

Coordinating Council of the Presbytery of St. Augustine
Summary of Major Actions from February - July 2020

Submitted by: Diane Wilson (Chair) and Sandra Hedrick (Stated Clerk)

February and March 2020

- Approved studying the possibility of sharing office space and staff synergies with the Synod of South Atlantic
- Approved disbursing Fleming Island church funds remaining from the church closure
- Began work on implementing Matthew 25 in our presbytery
- Approved Silver Springs Shores Presbyterian Church in Ocala as the location of the 2021 Winter Stated Meeting
- Encouraged additional presbytery support to First Presbyterian Church of Fernandina Beach
- Began preparations for the possibility of a presbytery meeting held by electronic means
- Approved reimbursement of mileage for investigating committee members
- Approved appointing a provisional group to work with the First Presbyterian Church of Reddick as it processes the closing of the church (pending election as an administrative commission at a later date); members later appointed include: Ana Lugo-Berrios, Rhonda Link-Cummings, Richard Mueller, Jeff Welch, and Becky Wolf
- Began weekly meetings (March 13 and after) and weekly presbytery communications in order to respond to COVID-19
- Required that all meetings of presbytery committees, commissions and teams use electronic platforms
- Authorized the Administration Committee to determine how presbytery staff could work at home and authorized the committee to resource that work with equipment as needed
- Cancelled the presbytery training event that was to be held in March

- Approved beginning a prayer chain and setting a pastor's call in conference for support of teaching elders and commissioned ruling elders
- Approved a donation of \$1,000 to support healthcare mask sewing by Days for Girls and a donation of \$1,000 to Downtown Ecumenical Services Council (DESC) which is providing funds for materials used in sewing masks

April and May 2020

- Postponed the Spring Stated Presbytery Meeting
- Approved giving the Finance Team permission for the presbytery to apply for a Paycheck Protection Program (PPP) loan in coordination with the Presbytery Trustees
- Approved sending information about the CARES Act to our congregations, including a brief online information-sharing meeting
- Approved Montgomery Presbyterian Conference Center obtaining a PPP loan
- Approved sending a message to teams, committees, and commissions sharing the Coordinating Council's concern over finances and asking that they not make any unnecessary expenditures of funds
- Approved a process for reviewing Board of Pensions requests to the presbytery to affirm the requests of our congregations for the temporary suspension of benefits payments
- Elected Kevin Wright (Woodlawn) as Theological Student Advisory Delegate to the General Assembly
- Approved adding an online giving option to our presbytery website
- Accepted Nancy Brown's (bookkeeper) resignation and began studying changes to the bookkeeper position
- Appointed Walk Jones provisionally to the St. Augustine Preparation and Disaster Assistance Commission (SAPDAC)

- Approved applying to the Lilly Foundation for a Thriving Congregations Grant
- Approved a roofing contract and use of insurance and presbytery funds for repair work at the Highlands Regional Ministry Center, contingent on approval by the Trustees
- Approved authority to Chris Lieberman, in consultation with Suzi Lemen and Jon Lovelady, to hire and assign duties to current and/or new employees for a temporary time; received report that Ricardo Green and Beth Mixson would be employed by the presbytery for about five weeks, focusing respectively on Hispanic ministry in northeast Florida and grant-writing and identification of grant opportunities
- Planned and hosted an electronic commissioning service for our General Assembly commissioners and delegates
- Engaged in strategic planning, including continued visioning, action plans, and consideration of structural changes to committees, teams and job descriptions (continuing in June and July)
- Approved calling a meeting on June 23 in order to propose a change to the presbytery Manual of Operations to allow electronic presbytery meetings and to propose the new job position of office manager
- Approved calling a presbytery meeting on July 28 by Zoom at 6:00 p.m. for the purpose of approving an amended budget and other time-sensitive purposes to be noticed
- Approved moving several designated fund accounts into the general fund: Presbyterian Men (\$123), Resource Center Subscriptions (\$132), Self Development of People (\$70), and Executive Auto Escrow (\$22,585) (will be presented to the presbytery)
- Encouraged the Administrative Commission for the St. Johns Presbyterian church to move forward to try to resolve the disagreement with the church over a trust

June and July 2020

- Approved forming a stated clerk search committee for the 2020-2022 term with no more than five members: two would be chairs of Nominating and Representation Teams; a third would be from the Coordinating Council, and two at-large persons, one teaching elder and

one ruling elder (Yvan Kelly appointed as the Coordinating Council member)

- Approved moving the funds still remaining in the Fleming Island account into general funds
- Approved giving a gift of \$6,000 to Nancy Brown on the occasion of her retirement after 21 years of service
- Approved leaving the insurance policy of the Reddick Presbyterian Church in place for one more quarter rather than adding to the presbytery policy
- Approved the items for the called meeting on July 28, including a first reading of proposed strategic/structural changes to the Manual of Operations; approved recommended special rules for electronic meetings; and approved calling a meeting on August 25 at 6:00 p.m. with a focus on those proposed changes
- Approved delegating the hiring of the office manager to the personnel team
- Received information that Montgomery Presbyterian Conference Center, Inc. had received a \$150,000 Small Business Administration Loan; requested additional information, and requested the Presbytery Trustees to review the information when it was provided
- Gave its approval for the Chair (Diane Wilson) to give consent to Area Relationship Coordinator Don McGarity to serve as stated supply pastor at Faith Presbyterian Church for six months so long as it does not impede his ability to carry out his duties as area relationship coordinator
- Confirmed the agenda and process for the called meeting on July 28 via Zoom