

Spring 2021 Stated Meeting

Docket Appendices

- A Mutual Mission
- B Montgomery Presbyterian Conference Center
- C Proposals for Use of Designated Funds
- D Presbytery-Wide Book Reading - God, Improv and the Art of Living
- E New Minister Information
- F Presbyterian Women
- G Nominating Team Report
- H Highlands Regional Ministry Center
- I Clark Simmons - Board of Pensions
- J Memorial Resolution for John Thompson
- K Presbytery Statistical Report for 2020
- L Financial Reports
- M Coordinating Council Minutes
- N 2021 Terms of Call Report
- O SAPDAC Hurricane Preparedness Materials
- P Synod Stated Meeting Report
- Q Administrative Commissions

Appendix A-1

Mutual Mission

JAMAICA ECUMENICAL MUTUAL MISSION CASTOR BEAN PROJECT

Our JEMM Partners (Jamaica Ecumenical Mutual Mission) have begun a program aimed at alleviating poverty, particularly in the rural areas of Jamaica where many of the persons there have lost jobs during the COVID pandemic.

There are many areas around the rural churches that are used for cultivation of crops and this makes it ideal for local farmers to participate in this project.

The project aims for the farmer to have an expected yield of between 1500 and 2500 pounds of the beans per acre each year.

The amount paid to the Jamaican farmers for the beans is \$1.00 US per pound. A good crop year could yield the farmer approximately \$3,000 US dollars per year.

The castor beans will be collected from the farmers and sent to a processing plant where the castor oil is expressed from the bean.

We applaud our JEMM Partners for their work in getting this project off the ground and for helping to provide an income for the farmers.

Random Facts about Castor Beans and the Castor Plant:

- The leaves produce an alcoholic compound that has been found to have specific medicinal properties that prevent liver damage.
- The bark extract has been found to be an anti-inflammatory agent
- Castor plant extracts are used to prepare insecticides
- Castor leaves are fed to silkworm larvae until they get in chrysalis stage
- Castor oil is used extensively in food processing, a flavoring agent and a mold deterrent

Our JEMM Partners are collecting monies to buy the Castor seeds to provide to farmers who don't have any other way of getting the seed. If you would like to participate in this project, please go to the donation page of the presbytery and access the Mutual Mission Site. [Presbytery Donations – Presbytery of St. Augustine \(staugpres.org\)](#)

Bob Bell, Co-Chair
Mutual Missions Committee

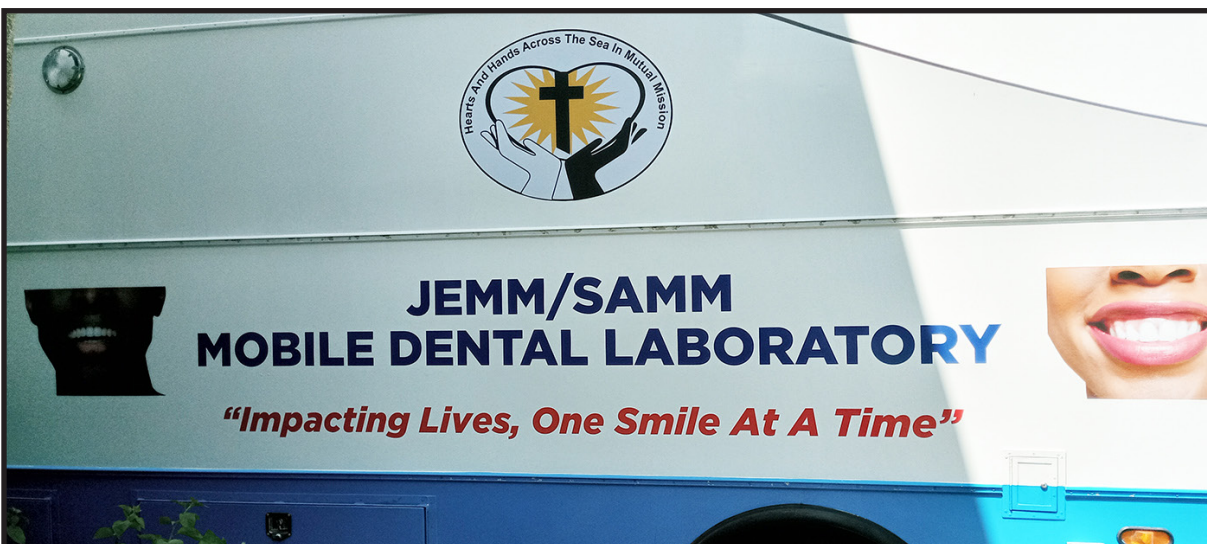
**The JEMM / SAMM Mobile Dental Laboratory ...
aka “The Tooth Bus” ... has been painted!**



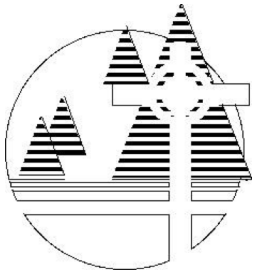
Front



Back



Side



Appendix B-1

Montgomery Center

Welcoming All

Executive Director Report Presbytery of St. Augustine Spring 2021 Stated Meeting

Therefore encourage one another and build each other up
just as in fact you are doing. 1 Thessalonians 5:11

May 4, 2021

This first quarter of 2021 has been very productive. Great revenue possibilities have opened for us after working hard in public relations, promotion events, community outreach, and many meetings with organizations and individuals. We are praying for a consistent number of small groups, families, and individuals using our services throughout the year, until COVID allows us to bring bigger groups. Montgomery offers a safe and therapeutic environment to release the stress that the Pandemic is causing to people, families, churches, organizations, and institutions. We are now experiencing our daily challenges as CHAMPIONS. We have the hope and comfort that comes from the strength of our faith in God, and the support that many Montgomery lovers are constantly showing to us.

1. MONTGOMERY 2021 CAMPAIGNS

Summer Camp, CHAMPIONS 2021: REGISTER NOW at MontgomeryCenter.net and support our Summer Camp Program. Summer Camp has been the most important and impactful program at Montgomery since 1957. With God first, Montgomery can help reverse the trend of young people moving away from God through our Summer Camp program. Many Presbyterian Churches in the Presbytery of St. Augustine are stepping up by registering and sponsoring their youth.

This year the message for our campers and staff is a continuation of the message from last year, as we experienced miracles in the midst of all the challenges that we faced due to COVID-19. In 2020 we OVERCAME, in 2021 we are now CHAMPIONS. Like the biblical warriors who like Jesus faced challenges with the belief that regardless of the outcome we are CHAMPIONS! We have the hope and comfort that comes from the

strength of our faith. Romans 8:31b. We currently have 56 campers registered; we need help from each church in the Presbytery to promote registration and sponsoring campers. We are sending brochures to each church, and we have an electronic version available upon request. We are limiting each week of summer camp to 48 campers. We hired most of our summer staff, but we are still looking for a Summer Camp Coordinator and a music leader.

Montgomery Champions: In an effort to have better communications and relationship with each church in the presbytery of St. Augustine we are recruiting one Montgomery Champion in each church. The Champion will serve as a liaison between Montgomery and the church. The Champion will also help us promote our services and programs in its correspondent church. We currently have three Champions, Lydia Ficquette from St. Giles Presbyterian Church, Melissa Daniel from Community Presbyterian Church, and Alan Cummings from Silver Springs Shore Presbyterian Church.

Adopt a Cabin: This year our God's Fixer Upper project is focused on Cabins. We are encouraging churches, organizations, and individuals to adopt our 11 cabins. Our priority are the cabins that we are using this summer camp; cabins 1, 3, 4, 5, 8, and 9.

St. Giles Presbyterian Church adopted cabin five (5), and Fernandina Presbyterian Church committed to adopt cabin seven (7). It is very encouraging to see members of the Presbytery working very hard and helping us get the property looking great again!

Connecting With The Presbytery Of St. Augustine: We want to visit each church in the Presbytery of St. Augustine and strengthen our relationships with the Presbytery. We want to communicate our improvements, promote our programs, have a better accountability, and reinforce their trust in Montgomery. Together we can save Montgomery and become a very successful ministry of the Presbytery! Below are the churches that I visited this first quarter.

Visited Community Presbyterian Church and met with Melanie Marsh-Baum (Pastor), Melissa Daniel (Church Educator), and Robert McCrary (Youth Director). Melissa became our First Montgomery Champion! Robert will volunteer for one of the Summer Camp weeks, as a Camp Chaplain. We had a good conversation and it was a very productive meeting.

Visited Palms Presbyterian Church and met with Jimmy Steele (Youth Ministry Coordinator/MPCC Board Member). We worked on the Committee proposal for the Board of Trustees. He also introduced me to the church staff. Palms' school might plan a field trip to Montgomery with their little ones.

Visited St. Giles Presbyterian Church, made a presentation about Montgomery in their Sunday service, and had lunch with their Senior Pastor, a member of their session, and their children's minister. My visit was very productive, they are the first church that adopted cabin five (5) under our Redemption Plan. Every Sunday they promote Montgomery, our Summer Camp, and sponsorship program.

Visited Silver Springs Shore Presbyterian Church on a Wednesday night, enjoyed fellowship and great dinner with them, and presented a summarized report of 2020. I also encouraged them to continue supporting us, as they have done it since my first visit a year ago. After my visit we received monetary donations and more art from their thrift store.

Attended the Sunday Service at Westminster Presbyterian Church virtually and presented a summarized report of our work in 2020 and our goals for 2021. Promoted our Summer Camp with Reverend Rhonda Cummings' help.

We hosted a tour at Montgomery for the following staff members from Palms Presbyterian Church: Jeffrey Weenink (Interim Pastor), Dana Riley (Director of Connection), Lori Vaughn (Church Business Administrator), and Jimmy Steele (Youth Ministry Coordinator/MPCC Board Member) and his family. Also Jonny Brown (Youth Director from Lake City, First. We gave them an update on our Redemption plan, and invited them to stay connected with us.

Met with Holly Dillon Inglis, the Coordinator of the Presbytery Ministry and Missions, Brian Michell (Director of Youth and Young Adults at Lakewood PC), and Jimmy Steele (Youth Ministry Coordinator/MPCC Board Member). We talked about the best way to reconnect with all the Children and Youth leaders in the Presbytery. We also talked about creating new programs in partnership with the Children and Youth leaders. We proposed a Children and Youth Leaders Reconnecting Day at Montgomery. I had the privilege to share my journey with them as the Executive Director at Montgomery. We also talked about working closely, planning different events for the Presbytery, and having Holly's support as the Coordinator of the Presbytery Ministry and Missions. Holly also met with other members of the staff. We are very excited about working with Holly.

2. PROGRAMS

Spanish Ministries: The "Red de Ministerios Sonshine", decided to postpone their annual conference for next year due to many of their churches being closed and still meeting virtually.

Presbytery Of St. Augustine Family, Fun & Fellowship: May 8, 10:00 am – 3:00 pm. This is an event for all Youth Leaders, Children's Ministry Leaders, and Pastors who are new to the Presbytery. A great opportunity to visit Camp Montgomery, see all the recent improvements and upgrades. Perfect time to spend a day relaxing with family and colleagues in ministry and enjoy some of Montgomery's favorite activities. There will also be time for conversations with myself, and Holly Dillon Inglis (Mission and Ministry Coordinator for the Presbytery of St. Augustine) related to programs, plans and how Montgomery and the Presbytery can partner with Leaders and Ministers.

BOOST Camp: July 26-30. We are continuing working with Tina Baker, the director at Keystone Heights Jr/Sr High School, A Community Partnership School, on the plans for the Teens-at-Risk camp. Our goal is to have 20 teens-at-risk. We are looking for more

donations to be able to bless those kids with good quality items; four camp T-shirts, socks, pillows, towels, shorts, shoes, bathing suits, backpacks, school supplies, and personal care supplies. We are also looking for a male chaperone, a male and a female counselor to volunteer for this camp.

Women Veterans Retreat: We are still waiting for the response from the Northeast Florida Women Veterans. I emailed the CEO as a follow up.

3. COMMUNITY OUTREACH/BUSINESS PARTNERS

We worked with the **Holiday Helpers** and put together a community Easter Egg Hunt, and shared the Easter story through different stations. We had about 40-50 people attending the Easter event. We gave away Kids' Bibles that were donated by different local churches and organizations. We gave food, Easter eggs, and a rock-climbing experience to all kids and families that attended this event. Kiwanis Club, Trinity Baptist Church, Answers, and St. Williams Catholic Church did a great job in presenting the story of Easter to all the families that came. All Montgomery staff volunteered and served in this event.

The Open House Luncheon for local businesses that we organized in collaboration with Maria Hitt, **Keystone Heights Airport Manager**, was a success. It opened many possibilities for our lodging and food services. We also talked about becoming part of the visitors/participant packet that will be offered for the event coming up to Keystone Airport on December 4-6 (NRX Nitro Rallycross, North America 2021 Series Calendar). We are very thankful to have Suzi Lemen attending/supporting this event.

After learning about **Twisted Oaks Rescue** through Kiwanis Club, we invited their founder and CEO Jessie Crowley to work with us as a community partner. She immediately got engaged with our mission and vision and led the organization and execution of "We Love Pets", a community event that celebrated their mission to "Keep Pets and People Together". We had about 20 vendors and about 200 attendees.

After giving a tour of the camp and meeting with Clay Robinson, the Children's Ministry pastor at **Trinity Baptist Church**, and his wife, Sarah Robinson, they planned a day-camp for the community on June 21-24. They registered 100 kids in 22 hours, after they opened registration.

Morgan's House is an organization that offers support and a transitional home for women and children who have been affected by addiction, abandonment or abuse. Pastor Troy Stephens, the founder, is interested in serving these families in partnership with Montgomery. His organization is also considering adopting cabin ten (10). He is waiting to talk with our Treasurer, Alan Cummings, to evaluate all the possibilities to work with us and bring revenue to Montgomery.

4. HUMAN RESOURCES

We completed all the year-round staff performance reviews. We finalized Housing Agreements and the Performance Review for Executive/Senior Management Form.

We changed staff meeting dynamic and established weekly meetings with each employee for reports, planning, and setting goals, objectives, and strategies from each department

The Outdoor Education Instructor, Cory Deemer, resigned. I worked with him on interviewing the applicants for summer camp jobs, and on wrapping up some of the projects that needed to be done before his last day of work. He completed his exit interview.

We are looking for a Summer Camp Coordinator, through different camp organizations, local organizations, and schools.

We sent an employment offering to twelve (12) of the applicants for Summer Camp 2021, eleven (11) of them have been part of Montgomery and one is from out of state. Ten of them are hired. We also have two volunteer nurses, one from St. Giles Presbyterian Church, and the other one from Lake City Presbyterian Church.

We edited the Hire Letter for counselors in collaboration with Suzi Lemen, Holly Dillon Inglis, and Alan Cummings. The letters were emailed to all the selected applicants after they responded to the employment offer email.

We trained and recruited one of our counselors from Summer Camp 2020, Trevor MacDonalds, to serve as a Host and Facilitator for our events. He served during one of our recent, most busy weekends. He will be called as needed.

Williams Welch, from Dunnellon Presbyterian Church, one of our Summer Camp 2020 counselors, is working with us under the Maintenance Director, helping on many maintenance projects to prepare the property for Summer Camp. He has also facilitated for different groups and events. He has demonstrated great commitment, hard work, and outstanding balance facilitating fun activities and maintaining high safety standards. We offered him the opportunity to work with us, because he was one of our outstanding counselors, high ropes facilitator, and great in leading kids and dealing with their behaviors. He is very respectful and responsible. He expressed in his interview that he wants to become an outdoors/camp instructor, and we believe that Montgomery is the best place to fulfill his career projections. He will receive specialized training/certifications to become our in-house facilitator after Summer Camp 2021. During the time that he has worked with us he became a certified archery level II instructor. He is in the process of getting certified as a lifeguard, CPR, First Aid and AED instructor, and he is also working on his boating license.

We emailed all the camp documents with our policies and procedures to Mary Kathleen Ebener, the registered nurse from St. Giles Presbyterian Church that will volunteer for a few weeks this summer.

We are working with Jennifer Bryan, the nurse practitioner from Lake City Presbyterian Church that will volunteer for a few weeks this summer. She will be part of the summer staff training, sharing her experience as a Montgomery counselor in the early 90's. She will invite other former counselors that are currently very successful adults.

5. FINANCES

Montgomery's Financial Statement Review is the most important financial project that we currently have. We met with Steve Sapp, CPA, about Montgomery Financial Statement Review and responded to his financial questionnaire. We had ZOOM meeting with him where he explained the details of the inventories and documents needed for the statement. He answered all the questions that the staff had about this matter. The CPA came and met with each department to evaluate the inventories, which the staff submitted on March 5, 2021. Our Director Of Operations, Zach Leopold, has submitted all the financial documents requested by the CPA, including all the W-9s that he collected from all the businesses that we have made purchases or received services from. We are completing few tasks to be able to finish this project.

The marketing grant was not granted to us.

We are waiting for the Williams Lodge kitchen to be finished, so we can write and submit the report to Clay Electric. This will allow us to re-apply for this grant.

6. REDEEMING OUR PROPERTY

Williams Lodge has been our main focus in our Redemption plan. The Mission Continues, Fernandina Presbyterian Church, and William Welch painted the kitchen, dorms and common area. Our maintenance director with the collaboration of some staff members installed the new floors in the common area. The ramp for wheelchairs was donated and installed by a local retired pastor, Frank Boundarant. The kitchen will be fully functional before Summer Camp.

Aaron Vurgason Electric and Automation installed the front gate at no cost. We only provided the material.

7. FUNDRAISER AND PROMOTION:

We invited the Pastor, and the Business Manager of Faith Fellowship School (Homestead, FL.), and their families to stay overnight at Montgomery, gave them a tour, and introduced them to all our activities.

8. MARKETING AND COMMUNICATIONS:

Jason Salvagni, the Vice-president of the Board recommended ReEnvision Harmony and Social Equity to handle our marketing, after his research, and evaluating the three quotes that were presented to the BOT. We are already working with the marketing company, we are using the first month's retainer fee to cover the creation of the brochure and general marketing for Summer Camp as well as getting our social media strategy and copy positioning started.

9. PRESSINGS NEED

- We really need a good printer for the office, a good one will cost between \$500.00 and \$750.00

Blessings!

