

**Winter 2021 Stated Meeting  
Docket Appendices**

- A 2020 Necrology Report
- B Installation Minutes
- C Permanent Judicial Commission (Annual Listing of Past Members Eligible to Serve)
- D Congregations Sending Additional Elders Beginning as of the 2021 Spring Stated Meeting
- E Approved Coordinating Council Minutes
- F Presbytery Financial Statements
- G Area Relationship Coordinator Job Description
- H Presbytery Member Roll as of 12/31/2020
- I Preparation for Ministry Policies / Call Commission
- J Presbytery Trustees Report
- K Reports of Administration Committees
- L Approval of Jeff Beebe as Pastor, Trinity Presbyterian Church
- M New Minister Information
- N 2021-2023 Presbytery Strategic Plan
- O 2021 Operating Budget
- P Covenant within the PCUSA among PDA, FLAPDAN and Florida Presbyteries
- Q Nominating Slate
- R Memorial Resolutions
- S Presbyterian Women's Report
- T Mutual Mission Report
- U Montgomery Center Report
- V Highlands Regional Ministry Center Report
- W Synod Determination in St. Johns v. Presbytery of St. Augustine

## Appendix A

## 2020 Necrology Report Presbytery of St. Augustine

<b>Teaching Elder</b>	<b>Church</b>	<b>Date</b>
Are, Sr., Thomas Lorraine	Presbytery / Honorably Retired	October 7
Harris, John Morgan	Presbytery / Honorably Retired	December 3
Hurse, Jack Wilson	Presbytery / Honorably Retired	March 20
Nicolson, John Harwood	Presbytery / Honorably Retired	March 1
Swearingen, Bert Charles	Presbytery / Honorably Retired	February 23
Tinsley, James Weller	Presbytery / Honorably Retired	April 4
<b>Ruling Elder</b>	<b>Church</b>	<b>Date</b>
Acree, Cecil "Craig"	Kirkwood	January 27
Anderson, Roy	Dunnellon	April 19
Baggett, Lee	Peace	November 18
Belche, Joseph	First Starke	July 30
Bostick, Lt. Col. Rhesa	First Gainesville	September 10
Boyer, Jr., Willett	Weirsdale	August 11
Brask, Harriet	Grace	October 28
Brunson, Jim	Palms	February 1
Carmichael, Jo	Highlands United	November 19
Carr, Cynthia	Lakewood	November 5
Carr, John Richard	Lakewood	December 13
Center, CMDR George	Orange Park	January 17
Chambers, Jim	St. Johns	August 31
Christeas, Ted	Arlington	June 12
Daniel, Christine	Arlington	February 4
Davis, Robert	Silver Springs Shores	March 25
Dorman, Sharron	First Perry	January 16
Driscoll, Jane	Faith	December 24
Duncan, Rebecca (Becky)	First Gainesville	January 15
Dunlap, Joe	First Gainesville	December 8
Dunn, Brian James	First Williston	September 19
Fairfax, Laura	Lakewood	March 24
Fesperman, Betty	Palms	February 18
Gannon, Ellen	Faith	April 25
Gatewood, Marge	Ft. Caroline	January 2
Gay, W.W. "Bill"	St. Johns	March 31
George, Bobby	First Lake City	June 16
Getsinger, Betty	Arlington	May 18
Graybrook, Albert Earl	Orange Park	October 7
Groover, Dan	Arlington	December 19
Grupe, John David	First Fernandina Beach	December 27
Hawk, Coleman	South Jacksonville	November 18
Hawkins, Frankie	St. Andrews	June 5
Horsfall, Dorothy	Lakewood	July 16
Hutcheson, Charles	First Ocala	January 7

Johnson, Beverly	Community	February 29
Jones, Mary Jo	First Palatka	May 30
Keough, Duane	First Crescent City	October 3
Kennon, Mike	First Lake City	March 14
Kidd, Eula Jean	Fairfield	March 13
Kite, David	Dunnellon	January 16
Kopach, Marilyn	Trinity	June 22
Leuthold, Duane	Arlington	March 6
Lothrup, Laura	Palms	July 28
McCollum, Cary	McIntosh	September 5
McCormick, Archie	First Gainesville	June 20
McDaniel, Jim	Weirsdale	February 27
MacKenzie, Robert	Countryside	May 25
Mara, Francesca "Fran"	First Crescent City	March 8
Marshall, Margaret	Fort King	October 8
Mathews, Blondell	Woodlawn	October 9
Miller, Don	Palms	August 15
Morris, Joan	Trinity	July 31
Moseley, Carolyn	Fairfield	September 28
Null, Marcia	Middleburg	April 26
Parker, Ron	Palms	January 21
Permenter, Dot	Palms	May 4
Peters, John Robert	Covenant	May 3
Ramsay, Louise Justice	Ft. Caroline	June 18
Ranny, Sr. Thomas	South Jacksonville	July 26
Ray, Timothy (Tim)	First Gainesville	April 26
Rodgers, Norman (Bob)	Arlington	November 3
Rothman, Leslie (Les)	First Gainesville	September 1
Schafer, Janice	First Ocala	May 14
Scott, Hadlane	Silver Springs Shores	August 3
Seaton, Edith	Middleburg	October 30
Sheppard, Ray	Weirsdale	August 13
Simmons, Deedie	Arlington	January 8
Smith, Dorothy Elizabeth	Dunnellon	April 9
Studstill, Jill	Ft. Caroline	March 11
Tank, Norman	Dunnellon	February 14
Taylor, Bud	St. Giles	December 30
Taylor, Sam	St. Andrews	January 21
Thomas, Carl	Fort King	April 20
Walburn, Jim	Palms	December 25
Wiesner, Janice	Palms	January 21
Williams, Sally	First Ocala	April 29
Wilson, Carl Louis	Mikesville	June 9
Witt, Lou	First Lake City	February 21
Woessner, Gladys	Community	October 23
Wolfe, Scott	Ft. Caroline	June 26
Wood, Sharon	St. Giles	February 20
Verwey, John	First Gainesville	January 15
Zier, Ronald	Ft. Caroline	unknown

**MINUTES****Service of Installation of the Reverend Brian James Stander Lays  
Presbytery of St. Augustine  
Riverside Presbyterian Church  
Jacksonville, Florida  
December 6, 2020, 2:00 pm****Establishing a Quorum**

A commission elected by the Presbytery of St. Augustine met on Sunday, December 6, 2020, prior to the service of installation in Bittering Hall at Riverside Presbyterian Church in Jacksonville of Pastor Brian Lays. The meeting was opened with prayer by Pastor Bill Hoff. The members of the commission present constituting a quorum were: Teaching Elders - Holly Inglis (Presbytery of St. Augustine), Bill Hoff (Riverside), Pastor Joe Rigsby (Honorably Retired) and Ruling Elders - Edd Norris (Silver Springs Shores), Mary Brown (Woodlawn), and Kathy Para (Riverside). Pastor Brian Lays was also part of the meeting that took place prior to the service. Those present confirmed the order of the service and placement of those participating. This meeting was closed in prayer by Kathy Para and the commission proceeded to the sanctuary for the service.

**Service of Installation of The Reverend Brian Lays**Opening

After the Prelude, Moderator, Edd Norris, welcomed all those in attendance. Members of the congregation, friends, and family joined in the service both in-person and via an online broadcast. After the Opening Sentences and Opening Hymn ("God is Here"), Reverend Bill Hoff led the congregation in the Confession and Pardon, Words of Assurance, the Passing of the Peace, and the Prayer for Illumination. The Reverend Doctor Holly Inglis offered the scripture lesson from 1 Samuel 3 and delivered the sermon, "Witnessing to God's Call - Can You Hear Me Now?" The sermon was followed by a hymn ("Dwell Thou in Me").

Installation of Rev. Brian Lays

Moderator Edd Norris offered the sentences of scripture in a responsive reading, gave the Statement on Installation, and led the congregation in the Profession of Faith. He, then, asked Pastor Lays the Constitutional Questions to which he responded affirmatively. Kathy Para asked the members of the congregation the Constitutional Questions to which they responded affirmatively. Edd Norris offered the Prayer of Installation, the Declaration of Installation, and the Welcome to the work of the St. Augustine Presbytery and Riverside Presbyterian Church. The Rev. Dr. Joe Rigsby presented the Charge to the Newly Installed Pastor. Kathy Para presented the Charge to the Congregation.

Celebration of the Lord's Supper

Pastors Lays and Hoff officiated the Celebration of the Lord's Supper. Pastor Hoff offered the prayer after communion including the Lord's Prayer. Communion was followed by a hymn ("O Christ, Surround Me").

Charge and Blessing

Pastor Lays concluded the service with a Charge and Blessing to the congregation. The Service concluded at approximately 3:10 p.m.

After the Postlude, all in attendance were invited to a socially distanced receiving line to greet and congratulate Pastor Lays, his wife, Sunelle, infant son, James, and mother-in-law, Elna Stander. It was a joyous and historic day in the life of Riverside Presbyterian Church.

Respectfully Submitted,

Kathy Para,  
Ruling Elder, Clerk of Session, Riverside Presbyterian Church

**MINUTES OF THE PRESBYTERY OF ST. AUGUSTINE****Ordination and Installation of Jennifer Hallberg****Sunday, January 10, 2021****3:00 p.m.**

First Presbyterian Church of Jasper, FL  
and Via Facebook Live

On January 10, 2021, the commission of the Presbytery of St. Augustine met prior to the service of ordination and installation held at 3:00 p.m. at First Presbyterian Church of Jasper, Florida.

The meeting was called to order with prayer. Edd Norris, Moderator of the Presbytery of St. Augustine, moderated the meeting and the service. Alexandra (Sandra) Hedrick served as clerk of the commission. The members of the commission who were present in person or electronically (constituting a quorum) included Adam Anderson (TE - South Jacksonville), Ruth Elswood (TE - Covenant), Alexandra Hedrick (TE - Stated Clerk/Kirkwood), Ryan Mitchell (RE - First Jasper), Mary Beth Neely (RE - Fort King) and Edd Norris (RE - Presbytery Moderator/Silver Springs Shores).

The commission proceeded to conduct the ordination and installation. Margaret Aymer (TE - Austin Presbyterian Theological Seminary) preached the sermon. After the candidate and the congregation responded positively to the constitutional questions, the Moderator and the commission welcomed Rev. Hallberg into the ministry of Word and Sacrament and as Pastor of the First Jasper church. Greg Garis (TE - St. Philip in Grace Presbytery) gave the charge to Rev. Hallberg, and Alexandra Hedrick gave the charge to the congregation. The Lord's Supper was celebrated. Rev. Hallberg pronounced the benediction, which served as the closing prayer of the commission.

Submitted by:

Alexandra Hedrick  
Clerk of Commission

## Appendix C - Permanent Judicial Commission

### **Permanent Judicial Commission Former Members Eligible to Serve January – December 2021**

Section D-5.0206 of the Rules of Discipline in the Book of Order of the Presbyterian Church (U.S.A.) states that the stated clerk “shall keep a current roster of those members of the permanent judicial commission whose terms have expired within the past six years. The names shall be arranged alphabetically within classes beginning with the most recent class. Whenever the permanent judicial commission reports its inability to obtain a quorum, the stated clerk shall immediately select, by rotation from that roster, a sufficient number of former members of the permanent judicial commission to constitute a quorum. The stated clerk shall report the roster annually to the council or councils.”

The stated clerk reports the following names of individuals able to serve if needed to constitute a quorum. The years listed are the year that the term expired (December 31 or earlier). Only names of individuals who are still members of the presbytery are included on the list.

2020 - None

2019 - Cindy Anderson, Robert George, and John Ragsdale

2018 - None

2017 - Andy Vloedman and Kimberly Hyatt

2016 - None

2015 - John Bartholomew, Suzanne Perritt, and Del Wallace

## **Churches Requested to Send an Additional Commissioner Beginning 2021 Spring Stated Meeting (May 4, 2021)**

### **Motion by Stated Clerk**

The Stated Clerk moves that the presbytery approve the list of churches asked to send one additional commissioner to each meeting for one year beginning with the 2021 Spring Stated Meeting that is scheduled to be held on May 4, 2021.

Beginning with the May 2021 meeting, the churches asked to send one additional commissioner will be: **Branford, Calvin, Community, and Countryside.**

As background, the Book of Order requires the presbytery to address annually any imbalance of teaching and ruling elder commissioners by asking churches to send additional ruling elders (see G-3.0301). Our Manual of Operations states, “If the number of resident active teaching elders exceeds the sum of the ruling elders eligible, the stated clerk shall put forward a motion asking particular congregations to elect an additional elder commissioner in such numbers as will equalize the eligible ruling elder commissioners with resident active teaching elder members.” The list is created by “rotating through the alphabetical list of congregations in the presbytery.”

### **Additional Information**

#### Ruling Elders - 82

This number includes ruling elders eligible to be elected by each session, commissioned ruling elders (CREs), Certified Christian Educators (CCEs), and ruling elders who are members by office (for example, Coordinating Council members who are ruling elders are voting members).

#### Resident Active Teaching Elder Members - 86

This number includes non-retired teaching elder members as well as honorably retired members if those retired members actively serve churches or otherwise regularly attend presbytery meetings. At-large ministers living outside of our bounds and those who serve in validated ministries outside of our bounds have not been included if they did not attend a presbytery meeting in 2020 or 2019.

Note: In 2020, 2019 and 2018, the average ruling elder attendance has always exceeded the average teaching elder attendance.

Appendix E

Approved Coordinating Council Meeting Minutes  
October 2020 – January 2021



**MINUTES**  
**Presbytery Coordinating Council**  
**October 1, 2020 at 9:30 a.m.**  
**by Electronic Conference**  
**Diane Wilson, Chair**

The Coordinating Council of the Presbytery of St. Augustine held a called meeting on Thursday, October 1, 2020, by means of an electronic conference through Zoom. A quorum was present.

Present: Vickie Bossuot, Larry Green, Bill Hoff, Suzi Lemen, Edd Norris, Patti Phillips, Page Porter-Buhl, Joe Rigsby, Madeline Scales-Taylor, and Diane Wilson.

Absent/Excused: Kristie Hall, Larry Green, Yvan Kelly, and David Lee.

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

Diane Wilson called the meeting to order at noon, and Sandra Hedrick led the opening prayer.

The Coordinating Council took the following actions:

- Approved all of the minutes of meetings held up to this date that have not been previously approved.
- Approved the recommendation of the New and Emerging Ministries Committee to approved the annual plan of the First Gainesville College Ministry program that receives synod funding.
- Appointed Bill Hoff and Kristie Hall as the Co-Chairs of the New and Emerging Ministries Committee.
- Planned content for the next regular "connection" letter from the Coordinating Council to the presbytery.
- Decided that stated meetings of the Coordinating Council will be held at 9:30 on October 15 and November 19 and at noon on October 29 and November 12.

The meeting was closed in prayer led by Patti Phillips at 12:45 p.m.

Submitted by:  
Sandra Hedrick, Clerk of the Coordinating Council

**MINUTES**  
**Presbytery Coordinating Council**  
**October 15, 2020 at 9:30 a.m.**  
**by Electronic Conference**  
**Diane Wilson, Chair**

The Coordinating Council of the Presbytery of St. Augustine held its monthly stated meeting on October 15, 2020, by means of an electronic conference through Zoom. A quorum was present.

Present: Vickie Bossuot, Bill Hoff, Larry Green, Suzi Lemen, Edd Norris, Patti Phillips, Page Porter-Buhl, Joe Rigsby, Madeline Scales-Taylor, and Diane Wilson.

Absent/Excused: Kristie Hall, Yvan Kelly, and David Lee.

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

Coordinating Council Chair Diane Wilson called the meeting to order at 9:30 a.m., and Vickie Bossuot led the opening devotional and prayer.

The Coordinating Council took the following actions:

- Received reports from its committees, administrative commissions, and the stated clerk.
- Approved giving books and furniture from the presbytery office to Montgomery Presbyterian Conference Center (MPCC) to be offered to the whole presbytery as a fundraiser for Montgomery.
- Approved a request by the stated clerk to use the remaining continuing education funds under her three-year contract for her upcoming family retreat at MPCC.
- Approved a motion to ask the chair of the Administrative Commission for the St. Johns Presbyterian Church to come to the next Council meeting with a plan for completing the dismissal of the St. Johns church if possible.
- Set the December meetings of the Coordinating Council on December 3 (noon) and December 17 (9:30 a.m.).

The meeting was closed in prayer led by Joe Rigsby at 11:35 a.m.

Submitted by:  
Sandra Hedrick, Clerk of the Coordinating Council

**MINUTES**  
**Presbytery Coordinating Council**  
**October 29, 2020 at Noon**  
**by Electronic Conference**  
**Diane Wilson, Chair**

The Coordinating Council of the Presbytery of St. Augustine held a short stated meeting on Thursday, October 29, 2020, at Noon, by means of an electronic conference through Zoom. A quorum was present.

Present: Larry Green, Bill Hoff, Walk Jones, Yvan Kelly, Suzi Lemen, Edd Norris, Patti Phillips, Page Porter-Buhl, Joe Rigsby, Madeline Scales-Taylor, and Diane Wilson.

Absent/Excused: Vickie Bossuot, Kristie Hall, and David Lee.

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

Diane Wilson called the meeting to order at noon, and Patti Phillips led the opening prayer.

The Coordinating Council took the following actions:

- Approved making an offer to a candidate for Ministry and Mission Coordinator in the amount of \$107,793 (total package).
- Planned content for the next regular "connection" letter from the Coordinating Council to the presbytery.

The meeting was closed in prayer led by Walk Jones at 12:30 p.m.

Submitted by:  
Sandra Hedrick  
Clerk of the Coordinating Council

## MINUTES

**Presbytery Coordinating Council  
Called Meeting  
November 6, 2020  
Diane Wilson, Chair**

After proper notice, a called meeting of the Coordinating Council of the Presbytery of St. Augustine was convened on Friday, November 6, 2020 at 12:05 p.m. for the purpose of considering the selection of a Ministry and Mission Coordinator. The Council met electronically by Zoom.

Present and constituting a quorum were Diane Wilson (Council Moderator), Suzi Lemen, Bill Hoff, Joe Rigsby, Patti Phillips, Madeline Scales-Taylor, Vicki Bossuot, Larry Green, Walk Jones and Edd Norris (Presbytery Moderator). Also present were Chris Lieberman (Relationship Coordination Director), Sandra Hedrick (Stated Clerk) and Ed Kelly (Assistant Stated Clerk).

Excused/Absent were David Lee, yvan Kelly and Paige Porter-Buhl (who was not able to connect electronically).

The meeting was opened with prayer lead by Diane Wilson. Ed Kelly served as secretary for the meeting.

The Council interviewed Holly Inglis, the candidate recommended by the Personnel Team for the position of Ministry and Mission Coordinator. Thereafter the Council discussed the results of the interview and took the following actions:

- The Council voted to offer Holly Inglis the position of Ministry and Ministry Coordinator with her employment to commence on December 6, 2020, with compensation and benefits based upon the Terms of Call attached to these minutes, contemplating total compensation and financial benefits in the amount of \$109,293. [*The acting secretary was instructed to report, and does hereby report, that Holly Inglis accepted the position on the terms offered by the Council*]
- The Council approved an extension of Chris Lieberman's employment with the Presbytery, to end on the close of business on November 30, 2020.

There being no further business to come before the Council, the meeting was adjourned with prayer led by Joe Rigsby at approximately 1:30 p.m.

Prepared by: Ed Kelly, Acting Secretary

**Ministry and Mission Coordinator**

Salary	\$30,100	
Housing	<u>\$42,000</u>	
<b>Total Effective Salary</b>		<b>\$72,100</b>
Auto Expense	\$2,500	
Travel and Expenses	\$1,500	
Continuing Ed	<u>\$1,000</u>	
<b>Total Reimbursable</b>		<b>\$5,000</b>
Major Medical	\$18,025	
Pension	\$8,652	
Seca	<u>\$5,516</u>	
<b>Total Benefits</b>		<b>\$32,193</b>
<b>Total Package</b>		<b>\$109,293</b>
Vacation	4 weeks	
Study Leave	2 weeks	

**MINUTES**  
**Presbytery Coordinating Council**  
**November 12, 2020 at Noon**  
**by Electronic Conference**  
**Diane Wilson, Chair**

The Coordinating Council of the Presbytery of St. Augustine held a short stated meeting on Thursday, November 12, 2020, at Noon, by means of an electronic conference through Zoom. A quorum was present.

Present: Vickie Bossuot, Larry Green, Bill Hoff, Walk Jones, Yvan Kelly, Suzi Lemen, Edd Norris, Patti Phillips, Page Porter-Buhl, Joe Rigsby, Madeline Scales-Taylor, and Diane Wilson.

Absent/Excused: Kristie Hall, David Lee, and Paige Porter-Buhl.

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

Diane Wilson called the meeting to order at noon, and Joe Rigsby led the opening prayer.

The Coordinating Council took the following actions:

- Shared with Chris Lieberman its deep gratitude for his service in the ministry of Relationship Coordination Director.
- Designated Chris Lieberman and Jerie Lukefar to make the decision on which applicants would receive the limited number of Association of Presbyterian Church Educators scholarships for their annual event.
- Planned content for the next regular "connection" letter from the Coordinating Council to the presbytery.

The meeting was closed in prayer led by Bill Hoff at 12:40 p.m.

Submitted by:  
Sandra Hedrick, Clerk of the Coordinating Council

**MINUTES**  
**Presbytery Coordinating Council**  
**November 19, 2020 at 9:30 a.m.**  
**by Electronic Conference**  
**Diane Wilson, Chair**

The Coordinating Council of the Presbytery of St. Augustine held its monthly stated meeting on November 19, 2020, at 9:30 a.m., by means of an electronic conference through Zoom. A quorum was present.

Present: Vickie Bossuot, Bill Hoff, Larry Green, Walk Jones, Edd Norris, Page Porter-Buhl, Joe Rigsby, Madeline Scales-Taylor, and Diane Wilson.

Absent/Excused: Joe Albright, Kristie Hall, Yvan Kelly, David Lee, Suzi Lemen, and Patti Phillips.

Also Present: Ex-Officio members Sandra Hedrick (Stated Clerk) Chris Lieberman (Relationship Coordination Director), and Do In Kim (Class of 2023).

Coordinating Council Chair Diane Wilson called the meeting to order at 9:30 a.m., and Paige Porter-Buhl led the opening devotional and prayer.

The Coordinating Council took the following actions:

- Approved minutes submitted by the stated clerk for the following meetings: October 2, October 15, October 29, November 6, and November 12, 2020.
- Approved communicating a request to the Presbytery Trustees to include on their checklist when receiving real property to apply for a real property tax exemption at the first opportunity.
- On a recommendation from the Finance Team that the Coordinating Council interpret the requirement for an audit of the books of Montgomery Presbyterian Conference Center (MPCC) to be met by a "reviewed financial statement" as compliance for the calendar year 2019, approved a motion to postpone the decision to the December 17, 2020 meeting. Moderator Edd Norris will invite MPCC treasurer Alan Cummings and Executive Director Monica Williams to that meeting to explain the advisability of permitting a "reviewed financial statement" instead of a full audit.
- Upon review of the remedial complaint filed against the Presbytery of St. Augustine with the Synod of South Atlantic, approved a motion authorizing Diane Wilson, Edd Norris, and Joe Albright to appoint a committee of counsel of three persons. The Coordinating Council

will ask Suzi Lemen to work with the Administrative Commission for the St. Johns Presbyterian Church (along with any others asked to do so) with the plan that, if possible, dismissal of the St. Johns church will occur at the February 2021 stated presbytery meeting. The committee of counsel shall respond to the complaint within 45 days and coordinate that response in a timely manner with the Coordinating Council.

- Endorsed the request of the Administrative Commission for the Nueva Esperanza Presbyterian Church (NEPC) to transfer approximately \$13,000 in funds to a designated account at Kirkwood Presbyterian Church for Spanish ministry, and referred to the Finance Team for its input the suggestion that the approximately \$10,000 "on the books" due from NEPC to the presbytery be paid from the proceeds of the sale of the property that NEPC once occupied on Normandy Boulevard.
- Received reports from its committees, administrative commissions, and the stated clerk.
- Set the December meetings of the Coordinating Council on December 3 (noon) and December 17 (9:30 a.m.). The dates set in 2021 include: January 7 (noon) (for the purpose of deciding whether the February 6, 2020 presbytery meeting will be in person or online), January 14 (9:30), January 28 (noon), February 11 (noon), and February 18 (9:30).

The meeting was closed in prayer led by Chris Lieberman at approximately 11:30 a.m.

Submitted by:

Sandra Hedrick, Clerk of the Coordinating Council



**MINUTES**  
**Presbytery Coordinating Council**  
**December 3, 2020 at Noon**  
**by Electronic Conference**  
**Diane Wilson, Chair**

The Coordinating Council of the Presbytery of St. Augustine held a stated meeting on December 3, 2020, at noon, by means of an electronic conference through Zoom. A quorum was present.

Present: Vickie Bossuot, Larry Green, Bill Hoff, Walk Jones, Yvan Kelly, Suzi Lemen, Edd Norris, Patti Phillips, Page Porter-Buhl, Joe Rigsby, and Diane Wilson.

Absent/Excused: Kristie Hall, David Lee, and Madeline Scales-Taylor.

Also Present: Ex-Officio members Sandra Hedrick (Stated Clerk), Joe Albright (Moderator-Elect), and Do In Kim (Class of 2023).

Coordinating Council Chair Diane Wilson called the meeting to order at noon, and Yvan Kelly let the opening prayer.

The Coordinating Council took no formal actions. Updates were provided on staff transition plans, the status of the application for forgiveness of the Paycheck Protection Program (PPP) loan, and other matters. The Coordinating Council will not send a "Staying Connected" email this week.

The next meeting of the Coordinating Council will be held on December 17 (9:30 a.m.). The dates set in 2021 include: January 7 (noon) (for the purpose of deciding whether the February 6, 2020 presbytery meeting will be in person or online), January 14 (9:30), January 28 (noon), February 11 (noon), and February 18 (9:30).

The meeting was closed in prayer led by Larry Green at 12:30 p.m.

Submitted by:  
Sandra Hedrick, Clerk of the Coordinating Council

**MINUTES**  
**Presbytery Coordinating Council**  
**December 17, 2020 at 9:30 a.m.**  
**by Electronic Conference**  
**Diane Wilson, Chair**

The Coordinating Council of the Presbytery of St. Augustine held its monthly stated meeting on December 17, 2020, at 9:30 a.m., by means of an electronic conference through Zoom. A quorum was present.

Present: Vickie Bossuot, Larry Green, Yvan Kelly, Walk Jones, Suzi Lemen, Edd Norris, Joe Rigsby, Madeline Scales-Taylor, and Diane Wilson.

Absent/Excused: Kristie Hall, David Lee, and Patti Phillips.

Also Present: Ex-Officio members Joe Albright (Moderator-Elect), Sandra Hedrick (Stated Clerk), Holly Dillon Inglis (Ministry and Mission Coordinator), Do In Kim (Class of 2023), Monica Williams (Executive Director of Montgomery Presbyterian Conference Center), and Alan Cummings (Treasurer of MPCC).

Coordinating Council Chair Diane Wilson called the meeting to order at 9:30 a.m., and Walk Jones led the opening devotional and prayer.

The Coordinating Council took the following actions:

- Approved minutes submitted by the stated clerk for the meetings held on November 19 and December 3.
- Received reports from its committees, administrative commissions, the Ministry and Mission Coordinator, and the stated clerk.
- Approved holding the February 6, 2021 Winter Stated Meeting by Zoom.
- Approved recommending for presbytery approval the new "Covenant within the Presbyterian Church (U.S.A.) among Presbyterian Disaster Assistance, Florida Presbyterian Disaster Assistance Network, Inc., and the Six Presbyteries in Florida."
- Approved the recommendation from the Finance Team that the Coordinating Council interpret the requirement for an audit of the books of Montgomery Presbyterian Conference Center (MPCC) to be met by a "reviewed financial statement" as compliance for the calendar years 2019 and 2020.

- Reviewed and endorsed the direction of the response to be filed by the committee of counsel appointed to respond to the remedial complaint filed by the session of the St. Johns church against the presbytery. The members of the committee of counsel are: Cindy Anderson (RE - Community), Gardner Davis (RE - Riverside), and Walk Jones (TE - First Ocala).
- It was reported that following the referral by the Coordinating Council, the Finance Team supported the Coordinating Council's endorsement of the request of the Administrative Commission for the Nueva Esperanza Presbyterian Church (NEPC) to transfer approximately \$13,000 in funds to a designated account at Kirkwood Presbyterian Church for Spanish ministry. The approximately \$10,000 "on the books" due from NEPC to the presbytery will be paid from the proceeds of the sale of the property that NEPC once occupied on Normandy Boulevard.
- Confirmed that the next meetings will be held on January 7 (noon), January 14 (9:30), January 28 (noon), February 11 (noon), and February 18 (9:30). The January 14 meeting will begin with traditional business items at 9:30 a.m. and strategic planning at 10:30 a.m.

