.

ITEMS FOR THE PRESBYTERY'S INFORMATION

The Committee VOTED to:

(East Palmyra)

1. **Approve** the following action responses regarding the East Palmyra Presbyterian Church.:
 - The moderator and liaison will clarify Section 4 of the contract.
 - Gail Heimberger and Jim Hicks will coordinate officiating at communion services.

NOTE: Subsequent to the actions of the Committee on Ministry, Joshua Baker resigned his service with the East Palmyra Presbyterian Church, effective immediately. Ellen Donnan and Adrian Tierson have helped the congregation engage preachers through the Sunday after Easter, and provision of basic pastoral care.

(Waterloo / the Rev. Sarah West)

2. **Approve** the Stated Supply Contract between the session of First Presbyterian Church, Waterloo, NY and the Rev. Sarah West, effective January 1, 2018 for one year at the following terms:

Salary	16,250.00
Housing allowance	8,750.00
Social security offset	1,396.13
Pension/Medical	3,000.00
Study leave expense	500.00

Travel Allowance: all church related travel vouchered at IRS rate per mile

Study leave time: 2 weeks including 2 Sundays

Vacation: 31 days, including 4 Sundays

(Canisteo / Non-ordained Temporary Supply Contract, Michelle Serra)

3. **Approve** the Non-ordained Temporary Supply Contract (3/8 time) between the session of First Presbyterian Church, Canisteo, NY and Michelle Serra, effective February 1, 2018 for one year at the following terms

Salary	9,125.00
Housing allowance	9,125.00
Effective salary	18,250.00
Social security offset	1,396.13
Pension/Medical	6,661.25
Study leave expense	397.00

Travel Allowance: all church related travel vouchered at IRS rate per mile

Study leave time: 2 weeks including 2 Sundays

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Vacation: 31 days, including 4 Sundays

(Burdett / Elder Richard Evans, CRE)

4. **Approve** the Stated Supply Contract (1/4 time) between the session of Burdett Presbyterian Church, Burdett, NY and the Rev. Elder Richard Evans, CRE, effective January 1, 2018 for one year at the following terms:

Salary	4,262.00
Housing allowance	7,915.00
In lieu of pension	4,444.00

Study leave time: \$250.00 and 2 weeks including 2 Sundays

Vacation: one month, including 4 Sundays

(Shortsville / the Rev. Adrian Tierson)

5. **Approve** the Stated Supply Contract (3/8 time) between the session of First Presbyterian Church, Shortsville, NY and the Rev. Adrian Tierson, effective January 1, 2018 at the following terms:

Salary and Housing	11,872.00
Housing	8,718.00

Board of Pensions	Full Benefits
SECA	1,575.00
Study Leave	250.00

Travel expenses reimbursed at current IRS mileage rate.

Vacation: one month, including 5 Sundays

Study leave: 2 weeks, including 2 Sundays

(Weston / Elder Dick Schied, CRE)

6. **Approve** the Commissioned Ruling Elder Contract (1/4 time) between the session of Weston Presbyterian Church, Weston, NY and Elder Dick Schied, CRE, effective January 1, 2018 for one year at the following terms:

Total Compensation	19,560.00
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(Hammondsport / Ministry Information Form)

7. **Approve** the Hammondsport Ministry Information Form for circulation through Church Leadership Connection.

[The Committee previously granted the Hammondsport Church permission, due to their small size, to elect the session as the Pastor Nominating Committee. That election was accomplished during the recent Annual Congregational Meeting.]

(Horseheads / Ministry Information Form)

8. **Approve** the Ministry Information Form for circulation through Church Leadership Connection; and **authorize** the congregation to proceed to elect a Pastor Nominating Committee.

(East Palmyra / Pulpit Supply)

9. **Approve** the Rev. Ellen Donnan to preach more than two times per month at East Palmyra Presbyterian Church, East Palmyra, NY.

[NOTE: Stated clerk, the Rev. Val Fowler, will lead worship at preach for East Palmyra on Easter Sunday, April 1, 2018. Alicia Alvarez will preach on Sunday April 8, 2018.]

(Coaching)

10. A recommendation was made for the future that the Committee provide coaching for congregations where appropriate, and even consider the possibility of making coaching apart of the placement of an Administrative Commission. A further suggestion was made that the Committee engage in an intentional assessment of the lives of the congregations in the Presbytery of Geneva, and who might benefit from coaching. There is \$4,488.48 in the Hay Grant, specifically earmarked for coaching.

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(Boundary Awareness Training)

11. **Approve** up to \$3,500 from the Study Leave Fund Grants line in Presbytery Restricted Funds Accounts, to pay for Boundary Awareness Training to be led by David Olson; and that COM advertise the event as Study Leave; and require attendance by all persons serving in pastoral leadership, Commissioned Ruling Elders, members of the Committee on Ministry and members of the Permanent Judicial Commission.

(Appointment of Response Team – Sexual Misconduct Policy)

12. Adrian Tierson reported that a Response Team has been formed and is working with respect to a situation involving alleged sexual misconduct.

(Liaison Assignments Update)

13. **Approve** the updated Liaison Assignments. [See **Attachment A.**]

(Small Church Network)

Stephen Beals offered a presentation concerning the First Presbyterian Church of West Fayette, which he serves as Commissioned Ruling Elder. He shared West Fayette's experience hosting a program to address the opioid addiction crisis. Last summer, the church hosted a four-week workshop on opioid addiction. Five city agencies provided leadership, including addition counselors, recovering addicts, and law enforcement. There was no cost to the church other than time, location, and food. Twenty-four persons attended the first session, and most of them returned for the following three sessions. Stephen shared the three "take-aways" from the experience:

1. Opioid addiction is a disease.
2. The disease can attack any-one. There is now a Nar-Anon group in the county.
3. "If we can do it, you can, too."

COMMITTEE ON PREPARATION FOR MINISTRY

John Gingerich offered the report. The Committee cares for persons seeking ordination to Ministry of Word & Sacrament, and persons seeking to become Commissioned Ruling Elders. He reached out to those who may be feeling a call to those ministries, and encouraged them to be in contact with him.

Business Related to Mission: "...to be Christ in the Finger Lakes and the world..."