Monica Williams
Executive Director

Appendix B-2
Montgomery Treasurer's report
Alan Cummings

1. The financial statements and notes are included with the Presbytery Treasurer's information.
2. The year 2019 ended with a \$200,000 deficit. The year 2020 ended essentially at break even and included in that, we had paid off about \$85,000 of the 2019 deficit. In 2021, by the end of April, we will have paid another \$9,500 of that 2019 deficit.
3. We continue to evaluate all expenses and are changing insurance providers effective May 1 that will provide an annual savings of about \$16,000. Our new provider is same as Presbytery's.
4. The CARES grant received through Clay County and the 2nd PPP loan (forgivable), has provided us with the additional funding to stay current on all expenses and continue to pay down the 2019 payables.
5. We still have about \$88,000 available to draw upon for renovation from the PILP loan. These funds are available to us until Dec 1, 2021. Due to Covid, we have not moved forward with any additional projects in the past several months. We will evaluate and use the funds most likely this fall.
6. We truly appreciate the strong financial support of individuals and churches during this difficult time of Covid. We are expecting a good summer program and encourage churches and individuals to book events at Montgomery. We are glad to welcome all guests to Montgomery.

Process for Disbursement of Designated Funds

Guidelines for Applicants

(See Also Special Guidelines for Congregations Below)

In order to be more faithful and intentional in our financial stewardship, the Coordinating Council has approved the following process for disbursement of designated funds:

1. On at least a semi-annual basis, the Coordinating Council will provide a list of designated funds to the members of all committees, commissions and teams* and to the clerks and moderators of the session of each congregation (*note: including Presbyterian Woman and Montgomery Presbyterian Conference Center).
2. The list will include the name of each fund, its line item number, its purpose/permissible uses, and amount available for disbursement during this application period.
3. An applicant may apply for disbursement of funds to support an identified project for mission and ministry. The maximum amount of time that a project will be funded is three years. Ordinarily, a single entity will be limited to no more than two awards within a three year period. Presbytery committees are encouraged to meet as a group to brainstorm ideas for using these funds in a collaborative way. The committee chair will sign the application showing that he/she is aware that the application is being submitted.
4. The completed application form will be filed with the Stated Clerk by email at sandra@staugpres.org by the deadline provided.
5. A small team designated by the Coordinating Council will review the applications for completeness and gather additional information as needed.
6. The Coordinating Council will give prior notice of the meeting or meeting(s) when the applications will be considered and will hear from the applicant if requested by either the applicant or the Coordinating Council.
7. Following consideration of each application, the Coordinating Council will vote on whether the grant will be awarded.

8. The Coordinating Council will notify the applicant as to whether the award will be made and, if awarded, when the funds will be disbursed.
9. Notice of all awards, including the name of the fund, the amount, and a description of the project, will be provided to the presbytery by the time of the next stated meeting.

Special Guidelines for Congregations

1. The designated funds currently available are for small congregations, defined as 100 members or under.
2. The application will include the date of the session meeting when the application was approved and the signature of the moderator or session clerk.
3. Preference will be given to congregations that have made a written pledge for unified giving to the presbytery and have fulfilled their pledges and made their per capita contributions in a timely manner.



PRESBYTERY OF ST AUGUSTINE DESIGNATED FUNDS DISBURSEMENT PROPOSAL

1. PROJECT NAME: _____
2. SUBMITTED BY: _____ DATE: _____
3. (Committee, Commission, Congregation, or Team)
4. CONTACT PERSON: _____
5. (In case we have questions) EMAIL: _____
6. PHONE: _____
7. AMOUNT REQUESTED: _____ FROM LINE ITEM: _____

8. BRIEF DESCRIPTION OF PROJECT (Please limit description to the space provided.):

9. WHAT ARE THE AREAS OF THE STRATEGIC PLAN THIS PROJECT SUPPORTS? (Please List.)

10. WHO ARE THE PEOPLE AND/OR GROUPS TO BE SERVED BY THIS PROJECT?

11. WHAT IMPACT WILL THIS PROJECT HAVE ON THEM?

12. WHAT UNMET NEEDS DOES THIS PROJECT ADDRESS?

13. WHAT OUTCOMES DO YOU EXPECT FROM THIS PROJECT?

14. HOW WILL YOU EVALUATE THE SUCCESS OF THIS PROJECT?

15. WHAT ACTIVITIES WILL BE CARRIED OUT TO SUPPORT THIS PROJECT?

16. OVER WHAT PERIOD OF TIME: _____

17. WILL YOU INVOLVE OTHER COMMITTEES, TEAMS, COMMISSIONS OR OUTSIDE AGENCIES IN CARRYING OUT THIS PROJECT? IF SO, WHO AND HOW WILL THEY BE INVOLVED?

18. DETAIL YOUR BUDGET AND EXPLAIN HOW EACH ITEM SUPPORTS THE PROJECT (Please do not exceed the space provided):

19. HOW DO YOU EXPECT TO SUSTAIN THIS PROJECT WHEN THE GRANT EXPIRES?

20. ARE THERE BUDGET IMPLICATIONS BEYOND THE TIME SPAN OF THE GRANT TO MAINTAIN SUSTAINABILITY? IF SO, WHAT ARE THEY?

21. APPLICANT SIGNATURE: _____ DATE APPROVED: _____

21.a ORGANIZATION CHAIR: _____ DATE APPROVED: _____

22. CHAIR COORDINATING COUNCIL _____ DATE: _____

23. AMOUNT ALLOCATED: \$ _____ DATE: _____

Designated Funds Listing

Below are the designated funds that are available only to presbytery committees, commissions, and teams.

<u>Acct #</u>	<u>Name/Description</u>	<u>Available for distribution</u>	<u>Maximum grant request</u>
2340	Nichols Fund (stewardship training) These are funds collected from a stewardship education event and designated for stewardship training.	\$2,002	\$2,002
2525	Conflict Management Training These funds came from portions of what is now called the “Peace & Global Witness” offering (formerly “peacemaking offerings” that were previously designated by the presbytery for special pastoral training).	\$1,698	\$ 500
2629	Peacemaking These funds are the presbytery’s 25% share of annual peacemaking offerings to be disbursed for “ministries of peace and reconciliation” (see more information at pcusa.org/peace-global-witness/).	\$27,333	\$2,500
2621	Pentecost These funds are the presbytery’s share of annual Pentecost offerings made in prior years and are designated for youth ministry.	\$2,357	\$2,357

Below are the designated funds that are available only to churches with 100 or less members.

<u>Acct #</u>	<u>Name/Description</u>	<u>Available for distribution</u>	<u>Maximum grant request</u>
2515	Charles J. Williams Fund Given by the Williams Family for grants to small churches that need repairs. Churches with 100 members or less may make a request from these funds.	\$51,886	\$5,000
2599	Small church revitalization These funds were designated primarily to support small churches that are “struggling environmentally or financially.” Churches with 100 members or less may make a request from these funds.	\$7,363	\$1,000

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

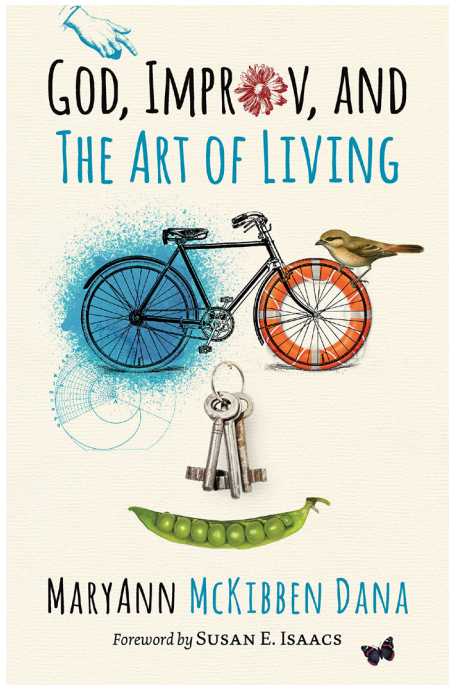
- Thrive and grow in faithfulness to Jesus Christ.
- Create a culture of unity, diversity and inclusion where everyone is of one heart and soul and working together for the common good to the glory of God. (Acts 4:32)
- Create a strong missional focus, showing God's love to all generations.
- Shepherd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

Key Strategic Issue 1	Key Strategic Issue 2	Key Strategic Issue 3	Key Strategic Issue 4
Thrive and grow in faithfulness to Jesus Christ.	Create a culture of unity, diversity and inclusion...	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
<div>1. Provide resources, education, and study groups to help churches thrive and grow</div> <div>2. Equip and empower relationships among clergy in the presbytery, sharing practices, ideas and resources</div> <div>3. Encourage new and innovative opportunities for people not currently active in church</div> <div>4. Continue to seek to connect with young people in all aspects of ministry</div>	<div>1. Improve communication and technology to meet current needs of Presbyterian congregation members</div> <div>2. Continue to build on the strengths of the area relationship coordinator program</div> <div>3. Create greater enthusiasm for serving as a presbytery volunteer</div> <div>4. Promote unity, diversity and inclusion through intentional engagement</div>	<div>1. Promote and support local missions of the congregations throughout the presbytery</div> <div>2. Seek new missional opportunities within and outside of our presbytery</div> <div>3. Encourage shared missional opportunities between congregations</div> <div>4. Promote current missions of the presbytery</div> <div>5. Develop ministries that impact younger generations</div> <div>6. Explore new paradigms of ministry for the changing church</div>	<div>1.Create ways to inspire joyful generous giving</div> <div>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.</div> <div>3.Train, evaluate, encourage and recognize presbytery volunteers and staff</div> <div>4.Promote and support virtual abilities for all congregations</div>

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.

God, Improv and the Art of Living

by MaryAnn McKibben Dana



*The Rev. MaryAnn McKibben Dana is a writer, free-range pastor, speaker, and coach living in Virginia. Like many authors, MaryAnn writes the books that she herself longs to read. So as a recovering perfectionist who likes her backup plans to have backup plans, she penned **God, Improv, and the Art of Living**, about embracing improvisation as a spiritual and life practice.*

<https://www.maryannmckibbendana.net/>

Order *God, Improv, and the Art of Living* from [IndieBound](#), [Amazon](#), [Barnes and Noble](#), or the bookseller of your choice.

The central principle of “yes, and...” in improvisational theater has produced a lot of great comedy. But it also offers an invigorating approach to life in general, and the spiritual life in particular. From Moses to Ruth to Jesus, Scripture is full of people boldly saying “yes, and . . .” as they accept what life throws their way and build upon it.

Pastor, speaker, and improv aficionada MaryAnn McKibben Dana here blends Scripture, psychology, theology, and pop culture in a wise, funny, down-to-earth guide to improv as a practice for life. Offering concrete spiritual wisdom in the form of seven improvisational principles, this book will help readers become more awake, creative, resilient, and ready to play—even (and perhaps especially) when life doesn’t go according to plan.

“We are all improvisers,” says McKibben Dana, “whether we realize it or not. We improvise in order to get through the day. We improvise when life surprises us. We do it without even thinking about it. This book will help you do it better.”

Appendix E

New Minister Information

1. Erin Horne, Validated Ministry – Presbytery of St. Augustine, Area Relationship Coordinator (Area 3)
2. Rebecca Putman, Pastor – Westminster Presbyterian Church, Gainesville
3. Jean Goodwin, Validated Ministry – Chaplain, Westminster St. Augustine

STATEMENT OF FAITH FOR THE CALL COMMISSION

Erin Horne

CONFESSION OF FAITH

1. God is the author of life, revealed by Holy Scripture. Before humans existed, God was. God has authority over all things. God is above the furthest lengths of human comprehension. It is the glory of God to be mysterious and the glory of humankind, is to search God out. God is worthy of honor and worship, exists in three persons: Father/Parent, Son/Human, Spirit. The earth is The Lord's and everything in it, the world and all who live in it.
2. The posture of the human heart is naturally inclined to selfishness; sin is in the heart of every human. (Original Sin) The wages of sin is spiritual death, separation from God. This, however is not the end of the story for humanity. Humans are made in God's image, innately endowed with the capacity for creativity and beauty, generosity, vision. This Godly expression in humanity exists alongside the sinful inclination of the human heart.
3. As all people are made in God's image, it is incumbent upon Christians to see themselves as superior to none, inferior to none. We are all The Lord's (see the earth is the lord's and everything in it, the world and all who live in it) and therefore have equal value.
4. God has chosen human beings as care-takers of God's creation. Therefore it is incumbent upon Christians to endeavor to treat nature with respect and reverence. Nature belongs to God, entrusted to us, as stewards of God's good gifts in creation.
5. Jesus Christ walked the earth; Jesus was fully human and fully God. In Jesus, God entered into humanity, experienced firsthand human brokenness, beauty, and agony. God is empathetic toward humans.
6. Jesus lived a human life without sin. Jesus is the healer of sin and its affects. Jesus lived in the geographical area known today as Israel & Palestine, was put to death at the hands of the government via crucifixion, and supernaturally raised to life again. Thus Jesus spiritually fulfilled the Abrahamic Covenant of the Old Testament and ushered in a new revelatory covenant of forgiveness for sins, offering grace through belief in Jesus' name. Jesus is the (ultimate priestly) intermediary between God and humanity, making a way to bring humans to God, restored. Christians are raised to spiritual life in Christ and will worship God in heaven for all eternity.
7. This is the Church: God's covenant people gathering to worship, bringing God's kingdom to bear, filling the earth with God's glory. Through Jesus, Christians are freed to live into God's created order, as ones made in God's image. Christians continue to be God's image bearers, bringing light and God's love to bear in our world. We embody and project the image of God thus participating as Christ's ambassadors of reconciliation to all people. All tribes, all nations, people of every ethnicity and stripe will worship as the church. As people who belong to The Lord, Christians ought to regard their lives as offerings.

STATEMENT OF FAITH FOR THE CALL COMMISSION

Erin Horne

8. Through the Holy Spirit, Christians receive God's guidance, are empowered by wisdom, have the ability to desire greater gifts of Christlikeness, practice the fruits of the Spirit (Galatians). As Christians seek God, their spiritual ears become tuned to hear God's voice, through The Spirit.
9. Sacraments - I believe baptism is an outward sign of an internal spiritual reality: one's new life in Christ. As Presbyterians, we are baptized into a covenantal family. We belong to one another. I believe Holy Communion is an act that brings renewal and unity. We are renewed with and unified by Christ's presence among us as we sup at the Lord's Table. It is our powerful ritual of remembrance, as Jesus asks us to eat this meal in remembrance of him (Luke 22:19). We remember Jesus: his shed blood, his broken body.

Spiritual Journey Erin Horne

I was spiritually aware at a young age. I had a powerful moment when I was preschool-aged, sitting alone in the backseat of my parents' car one evening. I quietly had a conversation with God. I told God I believed in God, and using the language I heard earlier that day in at my religious preschool, I 'asked Jesus into my heart.' I grew up attending non-denominational Christian churches. Even when my parents did not go, I asked them to drive me and drop me off. In middle school I switched to a different church, where my parents never attended, but gave me rides. I learned about the major stories and themes of the Bible in my Christian school, and through my youth group I learned about Jesus' love for me. My Christian friends and I earnestly tried to love and serve God. As a young person I served at church: worship team, nursery, children's church, youth leadership team. I attended Young Life (YL, a non-denominational Christian organization) as a teenager. YL taught me that God was very personal and that an individual could laugh hard, not be perfect, and still be a Christian. The YL leaders left deep impressions on me as authentic people who cared about others, had deep joy, and gave their time selflessly. At YL I heard the good news that God loves us first. Before we were, God loved.

My call to ministry came in high school. After leaving my first Young Life meeting, I was deeply struck by the personal way in which everyone prayed to God and spoke about Jesus as a real person. I remember lying in my bed that night, at age 15, being overcome by a desire to love God and serve God. I remember quietly crying and telling God that I would serve, that I would "go" and tell people about God's love for them. In retrospect, I believe this was the significant moment of my call to ministry. I have returned to this memory many times as affirmation of my call. The reality of this call has been fleshed out and reaffirmed repeatedly in the years since. My college years were an intellectual torment. On the one hand I faithfully attended Covenant Presbyterian Church, served and ministered to young people through Young Life. On the other hand I wrestled spiritually, attempting to make peace between my intellect and my faith. My soul felt battered and splintered when I graduated in 2003. God was faithful to surround me with kindness and people who were patient with me. God rubbed salve into my chapped soul through Scripture and God's people. God's faithfulness renewed me.

After college I took a job with Young Life outside Washington, D.C. What a rich time in my life spiritually and personally. In Young Life my gifts were valued and encouraged; I was given opportunities to lead early in my career. I grew in my dependence on God, juggling the requirements of full time ministry: developing something from nothing, leading a steering committee of adults far older than me, raising a large budget. I received fruitful spiritual and professional mentoring. I took seminary courses. I received effective non-profit leadership training: entrepreneurship, strategic planning, marketing, fundraising, relationship-building,

Spiritual Journey Erin Horne

large-scale event planning. I was chosen to be the keynote speaker for a month at a Conference for Young Life. This was a high honor and I was humbled and terrified. I developed a Six-Talk-Series and delivered these messages four weeks in row. The crowd each week numbered around 500 individuals. People came to faith in Christ. This was one of the most powerful things I have ever done. To this day I am deeply grateful for the opportunity.

In this time the Holy Spirit came to the fore in my spiritual life. Through times of communal prayer, intentional solitude, individual Scripture-reading, and hearing powerful sermons, my spiritual life expanded as I experienced the wonder of the Holy Spirit. This time included ministry-motivated travel to countries in the developing world. Under the leadership of pastors and evangelists in these countries, I received prophetic words and renewal through powerful prayer. My eyes opened to a new realm of spiritual living I previously did not know. I slowly began to experience mystical parts of Christian spirituality that previously did not fit my paradigm.

I've often noticed that, for some reason, God speaks more clearly and directly when I am away from my typical routine. Perhaps God is speaking at the same volume as usual, but I have less 'noise' in my life or fewer distractions when I am away, so that I hear God more clearly.