The meeting was adjourned at noon with prayer led by Holly Dillon Inglis.

Submitted by:

Sandra Hedrick, Clerk of the Coordinating Council

**MINUTES**  
**Presbytery Coordinating Council**  
**January 7, 2020 at Noon**  
**by Electronic Conference**  
**Diane Wilson, Chair**

The Coordinating Council of the Presbytery of St. Augustine held a stated meeting on January 7, 2021, at noon, by means of an electronic conference through Zoom. A quorum was present.

Present: Larry Green, Julie Higbee, Bill Hoff, Walk Jones, Do In Kim, Suzi Lemen, Edd Norris, Patti Phillips, and Diane Wilson.

Absent/Excused: Vickie Bossuot, Yvan Kelly, David Lee, and Madeline Scales-Taylor.

Also Present: Ex-Officio members Holly Inglis (Ministry and Mission Coordinator), Sandra Hedrick (Stated Clerk), Joe Albright (Moderator-Elect).

Coordinating Council Chair Diane Wilson called the meeting to order at noon, and Suzi Lemen led a devotional time that was followed by prayer.

It was reported that the presbytery's Paycheck Protection Program ("PPP" Loan) has been forgiven.

The Coordinating Council took the following actions:

- Designated the offering at the Winter Stated Meeting for Mutual Mission.
- Approved celebration of the Lord's Supper at the Winter Stated Meeting.
- Received as communication Montgomery Presbyterian Conference Center's stated need to apply for a second PPP loan immediately and encouraged MPCC to do that and to place the request for approval on the presbytery docket for the Winter Stated Meeting.

The next meetings of the Coordinating Council will be held on January 14 (9:30), January 28 (noon), February 11 (noon), and February 18 (9:30).

The meeting was closed in prayer led by Holly Inglis at 12:50 p.m.

Submitted by:  
Sandra Hedrick, Clerk of the Coordinating Council

**MINUTES**  
**Presbytery Coordinating Council**  
**January 14, 2020 at 9:30 a.m.**  
**by Electronic Conference**  
**Diane Wilson, Chair**

The Coordinating Council of the Presbytery of St. Augustine held its monthly stated meeting on January 14, 2020, at 9:30 a.m., by means of an electronic conference through Zoom. A quorum was present.

Present: Vickie Bossuot, Julie Higbee, Bill Hoff, Walk Jones, Yvan Kelly, Do In Kim, Suzi Lemen, Edd Norris, Patti Phillips, and Diane Wilson.

Absent/Excused: Larry Green, David Lee, and Joe Rigsby.

Also Present: Ex-Officio members Joe Albright (Moderator-Elect), Sandra Hedrick (Stated Clerk), and Holly Dillon Inglis (Ministry and Mission Coordinator).

Coordinating Council Chair Diane Wilson called the meeting to order at 9:30 a.m., and Holly Dillon Inglis led the opening devotional and prayer.

The Coordinating Council took the following actions:

- Approved minutes for the Fall Stated Presbytery Meeting and the Coordinating Council meetings held on December 17, 2020 and January 7, 2021.
- Received reports from its committees, administrative commissions, the Ministry and Mission Coordinator, and the stated clerk.
- Reviewed the 2021 Operating Budget proposed by the Finance Team and voted to recommend it to the presbytery for approval at the Winter Stated Meeting.
- Approved a motion to recommend to the Presbytery Trustees that the presbytery amend its bylaws to use the language from the Book of Order (G-3.0113) requiring a "full financial review" annually rather than an "audit" (it is noted that an audit for the year 2020 will be done in 2021).
- Adopted the Personnel Team's recommended changes to the Area Relationship Coordinator job description.

- Approved an online Worship Service of Reconciliation and Recognition of Martin Luther King's Birthday to be held on Monday, January 18, 2021.
- Approved the celebration of the Lord's Supper during 2021 at presbytery meetings and events, Presbyterian Women, and presbytery-sponsored youth meetings and gatherings; on trips sponsored by the Mutual Mission Team; and in connection with summer camp at Montgomery Presbyterian Conference Center (MPCC).
- On a one-time basis, approved expending designated funds up to \$1,500 in excess of the total that our counseling benefit for pastors/church workers provides for one individual.
- Approved requesting the presbytery's approval for a continuation of the Coordinating Council's appointment as a commission to update the sexual misconduct policy of the presbytery (approved at last presbytery meeting but not yet completed).
- Held a strategic planning session that included preparation of an updated strategic plan to be presented for approval at the Fall Stated Meeting.
- Confirmed that the next meetings will be held January 28 (noon), February 11 (noon), and February 18 (9:30).

The meeting was adjourned with prayer led by Diane Wilson at approximately 2:25 p.m.

Submitted by:

Sandra Hedrick, Clerk of the Coordinating Council

Appendix F - Presbytery Financial Statements  
(corrected 2/2/021)

Presbytery of Saint Augustine  
Income Statement  
Compared with Budget  
For the Twelve Months Ending December 31, 2020

	YTD Actual	YTD Budget	YTD Variance	Full Year Budget
Revenues				
Interest Income	\$ 122	\$ 250	(128)	\$ 250
Unified Giving	351,362	344,000	7,362	344,000
Selected General Assembly	34,450	32,000	2,450	32,000
Selected Presbytery	906	0	906	0
Interest Earned-Fleming Island	30	0	30	0
Other Income *	58,062	3,000	55,062	3,000
Foundation Earnings	0	250	(250)	250
Management Fees	14,000	16,000	(2,000)	16,000
TIM Comm Development TSF	5,000	5,000	0	5,000
Total Revenues	<u>463,932</u>	<u>400,500</u>	<u>63,432</u>	<u>400,500</u>
Expenses				
Relationship	22,852	25,263	2,411	25,263
Member Prep/Call	4,400	6,400	2,000	6,400
Leadership Dev	(1,970)	100	2,070	100
Gainesville Ministry Center	622	15,534	14,912	15,534
Other	0	0	0	0
Personnel	283,751	296,165	12,414	296,165
Administrative	132,827	127,660	(5,167)	127,660
Total Expenses	<u>442,482</u>	<u>471,122</u>	<u>28,640</u>	<u>471,122</u>
Net Income	<u>\$ 21,450</u>	<u>\$ (70,622)</u>	<u>92,072</u>	<u>\$ (70,622)</u>
Investment Earnings	<u>\$ 95,587</u>	<u>\$ 15,000</u>	<u>80,587</u>	<u>\$ 15,000</u>
Net Income w/Unrealized Gain	<u>\$ 117,037</u>	<u>\$ (55,622)</u>	<u>172,659</u>	<u>\$ (55,622)</u>

\* The presbytery received a \$55,621 PPP Loan that was used for payroll and other qualified expenses during 2020. The PPP loan has been forgiven and is reported here as Other Income.

ASSETS

Current Assets		
CenterState- Operating	\$	70,550.38
CenterState - Money Mar		61,078.86
CenterState-Building		2,320.50
CenterState-Ministry		11,005.76
CenterState-Designated		404.43
BBVA Compass Bank Depository		2,407.00
Texas Presbyterian Foundation		1,266,465.77
UBS Financial Services, Inc		68,063.51
Accounts Receivable		3,215.64
Allowance for Doubtful		(22,682.92)
Nueva Esperanza Note-Normandy		10,947.92
Shared Grant/McLean		11,735.00
MPCC Management Fees		32,000.00
MPCC Bridge Loan		51,745.00
MPCC Audit		5,000.00
Prepaid Insurance		7,581.25
Due From Normandy Property		100,430.63
		<hr/>
Total Current Assets		1,682,268.73
Property and Equipment		
Highlands-GNV -Property		920,000.00
Normandy Property		226,761.86
Buildings and Improvements		442,082.56
Office Equipment		50,230.88
Accumulated Depreciation		(330,494.35)
		<hr/>
Total Property and Equipment		1,308,580.95
Other Assets		
Restricted Funds Released		(19,210.76)
Suspense		54,450.18
		<hr/>
Total Other Assets		35,239.42
		<hr/>
Total Assets	\$	<u><u>3,026,089.10</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
A/P Accrual	\$	16,608.67
Buildings -Major Repair Accrua		11,066.80
Due to MPCC-Current Yr Contrib		(958.62)
Nichols Event		2,001.99
Per Capita Assessment		519.10
Presbytery-Miscellaneous/Non-B		35.00
Candidate Support Fund		7,291.17
Charles J. Williams Foundation		51,886.46
Conflict Management Training		1,698.19
Corbin Fund Invested		39,657.12
Lebanese Theological Training		3,990.00
MPCC Contributions		12,444.42
MPCC-EW Albright Camp Scholars		3,469.37
Ragsdale Scholarship Fund		68,063.48
TPF-TIM Pastoral Counseling		268,129.16
TPF-TIM Community Development		252,533.24



Presbytery of Saint Augustine  
Balance Sheet  
December 31, 2020

Sloan Theological Education Fu	2,573.96	
Small Church Revitalization Do	7,363.47	
Youth Triennium Fund	6,000.00	
GA -World Missions	200.00	
Peacemaking	27,333.11	
Pentecost	2,357.83	
Mutual Mission -Canning Factor	1,000.00	
Mutual Mission -Foundation	27,598.24	
Mutual Mission -Hearts & Hands	51,067.60	
Mutual Mission -Medical Restri	86,811.66	
Mutual Mission -Medical Trips	2,253.92	
Mutual Mission-Mobile Dental C	25,029.19	
Reddick Funds	19,447.42	
Other Current Liabilities	3,592.66	
Total Current Liabilities		1,001,064.61
Long-Term Liabilities		
Total Long-Term Liabilities		0.00
Total Liabilities		1,001,064.61
Capital		
TIM/NCD	25,327.82	
Unrestricted Fund Balance	329,607.59	
Unrestricted Reserves	817,431.44	
Restricted Reserves	500.00	
Permanent Restriction	575,461.40	
Permanently Restricted	(750,958.56)	
Presbytery Fund Principal	1,866,003.46	
Fund Principal -Live Oak	32,588.87	
Retained Earnings	(987,974.42)	
Net Income	117,036.89	
Total Capital		2,025,024.49
Total Liabilities & Capital		\$ 3,026,089.10

Income Statement  
Compared with Budget  
For the Twelve Months Ending December 31, 2020

	Month Actual	Month Budget	Month Variance	YTD Actual	YTD Budget	YTD Variance	% Budget	Full Year
<b>Revenues</b>								
4010 Interest Income	\$ 3	\$ 21	(18)	\$ 122	\$ 250	(128)	(51.20)	\$ 250
4110 Unified Giving	27,720	28,667	(947)	351,362	344,000	7,362	2.14	344,000
4210 Selected General Assembly	0	2,667	(2,667)	34,450	32,000	2,450	7.66	32,000
4230 Selected Presbytery	(11,311)	0	(11,311)	906	0	906	0.00	0
4311 Interest Earned-Fleming Island	1	0	1	30	0	30	0.00	0
4315 Other Income	56,266	750	55,516	58,062	3,000	55,062	1,835.40	3,000
4316 Foundation Earnings	0	63	(63)	0	250	(250)	(100.00)	250
4318 Management Fees	0	0	0	14,000	16,000	(2,000)	(12.50)	16,000
4420 TIM Comm Development TSF	5,000	0	5,000	5,000	5,000	0	0.00	5,000
<b>Total Revenues</b>	<b>77,679</b>	<b>32,168</b>	<b>45,511</b>	<b>463,932</b>	<b>400,500</b>	<b>63,432</b>	<b>15.84</b>	<b>400,500</b>
<b>Expenses</b>								
<b>Relationship</b>								
5017 MissionInsite	0	0	0	2,436	2,800	364	13.00	2,800
5018 New Ministry Initiatives	0	451	451	0	5,413	5,413	100.00	5,413
5023 Crisis Response Mileage	0	21	21	0	250	250	100.00	250
5024 Admin. Commission Expenses	0	21	21	0	250	250	100.00	250
5025 Translation Services	0	21	21	0	250	250	100.00	250
5026 Restricted Income toward NCD	0	(2,000)	(2,000)	(7,321)	(8,000)	(679)	8.49	(8,000)
5027 Miscellaneous Expense	89	0	(89)	814	0	(814)	0.00	0
5030 Conference Calls	0	0	0	179	500	321	64.20	500
5031 Annual Tech Support	0	0	0	195	3,500	3,305	94.43	3,500
5032 Computer Program/Monthly M	1,449	150	(1,299)	9,985	1,800	(8,185)	(454.72)	1,800
5033 Web Hosting	0	83	83	0	1,000	1,000	100.00	1,000
5034 Other Communication Expens	0	42	42	267	500	233	46.60	500
5036 Youth Professionals	0	8	8	90	100	10	10.00	100
5037 Youth Triennium	500	500	0	6,000	6,000	0	0.00	6,000
5038 Congregational Partnrshp/Sch	0	0	0	(200)	0	200	0.00	0
5039 Youth Ministry Team	0	33	33	193	400	207	51.75	400
5048 Disaster Assist. Comm(Salary	0	0	0	10,214	10,500	286	2.72	10,500
<b>Total Relationship</b>	<b>2,038</b>	<b>(670)</b>	<b>(2,708)</b>	<b>22,852</b>	<b>25,263</b>	<b>2,411</b>	<b>9.54</b>	<b>25,263</b>
<b>Call Commission</b>								
5410 Candidate Financial Support	0	0	0	4,000	4,000	0	0.00	4,000
5415 Ministry Assessments	0	125	125	400	1,500	1,100	73.33	1,500
5420 Consultations and Final Asses	0	42	42	0	500	500	100.00	500

For Management Purposes Only

Income Statement  
Compared with Budget  
For the Twelve Months Ending December 31, 2020

	Month Actual	Month Budget	Month Variance	YTD Actual	YTD Budget	YTD Variance	% Budget	Full Year
5422 Inquirer/Candidate Counseling	0	25	25	0	300	300	100.00	300
5425 Training/Supplies/Manuals	0	8	8	0	100	100	100.00	100
<b>Total Member Prep/Call</b>	<b>0</b>	<b>200</b>	<b>200</b>	<b>4,400</b>	<b>6,400</b>	<b>2,000</b>	<b>31.25</b>	<b>6,400</b>
<b>Leadership Dev</b>								
5510 Pastoral Support Groups	0	0	0	180	0	(180)	0.00	0
5515 Board of Pensions Shared Gra	0	0	0	320	0	(320)	0.00	0
5525 Pastoral Counseling Center	450	450	0	5,400	5,400	0	0.00	5,400
5535 Counseling Assistance	0	92	92	870	1,100	230	20.91	1,100
5540 Counseling Endowment Incom	(8,500)	0	8,500	(8,500)	(8,500)	0	0.00	(8,500)
5550 BOP Shared Grants	0	167	167	0	2,000	2,000	100.00	2,000
5610 Officer Training	0	0	0	0	100	100	100.00	100
5615 Enrichment	0	0	0	(240)	0	240	0.00	0
<b>Total Leadership Dev</b>	<b>(8,050)</b>	<b>709</b>	<b>8,759</b>	<b>(1,970)</b>	<b>100</b>	<b>2,070</b>	<b>2,070.00</b>	<b>100</b>
<b>Highlands Regional Ministry Center</b>								
5701 Contributions-Highlands Reg.	(1,987)	0	1,987	(11,675)	(8,000)	3,675	(45.94)	(8,000)
5705 Usage Income -Highlands Reg	(2,700)	(2,400)	300	(33,800)	(28,800)	5,000	(17.36)	(28,800)
5710 Building Repair-Highlands Reg	0	655	655	509	7,860	7,351	93.52	7,860
5712 Fire Alarm-Highlands Regional	191	327	136	2,587	3,920	1,333	34.01	3,920
5715 Utilities-Highlands Reg. Minis	1,314	1,333	19	19,780	16,000	(3,780)	(23.63)	16,000
5720 Insurance - Highlands Reg. Mi	0	2,964	2,964	9,456	11,854	2,398	20.23	11,854
5740 Mortgage Exp-Highlands Reg.	1,057	1,058	1	13,765	12,700	(1,065)	(8.39)	12,700
<b>Total Highlands</b>	<b>(2,125)</b>	<b>3,937</b>	<b>6,062</b>	<b>622</b>	<b>15,534</b>	<b>14,912</b>	<b>96.00</b>	<b>15,534</b>
<b>Personnel</b>								
6010 Salary-Office Manager/FS	3,292	4,018	726	51,544	48,617	(2,927)	(6.02)	48,617
6015 Benefit Pkg-Financial	1,622	800	(822)	11,714	11,700	(14)	(0.12)	11,700
6020 FICA-Ofc Mgr/FS	252	255	3	3,943	3,275	(668)	(20.40)	3,275
6110 Salary-Communications Coord	3,397	3,130	(267)	38,616	37,560	(1,056)	(2.81)	37,560
6120 FICA-Communications	260	239	(21)	2,954	2,873	(81)	(2.82)	2,873
6210 Salary-S/Summer Staff	0	0	0	12,721	15,000	2,279	15.19	15,000
6215 FICA-S/Summer Staff	0	0	0	987	0	(987)	0.00	0
6220 Payroll Processing Fee	0	0	0	394	0	(394)	0.00	0
6310 Salary -Stated Clerk	1,984	2,025	41	24,259	24,300	41	0.17	24,300
6315 Stated Clerk -Housing	1,667	1,667	0	20,141	20,000	(141)	(0.71)	20,000
6320 SECA -Stated Clerk	282	282	0	3,248	3,389	141	4.16	3,389

For Management Purposes Only

Income Statement  
Compared with Budget  
For the Twelve Months Ending December 31, 2020

	Month Actual	Month Budget	Month Variance	YTD Actual	YTD Budget	YTD Variance	% Budget	Full Year
6325 Travel and Expense-Stated CI	0	208	208	885	2,500	1,615	64.60	2,500
6330 Continuing Education-Stated C	335	83	(252)	1,369	1,000	(369)	(36.90)	1,000
6335 Auto Expenses-S.Clerk	0	208	208	400	2,500	2,100	84.00	2,500
6410 Salaries-Area Coordinators	1,064	1,617	553	18,022	19,400	1,378	7.10	19,400
6415 Housing-AC	0	550	550	5,952	6,600	648	9.82	6,600
6425 Expenses-Travel, Meals, Etc	0	167	167	837	2,000	1,163	58.15	2,000
6430 Latino Ministry Partner	0	135	135	1,650	1,622	(28)	(1.73)	1,622
6432 Latino Ministry Partner -FICA	0	0	0	126	0	(126)	0.00	0
6435 Grant Writer	0	135	135	1,450	1,622	172	10.60	1,622
6436 Grant Writer -FICA	0	0	0	111	0	(111)	0.00	0
6510 Salary-Relationship Coord	0	0	0	28,417	23,250	(5,167)	(22.22)	23,250
6512 Housing -Relationship Coord	0	0	0	22,000	18,000	(4,000)	(22.22)	18,000
6515 Benefits Package-Coordinator	0	0	0	17,256	15,263	(1,993)	(13.06)	15,263
6520 SECA-Coordinator	0	0	0	4,362	3,569	(793)	(22.22)	3,569
6525 Travel and Expense-Coordinat	0	0	0	566	2,625	2,059	78.44	2,625
6530 Continuing Educati-Coordinato	0	0	0	1,000	750	(250)	(33.33)	750
6535 Auto Expense-Coordinator	0	0	0	2,359	2,250	(109)	(4.84)	2,250
6550 Personnel Adjustments	0	2,208	2,208	0	26,500	26,500	100.00	26,500
6555 Salary-Min/Mission Coordinator	2,508	0	(2,508)	2,508	0	(2,508)	0.00	0
6560 Housing- Min/Mission Coordin	3,500	0	(3,500)	3,500	0	(3,500)	0.00	0
6570 SECA - Min/Mission Coord	460	0	(460)	460	0	(460)	0.00	0
<b>Total Personnel</b>	<b>20,623</b>	<b>17,727</b>	<b>(2,896)</b>	<b>283,751</b>	<b>296,165</b>	<b>12,414</b>	<b>4.19</b>	<b>296,165</b>
<b>Administrative</b>								
6610 Minutes	0	0	0	264	50	(214)	(428.00)	50
6620 Meeting Expense	0	0	0	463	500	37	7.40	500
6810 OGA & Mid-Council Meeting E	261	42	(219)	338	500	162	32.40	500
6815 General Assembly Unified	1,417	1,417	0	17,000	17,000	0	0.00	17,000
6820 General Assembly Selected	0	2,667	2,667	34,450	32,000	(2,450)	(7.66)	32,000
6830 Synod of South Atlantic -Missi	583	583	0	7,000	7,000	0	0.00	7,000
6835 Synod of So. Atlantic -Per Cap	1,750	1,750	0	20,125	21,000	875	4.17	21,000
6915 Committee/Commission Meals	114	108	(6)	2,022	1,300	(722)	(55.54)	1,300
6930 Dues and Subscriptions	175	17	(158)	284	200	(84)	(42.00)	200
6935 General Operating Expenses	34	250	216	1,156	3,000	1,844	61.47	3,000
6940 Legal Expenses	0	292	292	288	3,500	3,212	91.77	3,500
6945 Permanent Judicial Commissio	0	17	17	0	200	200	100.00	200
6955 Mileage Reimbursement	0	0	0	167	400	233	58.25	400
6960 Moderator's Expenses	0	0	0	486	1,000	514	51.40	1,000
7010 Audit	0	0	0	13,000	10,000	(3,000)	(30.00)	10,000

For Management Purposes Only

Income Statement  
Compared with Budget  
For the Twelve Months Ending December 31, 2020

	Month Actual	Month Budget	Month Variance	YTD Actual	YTD Budget	YTD Variance	% Budget	Full Year
7012 Bank Fees	1	0	(1)	119	0	(119)	0.00	0
7015 Building-Major Repair Fund	261	208	(53)	3,861	2,500	(1,361)	(54.44)	2,500
7020 Building Maintenance	1,013	125	(888)	1,859	1,500	(359)	(23.93)	1,500
7035 Computer/Tech Support/Softw	0	83	83	262	1,000	738	73.80	1,000
7040 Copy Machine	0	375	375	4,194	4,500	306	6.80	4,500
7045 Electricity	244	125	(119)	2,217	1,500	(717)	(47.80)	1,500
7050 Grounds	120	125	5	1,440	1,500	60	4.00	1,500
7055 Insurance	6,338	0	(6,338)	8,700	4,610	(4,090)	(88.72)	4,610
7070 Janitorial	0	117	117	1,287	1,400	113	8.07	1,400
7080 Office Equipment	0	0	0	34	0	(34)	0.00	0
7085 Office Equip. Repair & Mainten	0	0	0	20	0	(20)	0.00	0
7090 Office Supplies	69	183	114	2,178	2,200	22	1.00	2,200
7095 Payroll Processing	212	167	(45)	2,239	2,000	(239)	(11.95)	2,000
7110 Postage	0	50	50	526	600	74	12.33	600
7115 Software	0	125	125	132	1,500	1,368	91.20	1,500
7120 Telephone	552	333	(219)	5,970	4,000	(1,970)	(49.25)	4,000
7125 Water and Sewer	0	100	100	746	1,200	454	37.83	1,200
<b>Total Administrative</b>	<b>13,144</b>	<b>9,259</b>	<b>(3,885)</b>	<b>132,827</b>	<b>127,660</b>	<b>(5,167)</b>	<b>(4.05)</b>	<b>127,660</b>
<b>Total Expenses</b>	<b>25,630</b>	<b>31,162</b>	<b>5,532</b>	<b>442,482</b>	<b>471,122</b>	<b>28,640</b>	<b>6.08</b>	<b>471,122</b>
9510 Investment Earnings	76,471	1,250	75,221	95,587	15,000	80,587	537.25	15,000
<b>Net Income</b>	<b>\$ 128,520</b>	<b>\$ 2,256</b>	<b>126,264</b>	<b>\$ 117,037</b>	<b>\$ (55,622)</b>	<b>172,659</b>	<b>(310.41)</b>	<b>\$ (55,622)</b>

Presbytery of St. Augustine															
Statement of Monies Received			12/31/2020												
		1	2	3	4	5	6	7	8	9	10	11	12		
Ch #	Church	Per Capita Assessed	Per Capita Paid	2020 Commit/Pledge	Frequenc	Periodic Payment	Pledge Accrued YTD	Pledge Paid YTD	Pledge YTD Variance	Mutual Mission	Selected GA	Special and Other Offerings	Total Paid (2+6+8+9+10)		
20112	Alachua	134.25	134.25	400.00	Q	100.00	400.00	300.00	(100.00)		130.00		564.25		
20124	Arlington	447.50	447.00	1,200.00	M	100.00	1,200.00	600.00	(600.00)		150.00	60.00	1,257.00		
20113	Bethlehem	340.10	340.10	2,040.00	A	2,040.00	2,040.00	2,040.00			100.00		2,480.10		
20115	Branford	402.75	402.75	2,000.00	Q	500.00	2,000.00	2,000.00		258.17	1,035.00	675.00	4,370.92		
20125	Calvin	143.20	143.20	1,275.00	Q	318.75	1,275.00	1,275.00		562.10	1,664.10	540.25	4,184.65		
20114	Community	6,426.10	6,426.10	25,000.00	M	2,083.33	25,000.00	22,916.59	(2,083.41)	1,271.02	335.97	50.00	30,999.68		
11000	Countryside	2,165.90	2,165.90		M					2,013.38	3,036.40		7,215.68		
10920	Covenant, G	411.70	411.70		A					159.32	1,475.00		2,046.02		
1312	Crescent City	447.50	447.50		A	500.00	500.00	500.00		130.00	1,095.00	900.00	2,625.00		
20116	Dunnellon	1,754.20	1,754.20	7,840.00	M	653.33	7,840.00	7,186.63	(653.37)	47.00	682.00		9,669.83		
20117	Fairfield	429.60	429.60	4,200.00	M	350.00	4,200.00	4,200.00					4,629.60		
20149	Faith	340.10	341.24		M								341.24		
20118	Fernandina	7,419.55	7,419.55	27,000.00		2,700.00	27,000.00	29,700.00	2,700.00	3,000.00	2,125.00	600.00	42,844.55		
20128	Ft. Caroline	528.05	528.05	100.00	M	8.33	100.00	100.00			445.00		1,073.05		
20151	Ft. King	1,593.10	1,593.10	4,000.00	S	2,000.00	4,000.00	4,000.00		217.55	1,765.00	2,510.00	10,085.65		
20119	Gainesville 1st	6,175.50	6,502.00	9,000.00	S	4,500.00	9,000.00	9,000.00		29.27			15,531.27		
10999	Geneva	1,781.05	1,781.05	3,500.00	Q	875.00	3,500.00	3,500.00		1,297.51	1,200.00		7,778.56		
20120	Grace	644.40	644.40	1,000.00	M	83.33	1,000.00	1,000.08	0.08	377.96	975.00	100.00	3,097.44		
1316	Green Cove Springs	1,781.05	1,781.05	10,000.00	M	833.33	10,000.00	4,999.98	(5,000.02)	478.81	6,025.00		13,284.84		
20123	High Springs	420.65	420.65	1,000.00	A								420.65		
3679	Highlands, Jax	3,293.60	3,294.00	8,000.00	M	666.67	8,000.00	7,500.00	(500.00)	1,008.00	2,472.00	550.00	14,824.00		
11320	Hodges	3,302.55	2,380.70	20,400.00	M	1,700.00	20,400.00	20,400.00		386.32	9,366.10	3,600.00	36,133.12		
20143	Jasper	635.45	635.45	3,034.00	M	252.83	3,034.00	3,033.96	(0.04)	135.31	175.00		3,979.72		
20122	Kanapaha	599.65	599.65	1,000.00	Q	250.00	1,000.00	1,250.00	250.00		3,506.75		5,356.40		
11319	Kirkwood	1,038.20	1,038.20	1,300.00	A	1,300.00	1,300.00	1,300.00			523.78	70.00	2,931.98		
10739	Korean	465.40	519.10		M								519.10		
20144	Lake City	2,121.15	2,121.15		M					2,005.29	970.00	9,163.00	14,259.44		
20129	Lake Shore	528.05	528.05	2,500.00	M	208.33	2,500.00	2,500.00					3,028.05		
20130	Lakewood	3,230.95	3,230.95	10,800.00	M	900.00	10,800.00	10,800.00					14,030.95		
10738	Marion Oaks	545.95	545.95		M			1,000.00	1,000.00	92.25	1,642.00		3,280.20		
20147	Mayport	250.60	250.60		A								250.60		
20148	McIntosh	787.60	787.60		M								787.60		
1320	Memorial	7,052.60	7,052.60	30,500.00	M	2,541.67	30,500.00	30,500.00		1,114.50	6,686.25	500.00	45,853.35		
10998	Middleburg	349.05	349.05	3,000.00	M	250.00	3,000.00	3,000.00		200.70	1,269.63		4,819.38		
20145	Mikesville	519.10	520.00		A			500.00	500.00	935.08			1,955.08		
20133	Murray Hill	447.50	447.50		M						43.00	51.00	541.50		
11713	Nueva Esperanza	80.55	81.00		A								81.00		
20150	Ocala 1st	5,728.00	5,728.00	25,000.00	M	2,083.33	25,000.00	24,999.96	(0.04)	1,132.63	13,160.20		45,020.79		
20153	Orange Park	2,049.55	2,050.08	1,000.00	M	83.33	1,000.00	1,000.08	0.08		2,494.00		5,544.16		