CAMP WHITMAN

Linda Badger Becker presented the report on behalf of Lea Kone, Camp Whitman Director. Camp Whitman has been engaged in an intensive Strategic Planning Process led by Run River Enterprises. Run River specializes in consulting with camps. She briefly outlined the process of Strategic Planning:

- Purpose/Mission
- Vision/Strategy
- Structural Organization
- Staffing

She noted that the General Council is the "Camp Operator." The Advisory Committee (comprised of five members from the Presbytery of Geneva and four members from the Presbytery of Genesee Valley) advises the General Council.

The mission of the camp is focused on:

- Christian Community
- Deepening our connections with the earth
- Experiencing diversity as a gift from God.

The emergent vision includes:

- Leadership in the stewardship of God's creation
- Exceptional hospitality as an expression of Christ's love
- Enabling all persons to grow in servant leadership

Emerging recommendations:

- Program growth
- Marketing
- Organizational Development (the model of subsidy by the presbyteries is not sustainable)

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- Site & Facilities Development (the camp needs a LOT of attention and work)

Next steps:

- Increase volunteerism
- Increase earned revenue
- Site appraisal
- Continue strategic planning with Run River, including consideration of site and facility development

COMMITTEE ON REPRESENTATION

Leah Ntuala and Jane Winters presented the report.

The Committee has put out two newsletters: Black History Month (February) and Women's History Month (March).

Leah read Matthew 5:14-16 and led the chorus, "This little light of mine, I'm gonna let it shine." She asked, "How does this story of the shining light *matter* to my church?"

PRESBYTERIAN WOMEN

Linda Werts presented the report.

Linda celebrated the Women's Birthday offering, and noted that Park Presbyterian Church, Newark received a grant from the Birthday Offering, to build a church in South Sudan.

Women's Birthday Offering materials will be made available during lunch. Linda encouraged support of the Offering.

On April 6 there will be a farewell dinner in honor of the Rev. Kirk Baker, as his service at Park Presbyterian Church comes to an end.

SYNOD MISSION & MINISTRY COMMISSION

The report is included in the General Council Report.

Betsey Crimmins reported concerning recent mission involvement by First Presbyterian Church, Elmira, NY. The church has been involved in Mission Trips to Puerto Rico. Relationships have been developed, and phone contact continues. The Church engaged in a major fund-raising event for Presbyterian Disaster Assistance: the goal was \$10,000. The church held a major dinner in December, which expanded the church's heart to be involved. Leslie Latham of the PCUSA Puerto Rico Task Force spoke during the dinner.

Betsey noted that Hurricane Maria has had a huge impact on Puerto Rico, and on the people who are involved in ministry to the country. She shared a major take-away for Elmira, which all churches can experience: Encourage your congregation's involvement in mission beyond the church. Whatever you do will bring revitalization and energy to your congregation.

At Betsey Crimmins' request, the Moderator led the presbytery in prayer for the recent school shooting in Maryland.

GENERAL ASSEMBLY

The presbytery considered the request from the session of First Presbyterian Church, Ithaca, that the presbytery concur with General Assembly Overture 2018-006 (Divestment from Fossil Fuel Investments, and Re-investment in Sustainable Energy).

The Rev. Kirianne Riel, Pastor of First, Ithaca noted that it was not the session's intention to present the Additional Rationale for the presbytery's consideration. The session's request is limited to concurrence with the Overture as presented by the Presbytery of Hudson River.

The Moderator presented the question for the presbytery's consideration:

Shall the Presbytery of Geneva concur with Overture 2018-006?

Elder Brad McFall, a member of the Justice, Peace, and Integrity Committee of First Presbyterian Church, Ithaca, spoke to the request for concurrence. He noted that 31 presbyteries throughout the PCUSA have concurred with the overture.

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Opportunity was given for discussion and debate, regarding the question before the presbytery.

The presbytery VOTED to concur with Overture 2018-006. [NOTE: The vote was not unanimous. No one requested that their dissent be registered.]

The Rev. Kyle Delhagen offered grace for the meal.

11:45 -- LUNCH

12:45 – PRESBYTERY RECONVENES

Internal Business: "...The Presbytery of Geneva Lives..." Part 2
STATED CLERK REPORT

The stated clerk acknowledged with appreciation that Elder Mae Schweickard of Oaks Corners Presbyterian Church was the first volunteer to assist the stated clerk with the recording and preparation of the Minutes of this stated meeting. He introduced her to the presbytery and thanked her for her service. He noted that Kristi Ward of Junius Presbyterian Church will assist in May. He encouraged any current or former clerk of session to volunteer for such service at future meetings.

The stated clerk noted that the report of the 2017 Annual Statistics will be presented to the May 19, 2018 stated meeting of the presbytery.

Items for Presbytery's Action

The presbytery VOTED to:

(Approval of Minutes)

1. **Approve** the Minutes of the January 27, 2018 stated meeting of the Presbytery of Geneva, held at First Presbyterian Church, Penn Yan, NY.

Items for Presbytery's Information.

(Ordination Anniversaries)

A. The following are the significant ordination anniversaries of ministers that will occur this year (listed in 5-year increments):

15 years (2003)

The Rev. Kirianne Riehl (March 30, 2003 – Presbytery of New York City)
The Rev. Gail Heimberger (October 5, 2003 – Presbytery of Geneva)

20 years (1998)

The Rev. Deborah Grohman (January 24, 1998 – Presbytery of Ohio Valley)
The Rev. Gailey Teller (September 18, 1998 – Presbytery of Lackawanna)
The Rev. Todd Haines (October 18, 1998 – Presbytery of Hudson River)
The Rev. Paul Malles (October 25, 1998 – Presbytery of Chicago)

25 years (1993)

The Rev. Ellen Donnan (July 11, 1993 – Presbytery of Geneva)

30 years (1988)

The Rev. Nancy Bidlespacher (November 27, 1988 – Presbytery of Geneva)
The Rev. Dan McCollister (August 7, 1988 – Presbytery of Geneva)

35 years (1983)

The Rev. Nancy Farrell (August 14, 1983– Presbytery of Chicago)

40 years (1978)

The Rev. Jonathan Knight (February 19, 1978 – Presbytery of Cayuga Syracuse)
The Rev. Susan Husted (November 19, 1978 – Presbytery of Geneva)

