

APPENDIX D

Coordinating Council of the Presbytery of St. Augustine Approved Minutes

September – December 2018

September 8, 2018 Stated Meeting

September 13, 2018 Called Meeting

September 24, 2018 Called Meeting

October 18, 2018 Called Meeting

November 15, 2018 Called Meeting

December 11, 2018 Stated Meeting

MINUTES
Presbytery Coordinating Council
Stated Meeting
September 8, 2018 at 9:00 a.m.
Jeff Welch, Chair

The Coordinating Council of the Presbytery of St. Augustine met on September 8, 2018, at Montgomery Presbyterian Conference Center. A quorum was present. The meeting was called to order by Jeff Welch. After a time of sharing joys and concerns, Jeff led us in prayer.

Present: Coordinating Council Moderator Jeff Welch and Presbytery Moderator Mary Mickel. Class of 2018: Patti Phillips, Joe Rigsby, and Diane Wilson. Class of 2019: Larry Green, Bill Hoff, and Suzi Lemen. Class of 2020: Kristie Hall, David Lee, and Edd Norris.

Absent/Excused: Yvan Kelly.

Also Present: Sandra Hedrick (Ex-Officio, Stated Clerk) and Chris Lieberman (Relationship Coordination Director).

The Coordinating Council took the following actions:

- Approved the minutes of (a) the 2018 Spring Stated Meeting of the Presbytery of St. Augustine and (b) the August 9, 2018 Coordinating Council Meeting.
- Discussed the highlights of the August 25, 2018 called presbytery meeting and approved a motion to have a joint meeting with the Montgomery Executive Operating Board within the next six weeks to discuss questions about the approved overture. Patti Phillips will moderate the meeting and may work with Joe Rigsby, Suzi Lemen, Kristie Hall, and Diane Wilson to prepare for the meeting.
- Received the stated clerk's report and committee reports.
- Approved the 2019 Asking Budget proposed by the Administrative Committee.
- Approved a motion asking the Gainesville Counseling Center to revise its proposal and resubmit it if it chooses to do so. Patti Phillips agreed to plan and moderate a review meeting where all necessary committees are present.
- Received the information that Relationship Coordination Director Chris Lieberman appointed Rhonda Link-Cummings as an Area Relationship Coordinator and that Gary Hardesty has resigned his position as Area Relationship Coordinator.

- Approved a motion that the Personnel Team would review and update the Financial Secretary/Bookkeeper job description and provide the update to the Coordinating Council for approval.
- Approved the recommendation of the Relationship Coordination Committee to approve the annual plan for the Gainesville College Ministry. In addition, the Coordinating Council recommends that the presbytery approve that the Coordinating Council will continue to be the approving body in place of the Committee on Ministry.

In order to increase participation and collaboration by area churches with First Presbyterian Church in its College Ministry Program, First Presbyterian Church recommends that a written invitation be sent by a representative from Presbytery and First Presbyterian Church inviting interested churches to appoint up to two individuals each as liaisons to the college program at First Presbyterian Church.

-That shortly after appointment of liaisons, a meeting be held between those individuals and a representative of First Presbyterian Church to share with them the Ministry Plan, provide details of the activities listed on that plan, to answer questions, and explore in dialogue with them opportunities for participation and collaboration.

-That additional meetings are held to build community and monthly communications are sent to each participating church through its liaison listing for them of upcoming College Ministry events.

-That in the Spring of 2019, representatives of interested churches and First Presbyterian church meet to discuss the 2019-2020 calendar including specific measures to increase participation of area churches in ways that will be included in the 2019-2020 plan.

-That outreach efforts on the University of Florida and Santa Fe campuses include providing information about PCUSA churches in Gainesville.

- Approved a motion to study whether we need Trustees or whether the Coordinating Council can be elected as the Trustees. Sandra Hedrick, Mary Mickel, and Diane Wilson are assigned as a task force to study this question.
- Referred to the Relationship Coordination Committee the suggestion that we add to the presbytery structure a committee focusing on youth.
- Approved a motion to recommend to the presbytery that the postponed motion to use the proceeds of sold presbytery properties to pay down the Montgomery mortgage debt was answered by the overture approved on August 25.

- Approved a motion to recommend the following manual of operations changes to the presbytery:

Amend the Manual of Operations, Section 4.06, as follows: The Member Preparation and Call Commission is empowered to [add the following]:

Approve Board of Pensions (BOP) grants and matching grants for members of the presbytery, such as seminary debt assistance, emergency grants, special need grants, etc., all subject to the presbytery budgeting process and the guidelines of the Board of Pensions.