Monies received 1

Presbytery of St. Augustine													
Statement of Monies Received			12/31/2020										
		1	2	3	4	5	6	7	8	9	10	11	12
Ch #	Church	Per Capita Assessed	Per Capita Paid	2020 Commit/Pledge	Frequenc y	Periodic Payment	Pledge Accrued YTD	Pledge Paid YTD	Pledge YTD Variance	Mutual Mission	Selected GA	Special and Other Offerings	Total Paid (2+6+8+9+10)
20154	Palatka 1st	1,503.60	1,503.60	2,500.00	M	208.33	2,500.00	2,500.00			162.00	160.00	4,325.60
4017	Palms	11,124.85	11,125.00	60,438.00	Q	15,109.50	60,438.00	60,438.00			5,396.93		76,959.93
20140	Peace	572.80	572.80	2,700.00	M	225.00	2,700.00	2,700.00					3,272.80
20155	Perry 1st	1,414.10	1,414.10	2,000.00	M	166.67	2,000.00	2,000.00	334.00	1,898.50	5,167.01	4,759.25	15,238.86
20156	Reddick	98.45	98.45	250.00	M	20.83	250.00	250.00		50.00	400.00		798.45
20136	Riverside	10,919.00	10,800.00	46,416.80	M	3,868.07	46,416.80	46,710.00	293.20		17,598.08	1,800.00	76,908.08
20157	San Mateo	760.75	760.75		A						50.00		810.75
20152	Silver Springs Shores	1,172.45	1,172.45		A			2,000.00		950.00	1,638.00	625.00	6,385.45
20139	South Jacksonville	2,962.45	2,962.45	14,150.00	M	1,179.17	14,150.00	9,600.85	(4,549.15)		4,083.30		16,646.60
20137	St. Andrews	921.85	923.00		M			7,061.18	7,061.18	5.47	222.00		8,211.65
23306	St. Giles	2,783.45	2,783.45	5,400.00	Q	1,350.00	5,400.00	5,400.00		14.28			8,197.73
20138	St. Johns	3,821.65											
20158	Starke 1st	608.60	608.60		A								608.60
10591	Trinity, Palm Coast	4,224.40	4,224.40	4,000.00	S	2,000.00	4,000.00	4,000.00					8,224.40
1324	Weirsdale	1,351.45	1,351.45	2,000.00	Q	500.00	2,000.00	2,500.00	500.00			1,500.00	5,351.45
10075	Westminster, G	859.20	859.20	1,396.25	A	1,396.25				1,454.96	4,625.02	2,000.04	8,939.22
20159	White Springs	53.70	53.70	1,000.00	Q	250.00	1,000.00	1,100.00	100.00			600.00	1,753.70
20160	Williston	286.40	286.40		M								286.40
234	Woodlawn	4,045.40	4,045.00	10,000.00	S	5,000.00	10,000.00	10,000.00					14,045.00
	zz Adjustments to budget*			54,856.20	M	4,571.35	54,856.20		(54,856.20)				
<b>Totals</b>		<b>116,296.30</b>	<b>111,817.82</b>	<b>415,096.25</b>		<b>63,726.75</b>	<b>411,300.00</b>	<b>357,362.31</b>	<b>(55,337.69)</b>	<b>21,225.38</b>	<b>103,889.52</b>	<b>30,813.54</b>	<b>624,661.07</b>

**Notes**

\* adjustments for changes in pledges received after budget confirmation.

- No Unified pledge received and no history to base on
- No Unified Pledge received but either verbal or historical basis
- Pledge more than 2 months behind

## 2021 Preliminary Pledge Report

The presbytery of St. Augustine is one of the 170 presbyteries of the Presbyterian Church (U.S.A.). Our mission is ***“to support our faith community, so that together we are a greater witness to the gospel of Jesus Christ!”***

In the proposed 2021 Operating Budget, 80% of revenue to your presbytery is contributed by our congregations. **Thank you for your generosity and continuing support!**

As of February 1<sup>st</sup> we had received 27 church pledges (to our unified giving) from our 56 churches:

- 8 churches have increased their pledges
- 8 churches have decreased their pledges
- 11 church pledges have remained the same

We are waiting to receive 2021 pledges from:

Alachua, 1 <sup>st</sup>	Highlands United, Jax	Riverside
Bethlehem	Jasper, 1st	San Mateo
Branford	Lake City, 1 <sup>st</sup>	Silver Springs Shores
Community	Lakewood	South Jacksonville
Countryside	Mayport	St. Andrews
Covenant	McIntosh	St. Giles
Faith	Mikesville	St. Johns
Ft. Caroline	Palatka, 1 <sup>st</sup>	Starke, 1 <sup>st</sup>
Ft. King	Peace	Williston, 1 <sup>st</sup>
Gainesville, 1 <sup>st</sup>	Perry, 1 <sup>st</sup>	

2021 Pledge cards have been sent to all churches. Pledges should be returned to:

**Presbytery of St Augustine c/o Cyndi Rigley  
1937 University Blvd. W  
Jacksonville, FL 32217**

### Presbytery Revenue Comparison Chart

	2019 Revenue	2020 Revenue	Revenue Reduction Percentage
1 <sup>st</sup> Quarter	\$95,280	\$57,145	40%
2 <sup>nd</sup> Quarter	\$128,963	\$122,383	7%
3 <sup>rd</sup> Quarter	\$137,812	\$114,069	17%
4 <sup>th</sup> Quarter	\$234,749	\$129,158	45%
Annual Revenue	\$596,804	\$420,755	29.5%



	A	B	C	D
1	Presbytery of St. Augustine			
2	<i>Column D is the 2021 Operating Budget Draft</i>	Reported 12/31/2020 Actual	<b>Approved 2021 Asking Budget</b>	<b>Proposed 2021 Operating Budget</b>
3	<b>REVENUES</b>			
4	<u>Unified Giving</u>			
5	Unified Giving	351,362	360,000	365,000
6	<b>Total Unified Giving</b>	<b>351,362</b>	<b>360,000</b>	<b>365,000</b>
7	<u>Selected Giving</u>			
8	Selected General Assembly	34,450	32,000	32,000
9	Selected Presbytery	906	0	0
10	<b>Total Selected Giving</b>	<b>35,356</b>	<b>32,000</b>	<b>32,000</b>
11	<b>Total Acceptances</b>	<b>386,718</b>	<b>392,000</b>	<b>397,000</b>
12	<b>Other Receipts</b>			
13	Interest Earned - Fleming Island	30		
14	Other Income	58,062	2,700	2,700
15	Foundation Earnings	0	0	0
16	Interest Income	122	100	102
17	Undesignated Reserve Usage	0	0	0
18	Management Fees	14,000	22,000	31,000
19	Synod Office Use			13,000
20	<b>Total Other Receipts</b>	<b>72,214</b>	<b>24,800</b>	<b>46,802</b>
21	<b>Other Funds Used</b>			
22	TIM Community Development Transfer	5,000	5,000	15,000
23	<b>Total Other Funds Used</b>	<b>5,000</b>	<b>5,000</b>	<b>15,000</b>
24	<b>TOTAL REVENUES</b>	<b>463,932</b>	<b>421,800</b>	<b>458,802</b>
25	<b>EXPENSES</b>			
26	<b>Current and Emerging Ministries Committee</b>			
27	All-Region Gatherings	0	0	0
28	Regional Gatherings	0	1,000	1,000
29	MissionInsite	2,436	2,436	2,436
30	New Ministry Initiatives	0	3,000	1,345
31	<u>Care and Reconciliation</u>			
32	Crisis Response Training and Expenses	0	250	250
33	Crisis Response Mileage	0	0	0
34	Administrative Commission Expense	0	250	250
35	Translation Services	0	90	90
36	Restricted Income - Armistead Fund	(7,321)	(8,000)	(8,000)
37	Miscellaneous	814	0	0
38	<u>Youth Outreach</u>			
39	Youth Ministry Professionals	90	1,000	1,000
40	Triennium	6,000	6,000	6,000
41	Congregational Partnerships/Scholarships for Camp	(200)	1,200	1,200
42	Youth Ministry Team	193	500	500

	A	B	C	D
1	Presbytery of St. Augustine			
2	<i>Column D is the 2021 Operating Budget Draft</i>	Reported 12/31/2020 Actual	<b>Approved 2021 Asking Budget</b>	<b>Proposed 2021 Operating Budget</b>
43	<u>Disaster Preparation &amp; Assistance</u>			
44	Florida PDA Network	10,214	10,500	10,500
45	<b>Total Current &amp; Emerging Ministries Com.</b>	<b>12,226</b>	<b>18,226</b>	<b>16,571</b>
46	<b>The Call Commission</b>			
47	<u>Candidates and Inquirers</u>			
48	Candidate Financial Support	4,000	5,000	5,000
49	Ministry Assessments	400	1,000	1,000
50	Consultations and Final Assessments	0	500	500
51	Inquirer/Candidate Counseling	0	300	300
52	Training, Supplies & Manuals	0	100	100
53	<b>Total Call Commission</b>	<b>4,400</b>	<b>6,900</b>	<b>6,900</b>
54	<b>Leadership Development</b>			
55	<u>Care and Support</u>			
56	Pastoral Support Groups	180	500	500
57	Board of Pensions Shared Grants	320	3,000	5,000
58	Life Renewal Inc (Pastor Counseling Center)	5,400	5,400	5,400
59	Counseling Assistance	870	1,000	5,000
60	Counseling Endowment Income - Jax	(8,500)	(8,500)	(15,900)
61	<u>Training</u>			
62	Clergy/Educator Meal Expenses	0	0	0
63	Officer Training	0	1,500	1,500
64	Enrichment	(240)	0	0
65	<b>Total Leadership Development</b>	<b>(1,970)</b>	<b>2,900</b>	<b>1,500</b>
66	<u>Highlands Regional Ministry Center</u>			
67	Contributions for HRMC	(11,675)	(10,000)	(10,000)
68	Usage Income -HRMC	(33,800)	(42,000)	(42,000)
69	Building Repair -HRMC	1,200	5,000	5,000
70	Utilities -HRMC	19,780	21,000	21,000
71	Insurance -HRMC	9,456	12,000	10,108
72	Fire Alarm Expense -HRMC	1,896	1,500	1,500
73	Mortgage Expense-HRMC	13,765	12,700	12,700
74	<b>Total Highlands Regional Ministry Center</b>	<b>622</b>	<b>200</b>	<b>(1,692)</b>

	A	B	C	D
1	Presbytery of St. Augustine			
2	<i>Column D is the 2021 Operating Budget Draft</i>	Reported 12/31/2020 Actual	Approved 2021 Asking Budget	Proposed 2021 Operating Budget
75	<b><i>Personnel</i></b>			
76	<u><i>Relationship Coordination Director 1 FTE</i></u>			
77	Salary	28,417		
78	Housing	22,000		
79	Continuing Education	1,000		
80	Benefits Package	17,256		
81	SECA	4,362		
82	Auto Expenses	2,359		
83	Travel and Expenses	566		
84	Total Director	<b>75,960</b>		
85	<u><i>Ministry and Mission Coordinator 1 FTE</i></u>			
86	Salary	2,508		30,100
87	Housing	3,500		42,000
88	Continuing Education			1,000
89	Benefits Package			26,677
90	SECA	460		5,516
91	Auto Expenses			2,000
92	Travel and Expenses			1,500
93	Total M&M Coordinator	<b>6,468</b>	<b>90,000</b>	<b>108,793</b>
94	<u><i>Stated Clerk .5 FTE</i></u>			
95	Salary	24,259	24,300	24,300
96	Housing	20,141	20,000	20,000
97	SECA	3,248	3,389	3,389
98	Auto Expenses	400	1,500	1,000
99	Expenses - Travel, Meals, Etc.	885	1,500	1,500
100	Continuing Ed	1,369	1,000	1,000
101	Total Stated Clerk	<b>50,302</b>	<b>51,689</b>	<b>51,189</b>
102	<u><i>Communication Coordinator .75 FTE</i></u>			
103	Salary	38,616	37,560	37,560
104	FICA	2,954	2,873	2,873
105	Total Communication Coordinator	<b>41,570</b>	<b>40,433</b>	<b>40,433</b>
106	<u><i>Area Relationship Coordinators .25 FTE</i></u>			
107	Salaries	18,022	19,400	19,400
108	Housing	5,952	6,600	6,600
109	SECA	0	0	0
110	Expenses – Mileage, Travel, Meals, Etc.	837	2,000	2,000
111	Total Area Relationship Coordinators	<b>24,811</b>	<b>28,000</b>	<b>28,000</b>
112	<u><i>Financial Secretary</i></u>	<i>1 FTE</i>		
113	Salary	51,544		
114	Benefits Package	11,714		

	A	B	C	D
1	Presbytery of St. Augustine			
2	<i>Column D is the 2021 Operating Budget Draft</i>	Reported 12/31/2020 Actual	Approved 2021 Asking Budget	Proposed 2021 Operating Budget
115	FICA	3,943		
116	Total Financial Secretary	<b>67,201</b>	<b>0</b>	<b>0</b>
117	<u>Office Manager 1 FTE</u>			
118	Salary		40,000	40,000
119	Benefits Package		9,241	9,241
120	FICA		3,060	3,060
121	Total Office Manager		<b>52,301</b>	<b>52,301</b>
122	Total Presbytery Staff	<b>216,010</b>	<b>262,423</b>	<b>280,716</b>
123	<u>Personnel Contingency Fund</u>			
124	Personnel Adjustments and New Positions	3,337		4,655
125	<u>Presbytery Summer Staff at MPCC</u>			
126	Salaries	12,721	20,000	
127	FICA-Fees	987	1,550	
128	Payroll Processing Fees	394	300	
129	Total Summer Staff	<b>14,102</b>	<b>21,850</b>	<b>30,000</b>
130	<b>Total Personnel</b>	<b>283,751</b>	<b>284,273</b>	<b>315,371</b>
131	<b>Administration &amp; Finance</b>			
132	Minutes	264	100	100
133	Meeting Expenses	463	2,000	1,000
134	Speakers' Honoraria and Expenses	0	0	0
135	OGA and Mid-Council Meetings Expense	338	500	500
136	General Assembly Unified	17,000	17,000	17,000
137	General Assembly Selected	34,450	32,000	32,000
138	Synod of South Atlantic Mission	7,000	7,000	9,815
139	Synod of South Atlantic Per Capita	20,125	21,000	18,185
140	Committee/Commission Meals	2,022	2,500	2,500
141	Dues/Subscriptions/Corporate Report	284	200	300
142	General Operating Expenses	1,156	1,800	1,800
143	Legal Expenses	288	2,000	2,000
144	Permanent Judicial Commission	0	200	200
145	Mileage Reimbursement	167	300	300
146	Moderator's Expenses	486	1,000	1,000
147	Bank Fees	119	50	100
148	Audit	13,000	10,000	10,000
149	Building-Major Repair Fund	3,861	2,500	2,500
150	Building Maintenance	1,859	1,000	1,000
151	Computer / Tech Support / Software /Combined	10,574	8,300	10,500
152	Conference Calls	179	200	200
153	New Communication Initiatives	267	500	500
154	Copy Machine	4,194	4,500	4,500

	A	B	C	D
1	Presbytery of St. Augustine			
2	<i>Column D is the 2021 Operating Budget Draft</i>	Reported 12/31/2020 Actual	Approved 2021 Asking Budget	Proposed 2021 Operating Budget
155	Electricity	2,217	1,500	2,500
156	Grounds	1,440	1,500	1,500
157	Insurance	8,700	4,610	6,502
158	Janitorial	1,287	1,400	1,400
159	Loan Amortization		0	0
160	Office Equipment	34	0	0
161	Office Equipment Repair and Maint.	20	0	0
162	Office Supplies	2,178	2,400	2,400
163	Payroll Processing	2,239	2,250	2,250
164	Postage	526	600	600
165	Telephone & Internet	5,970	4,000	6,000
166	Water and Sewer	746	1,000	1,000
167	<b>Total Administration &amp; Finance</b>	<b>143,453</b>	<b>133,910</b>	<b>140,152</b>
168	<b>Total Expenses</b>	<b>442,482</b>	<b>446,409</b>	<b>478,802</b>
169	<b>Net Income Surplus (Deficit)</b>	<b>21,450</b>	<b>(24,609)</b>	<b>(20,000)</b>
170		<i>see footnote</i>	<i>see footnote</i>	<i>see footnote</i>
171	Investment Earnings: Budgeted *	95,587	20,000	20,000
172				
173	<b>Adjusted Operating Net Cash Surplus (Deficit)</b>	<b>117,037</b>	<b>(4,609)</b>	<b>(0)</b>
174	<b>*The Finance Team is reporting Investment Earnings below the Net Income line rather than as a Budgeted Revenue</b>			
175	<b>** Salary for Office Manager is combined with the Financial Secretary in 2020</b>			
176	Presbytery has received forgiveness for a 2020 PPP Loan of \$55,621. This is in the category of "Extraordinary Income" and is shown in the Other Income line of our Revenue/Expense YTD Actual report.			

## Job Description

<b>Position Title:</b> Area Relationship Coordinator	<b>Reports to:</b> The Ministry and Mission Coordinator
<b>Hours per week:</b> Anticipate eight (8) hours per week on average	<b>Form of Employment:</b> Employment at Will
<b>Travel:</b> Regional travel by automobile	<b>Effective Date:</b> October, 2020

**POSITION OVERVIEW:** The Area Relationship Coordinator promotes communication, coordinates mission and fosters connectional relationships with pastors and churches in an assigned geographic area, strengthening the relationship between the churches and with the Presbytery.

Key strategic issues addressed by this position are:

- Fostering a sense of belonging and unity within the whole Presbytery.
- Nurturing congregations and elders to their full potential.

**DEFINITIONS:**

- **“Pastor”:** A Teaching Elder member or CRE with commission in the Presbytery.

**PRINCIPAL RESPONSIBILITIES** (The conceptual framework for the job):

- Build connectional links among churches and Pastors to establish and maintain a sense of community within the Presbytery, offering opportunities for fellowship as appropriate.
- Serve as the primary pastoral care support for Pastors and their families.
- Become familiar with congregations/organizations served by Pastors and act as a primary conduit for sharing information from the Presbytery and from the congregations/organizations to the Presbytery.
- Identify potential issues developing within member congregations and identify/introduce resources (Presbytery and other) as appropriate.

**DUTIES AND ACTIVITIES** (The day-to-day focus for the job):

- Be present with assigned congregations at least once annually by attending worship and/or session meeting, virtually or in person.
- Contact Presbytery members and congregations in the assigned area regularly by email, phone or text.
- Be attentive to suggestions, needs, challenges, hopes, and joys, assuring Presbytery members and congregations that Presbytery leaders are partners in ministry, available to assist as resources or to respond as necessary.

- Become familiar with Presbytery policies and procedures and the structure of the Presbytery.
- Offer assistance when Presbytery members are in need of pastoral care by providing limited counsel and referral to professional resources as needed.
- Prepare monthly reports of contacts and significant developments/successes within congregations.

**SUPERVISION:** The Ministry and Mission Coordinator will supervise the ARC by:

- **Communicating Frequently** - Weekly individual phone or email check in with the ARC.
- **Meetings** – Facilitate face to face monthly meetings with other ARC's and the Ministry and Mission Coordinator.
- **Providing Direction and Support**- Provide feedback, support, and information regarding issues or needs arising from weekly and monthly reports.
- **Annual Evaluation** – provide feedback on performance and areas where improvement may be needed.

**QUALIFICATION & SKILLS** - Candidates must be/have:

- **Teaching Elders:** Candidates must be a Teaching Elder member of the Presbytery.
- **Pastoral Counseling Skills:** Formal training and experience dealing with small and large issues among the churches and Pastors they support.
- **Communication Skills:** Structured listening skills (empathy) and able to speak and write with clarity, compassion and authority.
- **Planning and Organizational Skills:** Demonstrated ability to plan and execute a broad array of interactions energetically, creatively, flexibly, effectively and efficiently.
- **Ability to travel, attend evening meetings and preferably, attend worship.**
- **Technology Skills:** using text, email, and online meeting platforms, such as Zoom or Skype to communicate

## Appendix H

**PRESBYTERY OF ST. AUGUSTINE  
CURRENT ROLL OF TEACHING ELDERS  
AS OF DECEMBER 31, 2020**

Note: TPR means a "temporary pastor" who is serving as a stated supply pastor. Temporary pastors also serve as interim pastors and parish associates in the Presbytery of St. Augustine.

1.	Alamsha, Lloyd	Honorably Retired
2.	Albright, Joe	Pastor, Geneva & Dial Hope
3.	Allyn, John	Honorably Retired
4.	Ambler, Dale.	Honorably Retired
5.	Anderson, Adam	Pastor, South Jacksonville
6.	Bartholomew, John	Honorably Retired
7.	Bayley, Dwight	Honorably Retired
8.	Beebe, Jeff	Interim Pastor, Trinity
9.	Black, James	Honorably Retired
10.	Bonkovsky, Fredrick	University of California, San Diego/University of Vienna
11.	Borland, Tom	Honorably Retired
12.	Bossuot, Vickie Thomas	Chaplain, Riverside Presbyterian Residences & Parish Associate, Lakewood
13.	Boyd, Ina	Chaplain, Haven Hospice
14.	Braley, Joshua	TPR, Bethlehem
15.	Brooks-Cope, Scott	Director of Pastoral Care Services, Phoebe Ministries, Allentown, PA
16.	Bullock, Jr., James	Honorably Retired
17.	Burch, Dalton	Honorably Retired
18.	Busby, Glen	Chaplain, Veteran Affairs & TPR, Branford & High Springs First
19.	Camp II, W. Hunter	Pastor, Memorial
20.	Chavis, Eric	Honorably Retired
21.	Cho, Heong Seok	Pastor, Korean Jacksonville
22.	Clark, Janice M.	Chaplain, Haven Hospice
23.	Comee, Lester	Training Director, Young Life – Florida Region & Parish Associate, Memorial
24.	Cummings, Alan	Pastor, Silver Springs Shores
25.	Custis, Donald	Honorably Retired
26.	Dalton, Norman	Honorably Retired
27.	Davies, Craig S.	Honorably Retired
28.	DeVane, Chuck	Honorably Retired
29.	Dickson, Glenn	Honorably Retired & Pastor Emeritus of Westminster
30.	DiGiusto, Carol	Honorably Retired & Parish Associate, Riverside
31.	Diller, John	Pastor, Orange Park
32.	Dunnavan, Roger	Honorably Retired & Parish Associate, Memorial
33.	Dyson, Jo Anne	Pastor, Fort King
34.	Emery III, William	Honorably Retired
35.	Foxworth, Forrest.	Parish Associate, Fernandina Beach First



36. Freeman, Charles Pastor, Grace
37. Furr-Vancini, Laurie Associate Pastor, Palms
38. Ganyo, Douglas R. Honorably Retired
39. Goodman, Gary P. Honorably Retired & Pastor Emeritus, Community
40. Goodrich, Kenneth Pastor, Lake City First
41. Goyer, Steve Honorably Retired & Interim Pastor,  
Independent Pres. Church, Birmingham, AL
42. Graham, Dan Honorably Retired
43. Graham, Marcia Honorably Retired
44. Green, Larry Gainesville Community Counseling Center
45. Green, Ricardo Faith UMC, Jacksonville
46. Greer, Robert Honorably Retired
47. Griffin, Wayne Honorably Retired
48. Hamilton, Barbara Honorably Retired
49. Hardesty, Gary Honorably Retired & TPR, Alachua First
50. Harland, John Honorably Retired
51. Harmon, Charles. Honorably Retired
52. Hart, Mattie Honorably Retired
53. Hayes, Clifford Honorably Retired
54. Haynes, Elizabeth Flagler College
55. Hedrick, Alexandra Stated Clerk, Presbytery & TPR, Kirkwood
56. Henning, Debra TPR, Crescent City First
57. Higbee, Julie Associate Pastor, Fernandina Beach First
58. Higginbotham, Jessi Parish Associate, St. Giles
59. Hilton, Thomas Honorably Retired
60. Hoff, William Associate Pastor, Riverside
61. Holt, Daisy Honorably Retired
62. Huh, Samuel Honorably Retired
63. Hulsey, Steve Honorably Retired & TPR, Lake Shore
64. Hults, Mark Pastor, Gainesville First
65. Hunter, John Honorably Retired
66. Hwang, Tae Jun Honorably Retired
67. Hyatt, Kimberly Executive Director, Cathedral Arts Project, Inc.
68. Inglis, Holly Jean Ministry & Mission Coordinator, Presbytery
69. Johnson, Don Pastor, Woodlawn
70. Johnson, Harry H. Honorably Retired
71. Jones, Marc TPR, St. Andrews
72. Jones, Parrish Honorably Retired
73. Jones IV, Walk Interim Associate, Ocala First
74. Kim, Do In Chaplain, Vitas Healthcare
75. Kling, Karl Interim Pastor, Fernandina Beach First
76. Kwak, Keun R. Honorably Retired
77. Landreth, Charles Honorably Retired
78. Langer, Rebecca Honorably Retired
79. Laughridge, Joy Pastor, Lakewood
80. Lays, Brian Pastor, Riverside

81. Lee, David Pastor, Highlands United
82. Lehr Camp, Amy Parish Associate, Memorial
83. Lieberman, Chris Honorably Retired
84. Lieberman, Joyce Executive & Stated Clerk, Synod of South Atlantic
85. Link-Cummings, Rhonda Area Relationship Coordinator, Presbytery,  
& Interim Pastor, Westminster
86. Lothman, Louis Honorably Retired & Life Renewed Counseling
87. Lovelady, Jonathan Pastor, St. Johns
88. Lugo-Berrios, Ana Regional Gift Planner, ELCA Foundation
89. Lyda, Cliff Honorably Retired & Interim Pastor, Palatka First
90. Marsh-Baum, Melanie Pastor, Community
91. Marshall, Gary O. Pastor, Countryside
92. McChesney, David Honorably Retired
93. McCollum, Sidney Honorably Retired
94. McCoy, Sam Honorably Retired
95. McCrosky, Jess Chaplain, Community Hospice
96. McElroy, Patricia Baptist Health
97. McGarity, Donald Honorably Retired
98. Meadows, Asa Honorably Retired
99. Medearis, Joseph A TPR, Arlington & Peace
100. Menzel, Richard Honorably Retired
101. Meux, Joseph Honorably Retired
102. Mossa, Donald Honorably Retired
103. Neal, Larry Honorably Retired
104. Nicolson, John Honorably Retired
105. Palmer, Richard Honorably Retired
106. Parsons, Reginald Honorably Retired
107. Perry, Jesse Honorably Retired
108. Porter-Buhl, Paige Honorably Retired
109. Ragsdale, John Honorably Retired
110. Rasco, Russell Honorably Retired
111. Reggin, W. Joseph Interim Pastor, Green Cove Springs First
112. Rigsby, Joseph W. Honorably Retired & Area Relationship Coordinator
113. Roberts, Timothy Stuart Congregational Church, Stuart, FL
114. Rose, Susan Parish Associate, Memorial
115. Ruark, Ray Honorably Retired & Pastor Emeritus, Ocala First
116. Russell, William Honorably Retired
117. Seaman, Bruce Honorably Retired
118. Seymour, Larry Honorably Retired
119. Sharps, Conrad Amelia Plantation Chapel, Fernandina Beach, FL
120. Sherrard, Peter Honorably Retired
121. Shettler, Robert Honorably Retired
122. Sickels, Earle Honorably Retired & TPR, Calvin
123. Smith, Richard Honorably Retired
124. Soto, Eriberto (Eddie) Fort Caroline United Methodist Church
125. Stewart, Dale Honorably Retired

126.	Sudderth-Davis, Natasha	Pastor, Perry First
127.	Swanson, Jonathan	Pastor, Hodges Boulevard
128.	Sweet, Tina	Chaplain, Haven Hospice
129.	Thompson, John E.	Honorably Retired
130.	Veltman, Dean	Honorably Retired
131.	Walker, Thomas	Honorably Retired
132.	Watson, Ron	Pastor, Ocala First
133.	Weenink, Jeffrey	Interim Pastor, Palms
134.	Weimer, Rae O. II	Honorably Retired
135.	Welch, Jeffery	Pastor, Dunnellon
136.	Williams, Michael	Honorably Retired
137.	Wilson, Diane	TPR, Starke First
138.	Wood, Michael	Pastor, Kanapaha
139.	Wray, Clyde	Honorably Retired
140.	Young, Jake	Pastor, St. Giles

**PRESBYTERY OF ST. AUGUSTINE  
CURRENT ROLL OF AT-LARGE MEMBERS**

1.	Hutto, Rebekah.	Without Charge
2.	Jones, Marla	Without Charge
3.	Kendrick, James	Without Charge
4.	Lee, Changwoo	Without Charge
5.	McLean, Kathy	Without Charge
6.	Medearis, Holly	Without Charge
7.	Montgomery, Cynthia	Without Charge
8.	Swoffard, Barbara	Without Charge
9.	Thayer, Dan	Without Charge
10.	Wesberry, Wain	Without Charge

**PRESBYTERY OF ST. AUGUSTINE  
CURRENT ROLL OF INACTIVE MEMBERS**

1.	Bidot, Juan	Without Charge
----	-------------	----------------

**PRESBYTERY OF ST. AUGUSTINE  
CURRENT ROLL OF RULING ELDER COMMISSIONED TO PASTORAL SERVICE**

1.	Kelly, Yvan	Middleburg
2.	Lane, Tommy	McIntosh
3.	Laseter, Walter	Weirsdale
4.	Mergan, Shirley	Mikesville
5.	Newhart, Belinda	Fairfield
6.	Pangrass, Debbie	Marion Oaks
7.	Wells, Joan	Williston First

**PRESBYTERY OF ST. AUGUSTINE  
CURRENT ROLL OF LAY PASTORS CERTIFIED TO BE COMMISSIONED**

- |    |                 |                |
|----|-----------------|----------------|
| 1. | Barnett, George | Without Charge |
| 2. | Barr, Roger     | Without Charge |
| 3. | Fossett, Paul   | Without Charge |
| 4. | Hadrava, Larry  | Without Charge |
| 5. | Hoyer, Emily    | Without Charge |
| 6. | Johns, Linda    | Without Charge |
| 7. | Lukefahr, Jerie | Without Charge |
| 8. | Myers, Dothlin  | Without Charge |

**PRESBYTERY OF ST. AUGUSTINE  
CURRENT ROLL OF CERTIFIED CHRISTIAN EDUCATORS**

- |    |                  |                  |
|----|------------------|------------------|
| 1. | Abbott Debbie    | Hodges Boulevard |
| 2. | Holly Inglis     | Presbytery Staff |
| 3. | Chris Lieberman  | Retired          |
| 4. | Sidney McCollum  | Retired          |
| 5. | Mary McKemy      | Retired          |
| 6. | Reid, Anne Broos | Memorial         |

**OTHER MINISTERS  
LABORING WITHIN OUR BOUNDS**

- |    |                 |                                |                    |
|----|-----------------|--------------------------------|--------------------|
| 1. | Imhoff, David * | ELCA                           | TPR, Fort Caroline |
| 2. | Mills, Robert   | Cooperative Baptist Fellowship | TPR, San Mateo     |

\* Received as temporary member of presbytery effective 10/15/19.