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50 years (1968)

The Rev. Robert Rochelle (October 5, 1968 – Presbytery of Newton)

Over 50 years

The Rev. Timothy Johnson (51 years May 28, 1967 – Presbytery of Lake Huron)
The Rev. Jim Hicks (52 years, July 29, 1966 – Presbytery of The Western Reserve)
The Rev. Sam Edwards (53 years, May 23, 1965 – Presbytery of Central Washington)
The Rev. Gilmore Creelman (55 years, June 18, 1963 – Presbytery of Mahoning)
The Rev. John Valk (57 years, October 15, 1961 – Presbytery of Newark)
The Rev. John Elder (58 years, May 20, 1960 – Presbytery of Northern New England)
The Rev. Herb Tennes (59 years, May 14, 1959)
The Rev. Fred Coffman (68 years, July 1, 1950 – Presbytery of Philadelphia)
The Rev. Fred Magley (70 years, October 13, 1948 – Presbytery of Newark)

TREASURER'S REPORT

The printed report of the Presbytery Treasurer is an Attachment to these minutes.

Treasurer the Rev. Jamie Tyrell, HR reported that the revision of the mortgage on the Presbytery Office building is absolutely the best conventional mortgage available, and was achieved as a result of the major improvement in the presbytery's financial health and the improvements in the reporting and management of the presbytery's funds.

The first months of 2018 have been very good, and promise a year of continued strength and progress.

TRANSITIONAL LEADER REPORT

PRESBYTERY NOMINATING COMMITTEE REPORT

Elder Phoebe Baker, Chair, presented the report of the Presbytery Nominating Committee.

The presbytery VOTED to elect the following persons:

Committee on Representation – Class of 2020 – the Rev. Bruce Incze (Arkport)

The presbytery VOTED to elect the following persons, as presented by the Presbytery Nominating Committee:

Presbytery Vice-Moderator

The Rev. Glen Kennedy (Painted Post), to complete an unexpired term

Committee on Personnel

The Rev. Nancy Farrell (HR / Huron), to complete an unexpired term, Class of 2019

General Council (two vacant at-large members)

Elder Rachel Dillon (Penn Yan), Class of 2020

Elder Donna Colvin (Pulteney), Class of 2020

Permanent Judicial Commission (six-year term)

Elder Ellen Reynolds (Geneva), Class of 2024

The Rev. Rob Mellgard (Ovid), Class of 2024

[NOTE: One position for a Ruling Elder is still pending.]

By request, the stated clerk briefly clarified the role and responsibilities of a Permanent Judicial Commission.

Phoebe Baker noted that two Committee on Ministry positions (one Ruling Elder and one clergy) remain to be filled.

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PERSONNEL COMMITTEE REPORT

Co-chair Steven Beals presented the report of the Personnel Committee.

In response to requests made by the presbytery's auditors, the Personnel Committee worked to develop three policies: a Whistleblower Policy, an Information Technology Disaster Recovery Policy, and a Conflict of Interest Policy.

The presbytery VOTED to approve the following policies:

- Whistleblower Policy
- Information Technology Disaster Recovery Policy
- Conflict of Interest Policy

GENERAL COUNCIL REPORT

John Gingerich, Chair of the General Council, presented the report.

ITEMS FOR THE PRESBYTERY'S ACTION

The presbytery VOTED to:

(Vision Statement)

1. **Approve** the following Vision Statement for the Presbytery of Geneva::

***Radiating the light of Christ,
the Presbytery of Geneva thrives as a community of servants,
lifting up every congregation and leaders in ministering together.***

Background: Following the General Council meeting on March 13, 2018 the General Council continued their Transitional Work, with the goal of producing a Vision Statement which would accompany the previously approved Purpose Statement. The above motion is the fruit of that work.

ITEMS FOR THE PRESBYTERY'S INFORMATION

The General Council VOTED to:

(Camp Whitman – from the February 13, 2018 meeting)

A motion was made and seconded that the General Council:

1. **Refer** the discussion to the Budget & Finance Committee; and **request** that the Budget & Finance Committee report to the General Council in March regarding the source of necessary funds for additional consulting by Run River. [The motion passed with two "no" votes.]

After much discussion, the General Council VOTED to:

2. **Authorize** a site appraisal of the Camp Whitman property; and
3. **Request** the Budget & Finance Committee to find the money to pay for it.
[The motion passed with one "no" vote.]

Background

The General Council received the preliminary report of the Run River consultant process, in preparation for further reflection during the Council's March meeting.

Elder Phil Opdyke (Palmyra, Western), a member of the Camp Whitman Advisory Committee, responded to questions from General Council members.

Phil reported that the Advisory Committee participated in three overnight workshops, held at different locations (including other camps). The work was extremely productive.

Camp Whitman cannot continue viably, in the way it has. The facilities have become—frankly—dilapidated. To put the facility into reasonable shape will cost a *lot* of money. As dilapidated as the camp has become, the Run River consultants made clear that they have seen much worse. The property is valuable and the program is good. The camp cannot charge more because the camp is so rustic. Can we continue running the camp in 2019? Or 2020? There are many things to address this season (2018).

- An important next step is to do an appraisal of the property—a full site assessment.
- If we cannot achieve the volunteers for 2018, the future work will be difficult, if not impossible.

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- Are we going to enter into a transforming (transfiguring?) Camp Whitman ministry?
 - The **presenting issue** is funding the consultants for additional work, and engaging an appraisal. The estimated costs are:
 - Additional consultation by Run River -- \$8,300.00
 - Site appraisal -- \$5,000.000 - \$7000.00
 - Total -- \$13,300.00 to \$15,300
- It was noted that the appraisal may not be as expensive as indicated above.

How will the General Council communicate with the presbytery regarding Camp Whitman?

- We have to talk beyond the fliers that are sent and distributed.
- We have to be transparent regarding ALL of the concerns.
- The Moderator's letter may be one resource.
- An attractive one-page printed resource, with a clear outline of the concerns and possibilities for transformation.

(Presbytery Prayer Directory)

4. **Authorize** Katherine Griffis and the Communication Committee to proceed with developing a *Presbytery Prayer Directory*, the first edition of which will be presented to the March meeting of the presbytery.

