

(Preliminary minutes – subject to approval by Presbytery of Lake Huron)

PRESBYTERY OF LAKE HURON
Stated Meeting – December 1, 2020

The Presbytery of Lake Huron was called to order with prayer by the Moderator, the Rev. Philomena Ofori-Nipaah, at 9:30 a.m., on Tuesday, December 1, 2020, and was held via Zoom (due to State of Michigan restrictions relating to COVID-19). Highlighted congregation was First Presbyterian Church of Flint, Michigan.

The Executive Presbyter acknowledged the native land in the presbytery.

The Stated Clerk gave a short introduction on using Zoom and how to vote using this platform.

An introduction of the Rev. Dr. Diane Moffett was given.

The roll was taken, and the moderator announced that a quorum was present. [ATTACHMENT A]

Welcome was given by the pastor of the highlighted congregation, the Rev. Dr. Joseph Novak of Flint-First.

MOTION WAS SUSTAINED to seat the following as a Corresponding Member: The Revs. Chip Hardwick (Miami Valley), Chris Roseland (Ohio Valley), Doug Portz (Pittsburgh), Diane Moffett (Salem) and Doyeong Kim (Christian Reformed Church).

MOTION WAS SUSTAINED to adopt the docket.

MOTION WAS SUSTAINED to approve the Consent Agenda which included the following:

1. The minutes of the September 15, 2020 Stated Meeting of the Presbytery.
2. The request of the Swartz Creek Mundy Presbyterian Church for an exception to G-2.0404 so that they may elect a ruling elder to serve more than two consecutive terms.

The **NOMINATING TEAM** report was given by Elder Mary Ann Parker. (The election of committee members was held later in the meeting.)

MOTION WAS SUSTAINED to elect the Elder Linda Langrill as Moderator of Presbytery and the Rev. Glenn Grant as Vice Moderator of Presbytery for a period of one year effective immediately.

The **INSTALLATION OF THE MODERATOR AND VICE MODERATOR OF PRESBYTERY** was held.

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Recognition of the outgoing Moderator of Presbytery, the Rev. Philomena Ofori-Nipaah, took place. She was thanked for her service and presented with a Moderator's cross.

The newly installed Moderator, Elder Linda Langrill assumed the chair.

A short **BREAK** was taken prior to Worship.

WORSHIP included a **CELEBRATION OF THE LORD'S SUPPER**, sermon by the Rev. Dr. Diane Moffett and an **OFFERING** to the Crossover Downtown Outreach Ministries of Flint.

A short **BREAK** was taken prior to the Equipping for Ministry workshop.

The Moderator reconvened the presbytery.

The Executive Presbyter introduced the Equipping Time leader.

EQUIPPING TIME was led by the Rev. Dr. Diane Moffett. The topic was "The Matthew 25 Church."

A short **BREAK** was taken prior to the business portion of the meeting.

The Moderator reconvened the presbytery.

The newly elected Vice Moderator, the Rev. Glenn Grant, assumed the chair.

The report of the **SAGINAW KOREAN PRESBYTERIAN CHURCH ADMINISTRATIVE COMMISSION** was given by the Rev. Paul Ytterrock.

The Commission recommended and presbytery unanimously approved the following:

1. The recommendation from the Trustees that the name of the Korean Presbyterian Church of Saginaw, 5560 McCarty Rd, Saginaw, MI be changed to the "Michigan Nanum Presbyterian Church." ("Nanum" means "fellowship" or "community".) A legal review of the name change was conducted and found to have no impact on existing Presbytery loans to the church.
2. By the provisions of G-2.0505.a.2 granted an exemption for all of the examinations required of candidates for ordination to the Rev. Dr. Doyeong Kim. Dr. Kim has been ordained as a minister in another Reformed church for more than the required five years. This motion required a 2/3 vote of the Presbytery.
3. To receive Dr. Kim by transfer from the Christian Reformed Church (CRC).
4. Appoint Dr. Kim as the moderator of the Korean Presbyterian Church, Saginaw, until installation.

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Prayer was led by the Rev. Paul Ytterock and the Rev. Dr. Doyeong Kim.

The Moderator assumed the chair.

The **PRESBYTERY COUNCIL** report was given by the Rev. Lindsey Carnes and Elders Adam Engel and Linda Langrill.

The Presbytery Council **POLICIES, BILLS AND OVERTURES TEAM** was given by Lindsey Carnes. The team presented the following and presbytery approved:

1. Adoption of amendments to the Presbytery Manual of Operations to combine the Commission on Ministry (COM) and the Commission on Preparation for Ministry (CPM) into one unit. The merge rules are effective at the close of the meeting. The combined unit is to be known as "COMMP". [ATTACHMENT B]
2. A first reading of the proposed changes to the Bylaws of Lake Huron Presbytery with a second reading and vote at the March Presbytery meeting. If approved, the proposed bylaws would be effective at the close of that meeting. [ATTACHMENT C].

The Presbytery Council **BUDGET AND FINANCE TEAM** was given by Adam Engel. The team presented the following and presbytery approved:

3. Adoption of the 2021 budget as approved by the Presbytery Council [ATTACHMENT D].

The Vice Moderator assumed the chair.

The Presbytery Council **PERSONNEL TEAM** was given by Linda Langrill. The team presented the following and presbytery approved:

4. Amended the Terms of Call for the Executive Presbyter and to designate the clergy housing allowance for 2021:

Cash Salary	\$52,223.02 (↑\$ 311.47) } reflects .6% COLA
Housing Allowance	\$32,578.30 (↑\$ 194.30) } reflects .6% COLA
Full pension/medical/ Supplemental life insurance	\$29,135.30 (↓\$1,636.42) reduced premiums for pension
Vacation Time	4 weeks including 4 Sundays
Study Leave	2 weeks including 2 Sundays
Professional Expenses & Travel Reimbursement	\$ 8,500.00 with mileage at IRS Rate (↓\$1,500) reduced travel expected
Continuing Education	\$ 3,000.00

5. Approved the recommended changes in compensation for the Stated Clerk:

Stated Clerk:	<u>2020</u>	<u>2021</u>	
Salary	\$17,886.00	\$17,993.32	(↑\$107.32} reflects .6% COLA
SECA/Medicare	\$1,368.28	\$ 1,376.49	(↑\$ 8.21) reflects .6% COLA
Travel & business reimbursements	\$3,000.00	\$ 2,500.00	(↓\$500.00) reduced travel

The Presbytery Council presented the following items for information:

1. On September 25, Governor Whitmer signed executive orders [2020-183](#) and [2020-184](#) relaxing some of the restrictions on public gatherings across the state of Michigan. In response, the Council met on October 2, 2020 via zoom to issue new supplemental guidance. Highlights include:
 - a. Conducting Indoor, In-Person Worship:
Reminded those churches which either currently practice or plan to resume indoor, in-person worship of the safety protocols that were previously issued. It is especially important to limit congregational responses, to avoid singing, and not to run HVAC or ceiling fans while the sanctuary is occupied. **[note: superseded by item 2 below]**
 - b. Electronic meetings:
Encouraged churches to consider adopting, if not already in place, new bylaws or rules permitting electronic, virtual annual meetings now, rather than later, when outdoor gatherings become increasingly difficult.
 - c. Presbytery Gatherings:
Meetings of the Presbytery and its committees will continue to be held electronically until further notice, in keeping with the state mandates. Staff will continue to work remotely as much as possible. Staff travel will be restricted to essential business only, and then only when all in-person gathering protocols are being observed.

2. On November 13, Council issued urgent advice regarding COVID-19 precautions. Highlights include:
 - a. Churches are encouraged to suspend all in person gatherings.
 - b. Recommended that churches monitor daily a website such as www.covidactnow.org and adopt the following guidelines based on county-level statistics:

Color	Meaning	Guidance
Green	On track to contain COVID	<ul style="list-style-type: none"> • Safe to conduct in-person activities with safety protocols

Yellow	Slow disease growth	<ul style="list-style-type: none"> • Limit in-person activities to essential functions only. • If yellow is sustained for more than seven consecutive days, consider suspending all indoor, in-person activities.
Orange	At risk of outbreak	<ul style="list-style-type: none"> • If orange is present for three days in any week, suspend all indoor in-person activities until you have had seven consecutive days of yellow or green, and consider suspending all outdoor in-person activities. • If there is sustained orange for seven consecutive days, suspend all in-person activities (both indoor and outdoor) until you have seven consecutive days of yellow or green.
Red	Active or imminent outbreak	<ul style="list-style-type: none"> • Suspend all in-person activities (both indoor and outdoor) until you have had seven consecutive days of yellow or green.

- c. Sessions are urged to respect the conscience of pastors who believe it unsafe to engage in in-person activities and should provide them the opportunity to find a safer means of participation.
3. Designated the December Presbytery meeting offering be given to the Crossover Downtown Outreach Ministries of Flint.
 4. Approved the purchase of new phones for the Presbytery Office in the amount of \$1,020.00 as part of a package to reduce phone costs approximately \$5000 over three years. Funds from account #000-110-51031 (Presbytery Office) would be used to cover costs. Installation is scheduled for the first week of December.
 5. Approved an additional donation of \$10,000 to Alma College’s fund-raising campaign “Our Time is Now”. The funds would go toward Chaplaincy and the Dunning Memorial Chapel. Funds from account #40280 (Investment Distribution) will be used to cover costs. This donation fulfills a promise made earlier this year with the promise to review and supplement an earlier donation based on financial performance.