---

**Preparation for Ministry in the  
Presbytery of St. Augustine  
(Effective December 15, 2020)**

---

## TABLE OF CONTENTS

DEFINITIONS.....		2
CALL COMMISSION.....		3
I.    INTRODUCTION .....		3
II.   EXPLORING A SENSE OF CALL .....		3
III.  INITIAL REQUIREMENTS TO BEGIN PREPARATION FOR MINISTRY PROCESS (BECOMING AN INQUIRER).....		4
A. Requirements.....		4
B. Applications / Forms .....		5
C. Interview with Call Commission for Enrollment as Inquirer .....		6
D. Process after Enrollment as an Inquirer .....		6
IV.  CANDIDACY PHASE .....		7
V.   FINAL ASSESSMENT AND NEGOTIATION FOR SERVICE (COMPLETE DURING CANDIDACY PHASE).....		8
A. From the Book of Order .....		9
B. Supplemental Requirements of the Presbytery of St. Augustine .....		9
C. Interview with Call Commission for Final Assessment.....		10
VI.  SEEKING A CALL AFTER FINAL ASSESSMENT.....		10
VII. SEMINARY AND OTHER EDUCATION REQUIREMENTS .....		11
VIII. ORDINATION EXAMS .....		12
A. Bible Content Exam .....		12
B. All Other Exams.....		12
C. Alternate Means .....		12
IX.  RESPONSIBILITIES OF THE PARTIES TO PREPARATION FOR MINISTRY PROCESS .....		13
A. Inquirers / Candidates.....		13
B. The Session.....		13
C. Call Commission .....		14
X.   FINANCIAL ASSISTANCE AND OVERSIGHT .....		15

## DEFINITIONS

### DEFINITION OF FREQUENTLY USED WORDS IN THE CALL COMMISSION'S DOCUMENT FOR PREPARATION FOR MINISTRY

**CALL COMMISSION** This 24-member commission of the Presbytery of St. Augustine is empowered by the presbytery to guide, nurture, and oversee the process of becoming a teaching elder (minister of Word and Sacrament) for persons in the care of the presbytery. It enrolls, guides, and cares for inquirers and candidates. The commission meets monthly and is composed of both teaching elders and ruling elders (elders who are serving or have served on a church session). It has many other responsibilities as well, including receiving new members of the presbytery, approving service to congregations and other ministries such as chaplaincy, and assisting churches who are searching for pastoral leadership.

**BOOK OF ORDER** This is part of the Constitution of the Presbyterian Church (U.S.A.). It contains the Foundations of Presbyterian Polity, the Form of Government, the Directory for Worship, and the Rules of Discipline. The Book of Confessions is the other part of the Constitution. These policies include Book of Order requirements as well as their particular application as we care for those preparing for ministry in the Presbytery of St. Augustine.

**INQUIRY** This is the initial phase of being under the care of the Call Commission. The purpose is to provide an opportunity for the church and those who believe themselves called to ordained ministry as teaching elders to explore that call together so that the presbytery can make an informed decision about the inquirer's suitability for ministry. Generally the inquiry phase lasts at least one year.

**CANDIDACY** This phase provides time for the full preparation of persons to serve the church as teaching elders. This shall be accomplished through the presbytery's support, guidance, and evaluation of a candidate's fitness and readiness for a call to ministry requiring ordination. Inquiry and candidacy together must have a timeline of at least two years, with at least one year as a candidate.

# CALL COMMISSION

## I. INTRODUCTION

The Call Commission of the Presbytery of St. Augustine is responsible for the functions placed in the Committee on Preparation for Ministry in other presbyteries. The Call Commission has prepared this information to help everyone understand the preparation process, a person's responsibilities in the process, and the church session's responsibilities. There are policies and particularities of the Call Commission addressed here that are not found in other documents.

It is suggested that inquirers, candidates and those interested in preparation for ministry read the applicable provisions of the Book of Order in G-2.06, and discuss your questions with the Chair or Vice-Chair of the Call Commission or the stated clerk of the presbytery.

### Contact Information:

**Mary Beth Neeley**, Chair of the Call Commission

Email: [amjeffl@gmail.com](mailto:amjeffl@gmail.com) / Phone: (352) 615-9168

**Alexandra (Sandra) Hedrick**, Stated Clerk

Email: [sandra@staugpres.org](mailto:sandra@staugpres.org) / Phone: (904) 612-9766

In all aspects of the preparation for ministry process, there may be reasons for accommodations to the particular circumstances of an individual seeking ordination, including waivers and alternate means. More information about these aspects of preparation for ministry may be found in G-2.0610 of the Book of Order and can be discussed with the Chair or Vice-Chair of the Call Commission and the individual's Call Commission Advisor, once one is assigned.

## II. EXPLORING A SENSE OF CALL

When considering entering the preparation for ministry process and seeking discernment about your call into ministry as a teaching elder (also known as minister



of Word and Sacrament) with the Presbyterian Church (U.S.A.), talk with your pastor to discuss your sense of call. After that conversation, contact the Presbytery of St. Augustine's Call Commission Chair or Vice-Chair to notify them of your interest in coming under care of the presbytery (see contact information above).

Consider taking part in upcoming presbytery events open to individuals interested in learning more about the preparation process. [Click here](#) to learn the date for the next event and to register (if registration is open). Seminaries often offer weekend experiences to help people seeking discernment about a call to ministry. Consider contacting several seminaries and find out from their Admissions Office what programs/experiences they offer to help prospective students discern their call to ministry. Sometimes these are called "Seeker Seminars" or "Exploration into Ministry" experiences.

### **III. INITIAL REQUIREMENTS TO BEGIN PREPARATION FOR MINISTRY PROCESS (BECOMING AN INQUIRER)**

The initial requirements to begin the process of becoming an inquirer are described below. The purpose of the inquiry phase is to provide an opportunity for the church and those who believe themselves called to ordered ministry as teaching elders to explore that call together so that the presbytery can make an informed decision about the inquirer's suitability for ordered ministry.

All necessary forms and policies, as amended from time to time, can be found on the Office of the General Assembly (OGA) Preparation for Ministry website: (<https://oga.pcusa.org/section/mid-council-ministries/prep4min/>) AND on the presbytery website: (<https://staugpres.org/committees-ministries/call-commission/>)

#### **A. Requirements**

1. Have been active in a congregation for at least the previous 6 months.
2. Meet with your pastor and contact the Chair or Vice-Chair of the Call Commission to discuss your sense of call to ministry as a teaching elder.

3. Meet with and receive an endorsement from your congregation's session, after completing form 1A (see below) and sharing it with the session. (The Call Commission will send someone to meet with your session to provide an overview of the process and answer questions. The Chair or Vice Chair of the Call Commission will arrange this visit, in coordination with your pastor.)
4. Complete a criminal background check (national in scope) through the presbytery office. Contact the stated clerk for the authorization form, and return it to him/her to begin the search.
5. Complete a ministry assessment through a provider acceptable to the Call Commission (ask the Chair or Vice-Chair for a list), with the cost paid  $\frac{1}{3}$  by the presbytery,  $\frac{1}{3}$  by the congregation, and  $\frac{1}{3}$  by you. A billing statement will be sent directly to you, your church, and the presbytery once the assessment has been completed.
6. Provide the materials described above to the Call Commission Chair or Vice-Chair, who will schedule an interview date/time (he/she may assign an advisor to work with you through this process at this time, or the assignment may be made after your interview).

## **B. Applications/Forms**

Provide these application two (2) weeks prior to your scheduled interview with the Call Commission:

1. **Form 1A – Application to be Enrolled as an Inquirer** (completed by applicant) Website link: [FORM 1A](#)
2. **Form 1B - Questions for Reflection** (completed by applicant) Website link: [FORM 1B](#)
3. **Form 1C – Financial Planning** for Theological Education (completed by applicant) Website link: [FORM 1C](#)
4. **Form 1D – Session Evaluation and Recommendation** (completed by Session) Website link: [FORM 1D](#)
5. **Reference Request form** (completed by applicant): **Form coming soon**

- i. Must have references from your pastor and a professor (or supervisor if not in school)
  - ii. The presbytery office will send your references the required reference forms.
6. **Reference forms** (completed by each reference and sent directly to presbytery office)
7. **Official college transcript(s)** from all schools attended. This must include graduation date and degree awarded.
8. **Official Seminary transcript(s)** from all schools attended. This must include graduation date and degree awarded.

**Note: Form 2B - Covenant Agreement and Inquirer Release** will be completed and signed by inquirer, clerk of session and Call Commission Chair or Vice-Chair after your interview.

### **C. Interview with Call Commission for Enrollment as Inquirer**

You, your pastor and your session liaison will meet with the Call Commission as a group. The Commission will ask questions about your submitted materials, your sense of call, your ministry experience, your church experience, etc. (please see the Resource entitled “Expectations of Inquirers/Candidates”).

Following your interview with the Call Commission, you, your pastor, and your session liaison will leave the room so that the Call Commission can have a chance to deliberate and vote on whether to enroll you as an inquirer.

You will be invited back in the room and provided the vote is in the affirmative the following forms will be completed:

**Form 2A** – Report of Consultation Regarding Application to Inquirer

**Form 2B** – Final Signature by Call Commission Chair or Vice-Chair

### **D. Process after Enrollment as an Inquirer**

1. The Call Commission will report its action of receiving you as an inquirer at the next stated meeting of the presbytery, and you will be enrolled as an inquirer with the Office of General Assembly of the Presbyterian Church (U.S.A.).
2. Inquiry and candidacy must continue for two years, of which at least one year is as a candidate. Individuals move through this process on timetables that fit their particular circumstances. The process includes:
  - a. Completion of sexual misconduct and boundaries training required by the presbytery within a short time of being enrolled as an inquirer (time will be stated in the inquirer's covenant).
  - b. Formation of a covenant (Form 2B), which includes these development goals: Education for ministry; Spiritual development; Interpersonal relations; Personal Growth; Professional Development, including previously mentioned sexual misconduct and boundaries training.

A new covenant will be formulated and approved by the Call Commission by November 1 of each year.

#### **IV. CANDIDACY PHASE (MINIMUM OF ONE YEAR)**

The purpose of the candidacy phase is to provide for the full preparation of persons to serve the church as teaching elders (ministers of Word and Sacrament). This is accomplished through the presbytery's support, guidance, and evaluation of a candidate's fitness and readiness for a call to ministry requiring ordination. (Book of Order G-2.0604).

Here are the steps in the candidacy phase:

1. The Call Commission will not normally receive an application for candidacy prior to the second full term of the second year.

2. After at least a year, an inquirer may apply to become a candidate. The inquirer approaches his or her session, fills out the necessary paperwork (**Form 5A**) and meets with the sponsoring congregation's session.  
Website link: [FORM 5A](#)
3. Upon session approval, the session will complete **Form 5B**. Forms 5A and 5B will be submitted to the stated clerk of the presbytery and must be received at least two weeks prior to the scheduled interview with the Call Commission.  
Website link: [FORM 5B](#)
4. Other documents required at least two weeks prior to the scheduled interview include your "Statement of Faith," an updated seminary transcript, and reports of any supervised ministry or clinical pastoral education (CPE) that have occurred prior to the interview.
5. The Call Commission will interview you before enrolling you as a candidate. You would normally be accompanied at the interview by your pastor and session liaison. The interview will include questions regarding your faith journey, the submitted materials, discernment and progress as an inquirer, and other information that will inform the Call Commission in its decision, including a commitment to diversity and inclusion consistent with the principles set forth in the constitution of the Presbyterian Church (U.S.A.).
6. Following your interview with the Call Commission, you, your pastor, and your session liaison will leave the room so that the Call Commission can have a chance to deliberate and vote on whether to enroll you as a candidate.
7. If the vote is in the affirmative, you will be enrolled as a candidate and be introduced at the next presbytery meeting, where there will be a "charge" and prayer for your continued journey in the preparation for ministry process. If it is not in the affirmative, the Call Commission will discuss with you the next steps that are needed for the candidacy to be reconsidered.

The next section describes the requirements to be completed during the candidacy phase and before the interview for final assessment.

## **V. FINAL ASSESSMENT AND NEGOTIATION FOR SERVICE (COMPLETE DURING CANDIDACY PHASE)**

According to G-2.0607 of the Book of Order, a candidate may not enter into negotiation for his/her service as a teaching elder (minister of Word and Sacrament) without the presbytery's approval. The final assessment interview will take place after the requirements above have been met. If the candidate has not yet graduated, final assessment may still occur if the candidate is in proximity to graduation. These additional items (required by the Book of Order as supplemented by our presbytery's requirements) will be reviewed at that time:

### **A. From the Book of Order**

1. A candidate's wisdom and maturity of faith, leadership skills, compassionate spirit, honest repute, and sound judgment;
2. A transcript showing graduation, with satisfactory grades, at a regionally accredited college or university;
3. A transcript from a theological institution accredited by the Association of Theological Schools acceptable to the presbytery, showing a course of study including Hebrew and Greek, exegesis of the Old and New Testaments using Hebrew and Greek, satisfactory grades in all areas of study, and graduation or proximity to graduation.
4. Examination materials, together with evaluations that declare those materials satisfactory in the areas covered by any standard ordination examination approved by the General Assembly.

### **B. Supplemental Requirements of the Presbytery of St. Augustine**

1. Completion of an equivalent of four semesters of one-day-per-week supervised field education or its alternative if approved by the Call Commission, with all or a portion being in a parish context (normally service

in one's home church is not acceptable regardless of whether the seminary grants credit for the experience).

2. Completion of a basic unit of clinical pastoral education or its alternative if approved by the Call Commission (CPE).
3. Completion of a draft of the Personal Information Form (PIF) in the form provided by the Church Leadership Connection (not to be distributed beyond the Call Commission before approval).
4. An updated Statement of Faith (for Call Commission interview).
5. A Journey of Faith Statement (for Call Commission interview).
6. Presentation of a written sermon and exegesis for the sermon (for Call Commission interview).
7. Any other requirements of the Call Commission as defined during the preparation for ministry process.

### **C. Interview with Call Commission for Final Assessment**

Contact the Chair or Vice-Chair of the Call Commission to set up the date and time of your interview for final assessment. All documents and evidence of the fulfillment of requirements must be provided to the stated clerk at least two (2) weeks before the interview. At the conclusion of the interview, the Call Commission will deliberate and vote on your request to be certified as ready for examination for ordination, pending a call.

## **VI. SEEKING A CALL AFTER FINAL ASSESSMENT**

After the final assessment and the candidate has met all the other requirements for ordination (i.e., passing standard ordination exams, receiving a degree from seminary, etc.) the Call Commission will shift the emphasis of the annual consultation to focus on the process for seeking and receiving a call.

The Call Commission and the candidate will discuss issues such as geographic limitations, occupation limitations, education limitations, salary limitations, etc. that might be hindering the call process and might be interfering with the discernment of God's will. Under appropriate circumstances, consideration may be given to removing the candidate from the roll of the Call Commission as a candidate under preparation for ministry.

If the candidate receives a call in the Presbytery of St. Augustine, the presbytery will conduct the ordination examination. Contact the Call Commission Chair or Vice-Chair for further information.

If the candidate receives a call in another presbytery, normally that presbytery would conduct the ordination examination.

## **VII. SEMINARY AND OTHER EDUCATION REQUIREMENTS**

It is our presbytery's expectation that inquirers and candidates will seek the wisdom of the Call Commission on the choice of seminary as they discern the leading of the Holy Spirit. The Chair or Vice-Chair of the Call Commission and your advisor can discuss with you the pros and cons of attending a seminary of the Presbyterian Church (U.S.A.) or another seminary. The Call Commission may require additional courses at other seminaries to ensure understanding of particular subjects, e.g. Reformed Theology and Presbyterian Polity.

Special consideration and support can be made for persons who have documented learning disabilities, and differing abilities that make testing/coursework more difficult with the established testing methodologies. (See Resource listing.)

All field education reports (CPE and supervised ministry) shall be forwarded to the Call Commission Chair or Vice Chair and the stated clerk in a timely manner, soon after they are completed.

Inquirers/candidates are encouraged to consider with their advisor whether a full-year internship, either as part of their seminary field education, or following graduation,



would be appropriate as a part of their preparation for ministry. The Call Commission must give its approval to any internship and its length.

### VIII. ORDINATION EXAMS

- A. **Bible Content Exam** Inquirer/candidates are encouraged to take the Bible Content Examination within the first year of seminary. Since it is only offered twice a year, this gives a student multiple opportunities to retake it if necessary before graduation.

It is the inquirer/candidate's responsibility to register to take the exam, to pay any exam fees, and to see that the results of the exam are sent to the Call Commission Chair or Vice-Chair. Some congregations are willing to assist with these fees if requested. The stated clerk will receive a notice as a part of the registration process and will confirm the registration on behalf of the presbytery.

- B. **All Other Exams** The examinations on Bible Exegesis, Theological Competence, Worship and Sacrament, and Church Polity are normally taken during the final year of seminary. The Call Commission will allow inquirers/candidates to sit for the Bible Exegesis examination as early as the second full term of the second year. Contact your advisor to seek approval to take the ordination examinations. (Ordinarily approval will be given as part of the annual consultation prior to the final year of seminary.)

It is the inquirer/candidate's responsibility to apply to take the examinations and to pay any examination fees. Some congregations are willing to assist with these fees if requested. The inquirer/candidate will ensure that the results of the examinations are sent to the stated clerk and the Call Commission Chair or Vice-Chair.

- C. **Alternate Means** Alternate means for demonstrating competency in the areas of the standard ordination examinations are available to inquirers/ candidates with documented learning disabilities that interfere with normal testing procedures.

## **IX. RESPONSIBILITIES OF THE PARTIES TO PREPARATION FOR MINISTRY PROCESS**

### **A. Inquirers/Candidates**

The responsibilities of persons under our presbytery's care are to:

1. Be constant in prayer to keep spiritual formation as a central focus during this long and sometimes arduous process.
2. Complete all paperwork and submit it at appropriate times.
3. Keep your advisor and session liaison informed of any life changes that affect the process.
4. Be faithful in following through on the five-fold covenant agreed upon during annual consultations.
5. Remain committed to diversity and inclusivity consistent with the principles of the constitution of the Presbyterian Church (U.S.A.).
6. Complete the sexual misconduct and boundaries training in a timely manner.
7. Know what is expected of you during the preparation process. Anticipate the need for your annual consultation by November 1st of each year, and appearances at presbytery meetings. Help the Call Commission arrange locations for consultations that are mutually agreeable, either in person or online.

### **B. The Session**

#### **1. During the Inquiry Phase**

- a. Maintain an awareness of potential applicants and encourage them to consider ministry as a vocation.

- b. Review the applicant's Form 1A before meeting with the applicant to consider endorsement and completion of Form 1D.
- c. Meet with the applicant during a session meeting to:
  - i. Consult with the applicant about that individual's sense of call and awareness of ministry as vocation, and their understanding of the challenges inherent in inquiry and candidacy.
  - ii. Formally decide whether to endorse the applicant as an inquirer and complete the covenant with inquirer on Form 2B; welcome the presbytery visitor from the Call Commission to your session to discuss the process and answer questions; and commit to paying your portion of the ministry assessment fee as described above.
- d. Commit the church to support the applicant in specific ways throughout the Inquiry and Candidacy phases of their preparation, including financial support during the inquirer/candidate's enrollment in seminary.
- e. Appoint a session liaison to keep in contact with the inquirer/candidate and with the Call Commission and see that the Call Commission has the contact information of that Session liaison. Share reports with Session.

## **2. During Candidacy Phase**

- a. Review inquirer's Form 5A prior to meeting with the inquirer.
- b. Meet with the inquirer during a session meeting to:
  - i. Consult with the inquirer about their growth in faith, vocation and call, about their developing skills as a minister, and about their readiness to be considered a candidate for ordination.
  - ii. Formally decide whether or not to endorse the inquirer as a candidate for ordained ministry and record that endorsement on Form 5B.

- iii. Review and adjust the church's support for the candidate as necessary.
- iv. Maintain close contact with advisor (bi-monthly) with the Call Commission during this phase.

### **C. Call Commission**

The responsibilities of the Call Commission are to:

1. Provide support and guidance to all individuals involved in the preparation for ministry process.
2. Help schedule necessary meetings with the Call Commission and the candidate's meeting with the presbytery.
3. Assign each inquirer or candidate an advisor who will contact the inquirer/candidate monthly and provide a written report to the Call Commission every other month.
4. The purpose of the advisor is to ensure that the Call Commission has at least one member who is very familiar with the situation of each inquirer/candidate. The primary activity is to offer personal support, communication and guidance in the preparation process. Normally the official communications of the Call Commission shall come through office of the presbytery (stated clerk)
5. When an advisor completes his/her term of service with the Call Commission, the advisor is responsible for updating the next member of the Call Commission appointed to serve as advisor.

### **X. FINANCIAL ASSISTANCE AND OVERSIGHT**

Contact the Call Commission Chair, Vice-Chair, or your advisor for more information about these aspects of financial assistance and oversight:

- A. The Call Commission encourages the sponsoring church of an inquirer/candidate to support that person financially (books, exam fees, tuition, etc.).
- B. The Call Commission will budget its available funds each year to assist those inquirers/candidates under their care who are attending seminaries. (Funds are also available to persons who are enrolled in full-time training at a Presbyterian School of Christian Education).
- C. Funding sources include funds contained in the annual Call Commission budget, funds maintained in a special account that is replenished with offerings and donations, and funds maintained in other special designated accounts of the presbytery.
- D. Funds should be available to students in theological seminaries so they may have assistance toward their tuition. Money is usually divided by a specific amount per credit hour and distributed each semester after each student completes an information form online distributed by the Presbytery's office. (Example: If available funds allow for \$100 per credit hour, a student enrolled for nine credits will receive \$900 and a student with twelve credit hours will receive \$1200). Credit hour amounts may vary in different years depending on the available budget funds.
- E. Funds should be available (with a cap) for travel expenses to requested presbytery and Call Commission meetings.
- F. Funds should be available for the Call Commission to pay their share of requested investigation and training (example: ministry assessment).
- G. Emergency assistance funds for students should have approval of the Call Commission and only if there are available funds.
- H. The Call Commission will make information available on a regular basis concerning scholarships from other sources to inquirers/candidates (for example: the Haile Fund, the scholarship of the Presbyterian Women of St. Augustine Presbytery, Synod of South Atlantic and General Assembly scholarships).

- I. The Call Commission (through the advisor) shall make regular inquiry into the level of debt that an inquirer/candidate is incurring. If the debt becomes too great, the Call Commission shall counsel that person about options available to them.

**Trustees of the Presbytery of St. Augustine, Inc.**  
Summary Report of Actions Taken Since Fall Stated Meeting  
Ana Lugo-Berrios, President

Since the Fall Stated Meeting of the presbytery, the Trustees of the Presbytery of St. Augustine, Inc. met on November 9 and 24, 2020, and took the following actions:

- Concurred with the Coordinating Council's recommendation that the Synod of South Atlantic share office space with the presbytery under a user agreement with terms acceptable to the Coordinating Council.
- Approved Holly Dillon Inglis as an authorized signer on the presbytery checking account.
- Approved the request of First Presbyterian Church of Palatka to encumber its real property with a mortgage securing a note in the amount of \$150,000 to Robert W. Browning, Sr. and Pamela H. Browning.
- Approved the request of St. Giles Presbyterian Church to borrow the sum of \$50,000 from the Presbyterian Investment & Loan Program (PILP) and agreed to guarantee the repayment of the loan to PILP.
- Approved the following policy: "when congregations are seeking a loan that must be approved by the Trustees, they need to submit in addition to loan documents (1) a statement outlining plans to repay the loan, and (2) most recent financial statements."
- Approved a corporate resolution for UBS authorizing Alexandra Hedrick and Joy Laughridge to effect transactions with this designated account, and approving the addition of the new treasurer when he/she is elected.
- Approved entering into a contract for the sale of the Normandy Boulevard property and engaged the services of Rogers Towers law firm with respect to that sale.
- Approved continuing a maintenance contract with First Coast Land Care for the care of the Normandy Boulevard property.
- Concurred with the decision of the Reddick Administrative Commission to continue with the current insurance company.

\*This property is the former location of Nueva Esperanza Presbyterian Church and Covenant Presbyterian Church.

## Appendix K-1

### Report of the Administrative Commission For Nueva Esperanza Presbyterian Church To the Presbytery of St. Augustine February 6, 2021

At the October 2020 Presbytery meeting, the Presbytery voted to allow the Nueva Esperanza church to be closed. In the months since that vote the AC has completed the following:

- The congregation suspended church services
- Personal property was donated to Kirkwood Presbyterian Church
- Three members joined Kirkwood by letter of transfer
- Remaining members were placed on a temporary roll of the presbytery
- Insurance was cancelled at the end of January
- Majority of the church funds were move to a restricted account at Kirkwood Presbyterian to be used for Spanish ministries (A small group of Nueva Esperanza members have joined Kirkwood and plan to be the ministry team, of the church, to the Spanish community in the area. The restricted account will be under the control of the session in conversation with those involved in and affected by that ministry.)
- Steps to dissolve the corporation have begun

The following yet to be completed:

- Dissolve the corporation and determine the effective date of dissolution
- Provide registers, session books, and other important records to the presbytery office
- Send remaining bank funds to Kirkwood restricted fund
- Close the bank account after all checks have cleared
- Dissolve the AC

The AC requests that the presbytery allow the Coordinating Council to act as a commission to take action confirming the date of the dissolution of the AC after the completion of the final task.

