

Appendix P

Approved Coordinating Council Minutes  
October – December 2021

**MINUTES**  
**Presbytery Coordinating Council**  
**October 7, 2021, at 10:00 a.m.**  
**by Electronic Conference**  
**Edd Norris, Chair**

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

A quorum was not present; therefore no actions were taken. Those present engaged in a debriefing of the presbytery meeting. The Chair of the Coordinating Council made two decisions which were communicated to the body after the meeting.

Present: Do In Kim, Steve Crowley, Suzi Leman, Edd Norris, Patti Phillips, and Vickie Bossuot.

Absent/Excused: Bill Hoff, Joe Rigsby, Joe Albright, Barbara Darby, Larry Green, Julie Higbee, Walk Jones, and Yvan Kelly.

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

Edd Norris began the meeting with a prayer.

The Coordinating Council Chair communicated the following decisions:

- A notice will be sent to all churches that will identify which churches may feel called and equipped to host a hybrid presbytery meeting on February 5, 2022, the date of our Winter Stated Meeting.
- The Coordinating Council meeting dates in January 2022 will be January 13 (longer meeting) and January 27 (noon meeting).

The meeting was closed with prayer.

Submitted by:

Sandra Hedrick  
Clerk of the Coordinating Council

**MINUTES**  
**Presbytery Coordinating Council**  
**October 21, 2021, at 10:00 a.m.**  
**by Electronic Conference**  
**Edd Norris, Chair**

The Coordinating Council of the Presbytery of St. Augustine held a stated meeting on, October 21, 2021, at 10:00 a.m., by means of an electronic conference through Zoom. A quorum was present.

Present: Steve Crowley, Larry Green, Julie Higbee, Bill Hoff, Walk Jones, Edd Norris, and Patti Phillips.

Absent/Excused: Joe Albright, Vickie Bossuot, Barbara Darby, Do In Kim, Suzi Lemen, and Joe Rigsby.

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

Edd Norris called the meeting to order with a devotion and prayer led by Jerie Lukefahr.

The Coordinating Council took the following actions:

- Approved the minutes of September 30 and October 7, 2021.
- Received and discussed written and oral reports from the committees, administrative commissions, the Ministry and Mission Coordinator, and the stated clerk.

The Coordinating Council has set aside the following future meeting dates: November 4 at noon, November 18 at 9:30 (in person), December 2 at noon, December 16 at 10.

The meeting was closed in prayer led by Sandra Hedrick at about 11:10 a.m.

Submitted by:

Sandra Hedrick  
Clerk of the Coordinating Council

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

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

Present: Joe Albright, Steve Crowley, Barbara Darby, Julie Higbee, Walk Jones, Suzi Leman, Edd Norris, and Patti Phillips.

Absent/Excused: Vickie Bossuot, Bill Hoff, Do In Kim, Joe Rigsby, Larry Green, and Yvan Kelly.

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

Edd Norris began the meeting with a prayer.

The Coordinating Council Chair took the following actions:

- The next deadline for small churches with 200 members or less to make proposals for grants from designated funds will be January 15, 2022.
- The presbytery will participate in Giving Tuesday. The Ad Hoc Generosity Team is given the authority to work out the details, while focusing on our missions.

The meeting was closed with prayer by Walk Jones at 12:40 p.m.

Submitted by:

Sandra Hedrick  
Clerk of the Coordinating Council

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

The Coordinating Council of the Presbytery of St. Augustine held a stated meeting on November 18, 2021, at 9:30 a.m., at Montgomery Presbyterian Conference Center (MPCC). The meeting included a strategic planning session. A quorum was present.

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

Absent/Excused: Do In Kim.

Also Present: Incoming at-large member Susan Takis (Green Cove Springs) and ex-Officio members Holly Inglis (Ministry and Mission Coordinator), Sandra Hedrick (Stated Clerk), Ed Kelly (Assistant Stated Clerk), and Jerie Lukefahr (Moderator-Elect). For the planning segment, the following additional presbytery leaders were present: Ed Kelly (Assistant Stated Clerk), Tommy Lane (MPCC) Joy Laughridge (Call Commission), and Chris Lieberman (Finance Team).