The Moderator assumed the chair.

The **COMMISSION ON MINISTRY AND MINISTRY PREPARATION** report was given by Elder Janie Gugino. The commission presented and presbytery approved the following:

1. Adopted the Lay Pulpit Supply Authorization Process [ATTACHMENT E]

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2. Enroll Allison Muenzer and Nathaniel Asperger as an Inquirers Under Care of the Presbytery.
3. The terms of the part-time Temporary Supply contract between Elder Mark Garavaglia and the Sandusky and Yale churches for a period of three months, effective December 1, 2020.

Salary	\$350/week
Travel Reimbursement	At current IRS Rate up to \$300

4. That Mark Garavaglia, an elder holding active membership at First Presbyterian Church, Deckerville, be Commissioned to serve as a Commissioned Pastor at Sandusky Presbyterian Church and the First Presbyterian Church of Yale, per the terms of the contract. And, that Elder Garavaglia be granted authority for the following:
 - To preach and administer the sacraments
 - To perform weddings within the context of his ministry
 - To moderate the Sessions of the churches upon invitation by the COM-appointed moderator, or upon appointment by the COM
 - To have voice and vote at meetings of the Presbytery for the term of his service.
5. Automatic upon receipt of training report and session endorsement, authorization for the following elders to preside at the Lord's Table in their own congregations when invited by the Session and a Minister of the Word and Sacrament is not available for a period of one year:
 - a. Mundy Presbyterian Church (trained 10/31/20 by Dan Saperstein)
 - i. Gail Smith
 - ii. Anne Truchan
 - b. First Presbyterian Church, Yale (trained 10/28/20 by Dan Saperstein)
 - i. Bob LePla
 - ii. Nancy LePla
 - c. Sandusky Presbyterian Church (trained 10/28/20 by Dan Saperstein) Joanne Stoutenburg was also trained, but COM limits authorization to three elders per church.
 - i. Vicky Bright
 - ii. Doug Gorringe
 - iii. Rochelle Rich

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The COMMP reported that it took the following actions on behalf of presbytery:

3. Granted permission for the following churches to elect Pastor Nominating Committees:
 - a. Flushing
 - b. Holly
 - c. Flint-Trinity United
 - d. Vassar-First
4. Transferred the membership of Rafaat Zaki to Cherokee Presbytery.
5. Appointed Ted McCulloch as the Commission on Preparation for Ministry point person and convener until a committee chair can be elected.
6. Appointed Robbie Carnes as Moderator of Session of Flushing.
7. Approved the part-time (90%, approximately 35-40 hours per week) Transitional Pastor contract renewal between the Rev. Lindsey Carnes and Flint-Trinity United for a period of one year effective October 1, 2020. Terms are as follows:

Cash Salary	\$44,100
Housing Allowance	N/A
BoP coverage	\$5,292
SECA Offset	\$3,374
Travel Reimbursement	\$2,400 at IRS Rate
Continuing Education and Books	\$1,500
Medical Supplement	\$3,000
Other Professional Expenses	\$900
Vacation Time	4 weeks including 4 Sundays
Study Leave	2 weeks including 2 Sundays

8. Approved the renewal of part-time CRE contract renewal between Elder Jon Baker and Rosebush-Rosebush for a period of one year, effective October 1, 2019. Terms are as follows:

Salary	\$200/week
Vacation Allowance	4-8 Sundays

The Rev. Andrew Miller will continue to serve as his mentor.

9. Approved the renewal of the part-time Temporary Relationship contract renewal between the Rev. Ron Vredeveld and Beaverton-First effective January 1, 2021 for a period of one year. Terms are as follows:

Salary and Housing Allowance	\$28,100
Study Leave Allowance	\$325
Phone Calls	\$300
Professional Expenses	\$500
Travel Reimbursement	At current IRS Rate up to \$300
Medical Reimbursement	Included in Cash Salary
Vacation Time	4 weeks including 4 Sundays
Study Leave	2 weeks including 2 Sundays

The **TRUSTEES** report given by Ted McCulloch. The Trustees presented the following and presbytery approved:

1. Authorize Linden Presbyterian Church to sell a residential property at 211 W. Broad St., Linden, MI 48451:

Parcel Number: 61-20-551-058

PART OF LOT 9 BEG AT NW COR OF LOT 9, TH N 74 DEG 53' E 88', TH S 22 DEG 36 MIN 13 SEC E 17.91', THE S 9 DEG 58 MIN 02 SEC E 76.75', THE S 12 DEG, 52 MIN 49 SEC W 42.54', THE S 80 DEG 01 MIN 58 SEC W 85', TH N 0 DEG 07 MIN E 71.5', TH N 12 DEG 38 MIN E 55.2' TO POB

at a sale price no lower than \$190,000 to the current tenants, or no lower than \$198,999 in the market, where the net profit will be deposited in the Perpetual Fund. (see attached congregational action).

2. Recommend to the Presbytery to authorize Countryside Trinity Church to sell the church manse located at 4675 Deerfield Dr., Saginaw Charter Township, MI 48603:

PARCEL A (PART OF PARCEL NO. 23-12-4-16-2301-000)
PART OF LOTS 48, 49 AND 50, COUNTRYSIDE PARK SUBDIVISION, SECTION 16, TOWN 12 NORTH, RANGE 4 EAST, SAGINAW TOWNSHIP, SAGINAW COUNTY, MICHIGAN, ACCORDING TO THE PLAT THEREOF RECORDED IN LIBER 10 OF PLATS, PAGES 12 AND 13, SAGINAW COUNTY RECORDS BEING FURTHER DESCRIBED AS COMMENCING AT THE SOUTHEAST CORNER OF SAID LOT 48; THENCE N00°00'00"E 20.04 FEET, ALONG THE EAST LINE OF SAID LOT 48 AND THE WEST RIGHT-OF-WAY LINE OF BRADFORD DRIVE, TO THE POINT OF BEGINNING; THENCE N88°34'39"W 165.40 FEET; THENCE N00°00'00"E 130.00 FEET TO THE NORTHERLY LINE OF SAID LOT 50 AND THE SOUTHERLY RIGHT-OF-WAY LINE OF DEERFIELD DRIVE; THENCE S88°34'00"E 145.89 FEET ALONG THE NORTHERLY LINE OF SAID LOTS 50, 49 AND 48 AND SAID SOUTHERLY RIGHT-OF-WAY LINE; THENCE ALONG THE ARC OF A CURVE TO THE RIGHT AN ARC DISTANCE OF 30.93 FEET, SAID CURVE HAVING A RADIUS OF 20.00 FEET AND A CHORD BEARING AND DISTANCE OF S44°17'01"E 27.93 FEET; THENCE S00°00'00"W 110.46 FEET, ALONG THE EAST LINE OF LOT 48 AND THE WEST RIGHT-OF-WAY LINE OF BRADFORD DRIVE, TO THE POINT OF BEGINNING, CONTAINING 0.49 ACRES (21411.88 SQ.FT.), MORE OR LESS, AND SUBJECT TO ANY AND ALL EASEMENTS AND/OR RIGHTS-OF-WAY WHETHER USED, IMPLIED OR OF RECORD.

The sale will be at market value with an initial list price of \$124,900. On August 18, 2020, the Session adopted a resolution that "net proceeds from the sale of the manse be appropriately invested and maintained in a separate fund. Investment earnings and principal from the fund will be transferred annually to the General Fund and used to support the housing allowance

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expense item in our budget. In the event there is no housing allowance item, the transfer will go to the pastor's salary line. The amount of the annual transfer will be the net proceeds of the sale divided by 15 (as 15 years). Net proceeds of the sale are defined as the cash received at closing less reimbursement to the General Fund for expenses incurred in preparing the manse property for sale."

The remainder of the **NOMINATING TEAM** report was given by Elder Mary Ann Parker. The team placed in nomination and the presbytery elected the following to the committees and classes listed:

TRUSTEES:

Bob Emrich	class 2021	Clergy
Glenn Grant	class 2023	Clergy
Sarah Martin-Fanone	class 2023	Elder

COMMISSION ON MINISTRY AND MINISTRY PREPARATION:

Bill Bowen	class of 2023	Elder
Scott Kroener	class of 2023	Clergy
Paul Ytterock	class of 2023	Clergy
Philomena Ofori-Nipaah	class of 2023	Clergy
Janette Gonzales	class of 2023	Elder
Jon Baker	class of 2022	Elder
Ann Moe	class of 2022	Elder
Joy Smith	class of 2021	Clergy
Carol Dulin	class of 2021	Elder

COMMISSION ON PREPARATION FOR MINISTRY:

Christina Jensen	class of 2023	Clergy
Robbie Carnes	class of 2023	Clergy
C J Merriman	class of 2022	Elder

NOMINATING: NOMINATED BY COUNCIL , CLASS OF 2021, 2022, 2023

Linda Graham	class of 2021	Clergy
Christine Wolf	class of 2023	Elder

PERMANENT JUDICIAL COMMISSION

Sally Pomeroy	class of 2021	Elder
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PRESBYTERY COUNCIL:

Lindsey Carnes	class of 2023	Clergy
Delphine Moore	class of 2021	Elder
Timm High	class of 2021	Clergy

MISSION COORDINATION COMMITTEE:

Jim Offrink	class of 2023	Clergy
Julie Princinsky	class of 2023	Elder
Leigh Holder	class of 2022	Clergy

ORDINATION EXAM READERS

Andrew Pomerville	class of 2021	Clergy
Adam Engel	class of 2021	Elder

The Vice Moderator assumed the chair.