Respectfully,  
Mary L. Brown, Larry Green, and Cathy Sanders



January 28, 2021

To: Presbytery of St Augustine  
From: Ana L. Lugo, Chair, Reddick Administrative Commission (RAC)  
Re: Progress Report

The RAC has met three more times since our last report to the Presbytery. The following tasks have been completed/accomplished:

- RAC met on October 1<sup>st</sup>, 2020, November 11<sup>th</sup>, 2020 and January 27<sup>th</sup>, 2021.
- Met on October 1<sup>st</sup>, via ZOOM, with First PC Reddick members where we prayed, listened, asked questions, asked for suggestions, and expressed gratitude for all the years of faithful ministry and service to the Reddick community.
- Asked members if they wanted to transfer their membership. All but one wish to be placed on a Presbytery temporary list.
- Assumed “original jurisdiction.” We are now acting as the session.
- Made a preliminary, but by no means complete, inventory of “personal property” on the premises.
- RAC members Rhonda Link-Cummings, Jeffrey Welch and I spent the afternoon of October 25<sup>th</sup> at the property where we opened the door and welcomed members to take possession of furniture/furnishings of value to them. Members came, as well as family relations of founding members. After the members, friends and staff from Montgomery Conference Center and Silver Springs Shores Thrift Store were given the opportunity of removing furniture, furnishing and appliances.
- The sanctuary building has been examined by a Florida-registered engineer.

We are awaiting a report from real estate agent Scott Hutchinson about the value of the property. I have been approached by Historic Preservation Consultant Laura Lee Corbett of Tallahassee interested in exploring the possibility of having the sanctuary structure nominated to the Florida Trust for Historic Preservation’s 11. We are not ready to make any kind of recommendation regarding the ultimate fate of the structures nor the viability of the possible sale of the property. The engineer’s findings regarding the viability of the structure will be taken into account by the RAC and the Trustees in making decisions about the property.

In service and in gratitude,



Appendix K-3

Administrative Commission (AC) for St. Johns Presbyterian Church  
Presbytery of St. Augustine  
February 6, 2021

The administrative commission (AC) reports these actions taken since the Fall Stated Presbytery Meeting:

In December, the AC requested information from St. Johns including information relating to the St. Johns Endowment Trust. In early January 2021, a part of that information was received. Additional documentation was received January 22, 2021 and February 1. The AC is in the process of reviewing the information and setting a meeting to discuss the next steps towards with dismissal, which will include a meeting with St. Johns in the near future. The AC Chair has been in communication with Jim Nolan of the St. Johns church during this time.

The AC also reviewed the remedial complaint filed by St. Johns with the Synod of the South Atlantic, the response, and the determination by the Synod.

Respectfully submitted,

Jerie Lukefahr, AC Clerk

Members: Rev. Dr. Laurie Furr-Vancini, Jerie Lukefahr, Rev. John Ragsdale  
Chair: Ben Samuels

## Appendix L

### Approval of Jeff Beebe as Pastor, Trinity Presbyterian Church

The Call Commission recommends that the presbytery approve, by a three-quarters vote, that Trinity Presbyterian Church in Palm Coast may call its interim pastor, Jeff Beebe, to serve as its next installed pastor. Mary Beth Neely, Chair of the Call Commission, will present this recommendation. The Call Commission offers the following information in support of its recommendation:

Jeff Beebe began serving Trinity as its interim pastor in November, 2017. The session sought and received the presbytery's permission for the congregation to elect a Pastor Nominating Committee (PNC) in August 2019. Alan Cummings was appointed as the presbytery liaison to the PNC.

The PNC conducted an open search for its next installed pastor and presented the details of this search to the Call Commission at its meeting held in November 2020, including the number of PIFs matched or referred (48), the method of reviewing the PIFs, questions to and interviews with the candidates, and the gradual and final narrowing of the search.

The Call Commission interviewed members of the PNC and Rev. Beebe regarding the process and their sense that God is calling Rev. Beebe as its installed pastor.

Following the interview, the Call Commission voted unanimously to recommend that the presbytery approve the call.

The Book of Order, in G-2.0504, provides for installed and temporary pastor relationships. An installed pastor relationship continues for an indefinite period of time or for a designated term determined by the presbytery. An interim pastor holds a type of "temporary pastor relationship" (other types of temporary pastors are stated supply pastors and parish associates). Temporary pastor relationships are for a period not to exceed twelve months in length and are renewable. Ordinarily, a temporary pastor is not eligible to serve as the next installed pastor. However, pursuant to G-2.0504c, a presbytery may determine that its mission strategy permits a temporary pastor to be eligible. In that case, the presbytery may approve such a call by a three-quarters vote of the members present and voting at a presbytery meeting.

In the Presbytery of St. Augustine, the contracts between interim pastors and churches require that the church demonstrate a full and open process if the presbytery is to consider the church's request for an exception. Through the Call Commission, the presbytery works with the PNC throughout the process and conducts a careful examination at the time the call is to be extended.

The presbytery's Manual of Operations provides that the Call Commission has the authority to: "recommend exceptions and accommodations to requirements of the Book of Order regarding ordination, installation of a temporary pastor or associate as an installed pastor, and any other action requiring a supermajority vote of the presbytery."

The Call Commission is satisfied that the exception is appropriate and recommends that it be approved. Upon approval, the church may proceed with a congregational vote to elect its new installed pastor.

Appendix M – New Minister Information

1. Adam Anderson, South Jacksonville, Pastor
2. Jennifer Hallberg, First Jasper, Pastor
3. Rebekah Hutto, At-Large Member

## **Statement of Faith**

### **Adam Anderson**

The earliest memory I have of faith is sitting on my grandfather's lap as he explained what he believed to me. I didn't necessarily understand what he told me, but I sensed his love, and what he said was important: somehow, these ideas were a part of who I was.

That simplicity still matters to me, but now as I've grown in understanding, I see it more as elegance.  $E=mc^2$ , all of five characters, unlocks so much of the wonder of our universe. Scripture, for all its depth and for all of the millennia of commentary, still tells a story of a God loving people, and people trying (and failing) to love back.

I believe God - Creator, Redeemer, Sustainer - loves. God, in total freedom, chose to be in relationship with the Creation and humanity through no doing of our own: God chose to love us before we even existed. We are as people loved just simply because we exist, far more richly than we can understand, like the newborn being held in a loving parent's arms. Moreover, because we have been loved before we even existed, as our brokenness overtook us, God would always choose to save us.

I believe Jesus Christ - Prophet, Priest, King - reveals and redeems. Jesus Christ's entire existence was one of a steward, pouring out all of himself to care for all. At moments when he could have done violence for self-gain, he chose peace. When he could have chosen to divest from pariahs - the tax collector, the prostitute, the leper, the commoner - he chose instead to be a steward to them. And when the opportunity arose that he could abandon it all, even pleading that the cup be passed, he stayed faithful. As fully God and fully human, Jesus Christ took on the weight of sin, and linked God the Father, Son, and Spirit in the work of the election of humanity, bearing the humility of the cross, by choice, for us. Jesus Christ continues to be our savior and teacher, demonstrating God's always-and-forever love to us.

I believe the Holy Spirit - Guide, Presence, Gift - embraces. Just as we have always been loved, always been saved, the Holy Spirit always holds, prods, and directs us to find those Jesus Christ saved and is still redeeming, even when they are convinced otherwise. The modern tax collector, prostitute, leper, and commoner need to know that they, too, are forever loved and redeemed. The Holy Spirit within aids us - as best as our imperfect and limited selves can achieve - to tell others the same story of love and hope.

I believe the Church - the gathered believers, holy people assembled - reminds. It is in the church that we lift our sung and spoken prayers with a simple question: "is it true?" God responds to us God's resounding "Yes!" As we hear the Gospel proclaimed, we hear the stories of life again, and we know that we are never alone, and will never be

alone - past faithfulness and future promise gathering into now and always. We remember that we are a people never meant to be alone - not from God nor each other - and so we go out together in the world, reminding them that they, too, are welcome at the assembly.

I believe the Sacraments are the taste and touch of the Holy Trinity surrounded by the assembly. In baptism, we are given the sign and seal through water, being washed clean and given grace in simple bath, and reminded of our shared belonging. In the Lord's Supper, we taste a sustaining meal in community - a meal that reminds us of Jesus Christ's death, and a meal where Jesus Christ reveals himself in resurrection. As often as we can celebrate the sacraments together in worship, we are invited to celebrate with all of the Saints from every time and place, who have all asked and heard, even for a fleeting moment God's promise of presence. We may go forth, elegantly washed and fed to continue the mission to serve those who wish to be clean and no longer hungry.

And so, I am still in the lap of One who loves me, speaking the story of life to me. I understand enough of the story, but I believe that I am loved more than I can entirely understand, and that in spite of all the reasons I should think myself otherwise, I simply believe that every single cell of my body is loved. I want others to know there is a place for them - that they are loved, too. And when I know that there are others who have been told they are not beloved, I come along beside them and share that they, too, are loved, for all of our stories, simple though they may be, carry the elegance of the Holy Trinity.

## **Journey of Faith**

### **Adam Anderson**

As mentioned in my statement of faith, my story of faith begins with my immediate family. As a pastor's grandchild, I was able to enjoy many of the benefits of a PK, with few of the drawbacks. My grandfather invited me into his vocation. It meant that I had a comfort and familiarity with the church – even the jagged edges of church life were smoothed through the lens of my grandfather. Additionally, I was exposed to many of the practical aspects of ministry early. I went on my first pastoral care visit with my grandfather as a pre-teen. I preached the first time during high school.

I am also much like my grandfather – even pictures of him as a young man look similar to mine. As a result, it would seem that seminary and ministry would be a logical next step. However, I also had a mother as a PK, who still remembered many of the drawbacks with few of the benefits. And, as an eighteen-year-old who has always known that my primary vocation was one of a spouse and parent who heard the horror stories of missed vacations and one too many nights away for a church meeting, I took her advice and chose a different career path.

The call of ministry did not let go of me, however. Throughout my life before seminary, I was constantly working out how to live into a life of ministry without actually going to seminary, be it overtly or otherwise. Immediately after college, I worked for five years as a campus minister with the CCO (Coalition for Christian Outreach). That time was formative both as a way to continue to care for college students and serve in ministry, but it also set my trajectory towards Reformed theology. As an organization rooted in Kuyper and Neo-Calvinism, I found that over time that my convictions as someone who grew up in the fundamentalist Church of Christ tradition were insufficient. Suddenly, grace took on new meaning in my life. I was no longer afraid for my salvation, nor was I seeking to get as many people on a life raft away from a sinking cultural ship. Instead I saw that there was Christ's Lordship in all, and a new opportunity to steward Creation. I had the gift for five years to teach college students that transition as well.

I found over time, though, that I was just as interested in the hands-on work of transformation as I was teaching college students how to do the same. This caused me to move to Columbus, Ohio to continue graduate study in City Planning, and later, Public Policy. In part, I wanted to think through the question posed by Kuyper's work – how could the gifts of governance be used to care for God's people, and in particular those who are most vulnerable? In the work I did with the State of Ohio after graduation, I sought to answer the question. I learned how to be thoughtful in analysis, adept in



persuasion, and perhaps most of all, how to navigate multiple political systems to achieve results that led to human flourishing. This led to some successes, and some failures: I had a chance to create a program that assisted hundreds of individuals with serious and persistent mental illness enter into and sustain in community from institutional settings, but also had to manage some truly cruel situations where individuals lost their rights and were unable to have the dignity of risk.

As I watched some really awful situations play out, I realized that somehow, the institution of the church should be activated to fill in a gap between what the public good can achieve but doesn't have a moral well to explain. The church carries within itself narratives that can reshape communities. It can speak into the best and worst parts of humanity with a response. And moreover, this is one of the tasks to which it is called! And so, after some discernment with my spouse, we chose to go to Austin Presbyterian Theological Seminary, where I pursued my MDiv and ordination. My work in seminary – as well as what I see my call as a pastor in large part to be – is to continue to explore the question of how we tell the best stories of God's faithfulness, and seek to be a wise and loving people who are equipped in all aspects of a faith-filled life to care for the world God has given us.

This is why South Jacksonville is such an attractive call to me, and why I believe God is calling me to serve there. I was very intentional when speaking with PNCs that I hoped to find a congregation that would want to use all of the gifts I can bring in ministry. In talking to be PNC at South Jacksonville, I see a church that has relieved itself of some of the largest burdens of its past it was carrying, and was looking for a new future oriented towards mission. I believe that from the outset (even as the church is working with the City Planning office in its sale of property!), I can walk beside them and help paint a vision with them. I can assist them in building frameworks and networks in and outside of the church to strategically progress towards that vision, and help to identify the gifts of each person in the community to become vital and vibrant in new ways, but still faithful to its history and to God. I get excited about sharing the gifts God has given me with my peers in ministry, as I look forward to receiving theirs.

In the end, my faith journey has been one of reconciliation and integration – of the balance of my grandfather and my mother, of a minister and someone who develops policy, and of listening to the groans of the world and identifying a faithful response. I'm incredibly excited to continue that journey with a church that looks as though it is in a similar place, and I'm hopeful that we will all find new flourishing as we journey together.

**REPORT OF TERMS OF CALL**  
**Presbytery of St. Augustine 2020-21**

Minister/Certified Educator: Adam Anderson Telephone: \_\_\_\_\_

Church or employing entity: South Jacksonville Presbyterian Church

Terms of Call:

**A. Personal Compensation**

1. Annual cash salary	<u>\$41,500</u>
2. Housing allowance (if no manse)	<u>\$27,500</u>
3. Utilities allowance (if applicable)	<u>                    </u>
4. Medical supplement (if any)	<u>                    </u>
5. <b>OPTIONAL</b> SECA tax reimbursement (above required 50%)	<u>                    </u>
6. Deferred income	<u>                    </u>
7. Other income (specify _____ )	<u>                    </u>
8. Manse amount (30% of total of lines 1-7)	<u>                    </u>
 9. Total effective salary	 <u>\$69,000</u>

**B. Expenses**

10. Reimbursable professional expenses	
a. auto expenses	<u>\$1500</u>
b. book allowance	<u>\$400</u>
c. Continuing education	<u>\$2500</u>
d. Pastor discretionary expenses	<u>\$1500</u>
 TOTAL EXPENSES	 <u>\$5900</u>

**C. Required benefits\***

13. Major medical (25% of line 9)	\$17,250
14. Pension/D&D (12% of line 9)	\$8280
15. <b>REQUIRED</b> 50% SECA Reimbursement	\$5278.50
 16. Total Benefits	 <u>\$30,808.50</u>

**TOTAL PACKAGE**


\$105,708.50

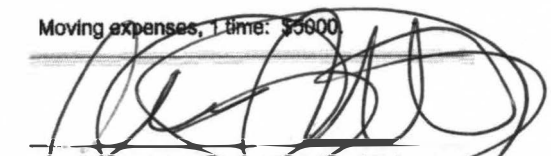
**D. Vacation and Leave**

Vacation	<u>4 weeks</u>
Study leave	<u>2 weeks</u>
Parental leave	

Additional Terms (may use separate page)

Moving expenses, 1 time: \$3600

  
 \_\_\_\_\_  
 PNC Chair or Clerk of Session  
 Auburn McClure

 9/3/2020  
 \_\_\_\_\_  
 Pastor/Associate Pastor/Certified Educator  
 Designated Pastor/Interim Pastor/Stated Supply

\*Section C is required by our minimum terms of call for installed positions; SECA is provided for many of our contract positions as well. BOP benefits –if provided for contract positions– are subject to different calculations.

Please return by March 4, 2021 by email to: Sandra Hedrick, Stated Clerk (Sandra@staugpres.org), Presbytery of St. Augustine, 1937 University Blvd. West, Jacksonville, FL 32217

## Statement of Faith Jennifer Hallberg

I believe that God is omniscient, omnipresent, and omnipotent. God loves us no matter what we do. God loves without ceasing and gives grace unending. I believe in the one God who reveals Godself to us in three ways of being with us and for us: God the parent, Jesus Christ the savior, and the Holy Spirit the sustainer.

I believe in Jesus Christ, God's only begotten son, born to the Virgin Mary, conceived by the Holy Spirit, Jesus was God incarnate, fully human and fully God. Jesus became the way to live as a child of God in a full relationship with God. Jesus revealed God to us through parables and miracles. He embodies for us what it means to be human beings created in the image of God who live in loving communion with God and one another. He lived and loved life as a sinless human being in full relationship with God.

Being fully human and fully God, Jesus was the perfect sacrificial lamb to die for our sins. He lived a human life and died on the cross so that all may know the forgiveness and grace of God and so we may enjoy a full relationship with the loving divine Parent that Jesus enjoys. On the third day he arose from the dead appearing first to Mary and then to the disciples. He ascended into to heaven where he lives with God. He promises to return to dwell with us forever in the new heaven and the new earth in a full and perfect relationship free from pain and death.

I believe the Holy Spirit is one way God has revealed Godself tending to our daily walk with God as a gardener tends to a vine. The Holy Spirit tends to us while speaking through every moment of life. Just as the Holy Spirit empowered the disciples after Jesus's ascension, the Holy Spirit empowers us today to proclaim the love of God and to do God's will.

I believe in sin. Sin is the result of our straying from God and diminishes our enjoyment of the communion with God and people for which we were created. Being a broken people, I believe that we are tempted to sin in every moment. Sin also leads to some of the evil in the world.

I believe the Bible, our holy scriptures, to be inspired by the Holy Spirit. The Bible is a way that we hear God speaking to us in every time. The Bible reveals who God is and what God has done, is doing, and will do, so that we may know who we are and what we are to be doing. It is enlighten by the Holy Spirit by the witness of all of scripture, by the interpretation of the whole faithful church throughout history. It is written in many times and places over a millennia with many different cultural contexts, languages, outlooks, and interpretative lens.

I believe that God chooses to bless God's community through earthly materials, specifically in the sacraments through water, bread, and wine. I believe that baptism enacts and seals our adoption into a covenant relationship with God and God's community, the church. Baptism is where we are bathed and washed free from our sinful selves. Baptism also helps us remember our ecclesiastical history and scriptural history. Furthermore, we remember Israel's passage through the waters to new life filled with freedom, promises, and community. I believe that through baptism and communion we join with all believers in every time and place.

I believe that communion is a sign of our thankfulness for God's continued faithfulness from the time of the first Passover till now and till the end of time. Communion is a sign of the covenant relationship that we have with God and one another through Jesus's sacrifice. I also believe that communion is the gracious feast that all are welcome to that is a foretaste of a promised future. Communion is also a calling to feed people as we have been fed at God's banquet table.

I believe the church is body of Christ in the world called to bring the love of God to all peoples through what we say and do. We are called to be a blessing and safe haven to all the families of the world. The church is shaped by believers who have gone before us. They reflect how to be compassionate, gracious, and the self-giving presence of God to others. The church is charged, by the love of God, with being and sharing the message of hope, joy, and Christ's teaching to everyone. The church is broken and yet redeemed, reformed and forever reforming, and a community of faith that will forever entrust God with all things, cares, and concerns.

As people we will die a physical death but living in a covenant relationship with God, we will be raised to join with believers of all time and place. We live into this Christian hope in everything we do bringing God's kingdom come in all time by living with joy towards this promised renewal when all things will be made right. In the final destiny of humans and all of creation, I believe that the culmination of all of creation will be renewed to a full faithful communion with God.

## Journey of Faith Jennifer Hallberg

My first memory of when I met God through prayer was when I was five years old and my Grandmother Nellie Cadman tried to teach me a French prayer. The prayer, “Le petit Jésus, couvert de fleurs, entre dans mon cœur. Mon cœur est petit, il ne peut contenir que le Petit Jésus.” means “Little Jesus, covered with flowers, come into my heart. My heart is so small it can only hold little Jesus.” My grandmother taught me this prayer later in life and taught me the Lord’s Prayer. Her guiding presence along with my parents’ and my aunt’s involvement with the church showed me who God really is and what God has done for me. My aunt is a Presbyterian minister, my father was a deacon and an elder in the church, and my mother was in charge of the church kitchen. I continued to learn and grow in my faith through my involvement in the church programs such as Sunday school and Vacation Bible School. I also learned what it means to be Presbyterian through our family’s Sunday lunch time and afternoon discussions.

As I grew up I started attending youth group and learned a new way of understanding community and God’s love: participating in local and international mission projects. When our youth group took a trip to our sister church in Mexico, I got my first taste of what it means to lead programs in another congregation, and what mission and ministry can really look like. While we were in Mexico, our youth group led a Vacation Bible School program for the children in the community. My fellow youth group friends and I were responsible for teaching the children and doing crafts with them. I learned what ministry could be through this hands-on ministry approach.

Shortly after this trip, my father accepted a job transfer to Pensacola, Fl. My faith journey continued with this move as I started high school. As I grew to understand who I was, I also grew in my understanding of God’s role in my life. I started to value my personal prayer times more, and I discovered that my car was also my personal prayer space. These times became a place for peace and serenity where I could talk to God about whatever was on my mind.

While I was in high school, I learned the importance of leadership both in my faith journey and in my academic journey. My understanding of community evolved in a new way. I was a member of the Pace High School NJROTC team and learned through them the importance of community, forgiveness, and leadership. I was also heavily involved with my church, Pace Presbyterian Church, and responsible for the teaching children’s Sunday School, Children’s Church, and

later I was responsible for the church nursery. I found my calling in the church. However, I also knew that I wanted to explore science and mathematics. I decided to explore this love of space, science, and mathematics in college.

While in college, I stayed involved in my local church. However, I started to back off a little as I got more occupied at college. It wasn't until I left an abusive relationship that I realized just how much I missed my church family and my faith. I struggled to understand how God could still love me and how someone could treat me like that. I struggled with my faith and these struggles continued to bother me for many years. I discovered some comfort in the InterVarsity Christian Bible study group that met on campus. As they became my new community, I discovered that I loved reading scripture and dissecting it apart as we discussed it. This group at this time in my life brought me back to a place where I cherished my faith even more.

Upon graduating from college, I felt a call to teach. However, I did not fully understand the call. I taught high school mathematics for one year and discovered that I was restless. I knew that God was calling me to something with church work and a call to serve God but I did not understand how. I tried attending seminary at Brite Divinity School. That did not work out well because I never found my community there. I was lost and struggling.

It wasn't until January of 2014 that I finally asked my pastor for help. I was lost and did not know where to turn. I struggled with my faith as a livable action and I struggled with God. My pastor first told me about the Young Adult Volunteer (YAV) program. The local congregation and Grace Presbytery supported me as I decided to pursue a placement in New Orleans as a Port Chaplain and spend a year discovering my truth and where God was working in my life.

While I was involved with the YAV program, I had the opportunity to see my life, my family, and my call in a new way. The slogan of the YAV program is "a year of service for a lifetime of change." This slogan became real for me through my first year of service where I discovered a call to share stories. As my service as a port chaplain, I found that I loved sitting with people and listening to their heartaches and their stories. I wanted to do this for the rest of my life.

My YAV year also taught me to appreciate my abilities and myself in a new way. It gave me an opportunity to reflect on the beliefs I grew up with and to learn to speak about who I was in a true way. It helped me to claim my personal

understanding of community and of God's love. I also grew to understand my childhood through a whole new lens, to understand my desire for community, my love of God's grace, and how I had a unique understanding of mental illness through my past relationships. I learned so much through this year that when my year was over, I did not want to leave the program. I decided to pursue a second year in Austin, Texas. However, there was a hitch. I had to start seminary again. At the time, I firmly believed that was a bad idea given the negative experience I had before. I sat down and prayed. God was telling me to go to Austin and to trust. God and I had many arguments over this call.

Little did I know, going to Austin Presbyterian Theological Seminary would be one of the most life changing experiences of my life. Seminary showed me the scriptures and God in whole new way of understanding. I fell in love with exegesis. I discovered a love of preaching and understood my love of listening to stories and heartache through the lens of pastoral care. Once I completed my internship with Faith Presbyterian Church, I understood God's call on my life in a whole new way. I saw where God was calling me and how God had been weaving this call through out my life.

Once I graduated from seminary, I was anxious to serve God in a church through preaching, teaching, listening, and serving. I served Youth Director at McLeod Memorial Presbyterian Church. I also completed a unit of Clinical Pastoral Education at Tampa General Hospital. Working as a youth director in a small church showed me that youth have a fascinating way of looking at faith and life. It also reinforced to me that one of the biggest skills needed in ministry is flexibility. In 2020, my job position changed so many times: from leading youth group over zoom, to being responsible for the administrative life of the church, to preaching, to finally helping the congregation to provide zoom and live-stream worship service while also worshipping in person. And yet I was serving the church and loving it. I hope to continue growing through preaching, teaching, and walking with the congregation I am called to serve.

I often understand my call as a winding river. I am in the boat and God is guiding it sometimes without telling me what is ahead. This journey of being called to serve as a minister of a church is one that has taken me down many paths and I look forward to seeing what is ahead.

**REPORT OF TERMS OF CALL**  
*Presbytery of St. Augustine*  
 2020

Minister/Certified Educator Jennifer Hallberg Telephone \_\_\_\_\_

Church or employing entity First Presbyterian Church of Jasper

Terms of Call:	2019	2020
<b>A. Personal Compensation</b>		
1. Annual cash salary	_____	17,500
2. Housing allowance (if no manse)	_____	_____
3. Utilities allowance (if applicable)	_____	_____
4. Medical supplement (if any)	_____	_____
5. <b>OPTIONAL</b> SECA tax reimbursement (above required 50%)	_____	_____
6. Deferred income	_____	_____
7. Other income (specify _____)	_____	_____
8. Manse amount (30% of total of lines 1-7)	_____	5,250
9. Total effective salary	_____	22,750

**B. Expenses**

10. Reimbursable professional expenses		
a. auto expenses	_____	2,000
(OR provision of auto w/ full expenses)		
b. book allowance	_____	_____
c. other reimbursable expenses	_____	_____
11. Continuing education allowance	_____	1,000
12. Total expenses	_____	3,000

**C. Required benefits\***

13. Major medical (25% of line 9)	_____	11,000
14. Pension/D&D (12% of line 9)	_____	2,730
15. <b>REQUIRED</b> 50% SECA Reimbursement	_____	1,740
16. Total Benefits	_____	15,730


**TOTAL PACKAGE**

\_\_\_\_\_ **41,220**

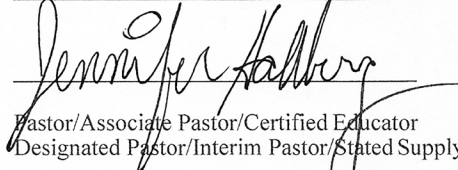
**D. Vacation and Leave**

Vacation	_____ (weeks)	4 (weeks)
Study leave	_____ (weeks)	2 (weeks)
Parental leave	_____ (weeks)	_____ (weeks)

Additional Terms (may use separate page)



PNC Chair or Clerk of Session



Pastor/Associate Pastor/Certified Educator  
 Designated Pastor/Interim Pastor/Stated Supply

\*Section C is required by our minimum terms of call for installed positions; SECA is provided for many of our contract positions as well. BOP benefits – if provided for contract positions – are subject to different calculations.

Please return by March 4, 2020 by email to: Sandra Hedrick, Stated Clerk (Sandra@staugpres.org), Presbytery of St. Augustine, 1937 University Blvd. West, Jacksonville, FL 32217



**Statement of Faith**  
**Rebekah McLeod Hutto**

I believe in the One, Sovereign God, who both delivered Israel out of Egypt and raised Jesus Christ from the dead. I believe in the holy mystery of the Trinity: Father, Son, and Holy Ghost. This mystery is God in three persons; through the mediation of the Son and the indwelling of the Spirit I am able to know God who has sent them. I believe in Jesus Christ as my Lord and Savior. As God's eternal Word, all things have been created through him. God created all things good, but, in the Fall, humanity turned toward its own desires and became subject to sin, marring the whole creation's goodness.