In the next movement of my life, God graciously called me to something new, "I am about to do a new thing; now it springs forth, do you not perceive it? I will make a way in the wilderness and rivers in the desert." (Is. 43:19). It was as though God said to me, "Thank you, Erin. Now, go." I quit my job and spent my savings traveling in Europe and Africa for an extended period of time. That time of life opened my eyes to God's pleasure over me when I was not professionally working in ministry. It became apparent how entrenched I had become, living the lie of works-based righteousness. Though I ascribed to "grace alone" theology, in practice my life was motivated by a cunning lie: I would only receive God's approval as a direct result of obediently fulfilling spiritual duty to minister and evangelize. Words from Luke 12:48, "to whom much is given, much is required" reverberated like those of a demanding task-master in my head. This burdensome thinking was twisted around my earnest motivation, choking the life out of the good gift. Previously I did not experience the Jesus whose yoke was easy and burden, light. What a gift this time of travel and discovery were for me! What a privilege to live this. I discovered God's generosity toward me in this season. It freed me. I am changed because of this time.

I returned to the states and took a job in business. During this period of time I learned the special community a church can provide. There were a large number of young professionals at the

Spiritual Journey Erin Horne

church I attended and we spent lots of time together in play, service, sharing meals, studying Scripture, showing up for one another. I struggled in this time as well. The church I attended did not celebrate women's leadership in ministry, ascribing to complementarian theology. In fact, after years of robust and meaningful ministry leadership, I was not permitted even to lead a co-ed community group in this church. I was torn because the fellowship was rich in this place, but I felt anger and injustice. It bubbled up one particular week. A male elder preached when the pastor was away. Though well-meaning, he was terrible. Not a public speaker or communicator by gifting, he sputtered and painfully made his way through a poorly-organized, patched-together (I hesitate to even call it a) sermon. I remarked to my brother, who also attended, "I can't lead a community group Bible study, but that guy can preach on Sunday morning?" on my way out the door.

Interestingly, this church is also the place where I learned a powerful truth about The Lord's Supper. I felt prolonged, simmering anger toward a theologically-conservative, complementarian friend. I remember so vividly taking communion one Sunday. I walked forward for the bread and the wine, returned to my seat. Across the sanctuary I saw him walk forward for the bread and the wine; he partook. It struck me that though we were divided in our interpretation of God's intent for men and women, we were united in Christ. Christ's body broken for me, for him. Christ's blood poured out for me, for him. We both sup at the same table, our bodies metabolize the same physical loaf of bread, drinking from the same bottle of wine (read: grape juice). My resentment melted. I saw my brother as someone attempting to be faithful. I laid down my "right" to offense and chose to disagree while loving and valuing his gifts. It is worth mentioning presently his views have changed and he has since apologized for limiting the expression of women's gifts.

During my twenties I would frequently say, "one day I think I'll go to seminary, but it doesn't seem like the right time now." People asked what I would do with a seminary degree. My response, "I am not sure. I desire deeper learning and preparation for ministry, but not sure how it will all shake out." I knew I had a call to ministry, gifts of communication and teaching, love for the Bible, desire to care for others and build God's kingdom. I was apprehensive saying I wished to be a pastor. Though it would have been the natural step for a male in my situation, I felt unsure because I was formed in a complementarian faith tradition.

I have encountered God while working in ministry and in the marketplace. During my years in business I felt out of place, but endeavored to make business relationships valuable. I viewed this time as a particular litmus test for my Christianity, where I was challenged to bring faith and

Spiritual Journey Erin Horne

life together while doing work which appeared “non-spiritual.” An obvious misnomer, as all of life is in fact, spiritual. I was pretty miserable selling insurance. This experience solidified my understanding of my call. My gendered experience in the church I attended solidified my theology of women: equality equipped, equally called. This was also the time period where I met my now husband, Jon, a Naval aviator. I accepted God’s kind gift: my husband, and still revel in God’s generosity expressed through Jon.

After getting married in 2011 and moving to Jacksonville, we settled into a church that valued women in leadership, St. John’s Presbyterian Church in Avondale. The next year I took a position with Young Life in Jacksonville and enrolled locally in the M.Div. program at Gordon-Conwell Theological Seminary. The years at seminary were intellectually stretching and an incredible space to reason, read, write, and learn. Over the next several years it became natural to see women in pastoral roles. The PCUSA has been a breath of fresh air, where women lead and it’s a norm. My confidence to express and live into my desire to become a pastor was the natural outcome of consistent Presbyterian worship. I became an Inquirer with The Presbytery of St. Augustine in 2016, a year after graduating with my M. Div. from Gordon-Conwell and completing CPE at Community Hospice of NE Florida. I served as a Pastoral Intern at Kirkwood Presbyterian Church, learning the rhythm of pastoral life and serving in various pastoral roles. The pastor and congregation were kind and this was a warm, meaningful time of relationship, learning and serving.

Since becoming an Inquirer with the Presbytery I’ve had two children and moved states twice. The last year and a half have brought an unexpected chronic cancer diagnosis in my immediate family, my mother’s health has declined, and we’ve had an unusually high number of peers die quite young. This pushes my theology of death and dying to the fore. I am asking questions about what hope means. Our grief is with us. It’s a journey I continue to walk and wrestle through. I cling to the joy of The Lord as my strength and my strong, proven belief that God will provide. What a rich life I have, what a gift it is to live it. The requirements of daily life have increased with the addition of my children, especially during Covid. I find myself longing to serve, to use my gifts outside of my household. I am grateful for the opportunity to serve the church as Area Relationship Coordinator for Area 3, pending ordination. God has surprised me generously again with a position that utilizes my gifts, and a time requirement that suits my current life. I hope to listen well, encourage honestly, and share life authentically with church leaders in Area 3, while we witness to the good news of Jesus together.

Statement of Faith: Rebecca Lawson Putman

I believe in the one triune God. I believe in God the Father of Jesus Christ, who created all things seen and unseen. God created the heavens and the earth and rules over God's marvelous creation with loving providence. God makes all people equally in God's own image. Though humans were created good in order to live in community and worship God, we have defied our Creator by breaking God's commandments, failing to honor our planet as God's creation, and denying the love due to our neighbors as those who are also created in the image of God. Despite the sin that humans commit again and again, God elects to be reconciled with creation. In the Hebrew Scriptures, God makes a covenant with Israel as the people chosen to be a light to the world. Through Jesus Christ, all people are allowed to enter into covenant with God. God the Father remains faithful and merciful to us and, through baptism, adopts us as God's own children.

I believe in Jesus Christ, the only begotten Son of God the Father. He is both fully human and fully God. In him, God was united with a human and walked in the world that God created. Through the Incarnation, Jesus Christ taught humanity about God in a way that had not been possible in any other way. Because of human sin, Jesus Christ suffered and was crucified on the Cross. As the Resurrected One, he tasks us as his followers with spreading the Good News of salvation, mercy, love, and justice to the whole world. He ascended to be with God the Father and will one day return to rule in glory.

I believe in God the Holy Spirit, who is the giver and sustainer of life. The Holy Spirit allows us to know God, our salvation, and our calling through God's grace and mercy. In this knowledge, we are able to love both God and our neighbor. The Holy Spirit spoke to us through the prophets, apostles, and Holy Scripture, and the Spirit continues to speak through the study and proclamation of the Word of God in both word and deed. In the two sacraments of baptism and the Lord's Supper, the Holy Spirit makes the earthly elements of water, cup, and bread into visible signs of God's invisible grace. The Holy Spirit empowers us through prayer to do the work of God in the world and become co-creators in bringing about God's dream for the world. This work includes witnessing to all people that Christ is our Lord and Savior, hearing the cries of those oppressed, and working toward peace and justice for all of creation as we wait and prepare for the glorious reign of Jesus Christ in the new heaven and the new earth.

I believe in the one, holy, catholic, and apostolic Church. The Church is the earthly form of the Body of Christ and is bound together by the Holy Spirit. As the Body of Christ, the Church helps prepare the world for the coming reign of Jesus Christ by being a witness to and a witness for the saving action of God as witnessed to us by the Holy Scriptures, which are the unique and authoritative witness to the action of God in creation. Through grace, I can say with faith and gratitude that God's love is total, complete, and unconditional.

Faith Journey: Rebecca Lawson Putman

My family and I first started attending church when I was 5 years old. Since my mother had grown up Presbyterian, we picked the closest congregation in the PC(USA), which happened to be the First Presbyterian Church of Sparta, New Jersey. I had been familiar with Bible stories from picture books my parents had read me when I was very little, but it wasn't until I started attending Sunday school and church that I really fell in love with God. I asked to be baptized and was baptized on my sixth birthday. From that point on, I was continually actively involved in the congregation, from being in youth group, participating in the Easter and Christmas pageants, attending Sunday school, and "helping" the older and mostly-retired parish associate decorate the sanctuary for special services while my mother worked in the church office. It was during one of those afternoons that he helped me climb into the pulpit and told me I belonged there. I giggled, but he never backed down from his statement, repeating it multiple times throughout my childhood and adolescence.

In high school, I was very excited to get to participate in confirmation class. I deeply enjoyed spending those 18 months covering much of what was in the Bible, but the more I learned, the more questions I had about what the Bible said, theology, and what the differences were between different denominations. I turned to Wikipedia to answer some of my questions, but I became deeply concerned about the fact that the Bible as I knew it was a translation, and therefore I couldn't be completely sure what it actually said. I considered teaching myself Greek and Hebrew, but that seemed too difficult, so I contented myself to obsessively comparing Bible translations to try to figure out where there were significant differences in what certain passages meant. It was around that time that my mother started suggesting I go to seminary after college, but I didn't pay much attention.

After college, I moved in with my parents while I attended graduate school, and we joined the St. Andrew Presbyterian Church in Denton, Texas. My mother ended becoming involved in an intense Bible study class with reading assignments for every day. The problem was that although my mother is an absolutely brilliant person, she has dyslexia and struggles reading most Bibles since they have small print on see-through paper. Because of her difficulty, I decided to read her daily passages out loud to her. Over the course of about 9 months, I read the entire Bible to my mother. We ended up getting into many discussions about the essays she was also assigned to read and the research we did on the passages we were reading. I had already considered myself strongly Christian and fond of the Bible, but it was during this period that I fell completely in love with Scripture. The more I learned, the more I wanted to know. I also loved talking about what I was learning and thinking with my mother, my friends at church, and the other people in the Bible study.

I realized that this intense and growing desire to learn about the Bible and theology, and teach others, what I was learning was indeed a call to seminary. Since I had grown up in New Jersey, the word "seminary" was synonymous with Princeton Theological Seminary, so I decided to go there, and then I informed my parents of my decision. Thankfully, they were supportive! My mother's exact comment was, "Finally!" When I arrived at seminary, I was certain that God was

calling me there, but I wasn't certain what my calling after seminary would be. I was excited and relieved that I would finally get to learn Greek and Hebrew, which had been my dream for over a decade.

After my first year, I did a summer pastoral internship at the Mayfield Central Presbyterian Church in the Adirondack Mountains in New York. When I led worship for the first time, I knew without a doubt that this was what God was calling for me to do. The rest of my internship further confirmed that impression, so I joined the church and came under care of Albany Presbytery as I started the ordination process. I also met an extraordinary man named Greg that summer, and I am blessed to now call him my husband.

Since graduating from seminary in 2015, I have served as the solo pastor of Northville United Presbyterian Church, which is also in Albany Presbytery and the Adirondack Mountains. I have also served the Presbytery during that time, including as the co-chairperson of the Committee on Ministers and Congregations and later as the Stated Clerk. I am excited to continue to serve God and the Church as the pastor of the Westminster Presbyterian Church in Gainesville. I trust that God is calling the congregation and I together so that we can learn and serve as we grow together into the people that God is calling us to be and extend God's welcome to those in our midst.

Complete the fillable fields
below, print, sign and return
via email or mail.

REPORT OF TERMS OF CALL
Presbytery of St. Augustine
2021

Pastor / Certified Educator _____ Telephone _____

Church or employing entity _____

Terms of Call	2020	2021
A. Personal Compensation		
1. Annual cash salary	_____	_____
2. Housing allowance (if no manse)	_____	_____
3. Utilities allowance (if applicable)	_____	_____
4. Medical supplement (if any)	_____	_____
5. OPTIONAL SECA tax reimbursement (above required 50%)	_____	_____
6. Deferred income	_____	_____
7. Other income (specify _____)	_____	_____
8. Manse amount (30% of total of lines 1-7)	_____	_____
9. Total effective salary	_____	_____
B. Expenses		
10. Reimbursable professional expenses		
a. Auto expenses	_____	_____
(OR provision of auto w/full expenses)	_____	_____
b. Book allowance	_____	_____
c. Other reimbursable expenses	_____	_____
11. Continuing education allowance	_____	_____
12. Total Expenses	_____	_____
C. Required Benefits* (click here for Board of Pensions Calculator)		
13. Major medical (27% of line 9)	_____	_____
14. Pension / Disability (10% of line 9)	_____	_____
15. REQUIRED 50% SECA Reimbursement	_____	_____
16. Total Benefits	_____	_____
TOTAL PACKAGE	_____	_____
D. Vacation and Leave		
Vacation	_____	_____
Study Leave	_____	_____
Parental Leave	_____	_____
Additional Terms (may use separate page)	_____	

Anne Newman
PNC Chair or Clerk of Session

Rebecca Lawrence Patterson
Pastor/Associate Pastor / Certified Educator / CRE
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. BOP benefits – if provided for contract positions – may be subject to different calculations. Please check with a tax advisor for tax advice.

Please return by **March 3, 2021** by email to Sandra Hedrick, Stated Clerk (Sandra@staugpres.org) OR
By mail: Presbytery of St. Augustine, 1937 University Boulevard W., Jacksonville, FL 32217

Additional Terms to
Report of Terms of Call
for
Rebecca Lawson Putman
Westminster Presbyterian Church
Gainesville Florida

C. Required Benefits

Add Line 13a. Dental Insurance \$1,327.00

D. Vacation and Leave

Add Line: Moving expenses to be a mutually
agreed upon amount

Retirement Savings Plan 403(b)(9) \$1,200.00

[This is a deferred income match by the church
not counted as income]

Rev. Rebecca Lawson Putman

Anne Newman

Statement of Faith – The Rev. Mrs. Jean Hilton Goodwin

I believe in the one triune God, whose self-revelation comes to us as God the Father and Creator; God the Son and Redeemer; God the Holy Spirit and Sustainer.

I believe in God, the Creator of the universe, the Source and Sustenance of all that has being. Female and male were created equally in God's image to live in faithful relationship with God and in harmony with each other. Despite our distortion of that image, God chooses to redeem us from our sinfulness. The final Word in our lives and the universe belongs to God.

I believe that God can be known, above all, in the love shown to us in Jesus Christ. As the fully divine and fully human Only Son of the Living God, Christ reveals both the mystery of God and the true meaning of humanity. Jesus Christ is my Savior and the Redeemer of all creation. Through Jesus' life and ministry, His death and resurrection, we recognize the truth that Christ is victorious over sin and death, and offers us new life in Him. Christ is accomplishing what we human beings cannot; the restoration of all creation to a proper relationship with God. This reconciliation is truly the grace of God, made known to us through the power of the Holy Spirit.

I believe in the Holy Spirit, who breathes fresh life into our hearts and minds. Our Counselor and Comforter, the Holy Spirit guides and sustains us, offering healing and wholeness to a broken world. The Spirit of the Living God enables us to believe what we cannot see and to live in hope, courage, and love.

I believe that the Bible is the inspired and authoritative witness to God's relationship with the world. Both Old and New Testaments give coherence and continuity to the faith and tradition of the Church. God's story becomes our story, as we strive to embody the living Word.

The Presbyterian Church (PCUSA) is the denomination of my birth and my choice. I appreciate the orderliness of our polity, the watchful guidance of our discipline, the joyful creativity of our worship, and the rich inspiration of our confessions. I value our honest attempts to be reformed yet always reforming while furthering the peace, purity, and unity of the Church.

The Sacraments of Baptism and The Lord's Supper are visible ways of recognizing God's promises and presence in our lives. In Baptism, we celebrate our identity as beloved Children of God, called into Christian community to grow in faith. The waters of Baptism symbolize cleansing from sin, a dying with Christ, and a rising with Him to new life. Communion is a celebration of our reconciliation with God and one another, as we joyfully share the bread of life and the cup of salvation offered by our Savior.

Affirmed and renewed, we go forth into the world to share the Good News and to live the life of grace and love which God has shown us in Jesus Christ through the power of the Holy Spirit.

Brief Biography - The Rev. Mrs. Jean Hilton Goodwin

God has graced me with an ecumenical heritage and a deep appreciation of the spoken and sung Word.

I was born in St. Paul, MN to a Presbyterian (U.S.A.) minister and a Lutheran RN/Musician. A shy child, I was surrounded by two gregarious sisters and a younger brother. In order to be heard, I learned to choose my words carefully. One Sunday morning - while on the road during a family vacation - we four kids led a 'Traveling Church Service.' My first sermon, preached in a car, sparked a nascent sense of Call.

The eclectic academic and spiritual setting of Carleton College and Princeton Theological Seminary stretched my faith and inspired me to explore non-traditional ministry. I've always had an affinity with older adults. Upon graduation, I began as the Chaplain Intern for The Presbyterian Homes (Philipsburg, PA) while completing a basic unit of C.P.E. (Clinical Pastoral Education) with The Williamsport Hospital and Medical Center.

The next year, I was ordained as the full-time Chaplain for The Presbyterian Homes, confirming my sense of call for this specialized ministry. For five years, I provided spiritual care for older adults, their families, and the staff in assisted living and nursing care. This validated ministry included worship leadership for two Sunday services, Bible studies, coordination of a family support group, spiritual counseling, and bereavement support.

My husband and I met while singing together in a Madrigal and Choral Society. Cecil fine-tunes my heart. We've been married for 30 years and I am blessed with a lovely stepdaughter, son-in-law, and young granddaughter who live in Tallahassee, FL.

My faith resonates with music and finds joyous expression through voice, piano, bowed psaltery, and Celtic harp. Martin Luther noted: "Next to the Word of God, the noble art of music is the greatest treasure in the world." I have sung in church choirs, musicals and operettas, jazz and a cappella groups, and even with a rock and roll band. My part-time music ministry has included roles as a Minister of Music, Choir Conductor, Worship Pianist, Handbell Director, and Assistant to the Cantor in Presbyterian, Episcopal, and Lutheran churches.