Background

Katherin Griffis reported to the General Council that the following persons are serving on the Council's Communication Committee: Stephen Beals, Leah, Ntuala, and Ellen Reynods. (The Transitional Leader will provide staff support.)

Katherine and the Communication Committee are working to develop a Prayer Directory for the presbytery. Every month would feature five congregations (with a picture and a brief summary of the church's current mission), with the encouragement that members of the presbytery pray for the churches represented on the monthly page. This would be very similar to the *Mission Yearbook for Prayer*.

(Attorney / counsel for the presbytery)

5. **Authorize** securing legal counsel for the presbytery, with a retainer to be negotiated.
6. **Authorize** the Council Chair to appoint a Task Force to work on the logistics, including a recommendation for funding. The Task Force will include Tim Johnson, Tom Bailey, and A.J. Tierson (with the Transitional Leader and stated clerk as staff support).

Background

The stated clerk raised the question: Would it be in the presbytery's interest to engage an attorney to serve as the presbytery's counsel, with a retainer? The rationale is the recent and current involvement regarding potential dissolution of congregations and/or sale of buildings and other property.

The Transitional Leader will contact the attorney who has provided service to the presbytery regarding Fairville, Williamson, and Dundee.. Linda will inquire concerning his involvement in the past, and any payment for his services.

(Commissioners to the 223rd General Assembly)

7. **Provide** the presbytery's General Assembly Commissioners and Young Adult Advisory Delegate with a short-term subscription to the *Presbyterian Outlook* (\$12.50 per month, each, for six months). This will provide helpful information for their preparation to serve as commissioners. The *Outlook* has provided this opportunity for the past several years.

(Sponsorship of an International Peacemaker)

8. **Direct** the Budget & Finance Committee to reserve up to \$700.00 of Peacemaking Funds to support the visit of an International Peacemaker during 2018.
- \$500.00 – travel
 - \$200 – 300.00 – for program expenses

Background

The General Council last year approved sponsorship of an International Peacemaker, but that didn't happen.

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Such a sponsorship would be a good use for the Presbytery of Geneva's portion of the annual Peacemaking Offering. The presbytery's total Peacemaking Offering resources is currently \$1064.00.

A suggestion was made to consider having a presbytery-wide Peacemaking Banquet. Churches would be invited to name a "Congregational Peacemaker," who would attend the banquet (accompanied by congregation members) and be recognized. The International Peacemaker would be the keynote speaker. In addition to the banquet, congregations would be encouraged to invite the International Peacemaker to their church, in order to meet members of the congregation and to share her/his story.

(2018 Audit)

9. **Engage** Heveron & Heveron to accomplish the 2018 presbytery audit. [The audit will be accomplished during April/May 2018.]

(Dundee & Romulus – Building Sales)

The General Council considered the question, *In their role as Presbytery Trustees, would the Trustees approve a request that the presbytery hold a mortgage for one or both of the buildings.*

Following careful discussion of relative advantages and disadvantages, the General Council/Trustees VOTED to:

Authorize the Administrative Commissions for Dundee and Romulus to explore all options for disposition of the buildings under their care, including the option of the presbytery holding a mortgage: pending review by legal counsel and review and approval by the Presbytery Trustees.

BUDGET & FINANCE COMMITTEE REPORT

Tom Bailey reported that church pledge forms for 2018 need to be returned.

1. Each year, after the budget is adopted, the presbytery sends a pledge form for a Per Capita Pledge and for a Mission Pledge. As of last week, 12 churches have not returned their pledge form. Please do that as soon as possible. We use the forms to project how our revenue will impact our expenditures.
2. We have separated designated funds from our operating checking account, by placing them in a savings account. We hope that by the end of this year we can end completely the co-mingling of our funds. A separate checking account has also been established for the Chinese Christian Fellowship.
3. We have designated the appropriate committees to disburse funds from the temporarily restricted funds.
4. The committee is reviewing the 2017 end-of-year reports and preparing for the annual audit.
5. We are operating on the principle that what each church gives is based on its own ability and commitment to the presbytery. We do ask you to make a commitment to per capita and mission based on your reported membership and the budget you have approved for the presbytery. We are all in this together.

BRINGING CHURCH CANDLES TO SURROUND CHRIST CANDLE

TIME OF INDIVIDUAL SILENCE AND REFLECTION / PRELUDE FOR WORSHIP

GATHERING FOR WORSHIP AND SENDING

PRESBYTERY WORSHIP SERVICE

The presbytery entered into a time of worship. Leaders of the service included:

- The Rev. Sabrina Slater
- The Rev. Kyle Delhagen
- The Rev. Katherine Griffis and the Rev. Kyle Delagen officiated the Service of the Lord's Supper.
- Cherokee Lane, member of Western Presbyterian Church, sang the Offertory: *We Are Your People, Lord.*

Worship included the *Service of Installation* for the Rev. Glenn Kennedy as presbytery vice-moderator.

CLOSING MATTERS

(Resolution of Thanks)

Jeff Richards presented the Resolution of Thanks:

Western Presbyterian Church: We thank you for being such a welcoming congregation for the March 2018 presbytery meeting.

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We were bathed in abundant sunlight throughout the meeting, as sunlight streamed in through the sanctuary windows.

What an uplifting environment as we debated the issue of fossil fuel investments in the PCUSA Pension and Foundation portfolios.

Thank you for the delicious lunch with the tasty chicken salad and several different gelatin dishes. Not to be missed were the trays full of desserts brought to our tables by cheerful hosts with beaming smiles.

For serving the Palmyra community for more than 200 years, thank you.

May your commitment to God and serving your church community thrive until we gather here again.

(Extinguishing Candles)

(Adjournment & Benediction)

The presbytery VOTED to adjourn the meeting. Glenn Kennedy offered the benediction.