The **STATED CLERK'S REPORT** was given by the Rev. Ted McCulloch.

The Stated Clerk presented and presbytery approved:

1. The following actions with regard to the review of Session minutes and Church Registers:
 - a. The minutes of the following churches be approved without exception: Beaverton-First; Breckinridge Emerson; Croswell-First; Flint-Trinity United; Flushing; Holly; Houghton Lake-Kirk of the Lakes; Lapeer; Linden; Marlette Second; Midland-Memorial; Mt. Pleasant-First; Saginaw-Countryside Trinity; Saginaw-First; Saginaw-Second; Swartz Creek Mundy; Yale-First.
 - b. The minutes of the following churches be approved with exception:
 - c. The minutes of the following churches were not approved: None
 - d. Reminder that church registers were **not** being reviewed this year due to pandemic issues. As we can see many churches have not submitted their minutes for review. Please contact the Ted McCulloch, Stated Clerk, to arrange review.

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The Stated Clerk reported the following items for information:

2. Schedule of Presbytery Meetings:

Saturday, March 6, 2021	By ZOOM
June 1, 2021	Invitations being accepted
September 14, 2021	Invitations being accepted
December 7, 2021	Invitations being accepted

If you are interested in hosting one of those Presbytery meetings, please **e-mail** the Stated Clerk's office – tmcculloch@presbylh.org. All meetings start at 9:30 AM. Meeting host churches should be handicap accessible.

The **EXECUTIVE PRESBYTER** report was given by the Rev. Dr. Dan Saperstein.

The **BOARD OF PENSIONS** report was given by the Rev. Dr. Doug Portz.

The **GENERAL ASSEMBLY COMMISSIONERS** report was given by the Rev. Matthew Schramm and Elder Heather Bailey.

The **TRANSITIONAL SYNOD EXECUTIVE** report was given by the Rev. Dr. Chip Hardwick.

Attendees were informed that feedback questionnaires would be emailed to them prior to the end of the week.

The Moderator assumed the chair.

The meeting adjourned following prayer by the Moderator at 1:30 pm.

The next stated meeting of the Presbytery of Lake Huron is scheduled to be held Saturday, March 6, 2021 beginning at 9:30 a.m. via Zoom with Kirk of the Lakes Presbyterian Church, Houghton Lake, Michigan, as the highlighted church.

Respectfully Submitted,

Ted McCulloch
Stated Clerk

ATTACHMENT A – Attendance (Continued)

NAME OF CHURCH	<u>Present</u>	<u>Absent</u>	<u>Elder Commissioner(s) Present</u>
Alma-First		1	
Bay City-First	1		Barbara Killeen
Bay City-Westminster		1	
Beaverton		1	
Birch Run	1		Lil Ostrom
Breckenridge		1	
Caro		1	
Cass City-First		1	
Cass City-Fraser	1		Elizabeth Leitch
Croswell		1	
Davison	1		Phidge Howe
Deckerville		1	
Elkton-Chandler		1	
Fairgrove		1	
Fenton-First		1	
Fenton-Tyrone		1	
Flint-First		2	
Flint-Trinity United	1		Waldo Bronson
Flint-Unity		1	
Flushing	1		Julie Socha
Grand Blanc-Kirkridge	1		Patty Rockafellow
Harbor Beach		1	
Holly	1		Jim Lyles
Houghton Lake		1	
Ithaca-First		1	
Ithaca-Lafayette		1	
Kinde-First		1	
Lapeer	1		Sharon Galbreath
Linden		1	
Marlette-First		1	
Marlette-Second		1	
Midland-Chapel Lane	1		Trish Martin
Midland-Memorial	2		Vincent Oriedo, Nancy Brown
Mt. Pleasant	1		Martha Miller
Rosebush		1	
Saginaw-Countryside Trinity	1		Mary Ann Parker
Saginaw-First	1		Janie Gugino
Saginaw-Korean	1		Byungil Ahn
Saginaw-Second	1		Adam Engel
Sandusky		1	
Swartz Creek	1		James Graham
Tawas	1		Kristy Prentiss
Twining		1	
Ubly		1	
Vassar		1	
Yale		1	
Total Present	19		
Total Represented	18		
Total Not Represented		28	

ATTACHMENT A – Attendance (Continued)

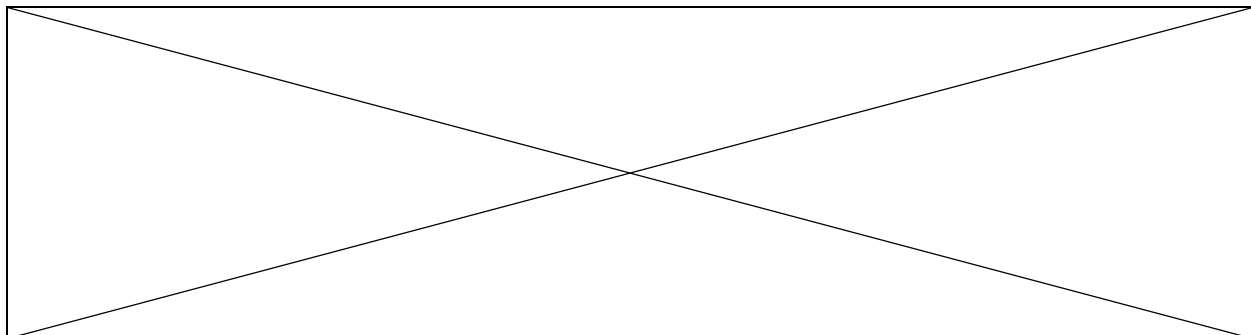
ELDER MEMBERS	<u>Present</u>	<u>Absent</u>	<u>Excused</u>
Heather Bailey	1		
Bill Bowen (COM Vice Moderator)			1
Andrea Drapp (Trustee)	1		
Adam Engel (Presbytery Council) ***			
Sarah Martin-Fanone (Presby Council)			1
Janie Gugino (COM Moderator) ***			
Linda Langrill (Moderator)	1		
Georgia McCall (PW Moderator)	1		
Delphine Moore (Presbytery Council)			1
Roger Scovill (Treasurer)	1		
Total Elder Members	4	0	3

*** Signed in as Elder Commissioner, did not count here

COMMISSIONED RULING ELDERS	<u>Present</u>	<u>Absent</u>	<u>Excused</u>
Jon Baker			1
Jon Essex			1
Shaun Hardimon			1
Liz Long			1
Peggy Ronk			1
Kathleen Rowe			1
Chris Wolf	1		
CRE Attending	1		
CRE Not Attending	0		
CRE Excused	6		

MEETING ATTENDANCE TOTALS

CATEGORY	<u>Present</u>	<u>Absent</u>	<u>Excused</u>
Members of Presbytery	24	0	41
Corresponding Members	5		
Commissioned Ruling Elders	1	0	6
Church Commissioners	19	28	
Elder Members	4	0	3
Visitors (Including LHP Staff)	13		
Total People in Attendance	66		
Churches represented	18		
Churches not represented		28	



ATTACHMENT B – COMMP Merge

Commission on Ministry and Ministry Preparation (COMMP)

Purpose

The Commission on Ministry and Ministry Preparation shall work to promote healthy congregations, healthy church professionals and healthy relationships between church professionals and congregations within the polity of the Presbyterian Church (U.S.A.); and to shepherd inquirers, candidates, ruling elders, and Christian educators in their preparation for ordained, commissioned, or certified ministry.

Membership

The Commission shall consist of 18 members, in three classes as nearly equal in number as possible. One class shall expire each year. The membership shall consist of at least 2 persons from each of the four regions of the Presbytery, with the balance elected at-large.

The Commission shall elect one of its members to serve as moderator. It may elect or provide for the appointment of other roles of leadership and service within the commission as needed.

Quorum

As required by the Form of Government, a quorum for the Commission shall be a majority of its members.

Meetings

The Commission shall meet at least quarterly or as necessary to fulfill its duties.

Duties

- a. The Commission and its members shall perform all delegable duties of presbyteries identified in G-3.0307 in the current Form of Government (or successor provisions), and any additional responsibilities assigned by Presbytery rule or policy to the Commission on Ministry or the Commission on Preparation for Ministry at the time of the adoption of this rule.
- b. The Commission shall fulfill all those responsibilities for applicants, inquirers, and candidates for ministry of Word and Sacrament; for persons seeking to become certified as Christian educators, and ruling elders seeking to be commissioned to particular pastoral service that are outlined in the current Form of Government.
- c. The Commission shall provide opportunities and means of accountability for professional development and spiritual growth of church professionals, including the development and implementation of a process for commissioning ruling elders to particular pastoral service and equipping ruling elders to proclaim the Word in their own congregations when necessary.
- d. The Commission shall approve suitability of all pastoral relationships formed by the session or congregation.
- e. The Commission shall be responsive to matters regarding material, health or personal well-being of church professionals and their families. This shall include maintenance of appropriate compensation schedules and benefits, as well as providing appropriate Board of Pensions requirements and processes guidance.
- f. The Commission shall have the authority to find in order calls issued, to approve and present calls for service of ministers, to dissolve pastoral relationships, to grant permission to labor within or outside the bounds of the presbytery, and to dismiss ministers to other presbyteries as provided for in the Book of Order.
- g. In coordination with the Stated Clerk, report annually the deaths of elders and ministers.
- h. The Commission may assign its work to teams to accomplish its work, provided that all team actions be ratified by the Commission at its next stated meeting.