My first parish Call was in Tennessee. I served as the Associate Pastor of Visitation, Evangelism, and Counseling (Interim) for Second Presbyterian Church (Knoxville, TN), followed by Calls as Stated Supply Pastor for Washington Presbyterian Church (Corryton, TN) and Associate Executive Presbyter for Mission Interpretation & Christian Education (Interim) for the Presbytery of East Tennessee.

When we moved to Paso Robles, CA, I served in palliative care and end-of-life ministry as a Spiritual Counselor with Hospice Partners of the Central Coast. On alternate Sundays, I also served as a Worship Pianist for Community Presbyterian Church and the Choir Director/Pianist for St. Paul's Episcopal Church (both in Cambria, CA).

After 9/11, we decided to move closer to my family in Florida. In Jacksonville Beach, FL, my validated ministry included: Church Relations Coordinator and Development Officer - and later, Chaplain - for Westminster Woods on Julington Creek (a Presbyterian-related retirement community), and Development Officer for the Presbyterian (U.S.A.) Foundation. I also served twice as the part-time Minister of Music (Interim) for St. Patrick's Episcopal Church.

When we moved to a small, mountain-side cabin in Hendersonville, NC, I served part-time as Assistant to the Cantor at The Lutheran Church of the Nativity, and then as Assistant Pastor for Congregational Care at First United Methodist Church. Two years ago, Four Seasons Hospice offered me a full-time position as their Chaplain for seven western NC counties. However, the excessive driving proved to be too much and I resigned last spring.

After a restorative Sabbatical, I accepted a full-time Call as the new Chaplain at Westminster St. Augustine, which began on February 15, 2021. This Presbyterian-related retirement community has never had a Chaplain before. It is a deep joy to return to my first love: ministry with older adults.

Appendix F

Moderator's Report, Presbyterian Women
Presbytery of St. Augustine
April 16, 2021

Greetings from the Presbyterian Women of the Presbytery of St. Augustine!

As the year 2021 has progressed, Presbyterian Women continue the tradition of being the Hands and Hearts of the Presbyterian Church. I have heard of PW Circles, at various churches in our Presbytery, who have come up with new and innovative ways to fulfill the ministries that they support.

One such ministry, at Palms PC, is to have Tea with the residents of their nearby Pablo Towers, a low-income residential facility for seniors. Traditionally, the residents would be invited to the church, where the PW would serve them tea and cookies. Since the quarantine has prevented large groups from gathering, the task became that of accessibility, to be able to deliver the tea and cookies. So, the PW worked with a local bakery, to have the cookies baked, and then, placed in individual bags. For the tea, teabags were added in separate teabags, as they are packaged at the factory. The bags were then delivered to each resident. The response was very positive. Many residents provided feedback that they felt remembered, and loved, by this seemingly simple action.

As our members have begun to receive their vaccinations, we are turning to the possibility of holding our Annual Fall Gathering, in person. I am planning on holding a type of "Town Hall" ZOOM meeting, in order to canvas our women, to inquire on their level of comfort for such an event.

There have been no volunteers to fill the vacancies within the Presbyterian Women Coordinating Team, the governing body of our organization. The Moderator continues to perform the duties of Treasurer, Vice Moderator, Vice Moderator/Planner, Secretary, Historian, and Regional Coordinator. The job of Treasurer alone, is tedious and time-consuming. There is a lot of correspondence involved. One bright side, however, is that I now have a unique opportunity to communicate with our Sisters within the Presbytery, in a different format, and, it has provided me a different insight into the goings on at other congregations.

I continue to communicate with different members of the Presbytery, who provided me an opportunity to speak via ZOOM, at an ad hoc meeting on Monday, April 12. The members present had some good ideas that I plan to act on:

1. Hold a “Town Hall” ZOOM Meeting, where the agenda will be to have questions asked, and answered, as a back and-forth type of dialogue. One of the questions that I intend to ask is: “Do you want PW?”
2. Seek opportunities for the “Younger Working” members of PW to have “Hands-on” Projects.
3. Post job vacancies, with the job descriptions, on the Website, including an Application Form.
4. Emphasize a “Multi-Generational” approach within all that Presbyterian Women do. Our younger women need to find opportunities to serve God through Presbyterian Women.
5. Create a new position of Financial Secretary, to assist with correspondence with the Treasurer.

Presbyterian Women continue to fulfill our Purpose to “Support the Mission of the Church Worldwide”, through donations, and disbursements, to the PC(USA), the PW Synod of the South Atlantic, and the various other benevolences supported by Presbyterian Women: Mission Haven, Days for Girls, and the Kay Beckman Scholarship, being but a few.

With the tremendous help from Marigrace Doran, we have updated our YearBook, and the PW Webpage at staugpres.org. Take a look! See how hard it is for you to find the PW Page! We are listed on the drop-down menu, under Committees and Ministries, then, at the very bottom of the list. Needless to say, many of our PWs don’t even know about the webpage! I charge the Presbytery to make changes to the way PW is represented by having a link directly to the PW Webpage from the staugpres.org website. I want to recognize Patti Phillips, Barbara Darby, Julie Higbee, and Michael Wood, for their support, and assistance with coming up with the above listed recommendations.

Please continue to support Presbyterian Women with your prayers. We pray that the Spirit of the Lord will rest on the right individual for the vacancies within our Presbytery.

We press on, decently and in good order.

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

Nominating Slate - 2021 Spring Stated Meeting

Presbytery Corporate Officer

Ana Lugo-Berrios (HFTE - Validated Ministry
as Regional Gift Planner, ELCA Foundation)

Montgomery Board of Trustees

Class of 2022

Alan Cummings (WMTE - Silver Springs Shores)

Breanna Sooter (WF-Member - Riverside)

Montgomery Corporate Officers

President - Tommy Lane (WMRE - McIntosh)

Treasurer - Alan Cummings (WMTE - Silver Springs Shores)

Secretary - Rebekah Rodgers (WFRE - McIntosh)

Care and Reconciliation Team

Class of 2023

Brian Lays (WMTE - Riverside)

Communications Team

Class of 2021

Michael Little (WMRE - Community)

Class of 2023

George Barnett (WMRE - Bethlehem)

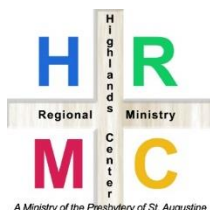
Notes:

RE and TE mean ruling elder and teaching elder

M and F mean male and females

The first letter refers to race/ethnicity

Example: BMRE means: black male ruling elder



Highlands Regional Ministry Center

Quarterly Report (Jan-April, 2021)

2021 has been a very busy and productive year so far. The building renovations are nearly complete, which means we can soon begin renting out the sanctuary space and fellowship hall area for weddings, training events, and meetings. We also welcomed our newest user group, the Gainesville Master Chorale, which meets on Monday evenings in the sanctuary.

Our existing user groups continue to provide an ever-flowing stream of healing, hope, and encouragement locally, regionally, nationally, and internationally.

Days for Girls continues to produce about 200 kits per month to be disbursed locally, nationally, and internationally. They produced a total of 7000 masks. They collected “Panties for Chad” (the country in Africa) which resulted in 21,000 kits being sent to girls in Chad. They held their first sewathon in over a year at which their volunteers produced 480 hygiene kits, which surpassed their previous record of 200 kits in a day.

Enduring Faith continues to celebrate worship virtually and is eagerly anticipating the completion of the sanctuary renovations. They continue to be good stewards of the property and provide lawn care services and cleaning services on a regular basis.

Gainesville Community Counseling Center welcomed three new clinical staff members who focus on specific client bases: Spanish speaking clients, LGBTQIA+ clients, and children between the ages of 4-12. They have contracted with Peaceful Paths, the local domestic violence agency, to provide mental health services for their clients as well as EAP services for their staff. In addition to that, they contracted with Rural Women’s Health (Project Salud) to provide Spanish-language mental health services to their undocumented clients. Finally, they are now official members of the System of Care for the School Board of Alachua County and are a direct referral source for the school district. They welcomed two new corporate sponsors, General RV and

100 Black Men of Greater Florida, and are in conversations with a local bank to sponsor the Horticultural Therapy Garden and the Mobile Mental Health Clinic. So far this year, the GCCC has provided a total of 2,020 sessions to 490 unique clients, and project a total of 680 sessions for May.

Gainesville Master Chorale began holding their weekly rehearsals both in-person and virtually. They are the premier community chorus in Gainesville and when fully operational have over 150 singers. The director has offered to help with organizing some fundraising events for the HRMC once the pandemic has lifted.

Unspoken Treasure Society continues to provide support to transgender youth and adults throughout Georgia and Florida. They host weekly educational events on Facebook live as well as monthly support groups for youth and adults. They hosted a free HIV testing day in February and most recently celebrated National Women's Month.

UF Mobile Outreach Clinic continues to partner with the Gainesville Community Counseling Center to provide free medical care to the community. They are present on Tuesdays and Thursdays and see patients from 9am – 4:30pm, and have extended hours the first Tuesday of the month. In the first two months of the year they saw a total of 250 patients.

Alachua County Health Department and Project Salud hosted a Covid-19 Vaccination event for the Spanish speaking community and resulted in approximately 75 people receiving their initial vaccinations.

Human Rights Coalition of Alachua County is donating a commercial refrigerator to the HRMC to assist them with their upcoming food distribution, which will occur at HRMC as well as in other locations in the community.

The HRMC Ministry Committee has reached out to the local neighborhood to develop a plan to use the vacant lots on the property to create a community garden with a majority of the fruits and vegetables being donated to those in need. The Nesmith family who own the property adjacent to the vacant lots have graciously agreed to help coordinate meetings and to assist with developing a plan to present to the HRMC Ministry Committee.



I hope all are healthy and well. We wish we could be together in person, but as the coronavirus pandemic prevents that from happening, I write to share these key updates from the Board of Pensions. If you have questions, my colleagues in Philadelphia and I are happy to assist.

Blessings,

Clark Simmons

Church Consultant

M: 215-275-3079

csimmons@pensions.org

Member/Employer Services

800-773-7752

Mon-Fri 8:30-7:00pm EST

Statement on Racial Justice

The Board of Pensions stands in support of racial equality, and against deeply ingrained prejudices against Black Americans and other people of color simply because of the color of their skin. With full support of all at the Board, we share this statement with you. Follow the link to [read the full text of the statement](#). Translations in [Korean](#) and [Spanish](#) are available as well. For more resources regarding racial justice, please visit [PC\(USA\)'s website](#).

Minister's Choice

[Minister's Choice](#) is a new benefits package that provides important financial protection for non-installed ministers working at least 20 hours a week and includes pension, death and disability, temporary disability and the Employee Assistance Plan. The cost is 10% of effective salary, also fully employer paid. Through this program more ministers will have access to the Board's education and assistance programs.

Other Notable Headlines

- [Good Experience Apportionment](#) – The Board of Directors of the Board of Pensions granted a 2 percent experience apportionment for the Defined Benefit Pension Plan. It will take effect July 1, 2021. The apportionment which increases pension benefits is the ninth in as many years, yields a nine-year cumulative increase of 28.9 percent.
- [Employer Agreements](#) – On Tuesday July 7, the Employer Agreements will be available for the selection of benefits and will include 2022 pricing.
- [Temporary Disability](#) – The Temporary Disability Plan provides employees with the financial protection of a partial income if they are unable to perform regular work duties because of sickness or injury.
- [Employee Assistance Plan](#) – The Employee Assistance Plan (EAP) is a confidential resource provided at no cost to employees enrolled in medical coverage through the Board of Pensions or the Pastor's Participation or Minister's Choice benefits package.
- [Employer Toolkits](#) – have been developed to help employers engage with and educate employees about benefits offered through the Board. These toolkits provide additional materials you can display and/or distribute to help your employees better understand their benefits.

2021 Benefits That Serve the Church

SELECT OTHER BENEFITS

Flexibility and choice to build your own package for employees and ministers in non-installed positions

Included in package and employer required to offer

Pastor's Participation ~

Minister's Choice +

RETIREMENT PROGRAMS

Defined Benefit Pension Plan ● ~ +

This defined benefit plan offers financial security in retirement as guaranteed monthly income, funded through employer dues and investment earnings.

Retirement Savings Plan ● ~ cost may be shared

Our 403(b)(9) plan can help participants build savings and achieve long-term retirement goals, with pre-tax and Roth after-tax contribution features. *Fidelity Investments*

FINANCIAL PROTECTION PROGRAMS

Death and Disability Plan ● ~ +

A comprehensive plan that offers peace of mind and financial security through salary continuation, lump-sum death benefit, monthly benefit in the event of a long-term disability, and more, as well as supplemental coverages.

Term Life Plan ●

A low-cost coverage option available in tiers from \$5,000 to \$50,000, or an income-based benefit amount, one times a member's effective salary, available at a lesser cost than your employees likely could secure on their own.

Temporary Disability Plan ● ~ +

For a disability up to 90 days, this benefit provides employees with up to 60 percent of effective salary capped at the IRS maximum (\$285,000 in 2020) after a 14-day waiting period. *Lincoln Financial Group*

Long-Term Disability Plan ●

This benefit offers financial protection during a long-term disability that extends beyond 90 days, providing a benefit of up to 60 percent of effective salary capped at the IRS maximum (\$285,000 in 2020) throughout their disability. *Lincoln Financial Group*

HEALTH PROGRAMS

Medical Plan ● ~

All three coverage options — a preferred provider organization (PPO), an exclusive provider organization (EPO), and a high deductible health plan (HDHP) — feature generous preventive care and prescription drug benefits, a telemedicine option, and Call to Health, our online well-being program. *Highmark Blue Cross Blue Shield*

Vision Eyewear Plan ● ~ cost may be shared

Save hundreds of dollars every year on the cost of eyeglasses, contacts, and more through this low-cost benefit. *VSP*

Dental Plan ● ~ cost may be shared

Provides coverage for a wide range of basic and major services and orthodontic treatment for children, saving members money on dental care and helping to support overall health and well-being. *Aetna*

TAX-ADVANTAGED ACCOUNTS

Flexible spending account: dependent care ●

Can be used to pay for eligible expenses for children under age 13 and certain older family members, such as in-home child care, before- and after-school programs, and adult day care. *Further*

Flexible spending account: healthcare ●

Pay for eligible medical, dental, and vision expenses, such as deductibles, copayments, and copay amounts — all with pretax dollars. *Further*

Health savings account ●

When offered along with the high deductible health plan (HDHP), these accounts can be used to pay for qualified healthcare expenses, including the annual HDHP deductible, copayments, dental treatments, and prescription drugs, for themselves or any eligible dependent. *Further*

Work requirement key

- 20 hours or more per week; no requirement for ministers in self-employed validated service
- 20 hours or more per week
- No hourly work requirement
- Requires participation in PC(USA) or other employer-sponsored plan



THE BOARD OF PENSIONS
OF THE PRESBYTERIAN CHURCH (U.S.A.)

2000 Market Street | Philadelphia, PA 19103-3298 | 800-773-7752 (800-PRESPLAN)

pensions.org

Appendix J

Presbytery of St. Augustine Memorial Resolution John Estill Thompson

(1924 - 2021)

Whereas the Rev. John Estill Thompson was born on November 11, 1924 and passed from this life on February 24, 2021, at the age of 96, in Charlottesville, Virginia, the Presbytery of St. Augustine gives thanks for his life and ministry with the following resolution:

John was born on his family's farm in the beautiful Thompson Valley, located in Tazewell County, Virginia, the third of four children born to the late William Archie Thompson and Alice Edmonia McGowan Thompson. After graduating at the top of his high school class in Tazewell County in southwest Virginia, John entered King College (now King University), the Presbyterian-affiliated school located in Bristol, Tennessee, with plans to become a Presbyterian minister. World War Two intervened, however, and John signed up to join the United States Navy at his local recruiting office.

He was trained at the torpedo school at Newport, Rhode Island, and was standing on the dock at Newport awaiting transfer to a naval destroyer to replace a torpedoman who had been killed in action, when orders arrived that he had been selected for the V-12 Navy College Training Program and he was to become a commissioned officer in the United States Navy. The Navy sent him through an accelerated three-year program at Hampden-Sydney College where he earned his BA in 1945. He then entered Princeton Theological Seminary, on track to become a Navy Chaplain.

With the end of World War Two in September 1945, John left active duty and became a member of the Navy Reserve. He married his wife Marion Elizabeth Martin Thompson in 1947, beginning a beautiful 67-year partnership. John transferred to Union Theological Seminary (now Union Presbyterian Seminary) and earned his Master of Divinity degree in 1948. He was ordained by Lexington Presbytery of the Presbyterian Church of the United States that year and began a life of service as a Presbyterian minister. In those days, he served churches in Franklin, West Virginia, and Crozet, Virginia. He was named the school chaplain and taught Latin and other subjects at the Miller School in Crozet, Virginia.

John was called back to active duty during the Korean War and served with Destroyer Squadron Nine in the West Pacific. It was during this time that John became one of the early pioneers of what would become known as the "Holy Helo" program, transferring chaplains from ship to ship by helicopter to hold religious services and provide chaplain care to the ships of the fleet. In the early 1950s, helicopters were a brand new technology and John would be lowered in a harness by rope from the helicopter to the deck of a ship as it rolled on the ocean's waves.

John returned to reserve status in 1955 and served as pastor of churches in Williamston, North Carolina (1955-1959), and Fernandina Beach, Florida (1959-1961).

John returned to active duty in 1961 and during the Cuban missile crisis he was assigned to the 2nd Marine Division and prepared to hit the beaches of Cuba with the Marines, an action that, thankfully, did not become necessary. In 1963, he shipped aboard the USS Hornet, an aircraft carrier in the Pacific Fleet, seeing service in the West Pacific off the coast of Vietnam. He served as base chaplain at the Hunter's Point Naval Shipyard in San Francisco, California, from 1966 to 1968. In 1968 he boarded the USS Intrepid, an aircraft carrier in the Atlantic Fleet, which was sent around the world to see duty off the coast of Vietnam in the West Pacific.

John finished his naval career as a senior chaplain at the Little Creek Amphibious Base in Norfolk, Virginia, and the Naval Regional Medical Center in Oakland, California. He retired in 1977, having earned promotion to the rank of Captain.