- Set the location of the 2019 Winter Stated Meeting at the Highlands United Presbyterian Church and changed the date from February 2 to February 9.
- The next meeting dates will be held at 9:00 a.m. on October 18, November 15, December 11, and January 17.

The meeting was closed in prayer by David Lee at approximately 12:55 p.m.

Submitted by:
Sandra Hedrick
Clerk of the Coordinating Council

MINUTES OF CALLED MEETING
Presbytery Coordinating Council
September 13, 2018 at 3:00 p.m.
(Jeff Welch, Chair, and Patti Phillips, Appointed Moderator)

The Coordinating Council of the Presbytery of St. Augustine met by conference call on September 13, 2018. The purpose of the meeting was to consider approving the employment of Marigrace Doran as our Communications Coordinator. A quorum was present. The meeting was called to order by Jeff Welch, who led the opening prayer.

Present: Presbytery Moderator Mary Mickel and Council Moderator Jeff Welch. Class of 2018: Patti Phillips, Joe Rigsby, and Diane Wilson. Class of 2019: Vicki Bossuot, Larry Green, and Bill Hoff. Class of 2020: Kristie Hall, Yvan Kelly, David Lee, and Edd Norris.

Absent/Excused: Suzi Lemen.

Also Present: Chris Lieberman (Relationship Coordination Director) and Sandra Hedrick (Ex-Officio, Stated Clerk).

The Coordinating Council voted to employ Marigrace Doran as part-time Communications Coordinator beginning September 20, 2018. She will work a schedule of 30 hours a week (over five days), and her compensation will be \$30,000 per year (\$20 per hour).

The meeting was closed with prayer.

Submitted by:
Sandra Hedrick, Clerk of the Coordinating Council

MINUTES OF CALLED MEETING
Presbytery Coordinating Council
September 24, 2018 at 10:00 a.m.
(Jeff Welch, Chair, and Patti Phillips, Appointed Moderator)

The Coordinating Council of the Presbytery of St. Augustine met on September 24, 2018, at the Montgomery Presbyterian Conference Center (MPCC). The purpose of the meeting was to gather with the Executive Board of MPCC to discuss matters relating to moving forward with the goals of the overture approved at the called meeting of the presbytery held on August 25. A quorum was present. The meeting was called to order by Jeff Welch, who led the opening prayer after joys and concerns were shared. Moderator Welch then appointed Patti Phillips to moderate the meeting.

Present: Presbytery Moderator Mary Mickel and Council Moderator Jeff Welch. Class of 2018: Patti Phillips, Joe Rigsby, and Diane Wilson. Class of 2019: Vicki Bossuot, Larry Green, and Bill Hoff. Class of 2020: Kristie Hall, David Lee, and Edd Norris.

Absent/Excused: Yvan Kelly and Suzi Lemen.

Also Present: Chuck Atkins (Treasurer) and Sandra Hedrick (Ex-Officio, Stated Clerk).

Acting Moderator Phillips led a discussion of questions and matters relating to the overture. The Coordinating Council approved the following motions:

- The Coordinating Council recommends that the presbytery immediately repay the MPCC debt that is guaranteed by the presbytery and that the presbytery forgive any debt from MPCC to the presbytery that has been put on the presbytery's books as a loan.
- The Coordinating Council recommends that the presbytery give its financial guaranty to up to \$775,000 in additional loans that MPCC takes out to achieve the goals of the adopted overture.
- The Coordinating Council will form a working group of three members from the Coordinating Council and three members from the MPCC Executive Operating Board to work together on corporate by-laws changes. The changes would make the Executive Operating Board the corporate board of directors. This group is empowered to employ legal counsel at the expense of the presbytery.

Noting that many more issues remain to be discussed, the Coordinating Council referred that discussion to the working group that will be formed in the near future. The meeting was closed with prayer at approximately noon.

Submitted by:
Sandra Hedrick, Clerk of the Coordinating Council

MINUTES
Presbytery Coordinating Council
Stated Meeting
October 18, 2018 at 9:00 a.m.
Jeff Welch, Chair

The Coordinating Council of the Presbytery of St. Augustine met on October 18, 2018, at Montgomery Presbyterian Conference Center (MPCC). A quorum was present. The meeting was called to order by Jeff Welch. After a time of sharing joys and concerns, Jeff led the Coordinating Council in an opening prayer.