ATTACHMENT C - Proposed Bylaw Changes

THE BYLAWS OF LAKE HURON PRESBYTERY

**Article I
Polity, Place, and People**

Bylaw B 1.1- Polity

The Presbytery of Lake Huron is a governing body of the Presbyterian Church (U.S.A.), organized January 1, 1962, by the authority of the General Assembly of the United Presbyterian Church in the U.S.A. [173rd G.A. p. 275], and governed by the Constitution of the Presbyterian Church (U.S.A.).

Bylaw B 1.2 - Place

The establishment of the Synod of the Covenant and, subsequently, of the present Presbytery bounds is recorded in the Minutes of the 185th General Assembly of the United Presbyterian Church in the U.S.A. [1973, p. 353].

Boundaries: the counties of Roscommon, Ogemaw, Iosco, Gladwin, Arenac, Midland, Bay, Saginaw, Tuscola, Huron, Sanilac, Genesee, Lapeer, Clare, Gratiot, and Isabella; the townships of Holly and Rose in Oakland County; the townships of Deerfield, Tyrone, and Cohoctah in Livingston County; the townships of Fairfield, Rush, New Haven, Hazelton, Middlebury, Owosso, Caledonia, Venice, Vernon, and Burns in Shiawassee County; the townships of Lynn, Brockway, Greenwood, Mussey, Emmett, Berlin, Riley, Kenockee, and Wales in St. Clair County.

The Presbytery shall be clustered into four regions for the purposes of representation. Ordinarily, the regions may be defined as follows:

Region 1: 127 Corridor and Northern Tier (Alma First, Beaverton First, Breckenridge Emerson, Houghton Lake Presbyterian Kirk of the Lakes, Ithaca First, Ithaca Lafayette, Mount Pleasant First, and Rosebush)

Region 2: Saginaw Valley (Bay City First, Bay City Westminster, Birch Run First Presbyterian Church of Taymouth, Midland Chapel Lane, Midland Memorial, Saginaw Countryside Trinity, Saginaw First, Saginaw Korean, Saginaw Second, Tawas, Twining Maple Ridge)

Region 3: Flint (Davison St. Andrew's, Flint First, Flint Trinity United, Flint Unity, Flushing, Lapeer First, Fenton First, Fenton Tyrone, Grand Blanc Kirkridge, Holly, Linden, and Swartz Creek Mundy)

Region 4: Thumb (Caro First, Cass City First, Cass City Fraser, Croswell First, Deckerville First, Elkton Chandler, Fairgrove, Harbor Beach, Kinde First, Marlette First, Marlette Second, Sandusky, Ubly, Vassar First, and Yale First)

Bylaw B 1.3 - People

The membership of the Presbytery consists of the following:

- a. ~~Teaching Elders~~Ministers of the Word and Sacrament who have been admitted to membership as continuing members according to the provisions of the current Form of Government and whose ministry has been validated annually by the Presbytery on recommendation of the ~~Committee~~ Commission on Ministry;
- b. Honorably retired ~~Teaching Elders~~Ministers of the Word and Sacrament;
- c. Ruling Elders commissioned by the session of each church and enrolled at each meeting of the Presbytery of Lake Huron according to the provisions of the current Form of Government;
- d. Ruling Elders elected as officers of the Presbytery and as Trustees of the Corporation, as members of the ~~Coordinating Team~~Presbytery Council, as moderators of standing units and of Presbyterian Women, and those

ATTACHMENT C - Proposed Bylaw Changes

- Ruling Elders holding exempt staff positions shall be enrolled as members of the Presbytery for their term of office or service; and
- e. Commissioned Ruling Elders when validated by the Presbytery for service.

Others who shall have privilege of voice and vote:

- f. Certified Christian Educators and Certified Associate Christian Educators who are Ruling Elders shall have voice and vote at presbytery meetings; Certified Christian Educators and Certified Associate Christian Educators who are not Ruling Elders shall have voice only.

Persons who shall have privilege of voice but not vote at Presbytery meetings:

- g. Ruling Elders who are former Moderators of the Presbytery.

**Article II
Meetings**

Bylaw B 2.1 - Meetings

- a. The Presbytery shall hold four stated meetings per year. The meetings will be held in March, June, September, and December. The Presbytery shall not meet during Holy Week.
- b. The December meeting shall be the annual meeting, at which time the Presbytery shall install its moderator, vice-moderator, and members of standing units; and shall observe the sacrament of the Lord's Supper. Other business may be scheduled.
- c. Special Meetings of the Presbytery may be called at the request, or with the concurrence, of two ~~Teaching Elders~~ Ministers of the Word and Sacrament and two Ruling Elders, the Ruling Elders being of different churches. Should the moderator be unable to act, the stated clerk shall, under the same conditions, issue the call. If both the moderator and stated clerk are unable to act, any three ~~Teaching Elders~~ Ministers of the Word and Sacrament and three Ruling Elders, the Ruling Elders being of different churches, may call a special meeting. Notice of a special meeting shall be sent not less than ten days in advance to each Teaching Elder and to the session of every church. The notice shall set out the purpose of the meeting, and no other business than that listed in the notice shall be transacted.
- d. Ordinarily, the Stated Clerk will maintain a rolling schedule of stated meetings one year in advance of the current meeting. The schedule and location of a stated meeting may be changed by action of the Council but no later than ten days before the originally scheduled date.
- e. A quorum of a meeting of Presbytery shall be any three Teaching Elder members and three Ruling Elders from three different churches.
- f. The rules contained in the most recent edition of *Robert's Rules of Order, Newly Revised* shall govern the actions of the Presbytery in all cases to which they are applicable, unless they conflict with the Form of Government or these Bylaws.
- g. The presbytery may meet by electronic means if all ministers of Word and Sacrament members and ruling elder commissioners have reasonable notice of electronic meeting and the ability to discuss, deliberate, discern the will of God, and vote on business items. The quorum for electronic meetings shall be the same as for any stated or special meeting of the Presbytery.

ATTACHMENT C - Proposed Bylaw Changes

**Article III
Officers and Staff**

Bylaw B 3.1 - Officers

The Presbytery shall elect from its Ruling Elders and ~~Teaching Elders~~ Ministers of the Word and Sacrament a Moderator, a Vice-Moderator, a Stated Clerk, and a Treasurer.

Bylaw B 3.2 - Moderator

The Moderator shall be elected and installed for a term of one year or until a successor assumes office, and shall not be eligible for re-election to the next succeeding term. The Moderator shall be elected by the September stated meeting and installed at the December stated meeting, and shall assume all duties ~~at the close of the December stated meeting~~ immediately upon installation. The Moderator shall fulfill the duties described in the Form of Government (G—3.0104).

Bylaw B 3.3 - Vice-Moderator

The Vice-Moderator shall be elected for one year to assist the Moderator in the duties of the office, and shall ordinarily be ~~nominated for~~ re-elected Moderator the succeeding term. The Vice-Moderator shall be elected by the September stated meeting and installed at the December stated meeting, and shall assume all duties at the close of the December stated meeting.

Bylaw B 3.4 - Stated Clerk

- a. The Stated Clerk shall be elected by the Presbytery for a term of three years upon nomination. The person serving as Stated Clerk may be re-elected for additional terms. The Stated Clerk shall fulfill the duties described in the Form of Government.
- b. The Stated Clerk's compensation shall be fixed by Presbytery upon recommendation through the ~~Coordinating Team~~ Presbytery Council. There shall be an annual review and a comprehensive review every three years prior to a recommendation for election to an additional term.
- c. The Stated Clerk shall annually lead Records Review Team of the session minutes and records of every church in the Presbytery. The Stated Clerk shall train and supervise all those needed for Records Review.
- d. The Stated Clerk shall report to the Presbytery the results of the annual review of records and shall recommend that they be approved, approved with exception, or not approved.
- e. Provide an annual report on representation to the Presbytery with assistance as needed.
- f. The Stated Clerk shall:
 1. Provide advice and counsel concerning matters of Presbyterian polity and of the Constitution of the Presbyterian Church (U.S.A.).
 2. Act as parliamentarian of the Presbytery.
 3. Provide training for clerks of session.
 4. Facilitate all processes involved in judicial cases as specified in the Rules of Discipline.
 5. Work in concert with the ~~General Presbyter~~ Executive Presbyter and cooperate in administrative matters of the Presbytery.
 6. Provide such other services as the Presbytery shall designate.
- g. The election of the Stated Clerk shall take place by the December stated meeting and the person shall assume office on January 1.