Attest: Val Fowler, Stated Clerk

ATTACHMENTS

ATTACHMENT A: Updated Committee on Ministry Liaison assignments

ATTACHMENT B: Report of the Presbytery Treasurer

ATTACHMENT C: Presbytery of Geneva Whistleblower Policy

ATTACHMENT D: Presbytery of Geneva IT Disaster Recovery Policy

ATTACHMENT E: Presbytery of Geneva Conflict of Interest Policy

ATTACHMENT F: Request for Concurrence with General Assembly Overture 2018-006

ATTACHMENT G: Report of Synod of the Northeast Mission & Ministry Commission

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ATTACHMENT A

COM Liaison Assignments: (Updated February 6, 2018)

RE Priscilla Andrews

Bath
Hammondsport
Penn Yan
Pulteney
Weston

TE Stanley Bhasker

Corning
Arkport
Painted Post
Jasper
Elmira, First

RE Kerm Bossard

Burdett
Hector
Lodi
Romulus
Trumansburg

TE Ellen Donnan

Newark
Sodus
Addison

TE Jim Kerr

Lyons
Geneva
Oaks Corners
Phelps

TE Gail Heimberger

Huron
Ontario Center
Red Creek
Wolcott

TE Jim Hicks

Ithaca
Ovid
Watkins Glen

TE Rob Mellgard

Bellona
Seneca Falls
Seneca No. 9
Waterloo
West Fayette

RE Carol Merrell

East Palmyra
Junius
Marion
Shortsville

TE AJ Tierson

Palmyra Western

RE Dick Schied

Atlanta
Rock Stream
Moreland
Prattsburgh

RE Bessie Tyrell

Canandaigua United
Cohocton
Naples

RE Regie Stover

Almond
Andover
Canistota
Howard Union
Hornell

RE Rehana Stanley

Big Flats
Elmira North
Elmira Westminster
Elmira Lake Street
Horseheads
Spencer

ATTACHMENT B

TREASURER'S REPORT TO THE PRESBYTERY

March 20, 2018

Western Presbyterian Church, Palmyra, NY

Operating Results:

Our results for 2017 will be audited in April and we have asked for the results to be ready before the General Council meeting in May. Our unaudited results show a growth of nearly \$24,000 cash. This

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is the best number the Treasurer has seen since he got involved with Budget & Finance five years ago.

Last year, we were \$22,500 away from being solvent. Today we are well on the correct side of the solvency test. Besides increasing cash, we wrote down a phantom obligation (repayment of a Synod grant, which we no longer are obligated to repay). For the non-accounting types here today: we have more cash and securities than obligations—always a very good thing.

As a result of our long-term relationship with Community Bank, and our improved financial condition, Community Bank gave us an amazing deal on a conventional mortgage for the presbytery office building. Our monthly payment is now within \$50 of the old mortgage. Our equity in the building will continue to grow at a healthy pace. Once the building is sold, we will not only receive a nice check, but our monthly cash flow will improve by \$750 to \$1,000 a month, depending on how we replace our office and meeting facilities.

Co-mingling of Funds:

Having separated other people's money from the operating Account, we have stopped co-mingling all of our funds except the Vittum Account. This is fare more than just a paper-play. Accomplishing this has freed the Committee on Ministry, the Committee on Preparation for Ministry, and the Mission Allocation Committee to restart programs that have been suspended for 4 years. This help has been critical. The Treasurer thanks the General Council for their cooperation, and for all those who have provided dedicated support. This growth in service is your gift to us all.

Trends:

Decline in membership continues, and may have accelerated slightly. Still, we have seen growth in our Mission Giving: \$5,000. The Treasurer has not examined the membership loss aspect of the formula, but does expect a five-year trend forecast that will be easier to live with.

Current Cash Position:

As of today, we have just over \$80,000 that we can use in the Operating Account. Of that total about \$19,000 is ours. There are no obligations standing in line for that cash. As small as the total "free cash" is, this is the first time in 5 years that the Treasurer has seen any cash that truly belongs to the presbytery.

Huge Help from Penn Yan:

We are in this favorable cash position for several reasons. The Camp Whitman Advisory Committee understands that when they ask for funding for a special item, they are also drawing down Operating Cash, which is in short supply. The Treasurer's information is that the Committee hopes to avoid using the Operating Fund this year, just las our other committees have held off using their accounts during the past 4 years.

An urgent, unanticipated item did come up, regarding Camp Whitman, totaling between \$13,000 and \$15,000. The session of First Presbyterian Church, Penn Yan voted to cover that expense. What a huge and welcomed help!

The long-awaited settlement check from First Presbyterian Church, Williamson has arrived: \$11,000. The Budget & Finance Committee will recommend leaving that amount in the Operating Account. This would increase both the Operating Account balance, and provide more "free cash" for the presbytery. The Williamson settlement represents 3 years of per capita payments. [See the General Council Report to the presbytery regarding this recommendation.]

Comment [CF1]:

The Accounts Receivable Process:

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A review of the Accounts Receivable process has revealed the source of a problem that has been exaggerating our anticipated income for years. Four years ago, the Treasurer at that time fixed the numbers, but the process not yet been changed. The Treasurer and the Budget & Finance Committee are working on the *process* part of the problem.

The same flaw has resulted in our asking certain churches for mission support that is way out of line, which is both hurtful to those churches and damaging to the presbytery's relationship with them. As of now, our budgeting and budget management tools are all highly functional. If anyone receives financial items that don't make sense, please let the Treasurer know immediately!

Our Churches Gift Us – We Don't "Bill" Them:

Our Transitional Leader has pointed out to the Budget & Finance Committee and the Treasurer that some of our current forms and letters are inappropriate, and are potentially harmful. The presbytery asked for a Transitional Leader who would help with relationship-building. Revising our pledge communications and follow-up materials will help greatly improve our relationships. Thank you, Linda!

So in summary:

We have had a good year. Having said that, the Treasurer hopes it is obvious to everyone that an organization in financial decline with \$19,000 in the bank that it can call its own, and a capacity to generate about \$25,000 a year in operations is not going to be able both to hire a person who wants to make a career managing the presbytery and operating the Camp at Seneca Lake at the same time. We are at that kind of moment. Many of our churches have lived through this sort of transition. For that reason, there is a great deal of practical wisdom around, as to how to build support so that decision does not have to be mad and about recognizing the fact that support has not materialized if that has become the Truth.

ATTACHMENT C

Proposed Presbytery of Geneva Whistleblower Policy

General

The Presbytery of Geneva requires elected officers, leaders, and employees to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. Employees and representatives of the Presbytery of Geneva must practice honesty and integrity in fulfilling responsibilities and comply with all applicable laws and regulations.