Edd Norris called the meeting to order with a devotion and prayer.

The Coordinating Council took the following actions:

- Approved the minutes of October 21 and November 4, 2021.
- Received and discussed written and oral reports from the committees, administrative commissions, and the stated clerk.
- Accepted the request of a session of one of our congregations to take original jurisdiction of the investigation of a disciplinary matter filed against a member.
- Approved holding the Winter Stated Meeting at the Trinity church if the technology capabilities for a hybrid presbytery meeting are confirmed.
- With respect to a pastor's inquiry about whether a 1001 Worshipping Community may be funded out of the proceeds of a dismissed church, approved establishing a small task group to work on and present a proposal for the use of funds from dismissed churches and the sale of church property of closed churches. The group will be appointed by the presbytery moderator and the moderator of the Coordinating Council. Joe Rigsby would like to be a member of this group.
- Engaged in strategic planning with the purpose of establishing 2022 priorities to recommend to the presbytery at the Winter Stated Meeting.

**MINUTES**  
**Presbytery Coordinating Council**  
**December 2, 2021, at 10:00 a.m.**  
**by Electronic Conference**  
**Edd Norris, Chair**

The Coordinating Council of the Presbytery of St. Augustine held a stated meeting on December 2, 2021, at noon, by means of an electronic conference through Zoom. A quorum was present.

Present: Suzi Lemen, Patti Phillips, Edd Norris, Steve Crowley, Joe Albright, Bill Hoff, Yvan Kelly, and Walk Jones.

Absent/Excused: Do in Kim, Joe Rigsby, Larry Green, Julie Higbee, Walk Jones, and Vickie Bossuot.

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

Joe Albright began the meeting with prayer.

The Coordinating Council took the following actions:

- Confirmed that the "hybrid" (in person and online) Winter Stated Meeting will be held at Trinity Presbyterian Church in Palm Coast, Florida.
- Endorsed having Barbara Darby as chair of the Care and Reconciliation Team join the Chair of Council and the stated clerk in appointing a response group for support of the accused and person filing accusation in the matter for which the presbytery has accepted jurisdiction of an investigation from one of our churches and appointing the investigating committee to the "Crisis Response Team" (CRT) only as necessary to fulfill their charge.
- Directed the clerk to have a draft of a revised sexual misconduct policy to the Coordinating Council for review by January 13, 2022.
- Discussed the shooting by the music director at Hodges Boulevard Presbyterian Church and how we can continue to respond in love and support.
- Approved the following dates for Coordinating Council meeting ("longer" means 10 a.m., "shorter" means noon)"

December 16 (longer)

January 13 (longer) and 27 (shorter)

February 3 (shorter)\* and 17 (longer)

**MINUTES**  
**Presbytery Coordinating Council**  
**December 16, 2021, at 10:00 a.m.**  
**by Electronic Conference**  
**Joe Albright, Acting Chair**

The Coordinating Council of the Presbytery of St. Augustine held a stated meeting by Zoom on December 16, 2021, at 10:00 a.m. A quorum was present.

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

Absent/Excused: Vickie Bossuot, Do In Kim, and Edd Norris.

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

Acting Chair Joe Albright called the meeting to order, and Joe Rigsby offered a devotional and prayer.

The Coordinating Council took the following actions:

- Thanked Joe Rigsby and Bill Hoff for their long service on the Coordinating Council.
- Approved the minutes of November 18 and December 2, 2021.
- Received reports from the committees, administrative commissions, the Ministry and Mission Coordinator (including the generosity team report), and the stated clerk.
- Approved submitting a "Vital Congregations" application with the Presbyterian Mission Agency. Julie Higbee and Larry Green were asked to assist Holly Dillon Inglis with completing the application.
- Approved soliciting donations for Presbyterian Youth Triennium.
- Discussed the 2022 Winter Stated Meeting which will be held at Trinity Presbyterian Church in Palm Coast and online via Zoom; also approved the request of Living Waters for the World that it be permitted to make a short presentation at the meeting.

The meeting was adjourned at 11:15 a.m. with prayer by Joe Albright. The next meeting will be held on January 13, 2022, at 10:00 a.m.

Submitted by:

Sandra Hedrick  
Clerk of the Coordinating Council