ATTACHMENT C - Proposed Bylaw Changes

Bylaw B 3.5 – Treasurer

- a. The Treasurer of the Presbytery shall be a member of the Presbytery of Lake Huron Board of Trustees.
- b. The Treasurer shall be considered elected by the Presbytery when elected to the Board of Trustees, subject to the terms and conditions of service.

Bylaw B 3.6 Staff

~~Business Manager~~

- a. ~~The Business Manager shall be a bondable person employed by the Presbytery upon recommendation by the Personnel Team with the advice and counsel of the Trustees. The Business Manager's compensation shall be fixed by the Presbytery upon recommendation through Coordinating Team. There shall be an annual review and a comprehensive review every three years.~~
- b. ~~The Business Manager shall make an annual report to the Presbytery or as requested.~~

Additional administrative staff ~~shall may~~ be employed by the Presbytery as provided by the Form of Government and the Presbytery Personnel Handbook.

**Article IV
Organization**

Bylaw B 4.1 – Continuing Organization of Presbytery

The standing units of the Presbytery of Lake Huron shall be organized by the Presbytery as the Presbytery deems necessary and in accordance with the Form of Government.

- a. Standing Units of the Presbytery shall be, but are not limited to, the following: ~~Coordinating Team, Presbytery Council, Nominating Team, Nominating Committee~~, Permanent Judicial Commission and the Board of Trustees.
- b. Additional Standing Units may be created and maintained by the Presbytery as needed and would be subject to Bylaw B 4.2 to 4.5 inclusive.
- c. The specific responsibilities and powers of each standing unit will be maintained in the Presbytery's Manual of Operations, in accordance with the Form of Government.

Bylaw B 4.2 - Quorum

The quorum for any standing unit shall be ~~one~~ third of the members currently serving, but no less than three persons, unless otherwise noted by these Bylaws or the Form of Government

Bylaw B 4.3 - Minutes and Annual Reports

Standing Units shall provide for the recording of minutes of their meetings, and shall provide a short written report to the Presbytery each year.

Bylaw B 4.4 – Meetings

Standing units shall, at the beginning of each year, establish their meeting schedule for the year, in consultation with Presbytery Staff. Meetings may be cancelled or rescheduled by the moderator of the standing unit for reasons deemed necessary and sufficient, with adequate notice provided to all committee members and appropriate staff.

ATTACHMENT C - Proposed Bylaw Changes

Bylaw B 4.5 – Election and Terms of Office

- a. Members of all standing units of the Presbytery shall be elected by the Presbytery for terms of three years. No person shall be elected to the same unit for more than two consecutive terms, nor shall a person serve for consecutive terms either full or partial, for more than six years. A member, having served a total of six years, shall be ineligible for re-election to the same unit for a period of one year.
- b. Moderators for each standing unit shall be elected by each unit annually and be reported to the Presbytery through the Stated Clerk.
- c. Due diligence will be applied to provide balance between ~~Teaching Elders~~ Ministers of the Word and Sacrament and laity, women and men on all standing units
- d. Vacancies
 1. Resignations shall be submitted to the moderator of the standing unit of membership and the Stated Clerk. The Stated Clerk will notify the moderator of the ~~Nominating Team~~ Nominating Committee.
 2. ~~Any unit may request the Presbytery through the Stated Clerk to remove a member from its membership provided that if a member is absent, or present only for portions of meetings for three or stated successive stated meetings, after diligent effort has been made to consult with the member, a unit may declare the position held by that member vacant. The moderator of the unit shall notify the Stated Clerk, who shall then notify the member of pending action prior to the action of and inform the presbytery.~~
- e. Co-opted members: All units may co-opt ~~Teaching Elders~~ Ministers of the Word and Sacrament, Ruling Elders or church members to fulfill special tasks. Co-opted people may have voice but not vote in unit meetings.

Bylaw B 4.6 – Unit Organization

Ordinarily, the work and ministries of the Presbytery shall be carried out by the standing units of the Presbytery. To facilitate that work, or to encourage or enable mission efforts initiated by members of Presbytery, the ~~Coordinating Team~~ Presbytery Council may provide for additional work, interest, or ministry teams.

- a. The ~~Coordinating Team~~ Presbytery Council may initiate requests to create work, interest, or ministry teams and/or it may receive requests from congregations or members of Presbytery for the formation of work, interest, or ministry teams to meet identified needs or carry out identified tasks; it shall recommend formation of such teams to the Presbytery.
- b. All requests for the formation of work, interest, or ministry teams, whether initiated by the ~~Coordinating Team~~ Presbytery Council or by a member, a congregation or a group of congregations, shall require approval by the Presbytery at a stated or properly called meeting to authorize them to engage in their tasks. Approval will ordinarily be for a period of up to 12 months and may be re-authorized each year. Such teams shall present an annual report for review prior to being considered for re-authorization.
- c. Work, interest or ministry teams will be accountable to the Presbytery through the ~~Coordinating Team~~ Presbytery Council or as otherwise specified by action of the Presbytery.

Bylaw B 4.7 - Executive Sessions

Executive Sessions of standing units, consisting only of elected members and those they may invite, may be called for meetings that deal with sensitive personnel or legal issues.

Bylaw B 4.8 - Manual of Administrative Operations

The Presbytery's Manual of Administrative Operations, as required by the Form of Government, shall ~~at least~~ consist of:

ATTACHMENT C - Proposed Bylaw Changes

- a. The Presbytery's Mission Statement ~~and Directional Signals~~
- b. The Presbytery's Bylaws
- c. The responsibilities and powers of standing units.
- d. Staff position descriptions
- e. The Presbytery's personnel policies
- f. ~~The Presbytery's sexual misconduct policy and all other documents required by the Constitution~~
- g. ~~Other policies adopted by the Presbytery~~
- h. ~~Other items specified by the Presbytery action for inclusion~~

**Article V
Presbytery Council**

Bylaw B 5.1 - Purpose

- a. Vision: Based upon the Mission Statement and the current priorities of the Presbytery, the Council shall set the overall mission, goals, and objectives of the Presbytery.
- b. Oversight: The Council shall be responsible for oversight of the Board of Trustees, Personnel Committee, finances and any other ministry units or interest groups that do not report directly to the presbytery.
- c. Coordination: The Council shall manage the work of the Presbytery between meetings of the Presbytery, with all decisions reported to the Presbytery at its next stated meeting.

Bylaw B 5.2 – Membership

The membership shall include one person from each of the four regions of the Presbytery, plus two at-large members. Additional members of the Council shall include the Moderator of Council, the moderator and vice-moderator of the Presbytery, moderators of the ~~Nominating Committee~~, Mission Coordination Committee, ~~Commission on Ministry~~~~OM~~, ~~CPM~~, and Board of Trustees. The Executive Presbyter and Stated Clerk shall serve as non-voting members with the privilege of voice.

Bylaw B 5.3 – Meetings

The ~~Coordinating Team~~~~Presbytery Council~~ shall meet at least quarterly. The moderator may call special meetings as needed.

Bylaw 5.4 - Team Duties

- A. Make decisions on the presbytery's behalf between meetings, with the following exceptions: elections; approving the annual budget and per capita assessments; forming, closing, merging, or dividing congregations; assuming or restoring original jurisdiction of church sessions; conducting examinations for ordination, and approving such ordinations; approving the full-time staffing model of the Presbytery; amending by-laws, standing rules, or manuals of operations; approving or concurring with overtures to the General Assembly; voting on proposed amendments to the Constitution; approving the Presbytery mission statement; decisions delegated to other entities of the Presbytery.
- B. Advise of or recommend to the Presbytery, as appropriate, the formation of work or ministry teams and conduct periodic reviews of their work.
- C. Make arrangements for Presbytery meetings.
- D. Review the work of the Board of Trustees of the Presbytery corporation.
- E. Oversee the management and administration of the Presbytery office and staff;
- F. Maintain and enforce Presbytery policies as may be required or necessary, and recommend policy changes to the Presbytery.
- G. Administer scholarship and grant programs which are not delegated to other entities of the Presbytery.
- H. Nominating persons to serve on the Presbytery nominating committee.

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ATTACHMENT C - Proposed Bylaw Changes

- I. Manage the ecumenical relations of the Presbytery.

Bylaw 5.5 – Structure

- A. The Council Team shall ordinarily be moderated by the immediate past Presbytery Moderator. In the event that person is unwilling or unable to serve, the Council may select another of its members to moderate, or may request the Presbytery to elect a moderator through its nomination and election process.
- B. The Council may set its own structure. Standing committees of council shall ordinarily be chaired by regional or at-large members. No member of the council may chair more than one standing committee.
- C. Standing Committees may include, but are not limited to:
 1. Budget and Finance
 2. Planning/Equipping/Vision
 3. Personnel
 4. Policies, Bills, and Overtures

ATTACHMENT C - Proposed Bylaw Changes

**Article VI
Board of Trustees**

Bylaw B 6.1 – Membership

The Board of Trustees shall consist of five people elected by the presbytery. The Board shall elect its own officers including the Treasurer of the Board of Trustees who shall serve as Treasurer of the Presbytery.

Bylaw B 6.2 – Meetings

The Board of Trustees shall meet at least quarterly, and as necessary, to perform its duties.