I believe that in the midst of our sin we are still loved and sought, and I believe that God chose the people of Israel to bear witness to this in the world. As a fulfillment of God's promises to Israel, God sent Jesus Christ, God's only Son, to redeem humanity. In his earthly life, Jesus taught us the meaning of love by healing the sick, breaking bread with the outcasts, and comforting the bereaved. Jesus was perfectly obedient, and his faithfulness to God put him in conflict with the sinfulness of this world. In this conflict, he was made to suffer death on the cross. I believe in Jesus Christ's bodily resurrection, that on the third day he was raised from the dead and ended death's hold on humanity. After the resurrection, he ascended into heaven and is now seated at the right hand of God. Through the resurrection, Jesus offers us the promise of eternal life.

I believe in the Holy Spirit through whom God breathed life into creation and who continues to dwell with us and in us. It is through the work of God the Spirit that we are able to continue as a gathered people proclaiming the message of Christ to the world. I believe God gave us the one Church where believers can live and worship together as Christ's body. Just as Christ has reconciled us to God on the cross, the Church—as Christ's body—is called to offer that same reconciliation to one another and to the world. I believe that the Bible is the authoritative Word of God which should be read and interpreted within the community of the Church.

I believe Baptism is a seal whereby we die to our old selves and rise to new life in Christ. In the waters of Baptism, God marks us with the gift of the Holy Spirit as God's own and makes us a part of the Body of Christ. I believe Holy Communion is the meal whereby the Church is fed, united, and strengthened by feeding in faith upon Jesus' in remembrance of his death and resurrection.

Through the proclaimed Word of Scripture, the sacraments, and the Church's life of discipleship, I learn who I am as a child of God: I learn about my need to serve God faithfully, to confess my sins, and to worship the God who created, redeemed, and continues to sustain me. I await Christ's victorious return when he will come to bring the fullness of his kingdom, and it is towards this kingdom that my faith is directed.

**Journey of Faith**  
**Rev. Rebekah McLeod Hutto**

I was raised in the Presbyterian Church by two faithful parents and a wonderful church in Greenville, S.C., St Giles Presbyterian Church. Baptized at a Presbyterian church in Tennessee, my parents only stayed there 18 months before returning to Greenville. In Greenville, St. Giles raised me, nurtured me, and helped form my faith through their love and welcome. When the doors of the church were open, we were there. I was confirmed with 30 other 6<sup>th</sup> graders by Rev. George Wilkes, and I remember the fellowship and dedication of that entire year. My youth group was active in mission and fellowship, and through the formation of weekly meetings, the Montreat Youth Conferences, and summer mission trips, I developed a deep commitment to the church and its mission. I am blessed to have been confirmed, married, and ordained in the sanctuary of St. Giles.

I felt called to ministry during high school, following a Montreat Youth Conference, and I shared my experience with my parents. I was hesitant, though, to tell many others because I had never seen a woman preach. And growing up in South Carolina, I was surrounded by a culture and friends that did not support female ministers. So I quietly listened to God's call and dove into a variety of experiences that helped me affirm my gifts. While at Wofford College, I participated in both the Methodist and Presbyterian Campus Ministries and was nurtured by two campus pastors, Dottie Metropol and Talmadge Skinner. I volunteered with after school programs and outreach on campus, served two summers at Camp Glisson in Dahlonega, GA, and became very interested in special needs ministry.

At Wofford, I also met my husband, B.J. Hutto, who is an ordained Baptist pastor. He was very vocal with his call story, participated in a wide variety of activities at Wofford, and early on encouraged me to vocalize my call to ministry. Together we enrolled in the pre-ministerial society at Wofford, and during our senior year we toured

seminaries together. I wasn't ready to enroll but after graduation he began at Duke University Divinity School. Consequently, I got a job on campus at Duke. During B.J.'s first academic year, I learned about the seminary, met many fantastic women at Duke, and got involved at First Presbyterian Durham, NC. There, in September 2002, I heard my first ever female preacher, Lori Pistor. I was moved by her message and worship leadership (in her cowboy boots—she's a Texan), and I found myself in tears by the end of the service. Throughout that year, I remained involved at FPC Durham, and they helped me apply to Duke Divinity, from where I earned my MDiv and graduated in 2006.

B.J. and I married in 2004 and loved our time together at Duke Divinity School. We were mentored, shaped, and formed, and we both respected the traditions in which we were raised. We knew that if God called us to ministry and marriage, God would lead us down a series of seasons of life and ministry in both the Baptist and Presbyterian faith.

Following Duke I served as an Associate Pastor at Mt. Bethel Presbyterian Church in Durham, NC while my husband served as an Associate Pastor at First Baptist Henderson, NC. Together, we learned how to juggle two church schedules, further clarified our calls, and welcomed our daughter Hannah Ruth in 2010. Throughout her first year of life, we were both discerning our calls. B.J. wanted to begin academic studies, and I was feeling a call to focus more on education ministries. I had also begun writing my first children's book, *The Day God Made Church*. During this season B.J. was accepted into a PhD program in the United Kingdom, and I accepted an associate position at Brick Presbyterian Church in the city of New York.

This move was a significant one for our family. We moved much further away from our families into a much different culture than the Southeast, and B.J. became the primary caregiver while I worked intense full-time hours. But the position at Brick matched my gifts for ministry, and I loved the city and the congregation. Our family spent 8 solid years in New York, welcomed our son Elijah in 2015, and both further clarified our

calls. B.J. completed his PhD and served part time at Madison Avenue Baptist Church, another dynamic Manhattan church. I also published my second children's book, *Paul and His Friends*.

Unfortunately, though, Brick Church experienced a downturn in finances during their senior pastor interim, and in July of 2019 my position was eliminated as well as my housing. Our family definitely experienced a crisis of faith and suffered through a very uncomfortable transition. We relocated to Charlotte, NC to be closer to family and discern next steps for both of us in ministry. Our family, Charlotte ministers, and colleagues welcomed us with open arms, and we spent the fall of 2019 through the summer of 2020 being cared for and nurtured so that we could discern our next season. Our family got involved at Myers Park Baptist Church, where B.J. served as Theologian in Residence. In February of 2020 I began as an interim associate at Trinity Presbyterian Church, and during the pandemic and quarantine I fell in love with this church and its mission. I served with them in pastoral care and outreach, and God reminded me of my call to ministry.

During 2019-2020 my husband and I were interviewing with churches (in the midst of a pandemic) and listening for God's call. That call came when my husband accepted the senior pastor position at Hendricks Avenue Baptist Church and began there September 1, 2020. In this season of our family life and ministry, I am the primary caregiver, which has a new intensity during the pandemic. Our son has hearing loss and other delays, so I spend a good bit of time advocating for and supporting him. Our daughter is finally returning to school in person, but I have been her teacher at home as she learns virtually. The pandemic makes so many things uncertain, but I feel blessed to be able to care for my children and put down roots here in Jacksonville.

At home with my kids, my call here is in flux. I look forward to writing more children's books and connecting with colleagues in the Presbytery. As a family, we are invested right now at Hendricks Avenue Baptist Church, but we also look forward to connecting (when it is safe) with new friends and colleagues in the area.

## Appendix N

### 2021-2023 Presbytery Strategic Plan

**Mission**

To support our faith community, so that together we are a greater witness to the gospel of Jesus Christ.

**Three-Five Year Vision**

A vibrant body, equipping people of all generations to be active witnesses to God’s love in the world.

**Goals**

- Create a culture of unity, diversity and inclusion where everyone is of one heart and soul and working together for the common good to the glory of God. (Acts 4:32)
- Thrive and grow in faithfulness to Jesus Christ.
- Create a strong missional focus, showing God's love to all generations.
- Shepherd our gifts for God's glory.

Key Strategic Issue 1	Key Strategic Issue 2	Key Strategic Issue 3	Key Strategic Issue 4
Create a culture of unity, diversity and inclusion...	Thrive and grow in faithfulness to Jesus Christ.	Create a strong missional focus, showing God's love to all generations.	Use our gifts to nurture, care for, protect and feed our people, our communities, and the world.
Core Strategies	Core Strategies	Core Strategies	Core Strategies
<ol style="list-style-type: none"> <li>1. Improve communication and technology to meet current needs of Presbyterian congregation members</li> <li>2. Continue to build on the strengths of the area relationship coordinator program</li> <li>3. Create greater enthusiasm for serving as a presbytery volunteer</li> <li>4. Promote unity, diversity and inclusion through intentional engagement</li> </ol>	<ol style="list-style-type: none"> <li>1. Provide resources, education, and study groups to help churches thrive and grow</li> <li>2. Equip and empower relationships among clergy in the presbytery, sharing practices, ideas and resources</li> <li>3. Encourage new and innovative opportunities for people not currently active in church</li> <li>4. Continue to seek to connect with young people in all aspects of ministry</li> </ol>	<ol style="list-style-type: none"> <li>1. Promote and support local missions of the congregations throughout the presbytery</li> <li>2. Seek new missional opportunities within and outside of our presbytery</li> <li>3. Encourage shared missional opportunities between congregations</li> <li>4. Promote current missions of the presbytery</li> <li>5. Develop ministries that impact younger generations</li> <li>6. Explore new paradigms of ministry for the changing church</li> </ol>	<ol style="list-style-type: none"> <li>1. Create ways to inspire joyful generous giving</li> <li>2. Create ways for sessions, congregations, and presbytery staff to share resources such as educational events, speakers, retreat leaders, VBS materials, curriculum, choir music, policies, best practices, etc.</li> <li>3. Train, evaluate, encourage and recognize presbytery volunteers and staff</li> <li>4. Promote and support virtual abilities for all congregations</li> </ol>

5. (Continuation of Core Strategies for Key Strategic Issue #4) Manage our financial resources and other property using transparency and best practices; develop ways to better coordinate the working relationships between the Finance Team, Personnel Team, Coordinating Council, the Trustees, and Montgomery Center.
6. Build technology, innovation and creativity into all uses of our resources.

	A	B	C	D
1	Presbytery of St. Augustine			
2	<i>Column D is the 2021 Operating Budget Draft</i>	Reported 12/31/2020 Actual	<b>Approved 2021 Asking Budget</b>	<b>Proposed 2021 Operating Budget</b>
3	<b>REVENUES</b>			
4	<u>Unified Giving</u>			
5	Unified Giving	351,362	360,000	365,000
6	<b>Total Unified Giving</b>	<b>351,362</b>	<b>360,000</b>	<b>365,000</b>
7	<u>Selected Giving</u>			
8	Selected General Assembly	34,450	32,000	32,000
9	Selected Presbytery	13,350	0	0
10	<b>Total Selected Giving</b>	<b>47,800</b>	<b>32,000</b>	<b>32,000</b>
11	<b>Total Acceptances</b>	<b>399,162</b>	<b>392,000</b>	<b>397,000</b>
12	<b>Other Receipts</b>			
13	Interest Earned - Fleming Island	30		
14	Other Income	2,441	2,700	2,700
15	Foundation Earnings	0	0	0
16	Interest Income	122	100	102
17	Undesignated Reserve Usage	0	0	0
18	Management Fees	14,000	22,000	31,000
19	Synod Office Use			13,000
20	<b>Total Other Receipts</b>	<b>16,593</b>	<b>24,800</b>	<b>46,802</b>
21	<b>Other Funds Used</b>			
22	TIM Community Development Transfer	5,000	5,000	15,000
23	<b>Total Other Funds Used</b>	<b>5,000</b>	<b>5,000</b>	<b>15,000</b>
24	<b>TOTAL REVENUES</b>	<b>420,755</b>	<b>421,800</b>	<b>458,802</b>
25	<b>EXPENSES</b>			
26	<b>Current and Emerging Ministries Committee</b>			
27	All-Region Gatherings	0	0	0
28	Regional Gatherings	0	1,000	1,000
29	MissionInsite	2,436	2,436	2,436
30	New Ministry Initiatives	0	3,000	1,345
31	<u>Care and Reconciliation</u>			
32	Crisis Response Training and Expenses	0	250	250
33	Crisis Response Mileage	0	0	0
34	Administrative Commission Expense	0	250	250
35	Translation Services	0	90	90
36	Restricted Income - Armistead Fund	(7,321)	(8,000)	(8,000)
37	Miscellaneous	814	0	0
38	<u>Youth Outreach</u>			
39	Youth Ministry Professionals	90	1,000	1,000
40	Triennium	6,000	6,000	6,000
41	Congregational Partnerships/Scholarships for Camp	(200)	1,200	1,200
42	Youth Ministry Team	193	500	500



	A	B	C	D
1	Presbytery of St. Augustine			
2	<i>Column D is the 2021 Operating Budget Draft</i>	Reported 12/31/2020 Actual	<b>Approved 2021 Asking Budget</b>	<b>Proposed 2021 Operating Budget</b>
43	<u>Disaster Preparation &amp; Assistance</u>			
44	Florida PDA Network	10,214	10,500	10,500
45	<b>Total Current &amp; Emerging Ministries Com.</b>	<b>12,226</b>	<b>18,226</b>	<b>16,571</b>
46	<b>The Call Commission</b>			
47	<u>Candidates and Inquirers</u>			
48	Candidate Financial Support	4,000	5,000	5,000
49	Ministry Assessments	400	1,000	1,000
50	Consultations and Final Assessments	0	500	500
51	Inquirer/Candidate Counseling	0	300	300
52	Training, Supplies & Manuals	0	100	100
53	<b>Total Call Commission</b>	<b>4,400</b>	<b>6,900</b>	<b>6,900</b>
54	<b>Leadership Development</b>			
55	<u>Care and Support</u>			
56	Pastoral Support Groups	180	500	500
57	Board of Pensions Shared Grants	320	3,000	5,000
58	Life Renewal Inc (Pastor Counseling Center)	5,400	5,400	5,400
59	Counseling Assistance	870	1,000	5,000
60	Counseling Endowment Income - Jax	(8,500)	(8,500)	(15,900)
61	<u>Training</u>			
62	Clergy/Educator Meal Expenses	0	0	0
63	Officer Training	0	1,500	1,500
64	Enrichment	(240)	0	0
65	<b>Total Leadership Development</b>	<b>(1,970)</b>	<b>2,900</b>	<b>1,500</b>
66	<u>Highlands Regional Ministry Center</u>			
67	Contributions for HRMC	(11,675)	(10,000)	(10,000)
68	Usage Income -HRMC	(33,800)	(42,000)	(42,000)
69	Building Repair -HRMC	1,200	5,000	5,000
70	Utilities -HRMC	17,991	21,000	21,000
71	Insurance -HRMC	9,456	12,000	10,108
72	Fire Alarm Expense -HRMC	1,896	1,500	1,500
73	Mortgage Expense-HRMC	13,765	12,700	12,700
74	<b>Total Highlands Regional Ministry Center</b>	<b>(1,167)</b>	<b>200</b>	<b>(1,692)</b>

	A	B	C	D
1	Presbytery of St. Augustine			
2	<i>Column D is the 2021 Operating Budget Draft</i>	Reported 12/31/2020 Actual	Approved 2021 Asking Budget	Proposed 2021 Operating Budget
75	<b><i>Personnel</i></b>			
76	<u>Relationship Coordination Director 1 FTE</u>			
77	Salary	28,417		
78	Housing	22,000		
79	Continuing Education	1,000		
80	Benefits Package	17,256		
81	SECA	4,362		
82	Auto Expenses	2,359		
83	Travel and Expenses	566		
84	Total Director	<b>75,960</b>		
85	<u>Ministry and Mission Coordinator 1 FTE</u>			
86	Salary	2,508		30,100
87	Housing	3,500		42,000
88	Continuing Education			1,000
89	Benefits Package			26,677
90	SECA	460		5,516
91	Auto Expenses			2,000
92	Travel and Expenses			1,500
93	Total M&M Coordinator	<b>6,468</b>	<b>90,000</b>	<b>108,793</b>
94	<u>Stated Clerk .5 FTE</u>			
95	Salary	24,259	24,300	24,300
96	Housing	20,141	20,000	20,000
97	SECA	3,248	3,389	3,389
98	Auto Expenses	400	1,500	1,000
99	Expenses - Travel, Meals, Etc.	885	1,500	1,500
100	Continuing Ed	1,369	1,000	1,000
101	Total Stated Clerk	50,302	<b>51,689</b>	<b>51,189</b>
102	<u>Communication Coordinator .75 FTE</u>			
103	Salary	38,616	37,560	37,560
104	FICA	2,954	2,873	2,873
105	Total Communication Coordinator	<b>41,570</b>	<b>40,433</b>	<b>40,433</b>
106	<u>Area Relationship Coordinators .25 FTE</u>			
107	Salaries	18,022	19,400	19,400
108	Housing	5,952	6,600	6,600
109	SECA	0	0	0
110	Expenses – Mileage, Travel, Meals, Etc.	837	2,000	2,000
111	Total Area Relationship Coordinators	<b>24,811</b>	<b>28,000</b>	<b>28,000</b>
112	<u>Financial Secretary</u>	1 FTE		
113	Salary	51,544		
114	Benefits Package	11,714		

	A	B	C	D
1	Presbytery of St. Augustine			
2	<i>Column D is the 2021 Operating Budget Draft</i>	Reported 12/31/2020 Actual	Approved 2021 Asking Budget	Proposed 2021 Operating Budget
115	FICA	3,943		
116	Total Financial Secretary	<b>67,201</b>	<b>0</b>	<b>0</b>
117	<u>Office Manager 1 FTE</u>			
118	Salary		40,000	40,000
119	Benefits Package		9,241	9,241
120	FICA		3,060	3,060
121	Total Office Manager		<b>52,301</b>	<b>52,301</b>
122	Total Presbytery Staff	<b>216,010</b>	<b>262,423</b>	<b>280,716</b>
123	<u>Personnel Contingency Fund</u>			
124	Personnel Adjustments and New Positions	3,337		4,655
125	<u>Presbytery Summer Staff at MPCC</u>			
126	Salaries	12,721	20,000	
127	FICA-Fees	987	1,550	
128	Payroll Processing Fees	394	300	
129	Total Summer Staff	<b>14,102</b>	<b>21,850</b>	<b>30,000</b>
130	<b>Total Personnel</b>	<b>283,751</b>	<b>284,273</b>	<b>315,371</b>
131	<b>Administration &amp; Finance</b>			
132	Minutes	264	100	100
133	Meeting Expenses	463	2,000	1,000
134	Speakers' Honoraria and Expenses	0	0	0
135	OGA and Mid-Council Meetings Expense	338	500	500
136	General Assembly Unified	17,000	17,000	17,000
137	General Assembly Selected	34,450	32,000	32,000
138	Synod of South Atlantic Mission	7,000	7,000	9,815
139	Synod of South Atlantic Per Capita	20,125	21,000	18,185
140	Committee/Commission Meals	2,022	2,500	2,500
141	Dues/Subscriptions/Corporate Report	284	200	300
142	General Operating Expenses	1,156	1,800	1,800
143	Legal Expenses	288	2,000	2,000
144	Permanent Judicial Commission	0	200	200
145	Mileage Reimbursement	167	300	300
146	Moderator's Expenses	486	1,000	1,000
147	Bank Fees	119	50	100
148	Audit	13,000	10,000	10,000
149	Building-Major Repair Fund	3,861	2,500	2,500
150	Building Maintenance	1,859	1,000	1,000
151	Computer / Tech Support / Software /Combined	10,574	8,300	10,500
152	Conference Calls	179	200	200
153	New Communication Initiatives	267	500	500
154	Copy Machine	4,194	4,500	4,500

	A	B	C	D
1	Presbytery of St. Augustine			
2	<i>Column D is the 2021 Operating Budget Draft</i>	Reported 12/31/2020 Actual	<b>Approved 2021 Asking Budget</b>	<b>Proposed 2021 Operating Budget</b>
155	Electricity	2,217	1,500	2,500
156	Grounds	1,440	1,500	1,500
157	Insurance	8,700	4,610	6,502
158	Janitorial	1,287	1,400	1,400
159	Loan Amortization		0	0
160	Office Equipment	34	0	0
161	Office Equipment Repair and Maint.	20	0	0
162	Office Supplies	2,178	2,400	2,400
163	Payroll Processing	2,239	2,250	2,250
164	Postage	526	600	600
165	Telephone & Internet	5,970	4,000	6,000
166	Water and Sewer	746	1,000	1,000
167	<b>Total Administration &amp; Finance</b>	<b>143,453</b>	<b>133,910</b>	<b>140,152</b>
168	<b>Total Expenses</b>	<b>440,693</b>	<b>446,409</b>	<b>478,802</b>
169	<b>Net Income Surplus (Deficit)</b>	<b>(19,938)</b>	<b>(24,609)</b>	<b>(20,000)</b>
170		<i>see footnote</i>	<i>see footnote</i>	<i>see footnote</i>
171	Investment Earnings: Budgeted *	19,116	20,000	20,000
172				
173	<b>Adjusted Operating Net Cash Surplus (Deficit)</b>	<b>(822)</b>	<b>(4,609)</b>	<b>(0)</b>
174	<b>*The Finance Team is reporting Investment Earnings below the Net Income line rather than as a Budgeted Revenue</b>			
175	<b>** Salary for Office Manager is combined with the Financial Secretary in 2020</b>			
176	Presbytery has received forgiveness for a 2020 PPP Loan of \$55,621. Because this is in the category of "Extraordinary Income" it is reported on our Balance Sheet.			

Appendix P - Covenant within the PCUSA  
among PDA, FLAPDAN and Florida Presbyteries

**For Approval on February 6, 2021**

**COVENANT**

**WITHIN THE PRESBYTERIAN CHURCH (U.S.A.)**

**AMONG**

**PRESBYTERIAN DISASTER ASSISTANCE, operating for corporate purposes via  
Presbyterian Church (U.S.A.), A Corporation**

**AND**

**FLORIDA PRESBYTERIAN DISASTER ASSISTANCE NETWORK, INC.**

**AND**

**THE SIX PRESBYTERIES IN FLORIDA**

## COVENANT AGREEMENT

### INTRODUCTION

This document describes a covenant, not a contract. This Covenant Agreement (“Covenant”) recognizes the connectional and relational nature of the church and the importance of serving the denomination, presbyteries, and their constituent churches to strengthen the entire body of Christ. A covenant is rooted in relationships and trust with specific responsibilities for each covenant partner. It is agreed each covenant partner will assume sole responsibility for its own actions and inactions. It is also agreed the creation and signing of this covenant does not hold the partners legally liable for the actions of the other. Presbyterian Disaster Assistance, **operating for corporate purposes via Presbyterian Church (U.S.A.), A Corporation** (hereinafter referred to as “PDA”), Florida Presbyterian Disaster Assistance Network, Inc. (“FLAPDAN”), and the presbyteries of the Presbyterian Church (U.S.A.) in Florida (Florida, St. Augustine, Tampa Bay, Central Florida, Peace River, Tropical Florida, hereinafter “the six presbyteries”), are distinct entities. They are independent, neither are they being controlled by the other. They are not in a legal partnership, joint venture, or similar legal relationship. PDA, FLAPDAN and the six presbyteries may be referred to in this Covenant as a “Party” and collectively as “Parties.”

### 1. PARTNERS

The partners of this agreement are PDA, FLAPDAN, and the six presbyteries.

**PDA** is the emergency disaster response and refugee program of the Presbyterian Church (U.S.A.), A Corporation. It enables congregations and mission partners of the Presbyterian Church (U.S.A.) to witness to the healing love of Christ through caring for communities adversely affected by crisis and catastrophic event. PDA:

- focuses on the long-term recovery of disaster impacted communities. Provides training and disaster preparedness for presbyteries and synods
- works collaboratively with church partners and members of the ACT Alliance (Action by Churches Together) internationally, and nationally with other faith-based responders
- connects partners locally and internationally with key organizations active in the response — United Nations, NVOAD (National Voluntary Organizations Active in Disaster), World Food Program, Red Cross, FEMA and others.

**FLAPDAN** connects the ongoing need for the six presbyteries and their congregations to be better organized and prepared to respond to traumatic events within their bounds during times of disaster. FLAPDAN:

- provides a communication link between the six presbyteries, Synod of South Atlantic, and PDA
- communicates and coordinates with other disaster organizations, including community and faith-based organizations; local, state and federal government; and the private sector
- addresses common issues of preparedness, response and long-term recovery following a disaster event

- advocates for specific needs in affected presbyteries
- identifies and develops resources
- develops and recommends protocols to be used by presbyteries in times of disaster
- supports training for disaster preparedness and response for presbyteries and their member congregations.

The **six presbyteries** work together, along with their congregations, to prepare for and respond to disasters in the state of Florida. The six presbyteries:

- Develop and promote generosity, stewardship and service for the ministries of PDA and FLAPDAN
- Participate in the mission of the church in disaster preparedness and response
- Communicate regularly with partners about the needs, opportunities and challenges of disaster ministries.

## 2. PURPOSE

This Covenant provides a framework within which the partners will cooperate, communicate, coordinate, and collaborate in carrying out their respective ministries in disaster mitigation, preparedness, response and long-term recovery operations due to disasters in the State of Florida.

## 3. COMMITMENTS

### PDA AGREES TO:

- Recognize FLAPDAN and the six presbyteries as co-equal covenant partners in effecting PDA's mission in Florida
- Make, at minimum, a one-to-one dollar match to FLAPDAN in the amount equal to the sum of the annual membership contributions of the six Florida presbyteries
- Provide church-wide visibility for FLAPDAN through PDA's website, "Mission Mosaic" magazine, and emergency appeals
- Promote the FLAPDAN model for consideration to other mid councils in high disaster impact areas
- Make available PDA's Associate for Disaster Response, U.S. (or designee) to serve as ex-officio voting member of the FLAPDAN board of directors
- Make available PDA's Associate for Disaster Response, U.S. (or designee) to serve as ex-officio member of a committee or group charged with recruitment, recommendation, and evaluation of FLAPDAN executive director
- Include FLAPDAN executive director in all organizational, operational, and communication decisions pertaining to FLAPDAN's partnership with PDA as detailed in the executive director's position description

### FLAPDAN AGREES TO:

- Recognize PDA and the six presbyteries as co-equal covenant partners in effecting FLAPDAN's mission

- Develop robust relationships, policies and practices that inspire presbyteries to make annual membership contributions to its general operating budget
- Keep presbyteries informed and engaged in the long-term disaster recovery taking place within their bounds
- Provide state-wide visibility for PDA within its Presbyterian and external partnerships through dual-branding marketing communications and disaster-related attire, internal and external written and oral reports, and serving as state disaster liaison and incident coordinator for FLAPDAN and PDA in disasters
- Encourage congregations, presbyteries and individuals to support the One Great Hour of Sharing and promote special PDA appeals
- Provide full financial accountability and transparency to PDA and the six presbyteries via an annual budget, quarterly revenue and expense reports, and an at least bi-annual, audited end of year report / financial review
- Include PDA's Associate for Disaster Response, U.S. (or designee) to serve as an ex-officio voting member of the FLAPDAN board of directors
- Include PDA's Associate for Disaster Response, U.S. (or designee) to serve as an ex-officio member of a committee or group charged with recruitment, recommendation, and evaluation of FLAPDAN executive director
- Include PDA's Associate for Disaster Response, U.S. (or designee) in all organizational, operational, and communication decisions pertaining to FLAPDAN's partnership with PDA as detailed in FLAPDAN's executive director position description
- Be available to consult with other mid councils in high disaster impact areas in their deliberations of developing a disaster network.

#### THE SIX PRESBYTERIES AGREE TO:

- Recognize FLAPDAN and PDA as co-equal covenant partners in effecting their respective, disaster-related missions
- Encourage congregations and individuals to make special contributions to FLAPDAN
- Include FLAPDAN membership in their annual budgets
- Encourage congregations, presbyteries and individuals to support the One Great Hour of Sharing and promote special PDA appeals
- Recommend people for the FLAPDAN board who are passionate about and committed to disaster preparedness, response, recovery, and mitigation
- Create with FLAPDAN two-way quarterly reporting protocols between the presbytery and FLAPDAN
- Provide presbytery-wide visibility for PDA within congregations through effective communication such as testimonials from volunteers, short videos, pastors' commendations from the pulpit, PDA board members' experiential reports and invitations to volunteer, etc.
- Include FLAPDAN board members and/or representatives on the agenda of regular meetings of the presbyteries
- The Executive Presbyter or equivalent will attend FLAPDAN's Annual Meeting and participate in special meetings as may be requested throughout the year



#### **4. ACCOUNTABILITY AND DOCUMENTATION**

FLAPDAN will make annual financial and programmatic as well as periodic reports to the other partners as requested, using Presbyterian Disaster Assistance's format. There will be systematic acknowledgement of gratitude for gifts received. All Parties in this will be intentional in fulfilling the intent of this Covenant.

#### **5. MODIFICATION**

This Covenant may be modified upon the mutual written consent of all the Parties.