Reporting Responsibility

It is the responsibility of all elected officers, leaders, and employees to report ethics violations or suspected violations in accordance with this Whistleblower Policy.

No Retaliation

No elected officer, leader, or employee who in good faith reports an ethics violation shall suffer harassment, retaliation or adverse employment consequence. An employee who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment. This Whistleblower Policy is intended to encourage and enable employees and others to raise serious concerns within the Presbytery of Geneva prior to seeking resolution outside the Presbytery.

Reporting Violations

The Presbytery of Geneva has an “open door” policy and suggests that officers, leaders, and employees share their questions, concerns, suggestions or complaints with someone who can address them properly.

For employees, the supervisor may be in the best position to address an area of concern and to recommend appropriate action. However, if a person is not comfortable speaking with the supervisor or is not satisfied with the supervisor’s response, persons are encouraged to speak with someone on the Presbytery’s Personnel Committee.

For elected officers and leaders, the Stated Clerk of the Presbytery may be in the best position to address areas of concern and to recommend appropriate action.

However, if a person is not comfortable speaking with the Stated Clerk or is not satisfied with the Stated Clerk’s response, persons are encouraged to speak to the chair or vice-chair of the General Council, the Moderator or vice-Moderator of the Presbytery.

No individual should believe that there is no way to report a violation. Any person who has, in good faith made every effort to report ethical violations, but is uncomfortable with the response within the Presbytery, is encouraged to seek assistance from the Synod of the Northeast.

Acting in Good Faith

Anyone filing a complaint concerning a violation or suspected violation must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious disciplinary offense.

Confidentiality

Violations or suspected violations may be submitted on a confidential basis by the complainant or may be submitted anonymously. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

Handling of Reported Violations

Persons receiving reports will acknowledge receipt of the reported violation or suspected violation within seven days. All reports will be promptly investigated and appropriate corrective action will be taken if warranted by the investigation.

Policy Approved by the _____ on _____.

ATTACHMENT D

Presbytery of Geneva Information Technology Disaster Recovery Plan

This document delineates the Presbytery of Geneva's policies and procedures for an Information Technology (IT) Disaster Recovery Plan, as well as our process-level plans for recovering critical technology platforms and the telecommunications infrastructure. This document summarizes our recommended procedures. In the event of an actual emergency situation, modifications to this document may be made to ensure physical safety of people, systems, and data.

Our mission is to ensure information system operation, data integrity and availability, and business continuity.

Policy Statement

- The Presbytery's comprehensive IT Disaster Recovery Plan shall be reviewed annually by the Personnel Committee and kept up to date to take into account changing circumstances.
- The IT Disaster Recovery Plan should cover all essential and critical infrastructure elements, systems and networks, in accordance with key activities.
- Staff must be made aware of the IT Disaster Recovery Plan and their own respective roles.

Objectives

The principal objective of the IT Disaster Recovery Plan program is to develop, test and document a well-structured and easily understood plan which will help the Presbytery recover as quickly and effectively as possible from an unforeseen disaster or emergency which interrupts information systems and operations. Additional objectives include the following:

- The need to ensure that employees fully understand their duties in implementing such a plan.
- The need to ensure that operational policies are adhered to within all planned activities.
- The need to ensure that proposed contingency arrangements are cost-effective.
- Disaster recovery capabilities are applicable to staff, vendors and others.

Plan Overview

- **Plan Documentation Storage**
Hard copies of the plan will be stored in secure locations to be defined by the Presbytery Personnel Committee. Each member of the IT Disaster Recovery Team will be issued a hard copy of the plan and be asked to keep it offsite.
- **Prevention and Backup Strategy**
All attempts are made to prevent or limit the impact of a disaster on the information systems of our Presbytery. Key business processes and the agreed backup strategy for each are listed below. This strategy entails the maintenance of a fully mirrored duplicate site which will enable instantaneous switching between the live site and the backup site.

KEY BUSINESS PROCESS	BACKUP STRATEGY
Operations	Fully mirrored recovery in off-site location and cloud
Finance and Human Resources	Fully mirrored recovery site in off-site location and cloud
Email	Fully mirrored recovery site in off-site location and cloud
Disaster Recovery	Fully mirrored recovery site in off-site location and cloud

Emergency Response

This policy and procedure has been established to ensure that in the event of a disaster or crisis, personnel will have a clear understanding of who should be contacted. Procedures have been

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addressed to ensure that communications can be quickly established while activating disaster recovery.

- **Key trigger issues that would lead to activation of the IT Disaster Recovery Plan are:**
 - Total loss of all communications
 - Total loss of power
 - Flooding of the premises
 - Loss of the building
 - Other situations as needed
- Plan Invocation **When an incident occurs, the IT Disaster Recovery Plan may be implemented to:**
 - Respond immediately to a potential disaster and call emergency services;
 - Assess the extent of the disaster and its impact on the Presbytery;
 - Decide which elements of the disaster recovery plan should be activated;
 - Establish and manage disaster recovery team to maintain vital services and return to normal operation;
 - Ensure employees are notified and allocate responsibilities and activities as required.
- **IT Disaster Recovery Team** members include:
 - Linda Badger Becker – Transitional Leader
 - Alicia Alvarez – Office Administrator
 - Rev. Val Fowler – Stated Clerk
 - Lea Kone – Camp Director
 - Russ Kinch – IT and Technology Consultant**The team's responsibilities include:**
 - Establish facilities for an emergency level of service within 1 business day or as soon as possible;
 - Restore key services within 1 business day of the incident or as soon as possible;
 - Return to business as usual within 1 business day after the incident or as soon as possible;
 - Coordinate activities with disaster recovery team, first responders, etc.
- **Emergency Alert**

The person discovering the incident calls the Transitional Leader, Office Administrator, or Stated Clerk, in order of availability. Then the IT Disaster Recovery Team will be informed that an emergency has occurred.
- **Personnel and Family Notification**

If the incident has resulted in a situation which would cause concern to an employee's immediate family such as hospitalization of injured persons, it will be necessary to notify their immediate family members quickly.