Bylaw B 6.3 – Duties

- a. The Board of Trustees shall receive, hold, encumber, manage, and transfer real and personal property.
- b. The Board of Trustees shall make recommendations on requests from local congregations dealing with loans, purchases of property and sales, all of which need the approval of the Presbytery
- c. The Board of Trustees shall oversee the management of the Presbytery's investments; devise a spending formula for Presbytery investments; and notify those responsible for budget preparation of income available each budget year.
- d. The Board of Trustees shall arrange for and review the report of the professional auditors and recommend its acceptance through the ~~Coordinating Team~~ Presbytery Council with the Presbytery
- e. The Board of Trustees shall facilitate the management of the Presbytery's civil affairs in such manner as may be directed by the Presbytery and according to the Constitution of the ~~P.C. (USA)~~ PC(U.S.A.) and Michigan State law.
- f. The Board of Trustees shall be accountable to the Presbytery.

Bylaw B 6.4 – Corporation Code of Regulations

The attached Corporation Code of Regulations is a legal document that addresses the requirements of Michigan State law concerning religious corporations.

ATTACHMENT C - Proposed Bylaw Changes

CORPORATION

This Chapter is the Code of Regulations, a legal document, and appears only as Bylaw.

CR 6.1 - Membership

The Board of Trustees is the agent for the Presbytery of Lake Huron of the Presbyterian Church (U.S.A.), a Michigan ecclesiastical corporation, and shall be subject to the Presbytery of Lake Huron's authority and direction, except as specified below in CR 6.6. The Board shall consist of five persons elected by Presbytery as specified in the Bylaw B 6.1. The ~~General Presbyter~~~~Executive Presbyter~~ and the Treasurer of the Presbytery shall be ex-officio members of the Board of Trustees without vote.

CR 6.2 - Election, Terms of Office, and Vacancies

Members of the Board shall be elected at the December stated meeting of the Presbytery for terms of three years in classes of one, two, and two members. No person shall be elected as a member of the Board for more than two consecutive terms, nor shall a person serve consecutive terms, either full or partial, aggregating more than six years.

Nomination to fill a vacancy shall be made by the ~~Nominating Team~~~~Nominating Committee~~ and election by the Presbytery shall take place at the earliest stated meeting after a vacancy occurs. Resignations shall be submitted to the Stated Clerk who shall notify the moderator of the ~~Nominating Team~~~~Nominating Committee~~ and shall report the resignation to the next stated meeting of the Presbytery for action. The Board of Trustees may request the Presbytery through the Stated Clerk to remove a member from its membership, providing that member has been absent without excuse from three consecutive meetings. The Stated Clerk shall then notify the member of such pending action at least one month prior to the action of the Presbytery.

CR 6.3 - Officers

The Board of Trustees shall elect a president and a vice-president from its own membership. The Treasurer of the Presbytery shall be both the Treasurer and the Secretary of the Corporation.

CR 6.4 - Meetings

Ordinarily, the Board of Trustees shall meet at least quarterly. The first meeting of each year, ordinarily held in January, shall be the annual meeting of the Board, at which time new trustees and new officers shall begin their duties. Special meetings may be called at any time by the President, and also shall be called on the written request of at least two trustees. Notice of all meetings, regular and special, shall be mailed, electronically or otherwise, to each trustee not less than three days prior to each meeting. Three elected trustees shall constitute a quorum.

CR 6.5 - Duties and Powers

In addition to the general responsibilities and powers conferred upon the Board of Trustees in the Bylaw, the Board of Trustees shall also:

- a. Have the authority to borrow funds on a temporary basis, each aggregate loan not to exceed the sum of ten thousand dollars (\$10,000), unless previously authorized by the Presbytery, for the purpose of carrying on the work of the Presbytery.
- b. Consider ways and means of increasing funds of the Presbytery, and, after approval of the Presbytery, have the authority to solicit and receive the same.
- c. Have the authority to establish such separate funds as shall be advisable for the best management of the business of the Presbytery.
- d. Disbursements from such separate funds shall be made only for the purposes for which such funds were established.

ATTACHMENT C - Proposed Bylaw Changes

- e. Have charge of all real and personal property of the Corporation, or which may be held in trust by it, or in which the Corporation has an interest; and see that the titles are in good order and that the buildings are adequately insured and kept in proper repair.
- f. Take charge of and disburse in accordance with the will of the Presbytery, or in accordance with the conditions of the trust, any property, trust funds, or other funds which at any time and from time to time may be acquired by, entrusted to, or given to the Presbytery.
- g. Hold, manage, reinvest, and keep invested the funds belonging to the Presbytery, including funds held in trust. For this purpose the Board of Trustees on behalf of the Corporation shall have full power to buy and sell stocks, bonds, mortgages, and any other securities or personal property. For the purpose of making delivery of securities, in the event of sale, transfer, or exchange, the proper officers of the Board of Trustees (any two of the President, Vice-President, Secretary, Treasurer) shall have full and complete power to assign or endorse certificates of stock or any other evidences of ownership of securities belonging to said Corporation; and in its discretion, place and carry said certificates of stock or other evidences of ownership of securities and other personal properties in the name of a nominee or nominees.
- h. Have authority in the name of the Corporation, to purchase, sell, lease, mortgage, or otherwise encumber any real estate to which the Board of Trustees may hold title or in which such Board may have an interest, without petitioning for, or obtaining an order of any Court for permission to do so; and for such purpose, the proper officers of the Board of Trustees (any two of the President, Vice-President, Secretary, Treasurer) shall have full and complete power to execute and deliver contracts, deeds, leases, notes, mortgages, and other instruments of sale, purchase, conveyance, and encumbrance.
- i. Consider and make recommendation to Presbytery in regard to a request from the session of any particular church to sell, mortgage, or otherwise encumber any of its real property; or a request to acquire real property subject to an encumbrance or condition.
- j. Consider and make recommendation to the Presbytery in regard to a request from the Session of any particular church to obtain a commercial loan.
- k. Have authority to appoint a corporate Fiscal Agent to assist the Board of Trustees in carrying out the management and investment of funds.
- l. Have charge of all legal matters incident to the duties of the Board of Trustees.

CR 6.6 - Reliability of Actions

Any person, firm, or corporation dealing with the Board of Trustees shall be entitled to rely solely on the deed, transfer, or assurance of the officers of the Corporation with reference to any action of the Board of Trustees; and no contract, conveyance, assignment, purchase, sale, or investment made or authorized by said Board on behalf of the Corporation shall be invalidated, modified, or set aside in any manner by any review or action of the Board.

CR 6.7 - Amendments

The foregoing Sections CR 6.1 through CR 6.6 shall constitute the Code of Regulations for the Presbytery of Lake Huron of the Presbyterian Church (U.S.A.), and may be amended by the affirmative vote of two-thirds of the members of the Board of Trustees present and voting at any regular or special meeting of the Board, subject to approval of the Presbytery by a two-thirds majority of those present and voting at a special or stated meeting of the Presbytery. The Presbytery shall have the right, likewise, to initiate amendments to this Code of Regulations.

ATTACHMENT C - Proposed Bylaw Changes

Article VII

~~Nominating Team~~Nominating Committee

Bylaw B. 7.1 – Purpose

The ~~Nominating Team~~Nominating Committee, with due diligence, seek to fulfill the Nominating Committee requirements described in the Form of Government.

Bylaw B. 7.2 - Duties

- a. The ~~Nominating Team~~Nominating Committee shall nominate the Moderator and Vice Moderator of the Presbytery for election by the September stated meeting of Presbytery; and nominate members for all standing units of Presbytery to be elected by the December stated meeting of Presbytery. The Moderator and Vice Moderator shall be installed at the December stated meeting. Members elected to standing units take office on January 1; members elected to fill vacancies take office upon election.
- b. The ~~Nominating Team~~Nominating Committee shall nominate persons to represent the Presbytery in ecumenical bodies, and denominational agencies as requested or required.
- c. The ~~Nominating Team~~Nominating Committee shall solicit nominations for Commissioners to governing bodies higher than the Presbytery, alternates, and Young Adults with Advisory Delegate, and present nominations for election by the Presbytery.
- d. The ~~Nominating Team~~Nominating Committee shall fill vacancies in a timely manner.
- e. The ~~Nominating Team~~Nominating Committee shall be accountable to the Presbytery ~~through the Coordinating Team~~.

Bylaw B. 7.3 – Membership

The ~~Nominating Team~~Nominating Committee shall consist of six persons, one ~~elect~~ elected from each of the ~~4~~5 regions of the Presbytery plus ~~two~~ one ~~chosen~~ elected at large. The team shall elect a moderator annually from within its membership to serve a term of one year.

Bylaw B. 7.4 – Meetings

The ~~Nominating Team~~Nominating Committee shall meet at least biannually and as necessary to fulfill its duties.

ATTACHMENT C - Proposed Bylaw Changes

**Article VIII
Permanent Judicial Commission**

Bylaw B 8.1 - Function

The Permanent Judicial Commission shall fulfill those functions given it by the Rules of Discipline.

Bylaw B 8.2 - Associated Committees

If an investigating committee is required under the provisions of the Rules of Discipline, or if a committee of counsel is required under the provisions of the Rules of Discipline, the Moderator of Presbytery and the Moderator of the ~~Coordinating Team~~ Presbytery Council, following consultation with the Stated Clerk, shall appoint persons to serve on that committee, with the Vice-Moderator being authorized to act in place of either one of these if either one is unable to participate in the appointment for reasons of propriety or for any other reason.

