

WINTER STATED MEETING DOCKET
Presbytery of St. Augustine
February 4, 2023
Montgomery Presbyterian Conference Center
Jerie Lukefahr, Moderator

*The mission of the Presbytery of St. Augustine is to support our faith community,
so that together we are a greater witness to the gospel of Jesus Christ.*

8:30 a.m. WELCOMING TIME

The coffee reception and sign-in table will open at 8:30 a.m. We invite everyone to arrive early so that you have time to enjoy some in-person fellowship.

9:30 a.m. OPENING AGENDA

Moderator's Greeting and Prayer
Meeting Host Greeting
Quorum, Docket Approval, and Appointment of Tellers
Welcome to First Time Commissioners/Corresponding Members/Guests
Approval of Consent Agenda Items in Docket
Call Commission - Memorial Moment for Joseph "Joe" Clay Davis Meux (*Appendix C-1*)

9:45 a.m. WORSHIP

Morning Message - Beverly Dempsey, Interim Pastor,
Highlands United Presbyterian Church
2022 Necrology (*Appendix E-2*)
Commissioning of Cuba Travelers
Offering - Mutual Mission

10:45 a.m. FELLOWSHIP BREAK

11:10 a.m. ACTION AGENDA

Volunteer Management/Election of Stated Clerk

The Nominating Team will present nominations for the Stated Clerk and other officers and for individuals serving on presbytery teams and commissions. (*Appendix A*)

The Coordinating Council recommends that the presbytery approve the following terms of call for the Stated Clerk: \$38,000 in effective salary including \$19,000 in housing allowance and \$19,000 in salary, SECA of \$2,907, \$1,500 in professional expense, \$1,000 continuing education, and \$1,000 in auto expense.

Coordinating Council
Joe Albright, Chair
Suzi Lemen, Presenter

The Coordinating Council recommends that the presbytery take the following actions (all Coordinating Council materials are in *Appendix B*).

1. Welcome our new Communications Coordinator, Gabrielle Bellamy.
2. Approve the 2023 Operating Budget. (*Appendix B-1*)
3. Receive a report from Bryant Anderson, Chair of the Lead Presbyter Search Committee.
4. Grant the Coordinating Council a special one-time waiver of the aggregate annual cap of \$50,000 to expend funds under the Guidelines for Stewardship of Funds adopted October 4, 2022, and grant the Coordinating Council the authority to expend up to \$150,000 in addition to the aggregate annual cap for the sole and express purpose of fulfilling the petitions of the Lake Shore Presbyterian Church contained in their letter to Council of December 19, 2022. (see *Appendix B-2a and b*)
5. Approve a “Process for Requesting and Awarding Funds from Sale of Properties.” (*Appendix B-3*)

Call Commission
Joy Laughridge, Chair
Ron Watson, Vice-Chair

The Call Commission recommends that the presbytery take the following actions (written materials are contained in *Appendix C*):

1. Welcome and hear from our newest Candidate for Ministry, Brian Mitchell (Lakewood).
2. Welcome and hear from new presbytery members: Dana Riley (Associate Pastor for Community Outreach, Riverside) (will be ordained on March 5) and Roy Sharpe (Stated Supply, Covenant). (New minister information is contained in *Appendix C-2*)

Headlines from Presbytery Ministries

Please welcome speakers and reports from Presbyterian Women, Mutual Mission, Highlands Regional Ministry Center, and Montgomery Presbyterian Conference Center
Note: *Appendix D* contains reports received from these ministries.

Installation of Moderator Susan Rose

The meeting will conclude with the installation of the Rev. Dr. Susan Rose as Moderator of the Presbytery of St. Augustine. Susan Rose is Executive Director and Founder of Diakonos Solutions and also serves as a parish associate at Memorial Presbyterian Church. Jerie Lukefahr, our outgoing Moderator, will begin her service as Chair of the Coordinating Council once Susan Rose is installed as Moderator. *See online moderator installation pamphlet, which includes biographical information.*

Speak-out Time*

Speak-out Time is open to ministers and commissioners who would like to share about glimpses of grace or expressions of gratitude in the community of the Presbytery of St. Augustine. Speak-out Time is limited to one minute per person.

CLOSING AGENDA

Call for Spring Stated Meeting

The Spring Stated Meeting will be held on Tuesday, May 2, 2023, at 9:00 a.m. at Riverside Presbyterian Church. This meeting is being planned as a “hybrid” meeting, with both Zoom and in-person participation.