Present: Coordinating Council Moderator Jeff Welch and Presbytery Moderator Mary Mickel. Class of 2018: Patti Phillips, Joe Rigsby, and Diane Wilson. Class of 2019: Larry Green and Suzi Lemen. Class of 2020: Kristie Hall and Edd Norris.

Absent/Excused: Bill Hoff, Yvan Kelly, and David Lee.

Also Present: Sandra Hedrick (Ex-Officio, Stated Clerk) and Chris Lieberman (Relationship Coordination Director).

The Coordinating Council took the following actions:

- Approved the minutes of all of the Council meetings held in September, 2018.
- Received the stated clerk's report, committee reports, and reports about the work of our administrative commissions.
- Received the information that Marigrace Doran has begun her work as Communications Coordinator and that Rhonda Link-Cummings is serving as a new Area Relationship Coordinator.
- Appointed Edd Norris as official liaison to the MPCC Executive Operating Board. Also appointed Kristie Hall (Chair), Suzi Lemen, and Edd Norris to be the small group to meet with the three representatives of the MPCC Executive Operating Board about the remaining questions from the list reviewed at the special called meeting of the Coordinating Council and MPPC board in September.
- After a wide-ranging discussion about church growth-related topics, Jeff Welch said that he would consult with others and find a way to bring the conversation to fruition. It was also noted that in September 2018, the Coordinating Council referred to the Relationship Coordination Committee the suggestion that we add to the presbytery structure a committee focusing on youth. The committee will meet on this question on November 8.

- On the question of whether the Council could be designated as the Board of Directors of the presbytery corporation, the Stated Clerk reported that yes, they could. She was asked to find out what other presbyteries do in this regard.
- The next stated meeting dates will be November 15, December 11 (phone conference call), and January 17. The meetings will begin at 9:00 a.m.

The meeting was closed in prayer by Jeff Welch at approximately 11:45 a.m.

Submitted by:
Sandra Hedrick
Clerk of the Coordinating Council

MINUTES
Presbytery Coordinating Council
Stated Meeting
November 15, 2018 at 9:00 a.m.
Jeff Welch, Chair

The Coordinating Council of the Presbytery of St. Augustine met on November 15, 2018, at Montgomery Presbyterian Conference Center (MPCC). A quorum was present. Mary Mickel was asked to serve as moderator because of the excused absence of Jeff Welch. After a time of sharing joys and concerns, Edd Norris led the Coordinating Council in an opening prayer.

Present: Presbytery Moderator Mary Mickel. Class of 2018: Patti Phillips. Class of 2019: Vickie Bossuot, Larry Green, Bill Hoff, and Suzi Lemen. Class of 2020: Kristie Hall and Edd Norris.

Absent/Excused: Yvan Kelly, David Lee, Chris Lieberman, Joe Rigsby, Jeff Welch, and Diane Wilson.

Also Present: Sandra Hedrick (Ex-Officio, Stated Clerk) and Maurie Dugger (MPCC Fundraising/Marketing Director).

The Coordinating Council took the following actions:

- Approved the minutes of all of the meeting held on October 18, 2018.
- Received the stated clerk's report and committee/commission reports.
- Received the information that Will Wheeler (RE-Riverside) is the new interim Finance Team Chair).
- Received the information that the mortgage debt of the Montgomery Presbyterian Conference Center has been paid off in its entirety as directed during the Fall Stated Meeting.
- Welcomed Maurie Dugger (MPCC Fundraising/Marketing Director) to introduce herself and to give a presentation about MPCC and her work.
- Placed on its agenda for the December 2018 meeting its final consideration of the Highlands Property - Gainesville Counseling Center proposal. Larry Green, the sponsor of the proposal, invited everyone to send him questions that they would like

answered. He will ask Charles Freeman or Steve Crowley to serve as chair of the Administrative Commission.