#### **6. EFFECTIVE DATE**

The terms of this Covenant will be effective from January 1, 2021 to December 31, 2022.

#### **7. REVIEW AND RENEWAL**

This Covenant will be effective beginning January 1, 2021 (renewals are based on the two-year budget cycle of the PMA) through the calendar year 2022. The Parties shall meet at least annually for consultation and to review the progress and success of the Covenant and determine how the Covenant should continue. As part of the review process, consideration shall be given to the frequency and severity of disasters in Florida, to the continued interest of volunteer work teams, and to the progress being made to mitigate future losses.

APPROVED BY:

\_\_\_\_\_  
Name  
Position  
Presbyterian Disaster Assistance  
Presbyterian Church (U.S.A), A Corporation

Date: \_\_\_\_\_

\_\_\_\_\_  
Name  
Position  
Florida Presbyterian Disaster Assistance  
Network, Inc.

Date: \_\_\_\_\_

\_\_\_\_\_  
Name  
Position  
Presbytery of Florida

Date: \_\_\_\_\_

\_\_\_\_\_  
Name  
Position  
Presbytery of St. Augustine

Date: \_\_\_\_\_

\_\_\_\_\_  
Name  
Position  
Presbytery of Tampa Bay

Date: \_\_\_\_\_

\_\_\_\_\_  
Name  
Position  
Central Florida Presbytery

Date: \_\_\_\_\_

\_\_\_\_\_  
Name  
Position  
Peace River Presbytery

Date: \_\_\_\_\_

\_\_\_\_\_  
Name  
Position  
Presbytery of Tropical Florida

Date: \_\_\_\_\_

**Nominating Slate - 2021 Winter Stated Meeting****Moderator Elect**

Jerie Lukefahr (WFRE - First Fernandina Beach)

**Treasurer**

John Ragsdale (WMTE - Honorably Retired)

**Coordinating Council**

Class of 2021

Barbara Darby (BFRE - Woodlawn)

Class of 2023

Steve Crowley (WMRE - Palatka First)

**Board of Trustees**

Class of 2021

Connie Smith (WFRE - South Jacksonville)

**Training Team**

Class of 2021

Rebekah Hutto (WFTE - At-Large)

Oday Mickel (BM-Member - Woodlawn)

Class of 2022

Debbie Abbott (WFRE - Hodges Boulevard)

Class of 2023

Ricky Kirby (WMRE - Orange Park)

**Care and Reconciliation Team**

Class of 2021 - Ruth Elswood (WFTE - Covenant)

**Finance Team**

Class of 2023

Sandra Hedrick (WFTE - Kirkwood & Stated Clerk)

**Personnel Team**

Class of 2022

Anne Newman (WFRE - Westminster)

**Church Vitality Team**

Class of 2021

Forrest Foxworth (WMTE - First Fernandina Beach)

Class of 2022

Kathy Ebener (WFRE - St. Giles)

Don Johnson (BMTE - Woodlawn)

Class of 2023

Jennifer Hallberg (WFTE - First Jasper)

Dana Riley (WFRE - Riverside)

**Montgomery Board of Trustees**

Class of 2023

Jennifer Clark (WFRE - First Gainesville)

Greg Walwick (WM-Member - Palatka)

**St. Augustine Presbytery Disaster Assistance Commission (No Class Terms)**

Jennifer Hallberg (WFTE - First Jasper)

\*\*\*\*\*

*Note 1: all nominees begin the term upon election.*

*Note 2: letters in parentheses represent racial/ethnic identity, gender, ordination.*

*i.e. – BMRE = Black, Male, Ruling Elder; WFTE = White, Female, Teaching Elder*

Appendix R-1

Presbytery of St. Augustine  
Memorial Resolution  
The Rev. Dr. David Thaddeus Lee  
August 14, 1955 – January 22, 2021

Whereas the Rev. Dr. David Thaddeus Lee was born on August 14, 1955, and passed this life into eternal glory on January 22, 2021, the Presbytery of St. Augustine, Florida does resolve to give thanks to God for David's life and ministry with the following memorial:

David grew up in coastal North Carolina. Called by God to the ministry at age 15, he planned his education accordingly, receiving his bachelor degree from Atlantic Christian College, Wilson, NC. (now Barton College). He then received both his Master of Divinity and Doctor of Ministry degrees from Union Theological Seminary, Richmond, Virginia.

Ordained as a teaching elder on August 27, 1981, David served as Pastor of two congregations in North Carolina - the Greenwood Presbyterian Church in Reidsville for several years followed by 10 years at the Concord Presbyterian Church in Statesville.

David was called to the Highlands United Presbyterian Church in Jacksonville, Florida in 1996. During his 24+ years as the Highlands pastor, Dr. Dave, as he was affectionately known, followed the command of God to "love your neighbor as yourself." Thus, throughout his ministry David was an advocate for social justice and equality with an emphasis on children, families, and missions both locally and internationally including Family Promise, Micah's Backpack, Arlington Community Services, and the Grace of Mercy orphanage in Haiti.

Blessed with a beautiful tenor voice, David sang in the choir, and he sometimes sang during his sermons. He took great joy in the sacrament of baptism – tenderly holding each child in his arms as he walked the church sanctuary introducing each child to the congregation. Dr. Dave also led the Highlands congregation through a "Restoration and Renewal" renovation of the church campus during the church's 50th anniversary.

Noted for fostering a beautiful, accepting, friendly, and warm loving atmosphere at Highlands, Dr. Dave is remembered for the fatherly endearing way he carried himself and the moving, uplifting, well-crafted, and personalized sermons he word-smithed and delivered with a special presence, blending softness and strength.

Dr. Dave was also a central figure in all aspects of congregational life at Highlands. He took great pride and care in teaching all age groups in his congregation, from leading Advent and Lenten adult Bible studies to sharing the children's moment each week on the stairs of the chancel. Dr. Dave loved participating in the fellowship of the church. He was a staple in the church kitchen each Wednesday leading the kitchen crew to feed children and youth at Logos. He was noted for his spaghetti suppers, cinnamon roll breakfasts on Christmas morning, and his Low Country Boil. Dave shared his affection for trivia often, creating trivia games and quizzes for themed fellowship dinners, and he wasn't afraid to wear a costume when necessary.

One of Dr. Dave's greatest joys was to advocate for and uplift the children and youth of the church. Early in his ministry at Highlands, he helped to begin "JOY Sundays" on the 2<sup>nd</sup> Sunday of each month when children and youth are key to celebrating worship with middle and high school youth leading the liturgy and choirs of all ages singing praise. Dr. Dave spent his summers helping with VBS – from teaching the Bible station to even being the puppeteer.

Summers were also spent in Montreat with the youth. For over two decades Dr. Dave drove the van up the mountain, took daily trips to the grocery store, cooked three meals a day, and led nightly devotions. If he wasn't in the kitchen, he could be found on the front porch quietly working, pausing to hear about the antics of teenagers and chat about their faith. At the end of each week at Montreat the youth and chaperones led worship to share their experience. During each of these sermons Dr. Dave would speak or sing words about each individual youth, taking note of their unique personalities and spiritual gifts.

There is no doubt about Dr. Dave's love for the children and youth of Highlands. Generations of children have been blessed by his gentle, uplifting presence and warm hugs. His smile and ability to make each person feel Christ's love will be

greatly missed, but his legacy of care and concern for others will continue in the ministry and mission of Highlands.

In 2016, the Academy of Parish Clergy honored him nationally as the “Parish Pastor of the Year.” And before Dr. Dave’s death, the Highlands Session named the church dining hall and education building after him.

David also made many significant contributions to the life and ministry of the Presbytery of St. Augustine. In the past few years he served as a member of the Coordinating Council and the Care and Reconciliation Team. In previous years he shared his many gifts for leadership as a part of other committees, commissions and teams, including the Committee on Ministry, the Committee on Preparation for Ministry, the Nominating Committee, and the Permanent Judicial Commission. In 2016, David greatly enjoyed serving as one of our teaching elder commissioners at the 223rd General Assembly of the Presbyterian Church (U.S.A.) held in St. Louis, Missouri.

David Lee’s love of God and others had a powerful and lasting impact, not only on his family, but also on the congregations and presbyteries he served throughout his ministry.

And so, now be it resolved that the Presbytery of St. Augustine does remember in love our brother and colleague in ministry David Thaddeus Lee. We give thanks to God for his life and particularly for his ministry and presence with us.

All praise and glory be to God on this 6<sup>th</sup> day of February 2021 during the Winter Stated Meeting.

## Appendix R-2

**Presbytery of St. Augustine Memorial Resolution  
The Rev. John Morgan Harris****1936 – 2020**

Whereas the Rev. John Morgan Harris was born on December 14, 1936 and entered into eternal rest on December 3, 2020, we the Presbytery of St. Augustine, Florida do resolve to give thanks to God for John's life, ministry, faith, and witness to God's many blessings with the following memorial:

The most influential forces on John's early life were his public education in Madisonville, Kentucky, the church of his teenage and early adult life – First Baptist Church, Madisonville, and the Boy Scouts of America. In 1954, as John approached his senior year of high school, he joined the U.S. Navy Reserve, and was honorably discharged eight years later.

John graduated from Georgetown College in Georgetown, Kentucky with a major in sociology and economics and a minor in Biblical studies. He received his Bachelor of Divinity and Master of Theology degrees from Southern Baptist Theological Seminary in Louisville, Kentucky and was ordained on June 7, 1959. Following his ordination, John served three Southern Baptist congregations: Concord Baptist Church in White Plains, Kentucky, First Baptist Church in Florence, South Carolina, and First Baptist Church in Fort Pierce, Florida. Two American Baptist congregations in Charlestown and Commiskey, Indiana also enjoyed John's excellent preaching and pastoral care.

In mid-career John left the pastoral ministry and entered secular employment. For a short time, John was Sales Director for a wholesale travel company. Along the way he became a certified family mediator in the family court system of Florida. This was then followed by several years in partnership with another person manufacturing, leasing, and servicing electric signs while concurrently owning and managing a small industrial park.

A denominational change, from Baptist to Presbyterian, began in 1978 and in John's words, "was not planned but turned out to be a very good blessing." He served ten Presbyterian congregations as both an installed pastor and transitional or stated supply pastor. Churches that benefitted from John's ministerial skills were located in the following cities and towns in Florida: High Springs, Tampa, Brandon, Zephyrhills, Clearwater, Lutz, and Inverness. John was received into the Presbyterian Church (U.S.A.) as a member of the Presbytery of Tampa Bay in 1996, was honorably retired in 2002 (while continuing to serve congregations) and became

a member of our presbytery in 2016. He was a resident of Westminster Woods on Julington Creek. He served the Faith Presbyterian Church in Melrose as stated supply pastor.

Following his service at the Melrose church, John attended services at the South Jacksonville Presbyterian Church. His wife of forty-one years, Gretchen, who survives, is an active member of this congregation.

In the first half of John's ministerial career, he wrote several educational articles, published mostly in denominational journals. In 2005 he published a book of sermons on the Psalms of the Old Testament entitled *Jesus Sang the Psalms – Learning About God While Singing the Psalms*.

John Harris was a kind and loving pastor who possessed a keen intellect and gentle spirit. His love of God and others had a lasting, powerful impact, not only on his family, but also on all the congregations he served throughout his ministry.

Now be it resolved that the Presbytery of St. Augustine does remember in love our brother and colleague in ministry John Morgan Harris, giving thanks for his presence with us.

To God be the glory on this 6<sup>th</sup> day of February 2021, during the Winter Stated Meeting.



## Appendix R-3

**Presbytery of St. Augustine  
Memorial Resolution  
Eriberto (Eddie) Soto**

1949 to 2021

Whereas the Rev. Eriberto (Eddie) Soto was born on October 2, 1949, and passed from this life on January 7, 2021, at the age of 71, the Presbytery of St. Augustine gives thanks for his life and ministry with the following resolution:

Eddie was a retired minister of our presbytery, serving as the pastor of Ft. Caroline United Methodist Church in Jacksonville. His faith journey began at his birth in New York City to Puerto Rican parents, third generation Protestants who came to the United States after the Second World War. As a teenager, he had what he described as a personal experience with Jesus Christ as Lord and Savior of his life in a Hispanic Protestant Church in Brooklyn. After high school, he worked for the American Bible Society, entered theological studies in Costa Rica, and was ordained by the National Presbyterian Church of Guatemala in 1973, where he spent ten years. Eddie later received a Master of Divinity degree from Sioux Falls Seminary (formerly known as North American Baptist Seminary) and a Master of Theology degree from Princeton Theological Seminary with an emphasis in historical theology. He was also awarded an Honorary Doctorate of Theology from Florida Christian University in Orlando, Florida in 2007.

Fluent in English, Spanish and Portuguese, Eddie served the Lord in congregations, seminaries, presbytery staff, and other ministries in the United States and abroad. He was the Coordinator for South America of the PC(USA) world missions for four years, supporting the church's efforts in seven countries by selecting, appointing and supervising missionary personnel. Congregations served in the United States prior to membership in our presbytery included (most recent listed first) Rockville Presbyterian Church in Wadmalaw Island, South Carolina; Faith Presbyterian Church in Tallahassee, Florida; First Presbyterian Church in Hoboken, New Jersey; and Spanish American Baptist Church in Union City, New Jersey. Eddie was also honored to serve as the Associate Executive Presbyter for Latin American Ministries in the Presbytery of Charleston Atlantic.

Eddie's extensive international ministry experience included three official interpreter assignments (Spanish and Portuguese) at General Assemblies of the World Alliance of

Reformed Churches (now the World Communion of Reformed Churches) (Hungary in 1997, Ghana in 2004, and Grand Rapids, Michigan in 2010).

Eddie became a member of our presbytery eight years ago following his transfer from Charleston-Atlantic Presbytery. He served as parish associate at First Presbyterian Church of Gainesville for one year before accepting the more lengthy call at Ft. Caroline UMC. While continuing to serve there, Eddie was granted the status of honorably retired in 2015. We were pleased to elect Eddie as one of our commissioners to the 221st General Assembly of the Presbyterian Church (U.S.A.) held in Detroit in the summer of 2014. Those who served with him from this presbytery were amazed at the number of people he knew from serving Christ in so many different ways and places!

Eddie was an engaging preacher and brought a joyful spirit to all of his ministry and personal interactions. One of his United Methodist colleagues who worked with him described him as passionate about theology, missions, and responding to human needs. In Eddie's last annual update to the Call Commission during August 2020, he wrote: "I appreciate your prayers on behalf of our ministry during this challenging time so that God will sustain us with the strength and the vision the Holy Spirit gives us. We continue to rejoice and believe that God is in charge and will work all things out for God's glory and our well being as the Church of Jesus Christ!!"

Sometimes the time that ministers commit to their calls can be overwhelming, making it difficult to devote precious time to family and friends. Not so with Eddie! Eddie was devoted to his family, and especially to his wife Marcia Leite Soto, a third generation Presbyterian whom he met while serving Christ in Brazil. Eddie had three children (Laura, Mike, Ana) and seven grandchildren from one to 22 years old. He also treasured the time he spent in fellowship and spiritual conversation with friends and colleagues who lived locally or visited from out of town.

We will miss Eddie, a unique and precious child of God, who brought a rich background of knowledge, wisdom and experience into our midst and left us far too soon. We are comforted with our confidence in the eternal life promised by our Lord Jesus, and we can imagine the Lord greeting him with these words: "Well done, good and faithful servant."

This resolution is written with thanks to God Almighty and shall be placed in the minutes of the Winter Stated Meeting held on February 6, 2021.

## Appendix R-4

### **Presbytery of St. Augustine Memorial Resolution The Rev. Dr. Thomas Lorraine Are, Sr.**

**1932-2020**

Whereas the Rev. Dr. Thomas L. Are, Sr. was born on December 5, 1932 and entered the church triumphant on October 7, 2020, we, the Presbytery of St. Augustine, do resolve to give thanks for his life and ministry with the following Memorial:

Tom was born and grew up in Batesburg, South Carolina, nurtured in faith by the Batesburg Presbyterian Church. Anyone who ever heard Tom preach knows tales of Batesburg. From an early age he had a deep love of choral music that led him to Westminster Choir College in Princeton, New Jersey, intending to pursue a career in church music. But there he heard a call to preach the Gospel of Grace, a call he followed to Columbia Seminary, graduating in 1959.

Tom's first pastorates were in Greenwood and West Point, Mississippi. There he became deeply involved in the civil rights movement, preaching against segregation and working with local African-American leaders for inclusion and racial justice. Despite opposition from his Session, he responded with commitment, love and determination. From 1966-71 he served in Montgomery, Alabama, and succeeded in integrating his congregation.

As an outgrowth of his love of church music, while he was a member of the Synod of the South, Tom organized a large touring youth choir. The program was hugely successful and lasted for 18 years. He published Faith Song, a guide for ministers of music.

From 1971-1992 Tom served as Senior Pastor at Shallowford Presbyterian in Atlanta, Georgia. A life-long learner and thinker, during his tenure at Shallowford he earned his Doctor of Ministry from McCormick Seminary. He also authored six books, including The Gospel of Stewardship, a manual for churches to use in their stewardship campaigns. Tom worked for economic justice in Atlanta in organizations addressing homelessness and hunger, and abroad in countries where Liberation Theology lifted up the poor. He sought social justice for the LGBTQ community. Tom was deeply involved in the quest for political justice and equality for the people of Palestine following an eye-opening trip to Israel. He authored Israeli Peace Palestinian Justice, and worked tirelessly both to educate Christians about Palestinian oppression and to support that under-represented and often voiceless community.

Following retirement from Shallowford, Tom served as an Interim Pastor for eight churches, six of which were in the Presbytery of St. Augustine where he was honorably

retired. These churches included (beginning with first one served): Riverside, Geneva, South Jacksonville, St. Giles, and First Green Cove Springs.

As his son, Rev. Dr. Tom Are, Jr. said in his eulogy, Tom (or St. Tom as he came to be known) was a “giant of a man.” He had a deep raspy bass voice and a larger-than-life persona. He loved a good game of golf and was available for one at any given opportunity. He was a gifted storyteller and a mesmerizing preacher - a prophet, a prankster, a wonderful combination of playful and pastoral. During his year at Riverside Presbyterian in Jacksonville he preached each week the Gospel of Grace and the inclusion of all in God's kingdom of love. His wide-ranging sermons stretched from Batesburg to Bonhoeffer to Palestinians separated from family by barricades, always punctuated by self-deprecating humor. He told the children that “King Orient Are” was his uncle. He ended the weekly children's message with, “Don't forget, God loves you. And so do I.” In one short year, Tom and his wife Jean formed deep and lasting friendships that were life-changing for many Riversiders. Tom modeled for Riverside what the beloved community might look like. He challenged all of his congregations to treat everyone with value and dignity.

Tom Are, Sr.'s life exemplified an understanding of and faithfulness to God's command in Micah 6:8. “What does the Lord require of you but to do justice, to love mercy and to walk humbly with your God.” His own “Faith Song” struck all these notes. Amen, Tom.

Now, be it resolved that the Presbytery of St Augustine does remember in love our colleague Thomas L. Are, Sr. We are thankful for the years he served us. We praise God for his witness to the Gospel of Grace, his steadfast courage and commitment to justice for all God's people, for his humor and for his prophetic preaching.

Wherefore, the Presbytery of St. Augustine does adopt this Memorial Resolution, giving thanks for the life and ministry of Tom Are, Sr., and it resolves that this resolution shall be spread upon the minutes of the 2021 Winter Stated Meeting for the Presbytery of St. Augustine.

[Thank you to Mary Coxe and Cheryl Sapora of Riverside Presbyterian Church who provided the primary authorship for this resolution.]

## **Moderator's Report, Presbyterian Women, Presbytery of St. Augustine February 6, 2021**

Dear Sisters and Brothers in Christ:

I bring you Greetings from the Presbyterian Women of the Presbytery of St. Augustine! As most all of us have had to do, PW has had to adapt to the many challenges, presented before us, in 2020. Thank God we got through it!

The PW supports the mission of Days for Girls, which, before COVID-19, were sewing hand-made reusable sanitary products, and sending them throughout the US, and to parts of the world, where disposable sanitary products are either not available, or are so expensive, that the average woman could not afford them. As a result, the woman would have to stay home, instead of going to work to earn money for her family, or, if she was attending school, she would have to stay home from school, during her period. Since there have been disruptions in travel, the sanitary supplies have had to wait for open air travel in order to be delivered. The Days for Girls volunteers stepped up to the challenge, and sewed face masks, by the hundreds, to be distributed to local hospitals, and to the general public. Many PW Circles contributed to sewing masks. This is but one of the many Missions in which PW is involved.

There are many vacancies in the PW Presbytery Coordinating Team (PWPCT). Most of our officers have served well beyond their terms, due to lack of replacements. We have vacancies in the following positions:

- Vice-Moderator/Moderator-Elect
- Vice-Moderator/Planner
- Treasurer
- Scholarship Coordinator
- Historian
- Regional Coordinators within the Presbytery, who are the liaison between the PW Circles, at the Church level, and the PW Coordinating Team. Missing are:

- (1) Jacksonville Central (Calvin, Korean, Lakewood, Murray Hill, Riverside, South Jacksonville, Woodlawn)
- (2) Jacksonville Southwest (First PC, Starke, Kirkwood, Middleburg, Orange Park, St. Giles)
- (3) Southeast (Geneva, First Green Cove Springs, First Palatka, Memorial, San Mateo, Trinity)
- (4) Southwest Region (Dunnellon, First Ocala, First Williston, Fort King, Marion Oaks)

I have worked hard this Summer, without being able to visit with the individual churches, as I wanted to, by contacting each church, through calling or emailing. In this way, I have been able to make many friends, as well as make corrections to our PW Directory. I did have the opportunity to visit Murray Hill, Palms, and Geneva Presbyterian Churches in 2020. I installed Officers at Palms and Murray Hill. At Geneva, I attended a workshop, titled, "Wage Gap Simulation", presented by Florence French, from Bread for the World. The participants at each table (socially distanced), were assigned their Race by drawing a card from an envelope on the table. Then, the Presenter went through the Congressional Acts that have affected the Black people, throughout history, leading to their oppression, which remains today.

Monetary donations are consistent, though less robust than last year. Still, PW of the Presbytery of St. Augustine, surpassed all of the other Presbyteries within the Synod of the South Atlantic, in donations in 2020.

We have had no candidates apply this year for our Kay Beckman Scholarship. This benevolence benefits a candidate, who is attending seminary, with a lump sum.

The PWPCT met January 25th, February 8th, May 9th, June 6th, August 22nd, November 14th, and December 12th. We are holding a Business Meeting on January 30th, 2021, where we will be voting on a revision to our BYLAWS. We have had to postpone our Annual Gathering, that normally would occur on the last Saturday in January, due to restrictions brought about by the quarantine.

The Future for Presbyterian Women, in the Presbytery of St. Augustine, is Bright! We have many, many strong and brilliant women in our Presbytery, who are carrying on the work of PW. Presbyterian Women are the hands and heart of the Church, working for Justice, Racial Equity, Peace, and, nurturing our faith through prayer and Bible Study, as well as supporting the Presbyterian Church USA. Please remember to keep PW in your prayers, and pray that we will fill the vacancies within the PWPCT, so that we may bring about God's Kingdom here on Earth.

Submitted by Daryl Mullee, Moderator,  
Presbyterian Women,  
Presbytery of St. Augustine

**Mutual Mission**  
**Cuba Partnership and JEMM**  
**Diane Watkins and Bob Bell, Co-chairs**

Please remember, in prayer, our Cuban Partners and Jamaica Ecumenical Mutual Mission (JEMM) as they help serve their people in this pandemic.

**CUBA PARTNERSHIP**

*The following is an email [English translation] from our brothers and sisters in Cuba (shared by Diane Watkins):*

Presbytery of Matanzas, January 25, 2021

Dear brothers and sisters in Christ. Receive our greetings and our wish that God continue to bless you on the path to the fullness of the Kingdom.

In these days we have been accompanying in our prayers in a particular way the people of the United States, in the midst of situations of tension never before experienced. The historical bonds that unite our peoples, our Churches and our Presbyteries are more than enough reasons to affirm the same feeling in the midst of joys and sorrows, of achievements and challenges. That is why we look forward to the times ahead, and we thank God for the lights that already illuminate the present. Beyond the crises and the pandemic, the power of God prevails in history and declares that peace and justice transcend human limitations.

We join you in prayer in this new moment that your nation is living, and we pray to God that the ways to strengthen the bridges of love and solidarity that already exist between our Presbyteries, may be strengthened.

May God's blessing accompany us to continue building together his kingdom of love, peace and justice.

Council of the Presbytery of Matanzas



## Jamaica Ecumenical Mutual Mission (JEMM) Partnership

St. Augustine Presbytery Mutual Mission is celebrating with our JEMM (Jamaica Ecumenical Mutual Mission) Partners on the occasion of the Dedication of the “Tooth Bus” at the end of February. Because of COVID travel restrictions we will share in the celebration through the gifts of technology and in spirit!

The bus will be used for dental teams serving the underprivileged in Jamaica – providing dentures, prophylactic dentistry and teeth cleanings. The project has been a long journey of transformation, with much of the renovation work done by volunteers from throughout the presbytery. Funding has come from various sources and it was truly a group effort. Read more about the project on our website: <https://www.staugpres.org/tooth-bus-update/>

We are planning on a dental mission trip later in the year. We will publish details of the trip and call for volunteers as soon as we know it is safe to travel.

### Photos of the Renovated Tooth Bus



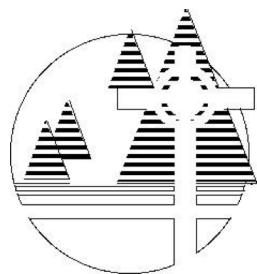
Appendix U-1 - MPCC Request for PPP Loan

**Motion from Board of Trustees  
Montgomery Presbyterian Conference Center**

The MPCC Board of Trustees requests approval of presbytery to secure a Payroll Protection Program (PPP) forgivable loan from the Small Business Administration of the US Government for approximately \$86,000 (exact amount depending on the lender's approved amount according to newest PPP funding guidelines) to be used for payroll and operating expenses as per requirements of the loan.

In support of this request, MPCC states that:

1. MPCC qualifies for the PPP loan and is working with its bank to make an application.
2. The Presbyterian Investment and Loan Program (PILP) has given us written permission to receive this loan.
3. The Coordinating Council had encouraged MPCC to apply for the loan and place a request for approval upon the docket of this meeting.
4. The bylaws of the MPCC corporation state that MPCC must seek the approval of its members (MPCC has the same members as the membership of the presbytery) to incur debt of \$50,000 or above.



# Montgomery Center

---

## Welcoming All

### Executive Director Report Presbytery of St. Augustine - Winter 2021 Stated Meeting.

*Many are the afflictions of the righteous*

*but the Lord delivers him out of them all. Daniel 34:19(NIV)*

February 6, 2021

#### **OVERCOMERS 2020**

This year was filled with evidence of God's mercy and grace for Montgomery and its vision. It is true that there is still a lot to do, but after surviving the challenges of COVID-19, we feel like champions. We are very thankful for the support of each individual, church, and organization that donated money, time, professional services, and skills, helping us not only to pay our bills, but also to pay our aged payables. We have to say that God's hand is on Montgomery, and He has done just as Colossians 1:13 says; "He has delivered us from the domain of darkness, and transferred us to the kingdom of His beloved Son". We are filled with hope and great expectancy. This year we have been able to see the Montgomery redeemed in many ways, and in the eyes of many. We have seen great improvements, even under the terrible challenges of COVID-19. We believe that God will continue leading us in the way of success, for His glory and the service of many.

#### **MISSION ACCOMPLISHED**

One of the highlights of the year, in fulfilling our mission, was the testimony of one man that attended the Men's Outdoor Event. He said, "my turning point to be open to God was the Men's Event." One parent gave another testimony; she said that Summer Camp saved her child's life, who was in depression. These two testimonies, among many others that we heard, are evidence of God working in and through us. Montgomery is a treasure!!!

#### **REDEEMING OUR REPUTATION**

The last four months, after the Stated Meeting in October 2020, have been very busy at Montgomery. We had small groups/users, visitors, and volunteers. The highlight of this time is the joy of witnessing unity and love in serving God and others. We continued improvements in every aspect of the camp, while Montgomery's name is constantly mentioned in the local community and in different churches. We received beautiful letters of recommendation from community leaders, public recognition for our hard work and good service, and made "The Lake Region Monitor" news paper three times!

**HUMAN RESOURCE PROJECT**

We accomplished one of the most needed administrative projects in Montgomery; Job Descriptions, Employee Handbook, Performance Review Forms, Healthcare Policy, and Housing Agreements for the employees that live on campus, thanks to the support and help of HR Professional Suzi Lemen, Treasurer Alan Cummings, and Board Member and Realtor Roger Martin.