Following his retirement from military service, John served pastorates in five churches in four different presbyteries in both Virginia and Florida (McIntosh). His work during his post-Navy career helped these church congregations survive, thrive, and grow, and he considered this work among the most satisfying days of his nearly seven decades of service as an ordained Presbyterian minister.

John moved to Palmyra, Virginia in 1999, but he continued to attend presbytery meetings as often as he could, up to the age of 90. He was able to live completely independently and pain-free until one week before his death in the company of family at the Hospice of the Piedmont in Charlottesville.

By John's side and active in all his ministry service was his wife, Marion Elizabeth Martin Thompson, who preceded him in death. John and Marion raised three sons and became grandparents to six. John is survived by his sons, Russell Martin Thompson of Studio City, California; Timothy McGowan Thompson of Valencia, California; and Daniel Archie Thompson of Fork Union, Virginia; and six grandchildren.

We are grateful for John's life and his example of committed discipleship and joyful service. He will never know all of the people's lives that he touched, or the way that he touched them, but the Lord knows. We believe and affirm that The Lord who gave him life and so many opportunities to serve has greeted him with a loving embrace and 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 Spring Stated Meeting held on May 4, 2021.

Appendix K

2020 Presbytery Statistical Report

St Augustine

1937 Universtiy Blvd W, Jacksonville, FL 32217-2013

904-733-8277

Fax

904-737-6658

**Membership**

Prior Active Members	Adjusted membership	12102
----------------------	---------------------	--------------

Gains

Certificate	
Youth Professions	
Professions & Reaffirmations	123
Total Gains	247
Total Ending Active Members	11253

Losses

Certificate	67
Deaths	320
Deleted for any Other Reason	709
Total Losses	1096

Baptisms

Presented by Others	30
At Confirmation	5
All Other	5

Average Weekly Worship Attendance	3626
Female Members	6756
Friends of the Congregation	953
Ruling Elders on Session	477
Do you have Deacons? Yes / No	17 / 28

Age Distribution of Active Members

25 & Under	802
26 - 40	1438
41 - 55	1528
56 - 70	2361
Over 70	3384
Total Age Distribution	9513

People with Disabilities

Hearing impairment	463
Sight impairment	83
Mobility impairment	488
Other impairment	481

Christian Education

Birth - 3	78	Grade 7	81
Age 4	64	Grade 8	82
Kindergarten	78	Grade 9	64
Grade 1	74	Grade 10	71
Grade 2	53	Grade 11	50
Grade 3	59	Grade 12	48
Grade 4	69	Young Adults	206
Grade 5	70	Over 25	1507
Grade 6	91	Teachers/Officers	377
		Total Christian Education	3122

Racial Ethnic

Asian/Pacific Islander/South Asian	54	Native American/Alaska Native/Indigenous	7
Black/African American/African	515	White	9271
Middle Eastern/North African	109	Multiracial	197
Hispanic/Latino-a	71		
		Total Racial Ethnic	10224

Financial Data

Annual Income	18,342,691	Mission Expenses	1,239,858
Annual Expenses	17,062,220	Personnel Expenses	9,093,711
		Facilities Expenses	3,081,979

Appendix L Financial Reports

Treasurer's Report

May 4, 2021

One of my goals as your new treasurer is to strive for **simplicity and clarity** in our financial reporting. There is a lot of money flowing in and out of our presbytery for a lot of specific or restricted purposes, so a certain level of detail is required. If there is ever anything you do not understand or seek more clarity on, please reach out to me at ragdsdale12@comcast.net. Now, let me tell you about some of the areas we have been working to simplify and clarify.

Financial Reporting

You have in your docket a *summary* balance sheet and income statement. I hope these summary statements are helpful in giving you an overview of our presbytery's financial position and activities. If you are unfamiliar with financial reports, here's an easy way to understand them. A balance sheet is like a snapshot. It gives you a picture of everything the presbytery owns and is obligated for *at one moment in time*. An income statement is like a video. It captures the presbytery's income and expenses *through a period of time*. The specific time periods are stated at the top of the statements.

In the detail balance sheet and income statement, I have worked with the presbytery's Finance Team to reduce the number of line-items, while maintaining the necessary detail, by combining, disbursing, or eliminating unnecessary accounts.

But numbers are meaningless unless compared to other numbers. So, on the summary balance sheet, the current period is compared to last year-end. The difference indicates net flows of funds into or out of accounts. On the income statement, the current period is compared to the budget you approved in February. The difference indicates how close we are to our plan.

Minimum Operating Reserve

An operating reserve is a benchmark of the amount of cash and investments an organization wants to have on-hand to meet operating and emergency cash needs under worst-case scenarios. Using guidelines established by the National Council of Nonprofits, the Finance Team and I established a minimum operating reserve of \$425,000. As of March 31, 2021, our available operating funds are 1.5 times the minimum.

Montgomery Presbyterian Conference Center (MPCC)

MPCC currently owes our presbytery \$89,700, which was loaned for various purposes over the years. Some background: In 2019, our presbytery paid-off MPCC's existing mortgage loan of \$630,000. In October 2019, our presbytery agreed to guarantee a new mortgage loan for MPCC of \$700,000. As part of the agreement, MPCC committed to repay the presbytery \$93,000 of the \$98,745 it owed at the end of 2019. In 2020, the actual amount repaid was \$10,000. MPCC states that they do not have the cash flow to make further payments at this time because of a lack of bookings due in part to Covid restrictions.

Investment Review

Ana Lugo-Berrios, the Chair of our Board of Trustees, and I reviewed our investments with the Texas Presbyterian Foundation (TPF) and UBS Financial Services Inc. As of 12/31/20, the value of our investments with TPF is \$1,266,000, with \$612,000 restricted for specific purposes. The value of the UBS investments is \$83,000, all restricted. Because of the higher proportion with TPF, I will devote my comments to those investments.

TPF is a prudent, sophisticated investment manager for over 600 churches, councils, and other clients. They are dedicated to serving the larger church and are a low-cost manager relative to others, with management costs less than 0.6% of assets last year.

TPF offers a selection of ten investment funds. We are in the most conservative, the Balanced Fund. Of the \$1.3 billion TPF manages, 58% is held in the Balanced Fund. The Balanced Fund has performed better than an average of similar funds over the five years we have had our assets there. TPF uses an index of similar funds as a benchmark for performance. Here is how the Balanced Fund has done relative to the benchmark index:

	TPF BF	Index
Last year	15.4%	12.5%
Last 3 years	10.1%	8.0%
Last 5 years	10.6%	9.0%

Restricted Funds

You will see on the balance sheet a section labeled Restricted Funds. These accounts represent the restricted portion of funds given to the presbytery to be disbursed for specific or “restricted” purposes. Our intent, within the guidelines established, is to **deploy these funds for mission and ministry**.

I have thoroughly reviewed these funds: their origins, purposes, and histories. In response to my recommendation, the Presbytery Council appointed a small team to develop a process for presbytery committees and congregations to apply for grants from a number of these funds. More details on that process and the available funds will come at or before our fall meeting.

Your Support

We together are the presbytery – all our congregations and ministers – and *only with your support can we perform our mission and ministry for Christ*. Please take a moment to find your church on the **Church Giving Summary** accompanying the financial statements. Then, look across to see if your church has made a pledge for 2021. If you have, **we thank you!** If you have not, you can send it in to me or our Office Manager at cyndi@staugpres.org. Then, check to see if you are current on your pledge. If you are, **we thank you!** If not, please call that to the attention of your treasurer. We appreciate all that you do **to further Christ’s mission and ministry in the world**.

John R. Ragsdale
Treasurer

Presbytery of St. Augustine**Summary Comparative Balance Sheet**

Unaudited - For Management Purposes Only

<u>Assets</u>	<u>3/31/21</u>	<u>12/31/20</u>	<u>Difference</u>	<u>Note</u>
Cash	\$ 116,708	\$ 145,359	\$ (28,651)	
Investments, partially restricted	1,357,320	1,211,587	145,733	(1)
Prepaid expenses & receivables, net	-	2,256	(2,256)	
Due from Montgomery	89,704	88,745	959	
Property held for sale	341,712	338,140	3,572	
Property and equipment, net	1,366,819	1,117,060	249,759	(2)
Total assets	<u>\$ 3,272,263</u>	<u>\$ 2,903,147</u>	<u>\$ 369,116</u>	

Liabilities & Net Assets

Accounts payable & accrued expenses	\$ 24,140	\$ 31,076	\$ (6,936)	
PPP loan, forgivable	60,095	-	60,095	(3)
Restricted funds	819,613	909,283	(89,670)	
Net assets	2,368,415	1,962,788	405,627	
Total liabilities & net assets	<u>\$ 3,272,263</u>	<u>\$ 2,903,147</u>	<u>\$ 369,116</u>	

(1) Principally represents unrealized gains on investments for the prior quarter.

(2) Principally represents cost of re-roofing the Highlands Regional Ministry Center funded by insurance settlement.

(3) Represents the proceeds from a Second-Draw Payroll Protection Program loan that is forgivable in 2021 if certain payroll levels are maintained.
The proceeds are held as part of our operating reserve.

Presbytery of Saint Augustine
Income Statement
Compared with Budget
For the Three Months Ending March 31, 2021

	YTD Actual	YTD Budget	YTD Variance	Full Year Budget
Revenues				
Unified Giving	\$ 64,450	\$ 91,250	(26,800)	\$ 365,000
Selected General Assembly	0	8,000	(8,000)	32,000
Investment Earnings	7,718	102	7,616	102
Other Income *	2,450	675	1,775	2,700
Management Fees	1,000	7,750	(6,750)	31,000
Synod Office Use	3,158	3,100	58	13,000
Comm Devel Fund Income	3,750	3,750	0	15,000
Total Revenues	<u>82,526</u>	<u>114,627</u>	<u>(32,101)</u>	<u>458,802</u>
Expenses				
Current & Emerging Ministries	8,199	14,746	6,547	16,571
Call Commission	1,900	1,725	(175)	6,900
Leadership Dev	1,495	750	(745)	1,500
Highlands Regional Ministry C	4,153	(423)	(4,576)	(1,692)
Other	0	0	0	0
Personnel	67,363	71,842	4,479	315,371
Administrative	37,237	36,364	(873)	140,152
Total Expenses	<u>120,347</u>	<u>125,004</u>	<u>4,657</u>	<u>478,802</u>
Net Income	<u>\$ (37,821)</u>	<u>\$ (10,377)</u>	<u>(27,444)</u>	<u>\$ (20,000)</u>
Net Income w/Unrealized Gain	<u>\$ (37,821)</u>	<u>\$ (10,377)</u>	<u>(27,444)</u>	<u>\$ (20,000)</u>

* The presbytery has received a \$60,095 PPP Loan that will be used for payroll and other qualified expenses during 2021. The money is currently reported in the Liabilities and Net Assets section on our Balance Sheet (PPP Loan - Forgivable \$60,095). When the 2021 PPP Loan has been forgiven it will be reported here as Other Income.

**Presbytery of St. Augustine
Church Giving Summary
April 19, 2021**

Church	1 2021 Pledge	2 4110 Pledge Paid YTD	3 Remaining to Give	4 Per Capita Assess	5 2450 Per Capita Paid	6 2660-2664 Mutual Mission	7 2610-2320 Selected GA	8 Special Offerings	9 Total Giving
Alachua		300.00		134.70	134.70		319.55		754.25
Arlington	750.00	600.00	150.00	395.12	395.00		110.00	25.00	1,130.00
Bethlehem	-			341.24	341.24				341.24
Branford	2,000.00	2,000.00		404.10	404.10		135.00		2,539.10
Calvin	1,560.00	1,560.00		143.68	143.68	67.00		309.00	2,079.68
Community	25,000.00	6,250.07	18,749.93	5,810.06		89.50			6,339.57
Countryside	-			2,092.34	2,092.34		569.50		2,661.84
Covenant				431.04	431.04	20.00	800.00		1,251.04
Crescent City	1,900.00		1,900.00	449.00	449.00			447.50	896.50
Dunnellon	5,680.00	1,906.68	3,773.32	1,742.12		45.00	515.00		2,466.68
Fairfield	2,000.00	680.00	1,320.00	422.06	422.06		160.00		1,262.06
Faith				341.24					
Fernandina	27,000.00	2,700.00	24,300.00	7,444.42			2,870.00		5,570.00
Ft. Caroline				529.82			202.00		202.00
Ft. King	4,000.00	2,000.00	2,000.00	1,329.04	1,329.04		390.00		3,719.04
Gainesville 1st	9,000.00	2,250.00	6,750.00	6,312.94	1,650.99				3,900.99
Geneva	4,000.00	2,000.00	2,000.00	1,643.34	1,643.34	710.00	490.00		4,843.34
Grace	1,000.00	250.02	749.98	646.56	646.56	428.84	219.58	25.00	1,570.00
Green Cove Springs	5,000.00		5,000.00	1,463.74		67.50			67.50
High Springs	-			422.06	422.06				422.06
Highlands	500.00	2,375.00		3,340.56	3,340.56		1,690.00	275.00	7,680.56
Hodges	20,400.00	6,800.00	13,600.00	2,469.50	2,470.00	182.37	5,349.00	1,200.00	16,001.37
Jasper		1,011.32		637.58	637.58	82.34		147.00	1,878.24
Kanapaha	1,000.00	250.00	750.00	592.68	592.68		1,236.00		2,078.68
Kirkwood	1,300.00		1,300.00	1,068.62					
Korean	200.00	200.00		466.96	466.96				666.96
Lake City	-			1,975.60			2,000.00	2,499.00	4,499.00
Lake Shore	2,500.00	1,100.00	1,400.00	538.80	538.80			175.00	1,813.80
Lakewood	10,800.00	3,600.00	7,200.00	3,196.88	3,196.88				6,796.88
Marion Oaks	1,000.00	1,000.00		502.88	503.00		290.00		1,793.00
Mayport				250.60	250.60				250.60
McIntosh	-			790.24					
Memorial	30,500.00	10,166.68	20,333.32	7,264.82	7,264.82	384.50	1,684.06		19,500.06
Middleburg	1,800.00	600.00	1,200.00	350.22	350.22	74.63	90.00		1,114.85
Mikesville	500.00	500.00		520.84	520.84	198.36			1,219.20
Murray Hill	-			377.16	377.16		176.00	165.00	718.16
Nueva Esperanza				144.52					
Ocala 1st	20,000.00	4,999.98	15,000.02	5,405.96	5,405.96	279.99	2,100.00		12,785.93
Orange Park	1,500.00	833.36	666.64	1,966.62	655.56		591.47		2,080.39
Palatka		417.76		1,463.74		1,238.00			1,655.76
Palms	48,000.00	12,000.00	36,000.00	9,895.96	2,474.00				14,474.00
Peace		540.00		583.70	583.70				1,123.70
Perry				1,400.88					
Reddick				98.78					
Riverside	46,500.00		46,500.00	7,749.74					
San Mateo				763.30					
Silver Springs Shores				1,203.32	1,203.32	813.00	340.00		2,356.32
South Jacksonville	9,601.00	3,200.85	6,400.15	2,819.72	2,819.72			300.00	6,320.57
St. Andrew's		2,455.77		933.92	933.92		143.00		3,532.69
St. Giles	6,400.00	2,583.32	3,816.68	2,810.74	2,810.74				5,394.06
St. Johns				3,834.46					
Starke				610.64					
Trinity	-			3,547.10	3,547.10				3,547.10
Weirsdale	2,000.00	500.00		1,571.50	1,571.50			1,000.00	3,071.50

Presbytery of St. Augustine
Church Giving Summary
April 19, 2021

Church	1 2021 Pledge	2 4110 Pledge Paid YTD	3 Remaining to Give	4 Per Capita Assess	5 2450 Per Capita Paid	6 2660-2664 Mutual Mission	7 2670-2320 Selected GA	8 Special Offerings	9 Total Giving
Westminster	1,700.00		1,700.00	871.06	871.06	288.75	1,360.00	500.01	3,019.82
White Springs	1,000.00	250.00	750.00	53.88	53.88			600.00	903.88
Williston	-			287.36	251.44	182.50			433.94
Woodlawn	10,000.00		10,000.00	4,005.08					
Adjustments		350.00							350.00
Totals	\$306,091.00	78,230.81	233,310.04	108,864.54	54,197.15	5,152.28	23,830.16	7,667.51	169,077.91

Congregations	58	58
Committed	34	
Awaiting commitment	24	
Given		33
Not Given		25

Presbytery of Saint Augustine
Balance Sheet
March 31, 2021

ASSETS

Current Assets		
South State - Operating	\$	41,888.88
South State - Money Market		74,818.78
Texas Presbyterian Foundation		1,274,137.77
UBS Financial Services Inc		83,182.46
Due from Montgomery		89,703.62
Property Held for Sale		341,712.41
		<hr/>
Total Current Assets		1,905,443.92
Property and Equipment		
Highlands Reg Ministry Center		1,205,000.00
Buildings and Improvements		442,082.56
Office Equipment		50,230.88
Accumulated Depreciation		(330,494.35)
		<hr/>
Total Property and Equipment		1,366,819.09
		<hr/>
Total Assets	\$	<u>3,272,263.01</u>

LIABILITIES AND NET ASSETS

Current Liabilities		
Accounts Payable	\$	7,084.86
PPP Loan - Forgivable		60,095.00
Accrued Bldg Expense		11,691.82
Nichols Event		2,001.99
Other Current Liabilities		3,967.66
		<hr/>
Total Current Liabilities		84,841.33
Restricted Funds		
Candidate Support Fund		6,995.29
Charles J. Williams Fund		51,886.46
Conflict Management Training		1,698.19
Corbin Fund		40,000.00
Ragsdale Scholarship Fund		83,182.43
Pastoral Counseling		156,025.00
Community Development		226,453.82
Sloan Theol Education Fund		2,715.58
Small Church Revitalization		7,363.47
Youth Triennium Fund		7,500.00
Peacemaking		27,653.94
Pentecost		2,372.83
Mutual Mission-Foundation		27,598.24
Mutual Mission-Hearts & Hands		47,054.17
Mutual Mission-Medical Restr		87,707.99
Mutual Mission-Medical Trips		2,253.92
Mutual Mission-Mobile Dental		25,029.19
Reddick Funds		18,104.76
Armistead Fund		(2,000.00)
		<hr/>
Total Restricted Funds		<u>819,595.28</u>