Media Contact

The Transitional Leader or designee, will coordinate with the media. Only the Transitional Leader or designee is permitted direct contact with the media; anyone else contacted should refer callers or in-person media representatives to the Transitional Leader or designee.

- **Media Strategies**
 - Avoiding adverse publicity
 - Take advantage of opportunities for useful publicity
 - Have answers to the following basic questions:
 - What happened?
 - How did it happen?
 - What are you going to do about it?

Recovery

- **Insurance**

As part of the Presbytery's disaster recovery strategy, comprehensive liability coverage has been put into place. The Transitional Leader will contact the Insurance agency as soon as possible following the incident to apprise them of the incident.

- **Financial Assessment**

The Treasurer and the Budget and Finance Committee of the Presbytery shall prepare an initial assessment of the impact of the incident on the financial affairs of the Presbytery. The assessment should include:

 - Loss of financial documents
 - Loss of cash and checks
- **Financial Requirements**

The immediate financial needs of the Presbytery must be addressed by the Treasurer in consultation with the Transitional Leader. These may include:

 - Cash flow position
 - Temporary borrowing capability
 - Upcoming payments
 - Availability of Presbytery credit cards to pay for supplies and services required post-disaster
- **Legal Actions**

The General Council will review the aftermath of the incident and may consult with an attorney to decide whether there may be legal actions resulting from the event.
- **IT Disaster Recovery Kit and Supplies**

An IT Disaster Recovery kit, including the following items, will be located at the Presbytery Office and off-site:

 - Copy of the Presbytery's IT Disaster Recovery Plan
 - Copy of the telephone numbers and email addresses for all members of the IT Disaster Recovery Team.
 - Copy of telephone numbers with extensions and email addresses for all staff and the General Council.
- **IT Disaster Recovery Incident and Activity Report**
 - On completion of the initial IT disaster recovery response, the Office Administrator, in consultation with the Transitional Leader will prepare an incident report of the disaster and the activities undertaken.
 - The report should contain information on the emergency, who was notified and when, action taken by members of the IT Disaster Recovery Team together with outcomes arising from those actions.
 - The report will also contain an assessment of the impact to normal business operations and lessons learned
 - A copy of the report will be provided to General Council and the Personnel Committee of Presbytery.

ATTACHMENT E

Presbytery of Geneva Conflict of Interest Policy

The Presbytery of Geneva has adopted its conflict of interest policy to assist the Presbytery in carrying out its duties and responsibilities in an ethical manner while also protecting the integrity of the organization as a whole.

The Conflict of Interest Policy covers all interests which may influence an elected person's or a staff person's duties and responsibilities. The Policy covers instances where there may be a personal benefit or the avoidance of personal loss.

A conflict of interest is any situation in which a personal interest may be incompatible or in conflict with one's responsibility in a Presbytery position. Membership in another organization

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may, or may be perceived to, influence carrying out one's duties and responsibilities.

Conflicts of interest may be real - that is, an interest that may influence one's duties and responsibilities; or potential, in that it could influence; or apparent, where there are reasonable grounds to believe there may be a conflict even if, in fact, there is none.

To avoid real, potential, or apparent conflict of interest situations, elected leaders and staff members will:

- declare a real, potential, or apparent conflict of interest and the nature of the conflict, at the earliest opportunity
- refrain from discussion, debate, and voting in matters where a real, potential or apparent conflict may exist
- not attempt in any way before, during or after the meeting to influence the voting
- not discuss anything in relation to any decision taken on the matter outside of the meeting

Should an elected leader violate the above Policy in any way, the General Council may exercise one of the following options:

- issue a verbal or written reprimand
- request resignation
- recommend to the Presbytery that the election be rescinded

Should a staff member violate the above Policy in any way, the Personnel Committee of the Presbytery may exercise one of the following options:

- issue a verbal or written reprimand
- request resignation
- recommend termination

Elected members and staff are required to acknowledge in writing receipt of this policy.

Name _____ Position _____ Date _____

ATTACHMENT F

REQUEST FOR CONCURRENCE TO GENERAL ASSEMBLY OVERTURE 2018-006

March 20, 2018

Western Presbyterian Church, Palmyra, NY

OVERTURE 006 – With original rationale

On Directing the Board of Pensions and the Foundation to Divest from Fossil Fuel and Actively Invest in Securities that Focus in Renewable Energy—From the Presbytery of Hudson River.

The Presbytery of Hudson River overtures the 223rd General Assembly to

1. Commend the Board of Pensions and Presbyterian Foundation for creating fossil free options for participants, and the Mission Responsibility Through Investment Committee for increased engagement with companies in the Fossil Fuel industry-- actions that embody the beginning of a faithful response to the devastating and urgent reality of climate change.

2. Recognize that by continuing to hold investments in the fossil-fuel companies that most egregiously contribute to the climate crisis, the PC(USA) is complicit in harming God's creation and "the least of these" who are disproportionately affected by climate change.

3. **Direct the Board of Pensions and the Presbyterian Foundation to divest from the fossil fuel industry.**
4. **Direct the Board of Pensions and the Presbyterian Foundation to actively seek out and invest in securities of companies whose predominant focus is in renewable and/or energy efficiency.**
5. **Direct the Board of Pensions and the Presbyterian Foundation to report to the 224th General Assembly (2020) about their progress in effecting recommendations 3 and 4.**

Rationale

People on the front lines of climate change, particularly people of color, are disproportionately impacted by climate change. Countless individuals and organizations among "the least of these" have prophetically called upon the world to divest from fossil fuels. Earlier this year, for example, Ladonna Brave Bull Allard, one of the Native Water Protectors at Standing Rock said, 'We will be everywhere to let people know that there's a better way to live, there's a better way to live with the Earth, with green energy, and that it's time for us now to start divesting from fossil fuel, because we must save the water. We must save the water.' We are thus called to take prophetic action in light of these voices and the imminent dangers on which they shed light.

The PC(USA) has debated divestment from the fossil fuel industry during the last two General Assemblies (221st in 2014 and 222nd in 2016).

In 2014, the Presbytery of Boston sent the overture "On Divestment from Fossil Fuel Companies" with 11 presbyteries concurring.

In 2016, the Presbytery of San Francisco sent the overture "On PC(USA) Fossil Fuel Divestment" with 31 presbyteries concurring.