- Asked that a reminder letter be sent about the need for liaisons from other congregations to work with the First Gainesville college ministry.
- Approved the recommendation of the Relationship Coordination Committee that the presbytery create a new team focusing on and dedicated to youth. The team will be connected through the RCC. Pursuant to the RCC recommendation, a small task force will be formed that will include youth and youth director members, along with other members. The task force will consider historical structures that were focused on youth. This work should take place in the near future so that the structure can be put in place at the February 9 presbytery meeting, the team can be populated with members at that time, and the ministry area can have funding in the 2019 budget. It is contemplated that the team's function and goals would be described generally in the structure and that the team would further develop its function, goals, and priorities when it begins to meet. The Council directed that the small special task force will include Chris Lieberman, Larry Green, representation from youth directors, and others that they invite to participate.
- Approved the recommendation of the Stated Clerk with regard to the process leading up to the consideration of the constitutional amendments approved in the 223rd General Assembly. A working group will lead this process including the Stated Clerk, at least two General Assembly Commissioners (one teaching elder, one ruling elder), the Presbytery Moderator, the Council Moderator, the Chair of Strategic Issues, the Chair of Leadership Development and Care, and the Relationship Coordination Director. The Stated Clerk will provide the amendments and background and will convene the group so that it may make written recommendations to the presbytery, including rationale as appropriate. The information will be disseminated before the Winter Stated Meeting. At the Winter Stated Meeting, the Stated Clerk will make a factual presentation of the amendments to the gathered body unless the working group would like to have someone handle all or part of the presentation.
- Approved the request from our Arlington church for a waiver of term limits for its session classes.
- Responded to the request of our Marion Oaks church to consider its Ghana school ministry in the following way: we will publish news about this ministry in the upcoming newsletter and share that Marion Oaks has opened the opportunity to others. Those who want to assist would contact Marion Oaks directly.

- Referred to the Leadership Development and Care Committee (working with Chris Lieberman and the Area Relationship Coordinators) the work of of reaching out to our congregations about conversation/work relating to congregational redevelopment.
- The next stated meeting dates will be December 11 (in person) at 9:00 a.m. Other upcoming meetings will be held on January 17, February 21, and April 11, all at 9:00 a.m. at a location to be announced.

The meeting was closed in prayer.

Submitted by:

Sandra Hedrick

Clerk of the Coordinating Council

MINUTES
Presbytery Coordinating Council
Stated Meeting
December 11, 2018 at 9:45 a.m.
Jeff Welch, Chair

The Coordinating Council of the Presbytery of St. Augustine met on December 11, 2018, at the Montgomery Presbyterian Conference Center (MPCC). A quorum was present. Jeff Welch opened the meeting with prayer, and Coordinating Council members shared joys and concerns.

Present: Presbytery Moderator Mary Mickel and Coordinating Council Chair Jeff Welch. Class of 2018: Patti Phillips and Diane Wilson. Class of 2019: Vickie Bossuot, Larry Green, Bill Hoff, and Suzi Lemen. Class of 2020: Kristie Hall and Edd Norris.

Absent/Excused: Yvan Kelly, David Lee, and Joe Rigsby.

Also Present: Sandra Hedrick (Ex-Officio, Stated Clerk) and Chris Lieberman (Relationship Coordination Director).

The Coordinating Council took the following actions:

- Approved the minutes of the meeting held on November 15, 2018.
- Received reports from the Stated Clerk, the Relationship Coordination Director, and committees and commissions.
- Received an update from Chris Lieberman on the proposal to add into our structure a team focusing on youth. The work will be completed in time for the presbytery to consider a recommendation at the Winter Stated Meeting (note that we must give 15 days advance notice to approve a Manual of Operations change upon “one reading”).
- Approved the 2019 operating budget proposed by the Administration Committee. The Coordinating Council will recommend its adoption at the Winter Stated Meeting.
- Approved a motion that up to three Montgomery/Presbytery Trustees be added to the small group of Coordinating Council members who are working with a small group from the MPCC Executive Operating Board. The quorum remains at one-half of the members of the group with the Trustee members added.
- Received a report from the Stated Clerk that no congregation has yet appointed a liaison to the First Gainesville campus ministry in response to the email that was sent

out inviting our congregations to participate. If the follow-up communication also produces no response, the Council will appoint a group of liaisons.

- Took the following actions relating to the proposal to use the Highlands church property in Gainesville as a ministry center with a non-profit counseling center directed by Larry Green as the lead tenant: (a) directed the clerk to send an email to ministers and clerks describing the ministry center proposal and asking for question and comments; (b) approved the expenditure of legal fees relating to a possible legal structure with the presbytery as landlord; (c) directed that the possibility of a “1001 Worshipping Community” be considered in connection with the proposal; (d) asked the Administration Committee to come back with a recommendation on the proposal at the Coordinating Council meeting on January 17, and (e) committed to making a recommendation to the presbytery at the Winter Stated Meeting.
- The next stated meeting dates are on January 17, February 21, April 11, May 16, and June 20, all at 9:00 a.m. at locations to be announced. The January 17 meeting will be held at MPCC.

The meeting was closed in prayer at approximately 12:50 p.m.

Submitted by:
Sandra Hedrick
Clerk of the Coordinating Council