Unaudited - For Management Purposes Only

Presbytery of Saint Augustine
Balance Sheet
March 31, 2021

Total Liabilities & Restricted Funds		904,436.61
Net Assets		
Unrestricted Net Assets	2,405,644.04	
Net Income	<u>(37,817.64)</u>	
Total Net Assets		<u>2,367,826.40</u>
Total Liabilities & Net Assets	\$	<u><u>3,272,263.01</u></u>

Income Statement
Compared with Budget
For the Three Months Ending March 31, 2021

		Month Actual	Month Budget	Month Variance	YTD Actual	YTD Budget	YTD Variance	% Budget	Full Year
Revenues									
4110	Unified Giving	\$ 22,615	\$ 30,417	(7,802)	\$ 64,450	\$ 91,250	(26,800)	(29.37)	\$ 365,000
4210	Selected General Assembly	0	2,667	(2,667)	0	8,000	(8,000)	(100.00)	32,000
4311	Investment Earnings	7,675	0	7,675	7,718	102	7,616	7,466.67	102
4315	Other Income	2,425	225	2,200	2,450	675	1,775	262.96	2,700
4316	Management Fees	0	2,583	(2,583)	1,000	7,750	(6,750)	(87.10)	31,000
4330	Synod Office Use	1,100	1,100	0	3,158	3,100	58	1.87	13,000
4420	Comm Devel Fund Income	3,750	1,250	2,500	3,750	3,750	0	0.00	15,000
Total Revenues		37,565	38,242	(677)	82,526	114,627	(32,101)	(28.00)	458,802

Expenses**Current & Emerging Ministries**

5015	Regional Gatherings	0	83	83	0	250	250	100.00	1,000
5017	Mission/Insite	0	0	0	0	2,436	2,436	100.00	2,436
5018	New Ministry Initiatives	39	112	73	39	336	297	88.39	1,345
5022	Crisis Response Training/Expe	0	21	21	0	63	63	100.00	250
5024	Admin. Commission Expenses	0	21	21	0	63	63	100.00	250
5025	Translation Services	0	8	8	0	23	23	100.00	90
5026	Endowment Income	(2,000)	(2,000)	0	(3,831)	(2,000)	1,831	(91.55)	(8,000)
5036	Youth Professionals	0	83	83	0	250	250	100.00	1,000
5037	Youth Triennium	500	500	0	1,500	1,500	0	0.00	6,000
5038	Congregational Partnership/Sch	0	0	0	0	1,200	1,200	100.00	1,200
5039	Youth Ministry Team	0	42	42	0	125	125	100.00	500
5048	Disaster Assist. Comm(Salary	10,500	10,500	0	10,491	10,500	9	0.09	10,500
Total Current & Emerging Mi		9,039	9,370	331	8,199	14,746	6,547	44.40	16,571

Call Commission

5410	Candidate Financial Support	0	417	417	1,500	1,250	(250)	(20.00)	5,000
5415	Ministry Assessments	0	83	83	0	250	250	100.00	1,000
5420	Consultations and Final Asses	0	42	42	0	125	125	100.00	500
5422	Inquirer/Candidate Counseling	400	25	(375)	400	75	(325)	(433.33)	300
5425	Training/Supplies/Manuals	0	8	8	0	25	25	100.00	100
Total Call Commission		400	575	175	1,900	1,725	(175)	(10.14)	6,900

Leadership Dev

For Management Purposes Only

Total Leadership Dev

Total Highlands

For Management Purposes Only

	Month Actual	Month Budget	Month Variance	YTD Actual	YTD Budget	YTD Variance	% Budget	Full Year
6550 Personnel Adjustments	0	388	388	0	1,164	1,164	100.00	4,655
6555 Salary-Min/Mission Coordinator	2,475	2,508	33	7,424	7,525	101	1.34	30,100
6560 Housing- Min/Mission Coordin	3,500	3,500	0	10,500	10,500	0	0.00	42,000
6565 Benefits - Min/Mission Coord	0	2,223	2,223	4,025	6,669	2,644	39.65	26,677
6570 SECA - Min/Mission Coord	684	460	(224)	1,716	1,379	(337)	(24.44)	5,516
6575 Exp. Travel/Meals Min/Missn C	0	125	125	450	375	(75)	(20.00)	1,500
6580 Cont. Ed. - Min/Mission Coord	0	83	83	760	250	(510)	(204.00)	1,000
6585 Auto Exp. - Min/Mission Coord	0	167	167	0	500	500	100.00	2,000
Total Personnel	25,090	23,780	(1,310)	67,363	71,842	4,479	6.23	315,371

6610	Minutes	0	0	0	0	0	100	100.00	100	100	100	100
6620	Meeting Expense	0	83	83	0	0	250	100.00	250	100.00	1,000	
6710	Annual Report	(61)	0	61	(61)	0	0	0.00	61	0.00	0	
6810	OGA & Mid-Council Meeting E	0	500	500	0	0	500	100.00	500	100.00	500	
6815	General Assembly Unified	1,558	1,417	(141)	4,674	4,250	4,250	(9.98)	(424)	(9.98)	17,000	
6820	General Assembly Selected	0	2,667	2,667	0	8,000	8,000	100.00	8,000	100.00	32,000	
6825	Per Capita paid, not collected	0	0	0	2,673	0	0	0.00	(2,673)	0.00	0	
6830	Synod of South Atlantic -Missi	818	818	0	2,454	2,454	0	0.00	0	0.00	9,815	
6835	Synod of So. Atlantic -Per Cap	1,515	1,515	0	4,546	4,546	0	0.00	0	0.00	18,185	
6915	Committee/Commission Meals	0	208	208	0	625	625	100.00	625	100.00	2,500	
6930	Dues and Subscriptions	70	25	(45)	90	75	75	(20.00)	(15)	(20.00)	300	
6935	General Operating Expenses	405	150	(255)	587	450	450	(30.44)	(137)	(30.44)	1,800	
6940	Legal Expenses	61	167	106	61	500	500	87.80	439	87.80	2,000	
6945	Permanent Judicial Commissio	0	17	17	0	50	50	100.00	50	100.00	200	
6955	Mileage Reimbursement	0	25	25	0	75	75	100.00	75	100.00	300	
6960	Moderator's Expenses	0	83	83	0	250	250	100.00	250	100.00	1,000	
7010	Audit	3,500	3,500	0	7,500	3,500	(4,000)	(114.29)	(4,000)	(114.29)	10,000	
7012	Bank & Credit Card Fees	(37)	8	45	(17)	25	42	168.00	42	168.00	100	
7015	Building-Major Repair Fund	208	208	0	625	625	0	0.00	0	0.00	2,500	
7020	Building Maintenance	0	83	83	60	250	190	76.00	190	76.00	1,000	
7030	New Communication Init.	0	0	0	0	0	0	0.00	0	0.00	500	
7031	Conference Calls	0	17	17	0	50	50	100.00	50	100.00	200	
7035	Computer/Tech Support/Softw	517	875	358	1,561	2,625	1,064	40.53	1,064	40.53	10,500	
7040	Copy Machine	0	375	375	1,092	1,125	33	2.93	33	2.93	4,500	
7045	Electricity	277	208	(69)	898	625	(273)	(43.68)	(273)	(43.68)	2,500	
7050	Grounds	120	125	5	360	375	15	4.00	15	4.00	1,500	
7055	Insurance	2,354	542	(1,812)	5,975	1,626	(4,349)	(267.47)	(4,349)	(267.47)	6,502	

For Management Purposes Only

Income Statement
Compared with Budget
For the Three Months Ending March 31, 2021

	Month Actual	Month Budget	Month Variance	YTD Actual	YTD Budget	YTD Variance	% Budget	Full Year
7070 Janitorial	117	117	0	468	350	(118)	(33.71)	1,400
7090 Office Supplies	377	200	(177)	544	600	56	9.33	2,400
7095 Payroll Processing	210	188	(22)	823	563	(260)	(46.18)	2,250
7110 Postage	55	50	(5)	55	150	95	63.33	600
7120 Telephone	826	500	(326)	2,269	1,500	(769)	(51.27)	6,000
7125 Water and Sewer	0	83	83	0	250	250	100.00	1,000
Total Administrative	12,890	14,754	1,864	37,237	36,364	(873)	(2.40)	140,152
Total Expenses	46,751	50,107	3,356	120,347	125,004	4,657	3.73	478,802
Net Income	\$ (9,186)	\$ (11,865)	2,679	\$ (37,821)	\$ (10,377)	(27,444)	264.47	\$ (20,000)

For Management Purposes Only

FINANCIAL NOTES 3/31/21 MPCC

1. On the Statement of Financial Position, under liabilities, I have split the deposits into the year of the event. The deposits for 2022 are carryovers from events scheduled in 2020 postponed until 2022. The deposits for 2021 give us an idea of future revenue for this year. Deposits are about 1/3 of projected revenue for the event.
2. On the Cash Flow report, I have added the ending balance of 2020 to give us the current cash on hand. The 2020 balance is a forced number as our accounting system in 2020 had issues.
3. Cash Flow, after deducting 4/1 payroll, we have \$48,872 to operate on which should carry us through the first week of May without additional revenue.
4. Deposits - 2 small events for April
5. BOP continues to show extra \$2,000 paid in February which is incorrect. Adjustment shown on cash flow report..

Montgomery Presbyterian Conference Center

Statement of Activity by Month

January - March, 2021

	JAN 2021	FEB 2021	MAR 2021	TOTAL
Revenue				
Contributions- Annual Giving	7,848.15	16,980.13	3,753.17	\$28,581.45
Specialized Contributions			3,102.00	\$3,102.00
Total Contributions- Annual Giving	7,848.15	16,980.13	6,855.17	\$31,683.45
Employee Housing	700.00	500.00	499.78	\$1,699.78
Endowment		256.53		\$256.53
Fundraiser	-303.32			\$ -303.32
Grants		35,000.00		\$35,000.00
Guest Group	910.00	7,308.97	2,956.52	\$11,175.49
Montgomery Events	200.00			\$200.00
PILP Transfer	3,033.66		835.41	\$3,869.07
Presbytery User Groups	622.71	2,753.10		\$3,375.81
Sales	49.89	4.00		\$53.89
Summer Camp Revenue	978.45	586.96	3,266.86	\$4,832.27
Sponsorship Program Contribution		775.00	3,664.73	\$4,439.73
Total Summer Camp Revenue	978.45	1,361.96	6,931.59	\$9,272.00
Total Revenue	\$14,039.54	\$64,164.69	\$18,078.47	\$96,282.70
GROSS PROFIT	\$14,039.54	\$64,164.69	\$18,078.47	\$96,282.70
Expenditures				
Administrative expenses	55.00			\$55.00
Advertising & Marketing			755.00	\$755.00
Bank Charges & Fees	19.00	8.00	11.00	\$36.00
Board of Pensions repayments	4,000.00	4,000.00	2,000.00	\$10,000.00
Equipment	140.00	280.00		\$420.00
Food Service	860.67	1,347.34	1,239.95	\$3,447.96
Farm To Table		257.77	40.75	\$298.52
Total Food Service	860.67	1,605.11	1,280.70	\$3,746.48
Grant Expense		231.61	401.33	\$632.94
Health Benefits	395.32	1,301.17	616.66	\$2,313.15
Housekeeping	62.15	10.26	201.51	\$273.92
Insurance	4,168.10	4,168.10	6,378.10	\$14,714.30
Interest Paid	4,943.51	2,230.96	2,469.98	\$9,644.45
Office Supplies & Software	420.89	964.85	709.15	\$2,094.99
Payroll Expenses				\$0.00
Taxes	4,887.52	1,247.57	1,301.89	\$7,436.98
Wages	16,437.18	16,308.04	17,018.24	\$49,763.46
Total Payroll Expenses	21,324.70	17,555.61	18,320.13	\$57,200.44
PILP Item	3,033.66		835.41	\$3,869.07
Program expenses		1,042.04	336.11	\$1,378.15
Reimbursements			234.08	\$234.08
Repairs & Maintenance	59.96	186.15	1,561.53	\$1,807.64
Summer camp			192.00	\$192.00
Management Fee		1,000.00		\$1,000.00
Total Summer camp		1,000.00	192.00	\$1,192.00
Telephone & Internet	807.46		420.24	\$1,227.70
Utilities	2,942.94	2,756.27	2,547.74	\$8,246.95
Total Expenditures	\$43,233.46	\$37,338.13	\$39,270.67	\$119,842.26
NET OPERATING REVENUE	\$ -29,193.92	\$26,826.56	\$ -21,192.20	\$ -23,559.56
NET REVENUE	\$ -29,193.92	\$26,826.56	\$ -21,192.20	\$ -23,559.56

Montgomery Presbyterian Conference Center
Statement of Financial Position
3/31/2021

ASSETS

Current Assets

BBVA - operating	15295.05
Outstanding checks	-2535.00
NET	12760.05
BBVA - PILP funds	2985.89
Ameris	44401.73
Accounts Receivable (Sea Cadets)	647.50
Credit Card cash back	1293.88
Prepaid Insurance	781.50

Total Current Assets

62,870.55

Current Liabilities

Accounts Payable Accrued	0.00
User Groups deposits 2021	3346.73
User Groups deposits 2022	10716.73
Clay Electric Grant (Boost Camp)	3500.00
Clay Electric Grant (William's Kitchen)	7067.11
Due to Board Of Pensions 2019	12000.00
Due to Florida Food Service (2019)	6627.57
PPP Loan	86936.00
Credit Card payable 5/17 (April Insurance)	4148.10
Credit Card payable 4/17 (March Insurance)	4148.10

Total Current Liabilities

138,490.34

NET

-75,619.79

Long Term Liabilities

PILP	612254.09	(Amortize 12/4/2021)
Due to Presbytery 2019 Mgmt Fees	32000.00	
Due to Presbytery 2019 Bridge Loan	52703.62	
Due to Presbytery 2019 Audit	5000.00	
Total	701957.71	

Montgomery PCC
Cash Flow Report 3-31-2021

Balance from 2020	-\$8,214.66
Revenue Jan 2021	\$14,039.54
Cash Advance 1/4/2021	\$25,000.00
Revenue Feb. 2021	\$64,164.69
PPP Loan - Feb 2021	\$86,936.00
Revenue March 2021	\$18,078.47
TOTAL	\$200,004.04

Expenses - Jan 2021	\$43,233.46
Expenses - Feb. 2021	\$37,338.13
(adjustment for BOP)	-\$2,000.00
Cash Advance returned	\$25,000.00
Expenses - March 2021	\$39,270.67
Total	\$142,842.26

YTD	\$57,161.78
-----	-------------

disbursed 4/1 payroll	\$8,289.00
-----------------------	------------

\$48,872.78

Insurance Information - MPCC 4/1/2021

PROPERTY

Property Valuation - I took the square footage of our primary facilities (dinning hall, office, cabins, Williams, Gregory, small buildings, staff housing, pavilion and multiplied by \$150 a sq foot to come up with valuation. I asked my local contractor for a current construction cost and that is the number he provided. The total sq footage for 24 buildings was 46,151 which equals \$6,922,650.

Church Mutual (our current insurer) does a 90% coinsurance of replacement value and their limit is \$5,848,200 (until 5/1/21).

Insurance Board does 100% coinsurance of replacement valuation and their limit is \$6,610,500 (until 12/31/21).

LIABILITY

Church Mutual liability is limited to \$1m occurrence and \$3m aggregate.

Insurance Board liability is limited to \$2m occurrence and \$4m aggregate.

For both: Church Mutual \$50,016

Insurance Board \$32,567

UMBRELLA

Church Mutual offers \$1m @ \$1,523

Insurance Board offers \$30m \$2,666

WORKERS COMP

Church Mutual is at \$7855

Insurance Board is at \$7618

RECOMMENDATION: WE MOVE TO INSURANCE BOARD - SAVINGS \$16,000 PER YEAR.

Highlands Regional Ministry Center
Income Statement
3/31/2021

	Current Mo	YTD
Revenues		
5701 Contributions		
Gainesville Counseling Center	\$700.00	\$2,100.00
Larry Green	\$150.00	\$450.00
Jerie Lukefahr	\$0.00	\$10.00
	<u>\$850.00</u>	<u>\$2,560.00</u>
5705 Usage Income		
Gainesville Counseling Center	\$1,800.00	\$5,400.00
Days for Girls	\$1,800.00	\$3,600.00
Unspoken Treas. Soc. Inc.	\$0.00	\$1,200.00
Sanctuary of Enduring Faith	<u>\$900.00</u>	<u>\$2,700.00</u>
	<u>\$4,500.00</u>	<u>\$12,900.00</u>
Total Revenues	\$5,350.00	\$15,460.00
Expenses 5710-5720		
Utilities		
Gainesville Regional Utilities	\$1,662.78	\$5,241.38
Insurance		
Insurance Board	\$2,605.75	\$5,211.50
Bldg/Rep		
Buckhalter H&A	\$0.00	\$0.00
FedEx	\$0.00	\$0.00
American Locksmiths	\$0.00	\$0.00
Fire Alarm		
Gator Fire Extinguishers	\$190.50	\$310.50
Total Expenses	\$4,459.03	\$10,763.38
Sub-total	\$890.97	\$4,696.62
5740 Mortgage PILP	\$1,057.23	\$3,171.69
5745 Property Taxes	\$0.00	\$5,677.35
NET INCOME	-\$166.26	-\$4,152.42

Appendix M

Approved Coordinating Council Meeting Minutes January 2021 - March 2021

MINUTES
Presbytery Coordinating Council
January 28, 2021 at Noon
by Electronic Conference
Diane Wilson, Chair

The Coordinating Council of the Presbytery of St. Augustine held a stated meeting on January 28, 2021, at noon, by means of an electronic conference through Zoom. A quorum was present.

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

Absent/Excused: Vickie Bossuot, Julie Higbee and Joe Rigsby.

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 Joe Albright opened the meeting in prayer.