Bylaw B 8.3 - Membership

The Permanent Judicial Commission shall consist of seven members, three Ruling Elders and three ~~Teaching Elders~~ Ministers of the Word and Sacrament with the seventh person either a Ruling Elder or Teaching Elder. The Commission shall be divided into classes as nearly equal as possible, for terms of six years. Each member shall serve for one six year term, approximately one-third being elected every other year. A person elected to fill an unexpired term of three years or less shall be eligible for re-election for a full term. Any person having served a full term shall be ineligible for re-election for four years.

**Article IX
General Statements**

Bylaw B 9.1 - Amendments

These Bylaw may be amended at any stated meeting of the Presbytery by a two-thirds vote of the members present and voting, provided that the amendment has been submitted in writing to the previous stated meeting.

Bylaw B 9.2 - Editorial Changes

The Stated Clerk, in consultation with the Coordinating Team, shall be empowered to change the title of ministries, teams, committees and offices in these Bylaw to reflect changes in the terminology of the General Assembly, the Synod, or the Presbytery; to make changes in cross-references appropriate to amendments as they are adopted, and to make minor changes in numbering to facilitate the reading of these Bylaws.

Bylaw B 9.3 - Suspensions

No Bylaw of the Presbytery may be suspended.

Bylaw B 9.4 – Replacement

Replacement of these Bylaws shall be considered to be an amendment and shall be treated as an amendment under the provisions of B 9.1.

Approved December 4, 2012 and amended in December 2014, December 2017, ~~and June 2018,~~
September 2020, and March 2021.

ATTACHMENT D – Proposed Budget

2021 PROPOSED BUDGET								
Acct #	Description	2019 Budget	2019 Actual	2020 Budget	2020 YTD 7/31	2021 projections	2021 v 2020	Notes
		Annual	(rounded)	(rounded)	(rounded)			
40100	Per Capita	\$203,991.04		\$197,287.00	\$169,996.00	184,639.20	(\$12,647.80)	GA, Synod offset on lines 51404-5; 6420*28.76
40200	GA Basic mission							pass through, no budget effect
40210	Synod Basic Mission							pass through, no budget effect
40220	Presbytery Basic mission	\$122,000.00	\$128,606.00	\$118,000.00	\$86,844.00	118,000.00	\$0.00	2020 receipts expected to exceed 118k
40225	Prior Year Pledge	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	
40260	Joy Fund	\$20,000.00	\$15,339.00	\$20,000.00	\$8,643.00	20,000.00	\$0.00	distribution from foundation bequest
40270	PW of Lake Huron Presbytery	\$750.00	\$259.00	\$750.00	\$604.00	750.00	\$0.00	
40280	Investment distribution	\$66,736.03	\$47,481.00	\$68,416.00	\$0.00	70,680.00	\$2,264.00	4.25% draw on 20 qtr average
40281	Prep for Ministry Fund transfer	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	
40283	Committee on Ministry Fund transfer	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	
Sub-total Income		\$413,477.07	\$401,881.00	\$404,453.00	\$266,088.00	394,069.20	(\$10,383.80)	
40350	Miscellaneous income	\$2,800.00	\$4,035.00	\$2,800.00	\$1,292.00	2,800.00	\$0.00	
40370	Other MTS: Presbytery	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	
40380	Other MTS: Synod	\$0.00	\$53.00	\$0.00	\$953.00			pass through, no budget effect; cf. line 52005
40390	Other MTS: GA	\$0.00	\$152,925.00	\$0.00	\$57,734.00			pass through, no budget effect; cf. line 52006
40395	Gifts In Kind	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	
40396	Gain/Loss on Sale of Church	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	
Sub-total Miscellaneous income		\$2,800.00	\$157,013.00	\$2,800.00	\$59,579.00	2,800.00	\$0.00	
TOTAL INCOME		\$416,277.07	\$559,393.00	\$407,253.00	\$325,667.00	396,869.20	(\$10,383.80)	
DISBURSEMENTS								
Executive Presbyter								
50063	Salary	\$51,296.00	\$51,296.00	\$51,911.55	\$26,422.00	52,223.02	\$311.47	reflects .6% COLA per June/June Midwest region
50064	Housing allowance	\$32,000.00	\$32,000.00	\$32,384.00	\$22,750.00	32,578.30	\$194.30	reflects .6% COLA per June/June Midwest region
50065	Pension/medical/disability/Supp.Life	\$30,095.00	\$29,975.00	\$30,771.72	\$17,900.00	29,135.30	(\$1,636.42)	reduced premiums for pension
50066	Travel/business reimbursements	\$10,000.00	\$8,284.00	\$10,000.00	\$475.00	8,500.00	(\$1,500.00)	reduced travel expected
50067	Continuing Education	\$3,000.00	\$3,000.00	\$3,000.00	\$132.00	3,000.00	\$0.00	
EP 2022	Sabbatical substitute reserve	\$0.00	\$0.00	\$1,000.00	\$0.00	1,000.00	\$0.00	to compensate adding EP during 2022 sabbatical
Total EP		\$126,391.00	\$124,555.00	\$129,067.27	\$67,679.00	126,436.62	(\$2,630.65)	
Financial Secretary								
50141	Salary	\$18,913.00	\$17,570.00	\$19,141.20	\$10,305.00	19,656.00	\$514.80	reflects .6% COLA per June/June Midwest region
50142	Fica/medi	\$1,447.00	\$1,344.00	\$1,464.30	\$804.00	1,473.09	\$8.79	reflects .6% COLA per June/June Midwest region
50143	Travel expenses	\$600.00	\$0.00	\$600.00	\$0.00	0.00	(\$600.00)	for travel in presbytery; shifted to office expense
50144	Continuing Education	\$1,500.00	\$996.00	\$1,500.00	\$0.00	1,500.00	\$0.00	
Total Finance Secretary		\$22,460.00	\$19,910.00	\$22,705.50	\$11,109.00	22,629.09	(\$76.41)	
Admin. Assistant/Office Manager								
50131	Wages	\$25,078.00	\$25,427.00	\$26,887.64	\$15,548.00	28,561.52	\$1,673.88	reflects .6% COLA plus salary equalization
50132	Fica/medi	\$1,918.00	\$1,945.00	\$2,056.90	\$1,224.00	2,184.96	\$128.06	reflects .6% COLA per June/June Midwest region
50134	Continuing Education	\$500.00	\$0.00	\$500.00	\$0.00	300.00	(\$200.00)	most CE available online
Total Administrative Assistant		\$27,496.00	\$27,372.00	\$29,444.54	\$16,771.00	31,046.48	\$1,601.94	
Communication Mgr/Recording Clerk:								
50161	Wages	\$32,633.00	\$32,406.00	\$33,025.20	\$18,922.00	33,223.35	\$198.15	reflects .6% COLA per June/June Midwest region
50162	Fica/medi	\$2,496.00	\$2,479.00	\$2,526.43	\$1,483.00	2,541.59	\$15.16	reflects .6% COLA per June/June Midwest region
50163	Continuing Education	\$1,000.00	\$2,306.00	\$1,000.00	\$1,145.00	1,000.00	\$0.00	
Total Comm Mgr/Recording Clerk		\$36,129.00	\$37,191.00	\$36,551.63	\$21,549.00	36,764.94	\$213.31	
Stated Clerk:								
50221	Salary	\$17,644.00	\$17,644.00	\$17,886.00	\$10,433.00	17,993.32	\$107.32	reflects .6% COLA per June/June Midwest region
50222	Seca/Medi	\$1,350.00	\$1,350.00	\$1,368.28	\$798.00	1,376.49	\$8.21	reflects .6% COLA per June/June Midwest region
50224	Travel/business reimbursements	\$3,000.00	\$1,193.00	\$3,000.00	\$50.00	2,500.00	(\$500.00)	reduced travel expected
Total Stated Clerk		\$21,994.00	\$20,186.00	\$22,254.28	\$11,281.00	21,869.81	(\$384.47)	
Other								
50231	Treasurer Annual Salary	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	1,000.00	\$0.00	
50230	Staff Development	\$1,000.00	\$717.00	\$1,000.00	\$228.00	1,000.00	\$0.00	
50235	Contingency	\$600.00	\$0.00	\$400.00	\$0.00	1,500.00	\$1,100.00	increase for pastoral care support
	Support staff group life @50k	\$360.00	\$360.00	\$360.00	\$210.00	360.00	\$0.00	
Total Other		\$2,960.00	\$2,077.00	\$2,760.00	\$438.00	3,860.00	\$1,100.00	
Total Personnel		\$237,430.00	\$231,292.00	\$242,783.22	\$128,828.00	242,606.94	(\$176.28)	
Preparation for Ministry (#104)								
50805	Annual Consultations & other	\$400.00	\$0.00	\$400.00	\$0.00	400.00	\$0.00	
50806	Career counselling	\$600.00	\$0.00	\$600.00	\$0.00	600.00	\$0.00	

ATTACHMENT D – Proposed Budget (Continued)