**REDEEMING OUR PROPERTY**

We participated actively in all the events that took place at Montgomery, and in most of the community events as well. We were able to speak to the different groups about our vision and needs, which motivated people to get involved in our redemption plan.

We contacted “The Mission Continues”; an organization with 300 veterans, men and women that volunteer for Non-Profit organizations. They committed to work different projects in our property and bring about \$1,500.00 per project. They came on January 23, 2021, painted the interior of Williams Lodge, and donated the floor for the Lodge. Their meals were paid by “Wounded Warriors”, another veteran’s organization. Frank Boundurant, a local retired Pastor, is donating and installing a wheelchair ramp for the same Lodge. The paint for Williams Lodge was donated by Paint Craft Store (Jacksonville). The Mission Continues is considering a donation to replace Williams Lodge exterior railing.

Kiwanis Club not only appointed me as an Honorary Member, but they also committed to make Williams Lodge their ongoing community project, since we are serving the community in many different ways.

**BUSINESS PARTNERS**

We are working with Kimberly Morgan, Director of Tourism & Film Development from Clay County Board of County Commissioners, to put Montgomery on the map. She is also contacting us with other community leaders that could work in partnership with us. Our goal is to meet the lodging needs of future tourist community projects.

We are working with Kelly Mosley from Clay County School’s Career and Technological Academies. We discussed about the programs that can be implemented in Montgomery, with the opportunity to benefit Montgomery and the school programs. I was offered a position on their Advisory Board.

We are working with Maria Hitt, Keystone Heights Airport Manager, to find the best way to offer lodging, food and outdoor experiences to pilots in training, and the visitors that participate in all the events that the airport hosts throughout the year.

We are talking with the coordinator for a popular Gainesville area festival about the possibility of bringing the festival to Montgomery. Keystone Mayor, Karen Lake, and Maria Hitt, Keystone Heights Airport Manager, are very enthusiastic about this project.

## **GRANT AWARD**

In November we saw one of the latest financial miracles that allowed us to accomplish the ultimate goal for 2020 and close the year financially even - we got approved for \$35,000 from the Cares Act Grant!!! We were initially approved for \$40,000, but we received a notification of the state approval for \$35,000. The same day that we received that notification, we received a \$5,000 donation in our mail. God is faithful!

## **COMMUNITY OUTREACH**

Community outreach was one of our main goals for 2020, which we successfully accomplished. December was a very active month; most of our work was community outreach, in partnership with many local organizations and churches. We were able to be part of the Holiday Helpers Steering Committee. Over 170 low-income children, more than 70 families, and about 182 seniors received presents, appliances, meals and food assistance. Montgomery was the main center of distribution. I was one of the volunteers in charge of purchasing toys, shoes, clothes and other items for 45 of the 170 children.

Our Breakfast with Santa became a community project. Kiwanis Club, Keystone Heights Mayor, and other organizations are motivated to support this annual program, and make it a big community event for Christmas 2021.

## **HOLIDAY FUNDRAISERS**

It was great to see our staff working as a team in our Thanksgiving and Christmas fundraiser. We enjoyed delivering pies, cakes and coffee, as it allowed us to meet new people and churches from the Presbytery of St. Augustine.

## **WINTER CAMP**

Having Winter Camp without compromising the health and safety of the staff and 15 campers was a great way to close one of the most challenging years in our world. We were able to hear many testimonies from our staff and campers regarding the impact Montgomery had on them this year.

## **OUR 2021 THEME**

Summer and Winter Camp 2020 set the tone and theme for this new year - **“Champions 2021”**. After the 2020 camp experience, we know that God is leading us to encourage others to trust Him, through Romans 8:31 (“What, then, shall we say in response to these things? If God is for us, who can be against us?”), and the stories of King David and Deborah.

## **THE FUTURE**

We are contacting different Hispanic Churches in south Florida. Some of their pastors are coming to Montgomery to talk about the possibility of bringing their retreats to Montgomery. Our first visitor might bring a four-day youth retreat for 200 campers this summer.

## **CONTINUING EDUCATION**

I finished the Leadership Level I that Suzi Lemen donated to us. The class helped me to get out of the emergency mode, due to the critical issues that I found in Montgomery when I

took the job. It helped me to reconsider the focus on my leadership, and I am making adjustments to shift from tasks completion to empowering the employees in each department. I am currently attending the Leadership Level II class, and the Director of Operations, Zach Leopold, is attending Leadership Level I. The Culinary Director, Jared Lane will attend the Leadership Level I Class in spring. All these classes were donated by Suzi Lemen to help us improve our team dynamic and performance.

## **OUR GOALS/OBJECTIVES PRESENTED TO THE BOARD**

After an intense and challenging year, I presented to the Board a few basic goals. Many of these goals are the result of observation, experience, and advice from many leaders of the Presbytery, Board members, and friends and family members, each with specific professional knowledge.

- Redeem our relationship with every church and ministry in the Presbytery of St. Augustine. I want to meet and work closely with the Presbytery of St. Augustine Ministry and Mission Coordinator, Holly Dillon. I am sure that her advice and guidance will help us work in harmonious unity with the Presbytery.
- Meet with the session of each church in The Presbytery of St. Augustine to present our improvements, goals, programs, and opportunities. Reinforcing their trust in Montgomery, ask time to speak to the congregation, and recruit 56 ‘Montgomery Champions’. Together we can save Montgomery and become a very successful ministry of the Presbytery!
- Connect, visit, and work with the Central Florida Presbytery, and other churches in Central/South Florida. Jimmy Steele is helping me coordinate a meeting with Chery Carson- Associate Presbytery Exec. In Central Florida Presbytery. She is interested in coming up and meeting with me, touring the camp, and staying overnight. I am also waiting for confirmation for the meeting with a few Pastors from South Florida. They want to come to Montgomery and discuss the possibility of serving 2,000 Hispanic Churches from South Florida.
- Strengthen our mission by meeting and working with the Youth Leaders from the Presbytery. Jimmy Steele has taken the initiative to bring them to Montgomery and talk about ways and programs for mutual help and support. Jimmy contacted Brian Mitchell, Youth Leader at Lakewood Pres. He is interested in serving as a volunteer chaplain/worship leader over the summer. Montgomery needs to prioritize the children and youth from the Presbytery of St. Augustine.
- Reconnect with Pastors and Program Staff from the Presbytery. Holly Dillon Inglis suggested a free overnight time for Pastors and Program Staff. Time for church staff to come enjoy the facilities and relax. She said she would be happy to help in this.
- Apply for Lilly Grant before March 1<sup>st</sup>. Jimmy Steele introduced me to Susie Watson Burns, Director of Church Relations at Montreat Conference Center. I want to have access to the application that Montreat presented, and follow their lead, as they were awarded close to a million dollars on 2020.
- Restructure our fee schedule for all our services, and create new packages and ongoing fundraisers. Jimmy Steele already started to evaluate our current fee schedule; he is also researching and comparing our fees with other camps. Our goal

is to work with the financial committee and the Director of Operations and have it ready for the Board meeting on February.

- **Human Resources:** Continue working with Suzi Lemen and our treasurer on best practices for our staff. Have each department present their specific goals and objectives. Improve our weekly staff meeting with the only purpose of developing strategies to accomplish short and long term goals. Have weekly meetings with each employee to receive their reports, and discuss the best way to support them and facilitate their projects. Improve and re-structure housekeeping and maintenance departments. Present my Annual Performance Review to the Board.
- **Finances:** Work with the Director of Operations and our Treasurer in challenging each Presbyterian Church to send at least five (5) children to our summer camp to have 258 campers this year. Promote our sponsorship program. Bring at least three (3) new corporate conferences, as COVID 19 restrictions would allow us. Develop and establish our lodging service for tourist, especial groups, and local events. Continue searching for donations and grants. Strengthen our fundraisers and create new ones in partnership with the Presbytery, and local organizations, churches and clubs. Prepare for the audit. Plan and establish an online and in-house store.
- **Programs:** Work with the Outdoor Education Instructor to complete our annual accreditation report. Work on the ACA accreditation requirements, and establish a system to file the documents and reports for our next accreditation visit on 2023. Establish and promote our CPR and Lifeguard program. Strengthen Summer and Winter Camp, especially the spiritual aspect of it (Devotion/vespers and worship). Create programs for youth, men, and women in partnership with the Presbytery of St. Augustine. Develop our out of campus programs. Have the At-Risk Camp in the spring. Plan an incentive dinner and silent auction with our donors and volunteers. Plan and promote a Mental Health First Aid Certification training with Kaitlin Ackley. Plan a second Men's Outdoor Event. Complete the 2021 summer camp written proposal, create marketing, and hire needed staff. Continue improving our outdoor activity areas.
- **Property and Equipment:** Continue our Redemption Plan and God's Fixer Upper Projects. Work with the Director of Maintenance, and the Volunteer Contractor (Paul Emery), to complete the Williams Lodge project. Work with the Electric Company (Aaron Vurgason) to complete the installation of the front gate - he is donating his labor. Restore ten (10) cabins through our God's Fixer Upper Program; three families from winter camp showed interest in joining this project (Ayers, Martin, and St. Johns). Make Cabin 10 a family cabin with Internet service (Aaron Vurgason is donating the internet for that cabin). Plan with the Mission Continues our next project, the Outdoor Chapel and Live Oak.
- **Culinary Department:** Work with our Culinary Director based on the goals and proposal that he would present for 2021. We already spoke about a fundraiser for Valentines Day, which was suggested by Suzi Lemen (Giant Heart shaped Cookie). Create new revenue avenues as; ongoing Picnic basket, Sunday Church Lunch, mobile BBQ, farmers market, pre-cooked meals for guests, bakery for restaurants, etc. Determine the steps and budget to move forward with "Farm to Table" project. Plan and develop Jared's idea to write and sell a "Presbytery of St. Augustine

Recipe/Cook Book”. This book would include recipes from Montgomery, each church and ministry from the Presbytery of St. Augustine.

- **FUNDRAISER AND PROMOTION:** Work with all our departments on strengthening our current fundraisers, and creating new ones. Meet and work with Conrad Sharps on new fundraisers and promotion possibilities, since this is part of his background.
- **Marketing and Communications:** We really need to improve/redeem our marketing strategy. We need a better website design and develop our brand. I reached out to three marketing companies and I will present their marketing proposals to the Board.

Blessings!

Monica Williams  
Executive Director



Appendix U-3 MPCC Financial Reports

MONTGOMERY PRESBYTERIAN CONFERENCE CENTER  
2020 YEAR END FINANCIAL NOTES

1. We have a CPA from Ocala doing a financial review of the 2019 and 2020 books.
2. In 2020, we moved all accounting functions from the Presbytery Office to Montgomery.
3. We have reviewed all expenses and have worked to reduce operating expenses.
4. In 2020, we were able to pay off \$75,000 of overdue bills from 2019 leaving us with about \$25,000 payables which we have worked out repayment terms with the two vendors remaining.
5. In 2020, we were able to return \$10,000 to Presbytery for the cash advances provided to Montgomery in 2019. We still have about \$89,000 outstanding on the advances.
6. We ended 2020 with a \$4,400 deficit which was an achievement compared to previous years.
7. We have applied for a CARES ACT grant from the state for \$40,000.  
(Received 2/2/21 for \$35,000)
8. We thank all the churches, Presbyterian Women, and individuals who have made contributions to Montgomery PCC. Your support has helped us move forward in mission and ministry.

<b>MONTGOMERY PRESBYTERIAN</b>						
<b>STATEMENT OF ACTIVITIES</b>						
<b>YEARLY COMPARISON</b>						
	<b>12/31/2018</b>	<b>12/31/2019</b>	<b>12/31/2020</b>			<b>Budget 2021</b>
<b>Income</b>						
Contributions	60,600.00	83,282.00	83,027.07			55,500.00
Guest Groups	196,513.00	232,552.00	57,911.53			290,000.00
Summer Camp			50,001.23			142,500.00
Montgomery Events	146,291.00	110,449.00				50,000.00
PPP Funds			62,000.00			
Clay County Grant			12,000.00			
SBA Grant			6,000.00			21,200.00
Fund Raiser			4,429.48			6,000.00
Sales		989.00	2,114.83			1,500.00
Misc	30.00	103.00	38.00			400.00
POSA (Foundation)	65,000.00		8,003.78			1,000.00
Bequest (Dr. Campbell estate)			143,142.88			
<b>TOTAL</b>	<b>468,434.00</b>	<b>427,375.00</b>	<b>428,668.80</b>			<b>568,100.00</b>
<b>Operating Expenses</b>						
Bank Charges			1,264.19			2,000.00
Equipment			5,660.16			6,000.00
Food Service	55,016.00	46,693.00	11,709.83			50,000.00
Grant expenses			800.00			11,200.00
Health Benefits			14,352.81			12,000.00
Housekeeping	1,226.00	953.00	1,970.02			2,400.00
Insurance	53,349.00	51,500.00	42,282.99			60,000.00
Interest Paid			12,031.92			33,000.00
Legal & Professional Fees			1,322.00			5,000.00
Board of Pensions	61,135.00		43,010.00			18,000.00
Misc	-338.00	25,689.00	465.02			1,200.00
Office Supplies & software	25,015.00	29,615.00	6,182.83			7,200.00
Program Expense	19,236.00	5,453.00	2,259.24			3,000.00
Part Time Staff		80,295.00	2,096.12			1,800.00
Payroll Expenses	262,971.00	253,176.00	212,658.94			242,000.00
Repairs & Maintenance	44,473.00	36,982.00	7,560.88			12,000.00
Summer Camp		46,404.00	25,983.66			51,500.00
Telephone/Internet			4,552.48			4,800.00
Utilities	43,825.00	52,511.00	36,878.50			45,000.00
<b>TOTAL</b>	<b>565,908.00</b>	<b>629,271.00</b>	<b>433,041.59</b>			<b>568,100.00</b>
<b>Net</b>	<b>-97,474.00</b>	<b>-201,896.00</b>	<b>-4,372.79</b>			<b>-</b>

Appendix V  
HIGHLANDS REGIONAL MINISTRY CENTER  
2020 ANNUAL REPORT



1001 NE 16<sup>TH</sup> AVE  
GAINESVILLE, FL 32601

## HIGHLANDS REGIONAL MINISTRY CENTER HISTORY

In 2016, the Highlands Presbyterian Church held its [final worship service](#) and officially closed the congregation. The church and her members had served the community faithfully since the 1960s. The congregation was formed in order to be a presence in East Gainesville, and they had a vision and a passion for making a difference in the community. That vision included being a safe and welcoming location where community groups could gather and organize; a place where healing could take place; a place which fed people both physically and spiritually; a place which offered hope to a hurting world; a place to which the community could turn in good times and in bad. Over the years, the church membership enacted the vision and became a vibrant body of believers. They housed families through Family Promise, offered office space to Family Promise, provided office space for Presbyterian Disaster Assistance Network, hosted groups such as NA/AA and Boy Scouts, welcomed the community by providing space for meetings and family gatherings, created a garden to feed and nurture, and housed a school. They even expanded their building by adding on a commercial kitchen and an office with a full bathroom (added specifically to provide shower facilities for guests of Family Promise).



However, like many congregations, the church membership decreased significantly over the years. This placed a financial burden as well as a labor burden on the congregation. Despite that burden, though, they continued to enact their vision and ministry. After years of struggling hard to keep the ministry alive, the leadership and membership of the congregation voted to close the congregation. It was an exceptionally difficult decision for all of those who were still part of the life of Highlands. As they walked toward closure of the congregation, the membership expressed a strong hope and desire that the church would somehow continue to be used for the vision they were founded upon. Their fear was that the building would be sold to a developer and turned into housing or into a commercial property. Their hopes and fears were expressed to the leadership of the [Presbytery of St. Augustine](#), the governing body would take control of the building once the congregation closed.

After nearly 3 years of discussion and debate, the Presbytery of St. Augustine made the bold decision to retain the property and to attempt something new and exciting. The Presbytery voted to create what is now the Highlands Regional Ministry Center, with the hope that the HRMC would become a place where the vision could be resurrected and lived out. In 2019, the HRMC was officially opened and ministry began. That ministry consisted of providing space where non-profit user groups could have office space.



In 2019, the [Presbytery of St. Augustine](#) voted to embrace the [Matthew 25 Initiative](#). This initiative challenges churches and councils to commit to three areas:

- *Building congregational vitality*
- *Dismantling structural racism*
- *Eradicating systemic poverty*

The HRMC embodies those three foci and hopes to continue to do so for many years to come. We invite you to join us in this work. If you are a congregation, we invite you to partner with us financially and physically to continue this work. If you are a local non-profit or community group, we invite you to contact us to rent space for your meetings and events. If you are a service organization, we invite you to partner with us for community service projects and hours.



### Highlights for 2020

- Days for Girls produced nearly 6,000 masks during the pandemic
- The Counseling Center provided nearly 2,400 hours of therapy
- The Mobile Medical Clinic provided nearly 1,500 hours of free medical care to the uninsured/underinsured
- We had approximately 11,000 volunteer hours amongst all the organizations
- **Anticipate being revenue neutral/positive by the end of the year**
- Partnered with the following local groups:
  - Human Rights Coalition of Alachua County – assisted in distributing over \$60,000 in stimulus funds to undocumented individuals/families
  - Human Rights Coalition of Alachua County – produced nearly 400 community IDs
  - Civic Media Center – distributed food to nearly 200 families during the pandemic
  - Indivisible Gainesville – held candidate forums prior to the pandemic
  - Hosted a community education forum about structural racism in the school system
  - Hosted 5 training programs for local mental health clinicians

## USER GROUPS

### Days for Girls



# Days for Girls

Alachua County, FL USA Chapter



## 2019-2020 Chapter Annual Report

### *Look what we accomplished June 1, 2019—May 31, 2020!*

We received the Leadership and Service Advocate of the Year Award from the University of Florida. In response to the Covid-19 pandemic, we produced 4733 face masks in the first 9 weeks to distribute freely to local community members. Our sewing workrooms were considered "essential" and remained open while the rest of Alachua County was shut down. Many sewists picked up pre-cut supplies from Days for Girls and then did their sewing at home for safety.

We exceeded our local distribution goals by partnering with free food distribution programs to reach low-income women with free Day for Girls pods. And we distributed more kits this year than last in spite of the cancellation of most international travels. We have almost 600 kits ready for distribution.

**Total Kits Distributed: 2401**

**301**

Local Women & Girls  
Received Kits, Pods,  
&/or Menstrual Cups

**Income-Fundraisers, Grants,  
& Donations: \$21,963**

**Total Number  
on Email List:**

**2205**

**62 Took the Beginner Sewing Class**

**Face Masks  
Produced:**

**4733**

**Total Volunteer Hours:**

**7089**

(Does not include all sewing at home hours)

**Total Unique  
Volunteers:**

**885**

Mail: PO Box 1755, Alachua, FL 32616 Sewing Center: 1001 NE 16 Avenue, Gainesville, FL 32609  
alachuafld@daysforgirls.org (352) 316-6113 <https://www.facebook.com/groups/DaysforGirlsAlachuaFL/> [www.daysforgirls.org](http://www.daysforgirls.org)  
Online Donations: <https://donate.daysforgirls.org/team/151026>



## Gainesville Community Counseling Center

Welcome to the New You!

### 2020 Annual Report

2020 was a year of growth and expansion for the Gainesville Community Counseling Center. As a result of the increasing negative emotional and mental health issues related to Covid-19 our clinical hours have grown exponentially. We provided 2,822 of mental health sessions, with a majority of those coming in the last half of the last half of the year. We partnered with the Alachua County School Board and provided free group therapy for teachers and staff experiencing negative effects of Covid-19, and are now a direct participant in their System of Care. We continue to partner with the UF Mobile Medical Clinic to provide free medical care to the uninsured/underinsured twice a week, and we continue to partner with UF Health Aortic Disease Center to offer the state's only support group for people living with Marfan Syndrome, Vascular Ehlers-Danlos Syndrome, and (vEDS) Loeys-Dietz Syndrome. We applied for and received a \$158,000 grant from Alachua County. The grant helped us to purchase an RV which will be used as a Mobile Mental Health Clinic providing free or low-cost mental health services to low-income residents in Alachua County. The MMHC will also be able to deploy to disaster areas to provide mental health services. We expanded our staff to include a Spanish speaking therapist, a play therapist, and a therapist to specialize in LGBTQIA+ clients. We converted two of our conference rooms into individual offices to accommodate our growth in staff. Our staff now consists of 2 full-time therapists and 6 part-time therapists. Our goals for 2021 are to begin our horticultural therapy garden, to expand our group therapy program, and to expand partnership and sponsorship programs to assist us with providing free and low-cost services to our uninsured, underinsured, and low-income neighbors.

Total Client Hours: 2,822

Total Number of Clients: 404

#### Demographics:

White	80%
Black/African-Am	10%
Hispanic/Latino	7%
Asian	3%

#### Socioeconomic Status

Less than \$14,999	30%
\$15,000 - \$34,999	20%
\$35,000 - \$49,999	43%
\$50,000 - \$74,999	6%
\$75,000 or more	1%

## Unspoken Treasure Society

Unspoken Treasure Society is moving a little slower than expected but its all due to Covid 19! We have meetings that will be social distancing, mask and sanitizer for each person in both youth groups and our adult group.



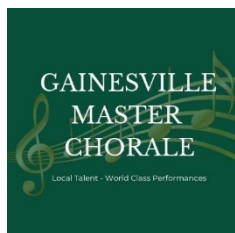
I have however had the chance to assist two transwomen that were displaced and I was able to do assessments on both women. I am working with metro west to assist getting them placed in a shelter until we are able to find adequate housing.

I have been on zoom calls constantly as I am an ambassador of the National Trans Visibility March that will be held in October so preparation for that is helping to keep me busy.

We hosted the first annual Halloween event for the local community. We had several other non-profit organizations participate. We used the event to distribute food and clothing to those in need.

Regina Livingston  
 Founder & President, Unspoken Treasure Society  
[unspokentreasuresociety18@aol.com](mailto:unspokentreasuresociety18@aol.com)

## Gainesville Master Chorale



A recent addition to the Highlands Regional Ministry Center is the Gainesville Master Chorale. They hold weekly rehearsals in the newly renovated worship space. Their rehearsals include some in-person singers (following appropriate social distance and mask guidelines) and other singers participating via Zoom. This could also become a possible new source of revenue for Highlands as well as taking the arts and culture to the East Side of Gainesville. They share space with Enduring Faith who currently uses the Sanctuary space for Sunday Church Services.



## Sanctuary of Enduring Faith



For the past 15 years, this congregation has worshiped at Highlands. This vibrant African-American congregation provides a multitude of services to the local community, including food drives, job training, and job placement for individuals recently leaving the prison system. Enduring Faith continues to be a tremendous partner for our ministry center.

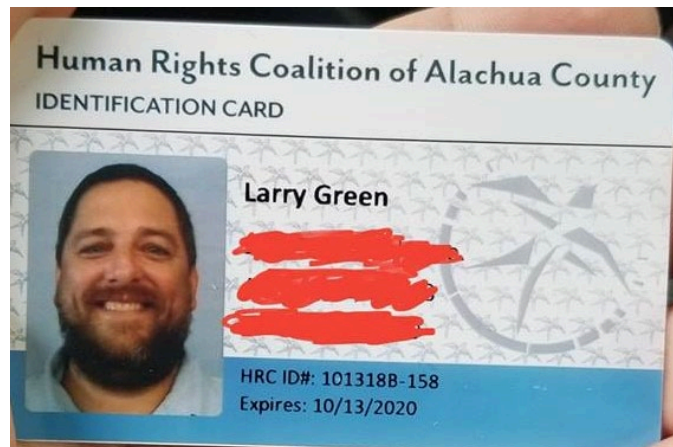
## FOLLOWING ARE SIMPLY SOME PHOTOS AND DESCRIPTIONS OF THE VARIOUS EVENTS WE HAVE HOSTED AND PARTICIPATED IN



### Community ID

The HRC Community ID card is for any resident in our community who may have limited access to government issued forms of identification. The ID will provide you with a verifiable form of identification, and help police officers and other community partners better serve and protect all residents. The ID additionally symbolizes your support of a diverse and inclusive community.

In 2016, members of Madres Sin Fronteras began advocating for a local ID, one that would grant members of our community, unable to access state-issued forms of identification, a reliable way to identify themselves to local law enforcement. These mothers and families recognized a local ID as an urgent need within our community. In order to address that need, the Human Rights Coalition of Alachua County has partnered with FaithAction International House, out of Greensboro, NC, to provide the HRC Community ID Card.



## Days for Girls



Days for Girls increases access to menstrual care and education by developing global partnerships, cultivating social enterprises, mobilizing volunteers, and innovating sustainable solutions that shatter stigmas and limitations for women and girls.

Together, we're creating a world with dignity, health, and opportunity for all. Our movement

has reached more than one million girls — and counting! With your help, we can reach Every Girl. Everywhere. Period.

## Food Giveaway with CWC and the Human Rights Coalition of Alachua County

In May, June, and July we partnered with two local agencies to provide food to over 200 local families in need. Recipients included local individuals and families whose employment was terminated due to the pandemic as well as undocumented individuals and families. As part of this process, we paid two local unemployed individuals \$15 per hour to deliver food to recipients rather than have recipients come to the center, which allowed us to protect the health of all involved.



We hosted an education summit focused upon addressing the race inequities within the local school system. The summit was attended by 50 people and resulted in the production of an equity plan which was presented to the board for consideration.

We coordinated with the Human Rights Coalition of Alachua County to collect and distribute over \$50,000 to undocumented individuals and families in Alachua County who had been negatively impacted by the pandemic. These people were not eligible to receive the stimulus funds from the government, so this was their only option. We receive a grant of \$30,000 from the City of Gainesville and collected \$25,000 through our online donation program. The HRC received a \$25,000 grant from the Southern Poverty Law Center to provide food to community members in need. A portion of that grant will be used to purchase a commercial refrigeration for Highlands, which will be used to store food in a safe manner.



## Appendix W - Synod Determination

**IN THE SYNOD OF THE SOUTH ATLANTIC**  
**PERMANENT JUDICIAL COMMISSION**

**St. Johns Presbyterian Church, Inc.\***

Complainant, \*

Vs. \* Remedial Case 20-01

**Presbytery of St. Augustine , \***

Respondent. \*

**Determination of Preliminary Questions Pursuant to D-6.0305**

The Stated Clerk of the Synod of the South Atlantic having properly transmitted notice of original Remedial Complaint dated November 16, 2020, and received on November 18, 2020, and Answer of Respondent Presbytery of St. Augustine dated December 18, 2020, the Moderator and Clerk have examined such papers with respect to the preliminary questions required to be determined as set forth in D-6.0305.

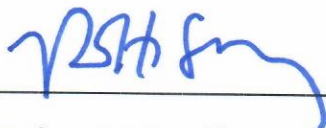
The Moderator and Clerk find that, while the Complainant may be justifiably frustrated with the pace of its request for “gracious dismissal,” and while some of that delay may be due to Complainant’s alleged failure to produce certain information necessary for consideration thereof, nonetheless two (2) of the four (4) preliminary questions are not met: (a) this council does have jurisdiction and (b) the Complainant has standing to file, but (c) the Complaint was not timely filed, and (d) the Complaint fails to state a claim upon which relief may be granted by this council.

With respect to timeliness, the Complainant has submitted copies of Session minutes from February 17, 2020, in which the Session directed the filing of this Complaint. One of the justifying factors listed in the minutes is “...no contact from the Administrative Commission in several months.” Even giving the most generous calculation, the latest factual allegation in the Complaint is at paragraph 95, in which it is alleged that “... in late April 2020, the AC Chair contacted the Clerk of Session...via telephone and asked to meet ‘one on one’...” Even that latest allegation occurred more than six months prior to the filing of the Complaint, far longer than the ninety (90) day maximum set forth in D-6.0200(a.)

Further, the Complaint seeks, at paragraph 106, that the “Synod dismiss St. Johns on gracious and reasonable terms...” However, pursuant to G-3.0303(b,) it is the authority of the Presbytery to dismiss congregations. The Synod has no concurrent authority regarding dismissal.

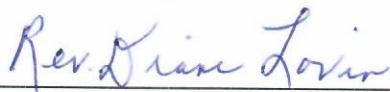
Therefore, the Moderator and Clerk find that this Remedial Action may not proceed and herewith report such findings to the parties and the PJC.

Respectfully Reported this 4th<sup>th</sup> day of January, 2021.



---

Robert H. Smalley, III, Moderator



---

Rev. Diane Lovin, Clerk