Adjournment and Closing Prayer

12:30 p.m. FRIENDSHIP LUNCH - ORDER OF THE DAY

CONSENT AGENDA

Stated Clerk Communications

Sandra Hedrick, Stated Clerk

The Stated Clerk provides the following communications and requests that the presbytery take the following actions (all written documents are included in *Appendix E*):

1. Those who submitted requests to be excused will be shown as excused in the attendance records of this meeting.
2. This meeting is a corporate meeting for both the Presbytery of St. Augustine, Inc. and Montgomery Presbyterian Conference Center, Inc.
3. The minutes of the installation of Lauren Scott as Associate Pastor for Youth and Families at Riverside and the installation of Dawn Mayes as Pastor of First Fernandina Beach are presented in *Appendix E-1a and E-1b*.
4. The 2022 Necrology Report is presented in *Appendix E-2*.
5. The list of persons who have completed their service on the Permanent Judicial Commission (PJC) in the last six years and would therefore be eligible to serve on the PJC should there be a need is presented in *Appendix E-3*.

6. The stated clerk requests that the presbytery approve the list of churches that are asked to send an additional commissioner to each presbytery meeting for one year beginning with the 2023 Spring Stated Meeting. See *Appendix E-4*.
7. An update on the status of minute reading will be provided as soon as possible.

Coordinating Council
Joe Albright, Chair

In addition to providing the Treasurer's Report and Financial Statements, the Coordinating Council reports the following actions taken (a complete record is contained in the approved Coordinating Council minutes provided as in *Appendix B-4*.)

1. Approved holding the Winter Stated Meeting in February 2023 in-person at the Montgomery Presbyterian Conference Center and holding the Spring Stated Meeting in May 2023 with a hybrid format (Zoom and in-person) at Riverside Presbyterian Church.
2. Approved the celebration of the Lord's Supper during 2023 at presbytery meetings and events, Presbyterian Women gatherings, and presbytery-sponsored youth meetings and gatherings; on trips sponsored by the Mutual Mission Team; and in connection with seasonal camps at Montgomery Presbyterian Conference Center.
3. Approved offer to Gabrielle Bellamy as our new Communications Coordinator.
4. Approved all of the small church grant requests that were submitted: Alachua First (\$5,000), Calvin (\$5,000), St. Andrews (\$1,000), Silver Springs Shores (\$5,000), Starke First (\$3,550).
5. Welcomed special guest Adam Anderson (Pastor, South Jacksonville) who elaborated on the information shared in Yvan Kelly's report of his visit to the South Jacksonville session and provided ideas and input regarding the structure of the presbytery.
6. Approved a motion that Joe Albright may add members to the Generosity Team and may also populate the Stated Clerk Search Committee.
7. Approved a range for effective salary for the stated clerk and lead presbyter openings (confidential and omitted from minutes).
8. Approved the selection committees for the lead presbyter position: Patti Phillips (RE, Branford), Beth Touchton (RE, Fort Caroline), Bryant Anderson (TE, Palms), Don

Johnson (TE, Woodlawn), John Ragsdale (TE, HR, Treasurer), Jo Anne Dyson (TE, Fort King), and Diane Wilson (TE, Starke First).

9. Accepted and agreed to the gift of a Youth Retention Initiative Fund from an anonymous donor.
10. Approved accepting a grant of \$12,000 from an anonymous donor to conduct research on retaining youth in church and to establish a baseline for youth engagement in churches of our presbytery. The research will be done by Bill Hoff, retired minister, Justin Forbes, Youth Ministry, Flagler College and Rachael McNeal, youth minister Memorial Presbyterian. The research will be completed by June 2023, and Bill Hoff will be responsible to see that each church in the presbytery receives the results of the research. In addition, the Youth Team will begin to obtain youth involvement numbers from the churches of the presbytery in order to share possible grants in the future.
11. Referred to personnel the clarification of the job description of area relationship coordinators.
12. Disapproved a motion to search for an interim lead presbyter.
13. Approved a motion for handling the constitutional amendments from the 225th General Assembly and amended the action so that this matter would be considered later in the year.
14. Approved provisional appointment of the individuals listed in the Volunteer Management Committee report, including: Rebekah Rodgers (McIntosh) - Class of 2024 Montgomery Board, Ricky Kirby (Orange Park) - Class of 2025 Call Commission, Kathy McLean (At-Large) - Class of 2024 or 2023 Call Commission, Carolyn Ettlinger (Palms) - Class of 2025 Call Commission, Vickie Bossuot (Validated Ministry/Lakewood) - Youth Team Class to be Assigned, Brian Mitchell (Lakewood) - Youth Team Class to be Assigned.
15. Approved the recommendation of the Personnel Team to increase Sandra Hedrick's hours to 30 in light of additional work she is performing that is not directly related to her stated clerk work and to increase her pay to \$70,280 retroactive to October 1, with the additional amount in housing allowance. (This is equivalent to her current hourly rate for the additional hours and will continue until such time as the hours are reduced.)