The Coordinating Council took the following actions:

- Approved the minutes of the Coordinating Council for the meeting held on January 14, 2021.
- Approved the Zoom Guidelines to be used at the Winter Stated Meeting.
- Approved the 2021-2023 Presbytery of St. Augustine Strategic Plan to be recommended for presbytery approval at the Winter Stated Meeting.
- Approved a motion that the Coordinating Council recommend to the presbytery that it approve applying for and receiving funds from a second Payroll Protection Program (PPP) forgivable loan from the Small Business Administration for approximately \$60,095 (exact amount depending on the lender's approved amount according to the newest PPP funding guidelines). Note: Our initial PPP Loan of \$55,621 has been forgiven.
- Approved a request by the Ministry and Mission Coordinator that she form a subgroup of the Coordinating Council to work with her to review previously submitted action plans and identify where they align with the strategic plan and where work may be needed to realign them; strategize a timeline for strategic planning going forward; develop orientation for committee chairs about the strategic planning process and assist with

completion of action plans with objectives and assessments; begin with chairs of key committees and equip them to assist the chairs of teams; assign key players to each key issue and staff liaison.

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

The meeting was closed in prayer led by Holly Inglis at 1:05 p.m

Submitted by:

Sandra Hedrick, Clerk of the Coordinating Council

MINUTES
Presbytery Coordinating Council
February 11, 2021 at Noon
by Electronic Conference
Edd Norris, Chair

The Coordinating Council of the Presbytery of St. Augustine held a stated meeting on February 11, 2021, at noon, by means of an electronic conference through Zoom. A quorum was present.

Present: Joe Albright, Steve Crowley, Barbara Darby, Walk Jones, Yvan Kelly, Do In Kim, Suzi Lemen, Edd Norris, and Patti Phillips.

Absent/Excused: Vickie Bossuot, Julie Higbee, Bill Hoff, Larry Green, and Joe Rigsby.

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

Presbytery Moderator Joe Albright (acting at the request of Council Chair Edd Norris) called the meeting to order at noon and offered the opening prayer.

The Coordinating Council welcomed new members Steve Crowley and Barbara Darby and took the following actions:

- Noted the approval of Payroll Protection Program loans to the presbytery and Montgomery Presbyterian Conference Center.
- Referred to the Communications Team the concerns of the Presbyterian Women (PW) expressed at the Winter Stated Meeting concerning declining interest in participation and leadership.
- Approved switching the first and second goals on the 2021-2023 Presbytery Strategic Plan in response to a suggestion at the Winter Stated Meeting.
- Provided input for the upcoming "Staying Connected" communication.

The next meeting of the Coordinating Council will be held on February 18 at 9:30 a.m.

The meeting was closed in prayer led by Holly Inglis at 1:05 p.m

Submitted by:

Sandra Hedrick, Clerk of the Coordinating Council

MINUTES
Presbytery Coordinating Council
February 18, 2021 at 9:30 a.m.
by Electronic Conference
Edd Norris, Chair

The Coordinating Council of the Presbytery of St. Augustine held its monthly stated meeting on February 18, 2021, at 9:30 a.m., by means of an electronic conference through Zoom. A quorum was present.

Present: Joe Albright, Vickie Bossuot, Steve Crowley, Barbara Darby, Julie Higbee, Bill Hoff, Larry Green, Yvan Kelly, Walk Jones, Do In Kim, Suzi Lemen, Patti Phillips, and Edd Norris.

Absent/Excused: Joe Rigsby.

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

Coordinating Council Chair Edd Norris 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 of the Coordinating Council meetings held January 28 and February 11, 2021.
- Received reports from its committees, administrative commissions, the Ministry and Mission Coordinator, and the stated clerk.
- Appointed the presbytery's office manager to obtain an assessment for possible upgrades to presbytery office technology and to make a recommendation to the Coordinating Council through the Administration Committee.
- Appointed Vickie Bossuot, Barbara Darby, and Julie Jensen to consider a book to be read this year by the Coordinating Council and the presbytery.
- Approved splitting the Leadership Development and Care (LD&CC) and Strategic Issues Committee (SIC) into two working groups, on a trial basis, with Patti Phillips the chair of LD&CC and Vickie Bossuot the chair of SIC.
- Approved the following committee appointments: Walk Jones to LD&CC, Steve Crowley to Administration, and Do In Kim to SIC (in place of Edd Norris).

- Appointed Suzi Lemen as the regular liaison to the meetings of the Montgomery Presbyterian Conference Center Board of Trustees.
- Referred to the Finance Team for recommendation the question of whether to purchase the extended reporting insurance coverage for the now dissolved Nueva Esperanza Presbyterian Church.
- Adopted Acts 4:32-35 for our presbytery theme this "moderator year" and approved designing presbytery meetings around that theme.
- Appointed the following presbytery meeting design team: presbytery moderator, moderator-elect, moderator of the Coordinating Council, Mission and Ministry Coordinator and stated clerk (others may be asked to join).
- Approved a motion to hold the Spring Stated Presbytery Meeting online via Zoom.
- Approved a motion that we stream the worship service portion of the next presbytery meeting, if that is possible.
- Appointed the following ad hoc team that will give out the core strategies to the committees, commissions and teams so that they can flesh out how the core strategies are to be addressed: Holly Dillon Inglis, Joe Albright, Edd Norris, and Jerie Lukefahr.
- Confirmed that the longer meetings that are held once a month will begin at 10:00 a.m. rather than 9:30 a.m.

The meeting was adjourned with prayer led by Edd Norris at approximately 12:05 p.m.

Submitted by:

Sandra Hedrick, Clerk of the Coordinating Council

MINUTES
Presbytery Coordinating Council
March 4, 2021 at Noon
by Electronic Conference
Edd Norris, Chair

The Coordinating Council of the Presbytery of St. Augustine held a stated meeting on March 4, 2021, at noon, by means of an electronic conference through Zoom. A quorum was present.

Present: Joe Albright, Vickie Bossuot, Steve Crowley, Barbara Darby, Julie Higbee, Bill Hoff, Walk Jones, Yvan Kelly, Do In Kim, Suzi Lemen, Edd Norris, Patti Phillips, and Joe Rigsby.

Absent/Excused: Larry Green.

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

Edd Norris called the meeting to order at noon and offered the opening prayer.

Members shared information and updates, and input was provided for the upcoming "Staying Connected" communication. No official actions were taken.

The meeting was closed in prayer led by Julie Higbee at 12:45 p.m.

Submitted by:
Sandra Hedrick, Clerk of the Coordinating Council

MINUTES
Presbytery Coordinating Council
March 18, 2021 at 10:00 a.m.
by Electronic Conference
Edd Norris, Chair

The Coordinating Council of the Presbytery of St. Augustine held its monthly stated meeting on March 18, 2021, at 9:30 a.m., by means of an electronic conference through Zoom. A quorum was present.

Present: Vickie Bossuot, Steve Crowley, Barbara Darby, Larry Green, Julie Higbee, Bill Hoff, Yvan Kelly, Do In Kim, Suzi Lemen, Edd Norris, Patti Phillips, Joe Rigsby,

Absent/Excused: Joe Albright and Walk Jones.

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

Coordinating Council Chair Edd Norris called the meeting to order, and Barbara Darby led the opening devotional and prayer.

The Coordinating Council took the following actions:

- Approved minutes of its meetings held February 18 and March 4, 2021. The minutes of the Winter Stated Meeting of the presbytery were presented for review and approval at the April 15, 2021 Coordinating Council meeting.
- Approved a motion to celebrate the Lord's Supper at the Spring Stated Meeting.
- Received reports from its committees, administrative commissions, the Ministry and Mission Coordinator, and the stated clerk.
- Approved a motion to formulate a process by which the Coordinating Council will send a description of certain designated funds to all committees, commissions and teams with instructions on sending requests for disbursement of the funds to the Coordinating Council through the stated clerk. The Coordinating Council Moderator will appoint a small group to work on a more detailed proposal; this group shall report its recommendations back to the Coordinating Council at its next meeting.
- Approved a motion to add an Area Regional Coordinator for validated and at-large ministers as soon as the position can be filled and an open search is conducted.

- Approved a motion to apply for a one-time \$10,000 seed grant from the Presbyterian Mental Health Ministry Grant Program called: "Comfort My People: Mental Health and Wellness Companions."
- Appointed Julie Jensen, Patti Phillips and Barbara Darby to reach out to the moderator of the Presbyterian Women of the Presbytery of St. Augustine regarding concerns expressed at the last presbytery meeting and to report back to the Coordinating Council.

The meeting was adjourned at noon with prayer led by Yvan Kelly.

Submitted by:

Sandra Hedrick, Clerk of the Coordinating Council

Appendix N 2021 Terms of Call

2021 REPORTED TERMS OF CALL (PARISH MINISTRY) 2021 Spring Stated Presbytery Meeting (as of 05/04/21)

1. The number in parentheses beside the church name is the number of members most recently reported (end of 2020)
2. TPR means "temporary pastor" (stated supply pastors, parish associates, etc.).
3. PT means part-time. PA means parish associate. CRE means commissioned ruling elder. P means pastor.

CHURCH	MINISTER	ORDAINED/ CURRENT	2020 TOTAL	2021 TOTAL	SALARY	HOUSING/ MANSE	OTHER	Auto and Reimburse/CE	BOP DUES	REQUIRED SECA	OTHER BENEFITS	VACATION/ STUDY LEAVE/
Alachua, First (15)	Gary Hardesty (TPR) (PT) (HR)	46 * 9.5	26,666	26,666	12,666	14,000						4/2/0
Arlington (35)	Joe Medearis (TPR) (PT)	7 * 5.5	34,200	35,200	7,500	25,000		1,200		1,500		3/0/0
Bethlehem (39)	Joshua Braley (TPR) (PT)	12 * 12	32,200	32,200	27,430			2,770/500/			1,500	4/2/0
Branford (44)	Glen Busby (TPR) (PT)	40 * 30	other	other								
Calvin (18)	Earle Sicksels (TPR) (PT) (HR)	25 * 9	11,520	11,520	11,520							4/0/0
Community (524)	Melanie Marsh-Baum (P)	6 * 2	121,520	121,520								
County/side (226)	Gary Marshall (P)	26 * 20	113,611	116,229	62,800	15,600			31,819	6,010		6/2/0
Covenant (46)	Ruth Eiswood (TPR) (PT) (HR)	5 * 5	N/A	33,840	13,464	14,440		3,800		2,136		28 days/14 days
Crescent City, First (47)	Debra Henning (TPR) (PT)	41 * 4	\$396.15/wk	20,600								4/2/0
Dunellen (143)	Jeff Welch (P)	33 * 23	107,271	107,271	44,348	22,794		4091/5000/	25,129	5,136		4/2/0
Fairfield (46)	Belinda Newhart (TPR/CRE) (PT)	23 * 1	17,400	17,400	7,200	8,400		150/month				4 total
Faith (38)	Vacant											
Fernandina Beach, First (819)	Karl Kling (interim)	40 * 1	145,000	145,000	67,000	30,000	3,189	750/750/	35,890	7,421		4/2/0
	Julie Higbee (AP)	15 * 3.5	99,041	98,787	10,350	45,000	6,100	6,000/3,000	22,737	4,700	900	4/2/per policy
	Forrest Foxworth (TPR)	1 * 1	71,019	76,860	41,034	15,600		1,500/2,500	11,893	4,333		2/4/per policy
Fort Caroline (59)	David Imhoff (TPR) (PT)	38 - ELCA/6	30,800	30,800	11,250	12,050		4/9	(ELCA)		1,000	4/2/0
Fort King (144)	Jo Anne Dyson (P)	38 * 2.5	94,658	95,853	25,800	34,800		4,800/1,900/	22,422	4,636	1,496	4/2/0
Gainesville, First (690)	Mark Hults (P)	9 * 1.5	161,412	161,412	60,478	42,000	Salary Incl. + seca	7,200/2,750/	38,934	7,478		
Geneva (192)	Joe Albright (P)	20 * 3.5	94,471	97,330	38,640	23,340		3,000/2,000/	23,617	4,883	1,850	4/2/0
Grace (69)	Charles Freeman (P)	6 * 6	72,892	74,945	24,000	24,700		3,000/1,500/	18,019	3,726		4/3/0
Green Cove Springs, First (162)	Joe Reggin (interim)	40 * 1	102,803	65,092	33,000	12,000		IRS rate/1,100	16,650	3,442		4/2/0
High Springs, First (66)	Vacant (as of 5/1/21)	40 * 28	other	other								

CHURCH	MINISTER	ORDAINED/ CURRENT/ CALL	2020 TOTAL	2021 TOTAL	SALARY	HOUSING/ MANSE	OTHER	REIMBURSE/ CE	BOP DUES	REQUIRED SECA	OTHER BENEFITS	VACATION/ STUDY LEAVE/ PARENTAL LEAVE (in weeks)
Highlands United (366)	James Kendrick (TPR) (PT)	3 * 0	N/A	\$500/wk	\$500/wk							1 per quarter
Hodges Blvd (277)	Jonathan Swanson (P)	24 * 2	125,772	125,772	82,110		Dof. Income, Travel allowances	7,000 inclusive	30,381	6,281		
Jasper, First (71)	Jennifer Hallberg (P) (PT)	.5 * .5	N/A	41,220	17,500	5,250		2	13,730	1,740		4/20
Kanapaha (55)	Michaele Wood (P)	10 * 2	73,176	76,036	27,397	22,440	1,000	1,500/1,000/	18,810	3,889		4/20
Kirkwood (114)	Vacant (as of 5/3/21)											
Korean (52)	Heong Seok Cho (P)	13 * 4.5	61,169	64,000	24,000	18,600		2,000	16,800	2,600		4/20
Lake City, First (216)	Kenneth Goodrich (P)	9 * 4.5	107,264	107,882	35,500	34,000	addit. secca and bonus	400	28,267	2,815		6/20
Lake Shore (57)	Stephen Hulsey (TPR) (PT) (HR)	45 * 4.5	18,000	18,000	18,000			IRS rate				4/40
Lakewood (343)	Joy Laughridge (P)	15 * 2.5	100,963	100,963	41,000	23,000		3,000/4,000/	23,680	4,896	1,387	4/20
	Vickie Bossuot (TPR) (PT)	33 * 8	\$25/hr	\$25/hr	.			Auto. as required/				
Marion Oaks (51)	Debbie Pangrass (TPR/CRE) (PT)	9 * 9	13,464	13,464	13,464							
Mayport (28)	Jim Black (TPR) (PT) (HR)	56 * 25	N/A	650/mth								As requested
McIntosh (88)	Tommy Lane (TPR/CRE) (PT)	15 * 15	30,289	40,085					40,085			5 to 7/1 to 3/0
Memorial (821)	Hunter Camp (P)	21 * 10	151,592	149,683	52,020	38,760	8,000/2,540/	3,500/2,000/	37,525	7,147		4/20
	Amy Camp (PA) (PT)	20 * 9	44,688	44,068	22,248	16,942		1,500/1,000/		2,998		4/20
	Roger Dunnayan (PA) (PT)	49 * 4	10,525	10,525	10,302		223					4/00
	Susan Rose (PA) (PT)	11 * 1.5	21,364	21,364	21,060		304					
Middleburg (30)	Yvan Kelly (TPR/CRE) (PT)	1.5 * 1.5	16,080	16,080	836	12,000		3,244				6/00
Mikesville (42)	Shirley Mergan (TPR/CRE) (PT)	5.5 * 5.5	32,000	32,000	16,000	16,000		up to \$10,500				4/20
Murray Hill (43)	VACANT											
Ocala, First (578)	Ron Watson (P)	32 * 3.5	153,786	154,634	54,042	32,578	2,443	9,200/1,000/	38,422	13,780	2,168	4/30
	Waik Jones (Interim Associate)	31 * 1	92,996	92,996	32,700	30,000	500	IRS rate/600/	23,199	4,797	1,200	4/20
Orange Park (219)	John Diller (P)	15 * 5.5	86,321	86,320	35,352	21,000		3,000	21,138	4,311	1,319	4/2/2 military
Paiaka, First (158)	Cliff Lyda (Interim)	35 * 3.5	64,425	64,425	20,000	30,000		3,000/1,000/	6,600	3,825		10/20
Palms (865)	Jeffrey Weenink (Interim)	41 * 1.5	192,276	192,276	26,000	50,000		12,892	37,370	5,814	35,200	5/20
	Laurie Furr-Vancini (AP)	22 * 14	117,061	118,722	32,152	45,000		5,122/2,000/	28,546	5,902		4/20
Peace (61)	Joe Medearis (TPR) (PT)	9 * 3.5	37,535	37,535	35,535			1,500/500/				4/20
Perry, First (152)	Natasha Sudderth-Davis	4 * 1.5	92,422	92,422	33,000	27,000		3,000/1,000/	22,200	4,590	1,632	4/20

CHURCH	MINISTER	ORDAINED/ CURRENT CALL	2020 TOTAL	2021 TOTAL	SALARY	HOUSING/ MANSE	OTHER	REIMBURSE/ CE	BOP DUES	REQUIRED SECA	OTHER BENEFITS	VACATION/ STUDY LEAVE/ PARENTAL LEAVE (in weeks)
Riverside (838)	Brian Lays (P)	5 * 5	150,650	153,543	67,000	35,000		5,000/1,000/	37,000	7,803		4/20
	Bill Hoff (AP)	35 * 9	110,391	112,460	38,760	34,147		7,000	26,976	5,577		4/20
St. Andrews (10)	Marc Jones (TPR/PT)	19 * 2	36,797	36,797	29,500			1,500	29,496	6,098		4/00
St. Giles (313)	Jake Young (P)	18 * 3	118,065	120,980	52,020	27,700		2,666/3,000/	25,900	5,661		4/20
	Jessi Higginbotham (TPR) (PA)	12 * 1	20,000	20,000	20,000							4/20
St. Johns (302)	Jon Lovelady (P)	35 * 9.5	141,428	141,428	67,330	27,332		3,000/1,500/	35,042	7,242		4/26
San Mateo (80)	Robert Mills (TPR)(PT)	42 * 2.5	24,000	24,000		24,000						8 total
Silver Springs Shores (117)	Alan Cummings (P)	36 * 26	97,985	97,985	43,350	21,000		5,015	23,700	4,920		4/20
South Jacksonville (313)	Adam Anderson (P)	3 * .5	N/A	105,709	41,500	27,500		1 9/25	25,530	5,279		4/20
Starke, First (42)	Diane Wilson (TPR/PT)	27 * 2.5	20,800	20,800		14,409	4,800	IRS Rate		1,591		4/20
Trinity (379)	Jeff Beebe (P)	25 * 3.5	105,900	107,542	35,000	31,000	5,900	2,000/1,500/	26,603	5,539		4/20
Wersdale (165)	Walter Laseter (CRE)(PT)	2.5 * 2.5	43,110	43,110	26,040	12,000		2,000/0		2,070	1,000	4/20
Westminster (95)	Rebecca Putman (P)	5 * 0	N/A	87,084	28,800	25,000	1,200	5,000	20,350	4,208	2,527	4/22
White Springs (6)	VACANT											
Williston, First (28)	Joan Wells (CRE) (PT)	3 * 3	20,500	20,500	4,000	13,200		2,500			800	2/10
Woodlawn (434)	Don Johnson (P)	16 * 2	107,973	110,873	45,550	20,850	3,600	6,500/2,400/	27,000	4,973		4/20

Appendix O-1

Hurricane Preparedness 2021

Because of our geographic location, our presbytery should be prepared for tropical storms and hurricanes. The well-being of our churches often depends on the steps we've taken *before* a storm approaches our location.