50608 Scholarships & Grants	\$400.00	\$0.00	\$400.00	\$0.00	400.00	\$0.00	
50609 Midwest Career Center donation	\$400.00	\$0.00	\$400.00	\$0.00	0.00	(\$400.00)	Synod expected to cover presbyteries in 2021
50610 CRE Training Program	\$1,500.00	\$0.00	\$1,500.00	\$126.00	1,000.00	(\$500.00)	extra cost covered by reserve account
CPM transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	
Preparation for Ministry Total	\$3,300.00	\$0.00	\$3,300.00	\$126.00	2,400.00	(\$900.00)	
Commission on Ministry (#105)							
50701 Shared grants & emergency	\$2,500.00	\$2,500.00	\$2,500.00	\$2,000.00	2,500.00	\$0.00	
50703 Disciplinary procedure expenses	\$2,500.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	
50704 Care & Professional development-Clergy/CI	\$2,000.00	\$0.00	\$2,000.00	\$0.00	2,000.00	\$0.00	
50707 Training	\$500.00	\$87.00	\$500.00	\$0.00	500.00	\$0.00	
COM transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	
Committee on Ministry total	\$7,500.00	\$2,587.00	\$5,000.00	\$2,000.00	5,000.00	\$0.00	
Mission Coordinating Committee (#106)							
50909 Mission Grants	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	2,500.00	\$0.00	
50910 Missionary Designated Support	\$4,000.00	\$4,000.00	\$6,000.00	\$0.00	6,000.00	\$0.00	
50911 Disaster Preparedness Team	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	500.00	(\$500.00)	extra cost covered by reserve account
Mission Coordinating Committee total	\$7,500.00	\$7,500.00	\$9,500.00	\$0.00	9,000.00	(\$500.00)	
Presbytery Council/CT (#107)							
50905 Youth Triennium	\$3,000.00	\$3,000.00	\$2,000.00	\$0.00	2,000.00	\$0.00	
50906 Alma Youth Mix expenses	\$1,000.00	\$0.00	\$1,000.00	\$0.00	1,000.00	\$0.00	
50907 Leadership Development	\$300.00	\$0.00	\$300.00	\$0.00	0.00	(\$300.00)	extra cost covered by reserve account
50912 Alma College Chaplaincy	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	2,500.00	\$0.00	
50995 CT meetings/moderatorial expenses	\$2,000.00	\$87.00	\$1,000.00	\$0.00	500.00	(\$500.00)	extra cost covered by line 51034
Presbytery Council/CT Team total	\$8,800.00	\$5,587.00	\$6,800.00	\$0.00	6,000.00	(\$800.00)	
Board of Trustees (#108)							
50312 Annual audit	\$5,000.00	\$4,650.00	\$5,000.00	\$0.00	5,000.00	\$0.00	
50313 Legal expenses	\$1,000.00	\$0.00	\$1,000.00	\$30.00	1,000.00	\$0.00	
50314 Insurance	\$4,700.00	\$3,493.00	\$4,700.00	\$2,640.00	4,700.00	\$0.00	
Trustees total	\$10,700.00	\$8,143.00	\$10,700.00	\$2,670.00	10,700.00	\$0.00	
Other (#110)							
51030 Presbytery meetings	\$3,000.00	\$2,638.00	\$3,000.00	\$1,968.00	3,000.00	\$0.00	
51033 Presbytery conferences	\$2,000.00	\$0.00	\$1,500.00	\$0.00	1,000.00	(\$500.00)	extra cost covered by reserve account
51031 Presbytery Office	\$45,000.00	\$49,071.00	\$38,000.00	\$18,078.00	36,000.00	(\$2,000.00)	savings from new copier service agreement
51032 Publications & website	\$3,000.00	\$1,925.00	\$3,000.00	\$1,669.00	3,000.00	\$0.00	
51034 Standing units administrative expenses	\$3,000.00	\$3,950.00	\$3,000.00	\$320.00	2,000.00	(\$1,000.00)	less travel expected
51036 Participation in G.A.	\$1,000.00	\$0.00	\$1,000.00	\$275.00	1,000.00	\$0.00	
51040 Permanent Judicial Commission	\$100.00	\$0.00	\$100.00	\$0.00	100.00	\$0.00	
51404 G.A. per cap	\$64,833.80	\$64,834.00	\$60,886.85	\$60,887.00	57,651.60	(\$3,235.25)	offsets some reduction in income in line 40100
51405 Synod per cap	\$23,543.00	\$23,543.00	\$22,109.75	\$22,110.00	20,865.00	(\$1,244.75)	offsets some reduction in income in line 40100
51406 G.A. Basic mission							pass through, no budget effect
51407 Synod Basic Mission							pass through, no budget effect
51408 Prior Year's Pledge Disbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	
51409 Loan interest payment	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	
51410 Loan principal payment	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	
Total Other	\$145,476.80	\$145,961.00	\$132,596.60	\$105,307.00	124,616.60	(\$7,980.00)	
Budget sub-total	\$420,706.80	\$401,070.00	\$410,679.82	\$238,930.00	400,323.54	(\$10,356.28)	
2021 PER CAPITA BREAKDOWN:							
52002 Non-budgeted expenditures	\$0.00	\$0.00	\$0.00	\$15,000.00	0.00	\$0.00	
52105 GP Search Committee	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	placeholder line
52004 Other MTS: Presbytery	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	pass through, no budget effect
52005 Other MTS: Synod	\$0.00	\$553.00	\$0.00	\$548.00	0.00	\$0.00	pass through, no budget effect
52006 Other MTS: GA	\$0.00	\$157,066.00	\$0.00	\$56,911.00	0.00	\$0.00	pass through, no budget effect
52009 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	
Total Miscellaneous	\$0.00	\$157,619.00	\$0.00	\$72,459.00	0.00	\$0.00	
Grand total	\$420,706.80	\$558,689.00	\$410,679.82	\$311,389.00	400,323.54	(\$10,356.28)	
Budget total net of pass-through	\$420,706.80	\$401,070.00	\$410,679.82	\$238,930.00	400,323.54	(\$10,356.28)	
				Non PC income	\$212,230.00		
				Net PC balance	(\$188,093.54)		
				deficit	\$ (3,454.34)		
							Balanced budget per capita rate: \$29.30 (+.30)
							2020 imbalance = \$3426.83 = .50 pc
							2021 imbalance = \$3454.34 = .54 pc

ATTACHMENT E – Lay Pulpit Supply

Proposal for Lay Pulpit Supply Authorization Process

Purpose: To equip ruling elders for preaching in their own congregations and providing occasional, non-contracted, pulpit supply in other congregations. This training may be part of, but not a substitute for, satisfying requirements for eligibility to be commissioned as a commissioned pastor (CRE). At the successful completion of the course of study, eligible trainees may be placed on the Presbytery pulpit supply list at the discretion of the COM¹. Placement on the pulpit supply list does not confer authority to preside at the sacraments or perform weddings, which require separate training and authorization.

Eligibility: Any ruling elder in good standing in a congregation of the Presbytery of Lake Huron who has obtained their session's endorsement to participate. To be eligible for placement on the Presbytery pulpit supply list, the trainee must also satisfy the following:

- a) submit to a criminal background check
- b) complete a boundary training event approved by the COM
- c) be approved by the COM (through the Preparation for Ministry Team) which shall involve:
 - 1) submittal of a statement of faith acceptable to the Team
 - 2) a face-to-face interview (in person or by Zoom) with the Team about their statement of faith, faith journey, and sense of call to preach the Word.
 - 3) delivery of a sermon acceptable to the Team

Authorization: An initial probational authorization shall be for a period of one year. A preaching mentor shall be assigned for the first year, who shall meet with the trainee quarterly to review sermons and preaching assignments. After one year, the COM, upon the recommendation of the Preparation for Ministry Team, may lift the probational status, renew the probational status for another year, or remove the trainee from the pulpit supply list, at its discretion.

Program: The preaching course shall consist of eight to twelve hours of instruction over four to six sessions, ordinarily held weekly. The course shall be led by one or more persons approved by the Commission on Ministry. The recommended text shall be *A Lay Preacher's Guide: How to Craft a Faithful Sermon* by Karoline M. Lewis (Minneapolis: Fortress Press), 2020. Additional readings and assignments may be assigned at the discretion of the leader. The course shall include training on the following preaching disciplines:

- The responsible use of scripture in preaching
- Theological foundations for Reformed preaching
- The sermon in Reformed liturgy and worship
- Preaching the lectionary and seasons of the church year
- Pastoral, prophetic, evangelistic, and discipleship preaching
- Crafting a sermon: structure and rhetoric
- Tools and resources for sermon writing
- The art of sermon delivery

¹ If the Presbytery adopts the merger of the COM and CPM, the new name of the merged committee may be entered here and elsewhere ("Commission on Ministry and Ministry Preparation"; COMMP).

ATTACHMENT E – Lay Pulpit Supply (Continued)

In addition to the instructional sessions, each candidate shall write and deliver at least one original sermon on an assigned text for constructive feedback and assessment. The sermon may be delivered live or on video at the leaders' discretion.

The leaders shall provide an assessment of each participant on a ready/not ready basis. Participants who are deemed not ready shall be provided with an explanation of, and a strategy for remedying, any identified deficiencies. The trainees deemed ready shall be referred to the Preparation for Ministry Team for interview.