Prior to the 222nd Assembly, nine former moderators signed a letter urging the commissioners to support the overture to divest.¹ Their reasoning included, "because of the grave and urgent threat of climate change and the fossil fuel sector's well-documented and unyielding refusal to change, it is no longer morally or ethically right for the PC(USA) to profit from companies that are creating ecological destruction and human suffering on such a monumental scale."

Our denomination has already recognized the moral mandate for humanity to shift to a sustainable energy plan in a way that is both just and compassionate, not least of which includes the support of carbon neutrality in 2006. These statements have all been founded on the biblical call to love and care for creation.

We have actively worked as a denomination to reduce our use of fossil fuels and shrink our carbon footprint in our congregations and individual lives. These biblical and denominational mandates compel us to look at our collective investments.

As a denomination, we have long held that we cannot profit from the companies whose policies are harmful to any living thing. For nearly a century, the church has not invested in companies producing alcohol, tobacco, gambling, the military, or those that contribute to violations of human rights. The General Assembly thus declared in 1968, "the [Church's] power to spend and to invest includes the power to refrain from

¹ <http://www.fossilfreepcusa.org/moderators-letter/>

spending or investing. The church has not only the right but the responsibility to be selective in the use of its funds.”

The General Assembly reinforced this form of stewardship in 1992, affirming that it does not and will not invest in any “sin stocks.” In addition to these broad industries, General Assemblies have also divested from the Duke Energy coal mining company because of its treatment of its workers, Chevron after it sold fuel to the South African apartheid government, Talisman Energy for building a pipeline in Sudan that threatened human rights, and Hewlett Packard, Caterpillar, and Motorola for profiting from human rights abuses in the occupied Palestinian territory.

Some of these divestment actions came after a long process of corporate engagement by the church’s Mission Responsibility Through Investment (MRTI) committee. Other divestment decisions were made outside the realm of MRTI.

Climate change represents deep harm to the whole biosphere, including especially marginalized people, so it is imperative that we would divest from the industry most responsible for that harm, as outlined in the Carbon Underground 200² list

And already as a denomination we are taking some steps. The Foundation has introduced financial products that provide comparable return on investment without supporting fossil fuel companies, and the Board of Pensions has a fossil-free option for their 403-B plan. Synods, presbyteries, congregations and individuals have moved their investments to such funds, and we commend them for doing so.

But while these actions among individuals and various Presbyterian entities are faithful responses to the growing crisis of climate change, they fall far short of the institutional actions necessary to make a significant difference. It is time for fossil free investments to be the norm instead of the option.

ATTACHMENT G

2018 Winter Quarterly Meeting Synod of the Northeast Mission and Ministry Commission February 9-10 in Albany, New York

31 in attendance – 7 staff – 3 Racial Ethnic Caucus Representatives (African-American, Latina/Hispanic, Korean) – Presbyterian Women Representative – 2 Human Resources Consultants – 1 Recording Clerk

- ✓ Personnel Policy approved
- ✓ Concurred with The Presbytery of Monmouth Overture on Amending G-1.0304, “Ruling Elder Defined, To Allow Congregations to Elect Individuals as Ruling Elders Without Requiring Them to Assume a Seat on the Session.
- ✓ Concurred with The Presbytery of Newton Overture to GA asking for a study of the Per Capita model of funding our ministry together looking at its sustainability into the future.

² <http://fossilfreeindexes.com/the-carbon-underground/> The Carbon Underground 200 is an annually updated listing of the top 100 public coal companies globally and the top 100 public oil and gas companies globally, ranked by the potential carbon emissions content of their reported reserves. The list is produced and maintained by Fossil Free Indexes, LLC.

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- ✓ Puerto Rico Relief Funding Task Force (PRPT) had been formed and is working with two guiding principles: *long-term* and *partnership*
 - Presbyteries & Congregations are asked to work with Synod on Funding
 - Heard reports of several Congregational Partnerships including Elmira First Church
 - Members of the PRPT will travel to PR in March to assess where we can be most helpful and use our resources and monies wisely
- ✓ Revisited and redefined the Wurfell Sills Fund
- ✓ An Overture to the Synod of the Northeast by The Presbytery of Monmouth to create a working group including representatives from the seven geographic presbyteries of New Jersey to:
 - Work with those presbyteries to ascertain their needs and goals,
 - Examine the present boundaries and structures of those presbyteries,
 - Consider the possibility of redrawing presbytery boundaries, and
 - Make recommendations to the Synod.
 - Concurred by Newton and Elizabeth Presbyteries and endorsed by Synod Stated Clerk
- ✓ Name Change from Eastern Korean Presbytery to Eastern Korean American Presbytery
- ✓ Supported the request from The First Presbyterian Church in Waverly, New York to transfer its membership from Synod of the Northeast/Presbytery of Susquehanna Valley to Synod of the Trinity/Presbytery of Lakawanna.
 - Three churches and communities in that area have been working in partnership for many years.
 - They are referred to as 'The Valley.' This request is moving on to GA for their approval.
- ✓ Approved new and continuing Innovation Grants
 - Watertown Multi-Ethnic Community – *Northern New York*
 - Kindling Collective – *Boston Church of the Covenant*
 - Incarcerated Women: Visitation & Re-Entry – *NYC Church of Gethsemane*
 - Hudson Church Without Walls – *Albany FPC, Hudson, NY*
 - Building Community Through Shared Resources – *Northern NY Hammond PC*
 - Parents' Night Out – *Northern NY PC/Barnet*
 - Walking Together & Walking With Me – *Northern NE. Londonderry PC*
- ✓ Approved revised Network requests
 - Mediation Network
 - New Beginnings Network
 - NNY COM Network

Future Synod Dates:

- ✓ April 12-14 - CNY Presbyteries Partnership Spring Gathering
 - Keynote Speaker: Rev. Jan Edmiston, Co-Moderator 222nd of the General Assembly
- ✓ June 1-2 - Mission & Ministry Commission Spring/Summer meeting
- ✓ September 21-22 – Synod Assembly
- ✓ November 2-3 – Mission & Ministry Commission Fall meeting

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Elder Virginia A. Champlin, RE
Geneva Presbytery Mission & Ministry Commissioner