Defining the storm

Tropical Storm: *Strong thunderstorms with maximum sustained winds of 39 to 73 mph.*

Category One Hurricane *Winds of 74 to 95 mph; surge 4 to 5 feet* — No real damage to building structures. Damage primarily to unanchored mobile homes, shrubbery and trees. Also, some coastal flooding and minor pier damage.

Category Two Hurricane *Winds of 96 to 110 mph; surge 6 to 8 feet* — Some roofing material, door and window damage. Considerable damage to vegetation, mobile homes, etc. Flooding damages piers and small craft in unprotected moorings may break their moorings.

Category Three Hurricane *Winds of 111 to 129 mph; surge 9 to 12 feet* — Some structural damage to small residences and utility buildings, with a minor amount of curtain wall failures. Mobile homes are destroyed. Flooding near the coast destroys smaller structures, with larger structures damaged by floating debris. Terrain may be flooded well inland.

Category Four Hurricane *Winds of 130 to 156 mph; surge 13 to 18 feet* — More extensive curtain wall failures, with some complete roof structure failure on small residences. Major erosion of beach areas. Terrain may be flooded well inland.

Category Five Hurricane *Winds of 157 mph plus; surge 18 feet plus* — Complete roof failure on many residences and industrial buildings. Some complete building failures, with small utility buildings blown over or away. Flooding causes major damage to lower floors of all structures near the shoreline. Massive evacuation of residential areas may be required.

Source: National Weather Service Hurricane Center, The Saffir-Simpson Hurricane Scale, 2012.

What to do before a hurricane:

Planning

Insurance — Make sure you have adequate coverage for hurricane damage.

Inventory — Use your insurance carrier's Inventory Survey to record a complete written inventory of all your contents. Also, photograph and/or videotape the contents and store photos and tapes off-site in a secure place.

Know your environment

Locate the safe areas inside your facilities. Safe areas include:

- Interior rooms — without windows
- Closets
- Basements

Prepare a personal hurricane survival kit for everyone who is regularly in the building, in case you and your staff must ride out the storm at your facility. Each kit should contain:

- Bottled water (three-day supply)
- Flashlights and batteries
- NOAA Weather Radio
- Portable radio and batteries
- First-aid kit
- Dust masks
- Toiletry kit
- Nonperishable food that does not require cooking

Locate the water, gas and electrical shutoffs so you can use them quickly if needed.

Annual hurricane preparation checklist **Yes** **No**

Does your insurance cover hurricane damage?

Are the insurance limits adequate?

Has a written inventory of the contents been taken?

Are safe areas identified?

Have the water, gas and electrical shutoffs been located?

Is someone responsible for protecting the windows, doors and wall openings?

Are buildings free from overhanging branches and trees?

Is the roof in good repair?

Are electrical appliances and valuable items, such as antiques, off the floor?

Are gutters free of leaves and twigs?

Is valuable property stored in safe areas?

Do you keep materials on hand such as sandbags, plywood, plastic sheeting and lumber?

Do sewer traps have check valves to prevent water from backing up in sewer drains?

Are first-aid supplies on hand?

Do you have a supply of food that requires little or no cooking?

Conduct practice drills with your staff when implementing the above.

What to do during a hurricane:

Evacuation plan — If local authorities direct you, leave immediately and follow their instructions.

- Have maps and an evacuation route preplanned
- Let others know where you are going

If you are unable to evacuate:

- Go to your safe areas — stay indoors
- Close all interior doors
- Stay away from doors and windows

Before using your facility as an emergency shelter, you should consider the following:

- Are there adequate sleeping areas?
- Are there adequate bathrooms for men and women?
- Are there adequate shower areas for men and women?
- Who will be responsible for housekeeping?
- How will you respond to a medical emergency?
- Is there adequate security and protection for the people you are housing?

If your facility will be used as an emergency shelter, you should have the following:

- Adequate amounts of water
- Radios
- Flashlights
- NOAA Weather Radio
- Medical kits
- Communication devices
- Toiletry items
- Towels and washcloths
- Blankets
- Name, address and telephone number of everyone using your facility
- Food
- Extra batteries

What to do after a hurricane:

Once local authorities have authorized you to return, follow these guidelines to minimize losses and stay safe:

- If your facility has suffered damage, report the loss to your insurance carrier.
- Before reentering the building, check for structural damage. Don't go in if it looks unsafe or if there is a chance of falling debris.
- Once inside, make a thorough inspection for damage and potential hazards.
- When entering a building, use battery-powered flashlights or lanterns instead of matches, candles, lighters or other open flames as gas may be trapped inside.
- If you smell gas, leave immediately and call the gas company. Turn off the electricity at the main circuit panel. Keep the power off until an electrician has inspected your system.
- Do not start the heating, cooling or boiler systems until the systems have been inspected.
- Check for sewage and waterline damage. If you suspect damage, avoid using toilets and faucets. Turn off water at the meter and call a plumber.
- Make temporary repairs to protect the property from further damage by covering holes in the roof, walls or windows with tarps, boards or plastic sheeting.
- Contact utility companies and a reputable contractor to secure the building. Require a certificate of insurance from all contractors coming on site.
- Take photographs of the damage to help document your claim.
- Keep receipts of all expenses related to the loss.
- Wear rubber boots and waterproof gloves and other protection during cleanup.
- Clean walls and hard-surfaced floors with soap and water. Disinfect with one cup of bleach to five gallons of water.
- Remove and discard materials that cannot be disinfected, such as wall coverings and drywall.
- Throw away any food items, including canned goods, that have come into contact with floodwaters.
- Until local authorities declare the water supply to be safe, do not drink tap water or use it in food preparation unless it is boiled first.

Additional Resources:

National Weather Service
1325 East West Highway
Silver Spring, MD 20910
(301) 713-0689
www.weather.gov

United States Department of Health & Human Services
200 Independence Avenue, SW
Washington, DC 20201
www.hhs.gov/disasters

Website Resources:
Homeland Security Readiness
www.ready.gov

National Hurricane Center
www.nhc.noaa.gov

FEMA Hurricane Information
www.ready.gov/hurricanes

To search for your state's information
www.ready.gov/today

County Emergency Preparedness Websites

Our presbytery website includes links to the area Emergency Preparedness Centers

[Alachua County](#)
[Columbia County](#)
[Clay County](#)
[Duval County](#)
[Flagler County](#)
[Leon County](#)
[Marion County](#)
[St. Johns County](#)
[Suwanee County](#)

Basic Disaster Supplies Kit

To assemble your kit store items in airtight plastic bags and put your entire disaster supplies kit in one or two easy-to-carry containers such as plastic bins or a duffel bag.

A basic emergency supply kit could include the following recommended items:

- Water (one gallon per person per day for several days, for drinking and sanitation)
- Food (at least a three-day supply of non-perishable food)
- Battery-powered or hand crank radio and a NOAA Weather Radio with tone alert
- Flashlight
- First aid kit
- Extra batteries
- Whistle (to signal for help)
- Dust mask (to help filter contaminated air)
- Plastic sheeting and duct tape (to shelter in place)
- Moist towelettes, garbage bags and plastic ties (for personal sanitation)
- Wrench or pliers (to turn off utilities)
- Manual can opener (for food)
- Local maps
- Cell phone with chargers and a backup battery

Additional Emergency Supplies

Consider adding the following items to your emergency supply kit based on your individual needs:

- Masks (for everyone ages 2 and above), soap, hand sanitizer, disinfecting wipes to disinfect surfaces
- Prescription medications
- Non-prescription medications such as pain relievers, anti-diarrhea medication, antacids or laxatives
- Prescription eyeglasses and contact lens solution
- Infant formula, bottles, diapers, wipes and diaper rash cream
- Pet food and extra water for your pet
- Cash or traveler's checks
- Important family documents such as copies of insurance policies, identification and bank account records saved electronically or in a waterproof, portable container

- Sleeping bag or warm blanket for each person
- Complete change of clothing appropriate for your climate and sturdy shoes
- Fire extinguisher
- Matches in a waterproof container
- Feminine supplies and personal hygiene items
- Mess kits, paper cups, plates, paper towels and plastic utensils
- Paper and pencil
- Books, games, puzzles or other activities for children



FLORIDA PRESBYTERIAN DISASTER ASSISTANCE NETWORK

In Partnership with Presbyterian Disaster Assistance (PCUSA)



May 2021

Hurricane Season Preparedness Tips

It's that time of year again! Colorado State University has announced their predictions as "above average" for the 2021 Hurricane Season. Thankfully we have a much better hold on the coronavirus pandemic than we did a year ago. Still, we need to prepare for this season with our safety protocols in minds.

2021 Hurricane Season Forecast		
	Average 1991-2020	Colorado State University
Total Named Storms	14	17
Hurricanes	7	8
Category 3 of Higher	3	4

Hurricane supplies: Restock your family [hurricane kit](#) and include the supplies you have needed during the COVID-19 outbreak. Hand sanitizer, wipes, bleach, face coverings... Stock up with some extras.

Special Needs Registry: If you or someone you know has needs such as oxygen, medical equipment or other special requirements, help them to register now with your county's [Special Needs Registry](#). This gives officials important information to use in planning for vulnerable populations as well as allows first responders to provide special assistance during a disaster.

Listen to your local authorities: All disasters are local and every county will have different plans and protocols best suited to their populations, communities and geography. Your local officials have updated hurricane plans with the pandemic in mind. Listen to your local weather, emergency management and city/county officials. Heed their advice. [Know Your Flood Zone!](#)



Churches: Check and update your disaster plan. Make sure contact numbers for staff and others are current. Know your presbytery's disaster protocol. Review your insurance policies. With increasing materials costs, do you have enough coverage? Assist the vulnerable people in your congregation and surrounding community by helping them gather hurricane supplies or putting up storm shutters and checking on them after a storm.

Churches are a vital part of a community's response and recovery! Can you offer your building or grounds as a secondary post-storm shelter space, a

point of distribution for supplies or a respite center for response workers? If so, please contact your local emergency management office and American Red Cross to let them know. They will work with you to determine if using your facility would be a possibility.



Volunteers: Due to continuing travel restrictions, volunteer teams will not be flocking in from other states to assist with debris removal, mucking and gutting. Many faith-based groups, including the PCUSA, still have a hold on all travel. All [Presbyterian Disaster Assistance](#) volunteer hosting sites are still closed for the time being. Hopefully that will change soon, but we will need to rely on each other, forming local teams of commuter volunteers who can drive to nearby communities, work during the day and then drive back home for the night. These local teams will need to bring their own tools, food, water and PPE. Consider forming a small commuter volunteer team within your congregation or community. More information here: [Commuter Volunteers](#)

Disaster Preparedness Tips for Congregations

- ◆ Select a Congregational Disaster Response Coordinator.
- ◆ Update your disaster plan annually.
- ◆ Develop a communication system within the congregation (text, phone tree, etc.).
- ◆ Create a list of congregational members with special needs noted and updated annually.
- ◆ Update Congregational Directory at least quarterly.
- ◆ Share emergency supply kit information with your congregation. Kits can be assembled by groups with the church and distributed to elderly and special needs members of the community.
- ◆ Develop plans for each type of disaster scenario that might affect your area.
- ◆ Review insurance policies annually and save them in multiple locations.
- ◆ Back up financial and session records and store them in multiple locations.
- ◆ Update the inventory of the physical plant annually. Video recording is recommended.
- ◆ Determine if the physical plant can be used as an emergency shelter, point of distribution, etc.
- ◆ If so, consult with local Emergency Management office and let them know what you can offer.
- ◆ Coordinate with local VOADs (Voluntary Organizations Active in Disaster) to get to know response partners within your community and the roles of each organization.
- ◆ Contact FLAPDAN with any questions.

Year round, but especially during a disaster, [FLAPDAN](#) stays in close contact with Florida presbyteries, PDA, Synod, state and local emergency management, FEMA and community and faith-based disaster response organizations to assure continued communication of the latest updates, notifications and best practices. Coordinated response is a key element in all disasters from the federal level right down to each local community. Please contact FLAPDAN with questions or if you need help creating or updating your disaster plan.

We are here for you. Thank you for your continued support for FLAPDAN!

Stay safe,

Kathy Broyard, Executive Director / Emergency Management Specialist
Barbara Hassall, Hurricane Irma Recovery Liaison



Appendix P

Synod of South Atlantic HIGHLIGHTS

- The Rev. Kathi Parchem, Synod Moderator, welcomed first-time and returning Commissioners, first-time and returning Presbytery Leaders, Stated Clerks, Consultants for Racial Ethnic Ministries, the Synod's Presbyterian Women moderator, and guests, gathered to conduct the business of the Synod by ZOOM on Friday, April 16, 2021.
- The Rev. Dr. Ray Jones, Director of Theology, Formation and Evangelism for the Presbyterian Mission Agency (PMA) preached on Luke 24:13-35, meeting Jesus on the road to Emmaus. Church members of Savannah Presbytery provided music, liturgy and prayer.
- Joyce Lieberman, Synod Executive and Stated Clerk, reported on the status of the Synod, including the membership, the Presbytery and Synod minutes approvals, Synod Permanent Judicial Commission decisions, and her schedule during COVID. She highlighted that though there continues to be a pandemic, racism, violence and division in the world, the work of the church continues.
- The Executive Administrative Commission (EAC) reported on the decisions made since the last Synod Stated Meeting:
 - The Stated Meetings for 2022 will be held on April 28-29, 2022, at Epworth-By-The-Sea, St. Simons Island, Georgia, as well as an electronic meeting on November 15, 2022.
 - The formation of a Family Leave Task Force to consider Synod leave policy
 - An updated Synod website and logo
 - Development of a cohort group with the *Ministry Collaborative*, following the Synod Bolsinger webinar.
- The Leadership Task Force, formed to implement the Synod's vision of transformational leadership, will host the Rev. Dr. Tod Bolsinger for a Zoom webinar, *Leading the Church into the Post-Covid World*, on April 27, 2021, 3:00 pm.
- The Synod audit for 2020 was completed and Synod investments performed to the composite benchmark level. The 2021 amended budget was approved with per capita remaining at \$1.50 and suggested mission giving remaining at \$1.00.
- The National Black Caucus 46th Biannual event will be held virtually in Charleston, South Carolina. Details to follow.



Appendix Q-1
Reddick Administrative Commission

Page 86 of 88

April 25, 2021

To: Saint Augustine Presbytery
From: Ana L Lugo (TE), Chair, Reddick Administrative Commission (RAC)
Re: Update report

Sister and brothers in Christ,

Grace and peace in the name of our Lord Jesus Christ! The Reddick Administrative Commission (RAC) was elected by the Presbytery in 2020 to assist with the closing of First Presbyterian Church in Reddick. Current RAC members are Rhonda Link-Cummings (TE), Richard Mueller (RE) and Jeffrey Welch (TE). The commission has met 6 times since it's inception. Our last meeting was on March 17, 2021.

A variety of tasks have been completed, including convening the session for prayer and consultation, assuming original jurisdiction, receive session records, visiting the property and inviting members to come to the property to remove any items of personal and sentimental value before inviting Camp Montgomery and Silver Springs Shore Thrift Store to remove any items/furniture they could use.

We don't have any recommendations to the Presbytery at this time, but we have requested in writing (and are waiting for) an assessment of state of the property done by an engineer, and an assessment by a real estate agent about the value of the property "as is" and value of property without buildings. When these become available, we hope to be able to make recommendations about the disposition of the property to the Presbytery.

I am happy to answer any questions. I may be reached at (773) 380-2997 during office hours or (904) 219-2769 (Mobile).

Yours in Christ,

A handwritten signature in blue ink, appearing to be 'Ana L. Lugo', with a long, sweeping horizontal line extending to the right.

Ana L. Lugo, Chair

Appendix Q-2

Final Administrative Commission Report
Nueva Esperanza Presbyterian Church
May 4, 2021

At the 2021 Winter Stated Presbytery meeting, the commission reported the following developments:

- The congregation suspended church services
- Personal property was donated to Kirkwood Presbyterian Church, where NEPC shared space
- Three members joined Kirkwood by letter of transfer; remaining members were placed on a temporary roll of the presbytery
- Insurance was cancelled; extended reporting coverage was purchased
- Some church funds were moved to a restricted account at Kirkwood Presbyterian church to be used for Spanish ministries

Since that meeting, the following steps were taken:

- The bank account was closed
- The church corporation was dissolved on February 10, 2021
- Official records were provided to the presbytery

At the 2021 Winter Stated Meeting, the presbytery voted to dissolve the commission once these final steps were taken. Therefore, the commission is now dissolved. The presbytery stated clerk has reported the church closure to the Presbyterian Church (U.S.A.).

Cathy Sanders, Chair
Mary L. Brown
Larry Green
NEPC Administrative Commission

Appendix Q-3

Administrative Commission (AC) for St. Johns Presbyterian Church
Presbytery of St. Augustine
May 4, 2021

The Administrative Commission reports these actions :

The AC and St. Johns met on three occasions in March to review and discuss proposals for dismissal. In the process of these discussions, the AC and St. Johns agreed that a mediation would be helpful. The parties agreed on Rev. Cynthia Montgomery as the mediator. A mediation session was held on April 27, 2021, and discussions are continuing.

Respectfully submitted,

Jerie Lukefahr, AC Clerk

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