16. Approved motions from the Personnel Team regarding summer staff at Montgomery Presbyterian Conference Center which allow camp counselors for Day Camp and lifeguards to be 16 years of age and older and “grandfather” a camp counselor who is 17 as an exception to the 18 or older policy for employment in 2023.

Call Commission
Joy Laughridge, Chair
Ron Watson, Vice-Chair

The Call Commission has determined that the approved fee for a session to pay an appointed moderator should be raised from \$50 per session meeting to \$75 per session meeting.

The Call Commission recommends that the presbytery take the following action(s):

Approve the December 31, 2022, minister roll. (*Appendix C-3*)

The commission also reports the following actions taken since the Fall Stated Meeting:

1. Sustained the examination of Brian Mitchell (Lakewood) for candidacy under our care.
2. Sustained the examination of Dana Riley for ordination and approved the call and terms of call to serve as Associate Pastor of Community Outreach at Riverside.
3. Sustained the examination for membership and welcomed Joseph Roy Sharpe who transferred to us from the Presbytery of Central Florida effective November 1, 2022.
4. Sustained the examination for membership and welcomed Clinton Cottrell who transferred to us from Peace River Presbytery effective January 17, 2023.
5. Sustained the examination of Ricky (Rick) Kirby, ruling elder at Orange Park Presbyterian Church, to be added to the list of ruling elders in our presbytery who are certified to be commissioned ruling elders should they be called to an approved commission (effective November 20, 2022).
6. Approved the retirement of Gary Marshall effective December 1, 2022.

7. Approved the following temporary pastor agreements:
 - a. Amendment to associate interim pastor contract between First Ocala and Walk Jones effective September 1, 2022.
 - b. Interim pastor contract between First Ocala and Walk Jones effective January 1, 2023.
 - c. Parish associate contract between Craig Davies and Palms effective October 18, 2022.
 - d. Stated supply contract between Roy Sharpe and Covenant effective November 1, 2022.
 - e. Renewal of interim pastor contract between Beverly Dempsey and Highlands effective November 28, 2022.
 - f. Renewal of stated supply contract between Deb Henning and First Crescent City as of January 1, 2023.
 - g. Parish associate agreement between Ruth Elswood and Riverside effective January 24, 2023.
8. Approved the following pastor dissolutions:
 - a. Sunelle Stander Lays and Riverside (parish associate) as of November 7, 2022.
 - b. John Diller and Orange Park (pastor) effective January 1, 2022, with an unpaid leave of absence beginning December 1, 2022 and concluding on December 31, 2022.
 - c. Heong Seok Cho and Korean (pastor) as of February 28, 2023, with December 31, 2022, as the last date of pastoral duties.
9. Approved the request of Ron Watson to labor outside of the bounds of the presbytery if the way be clear.
10. Approved the transfer of John Diller to the Presbytery of Philadelphia when the way be clear (date will be included in the minutes of this meeting).
11. Welcomed Barbara Darby, visitor from the Coordinating Council, who shared information about the Presbytery Support Committee (formerly Care and Reconciliation Team) and how it can work with the Call Commission to support churches and pastors.
12. Applied and received the \$500 Synod of South Atlantic Spencer Grant (scholarship funds) on behalf of our candidate for ministry Carter Grant.

13. With respect to the request of Wain Wesberry for restoration to ordered ministry, the commission reviewed the record of the Wain Wesberry disciplinary case before the Permanent Judicial Commission, received impact testimony, and discussed the request for restoration to ordered ministry that had been received from Wain Wesberry. The commission took the following action: “that the Call Commission respond to Wain Wesberry that it will not consider his request for restoration further until after 36 months from today, if Wain Wesberry initiates further process at that time.”
14. Created a team to review the examination process by the presbytery for Ministers of the Word and Sacrament. The team will initially consist of Jeff Welch, Rhonda Link-Cummings and Cliff Lyda, to be convened by Jeff Welch.
15. Approved a request from Weirsdale’s temporary moderator that a United Methodist pastor who has served another church as a temporary pastor in the past may officiate at the Lord’s Supper at the Weirsdale church.
16. Approved the following guidance: a candidate for an installed pastor position is not required to have a Personal Information Form in the CLC system, but the stated clerk of that individual’s presbytery must attest that they are in good standing. A more specific policy will be written encouraging, but not requiring, PIFs and suggesting that a PNC inquire as to why the candidate has not completed a PIF and placed it in the CLC system.
17. Approved guidance to the Community church that it will need to prepare a mission study during this time of pastor transition.
18. The following temporary moderators served as noted during this period: Walk Jones - First Ocala; Cliff Lyda - San Mateo; Jim Black - Murray Hill; Rhonda Link-Cummings - High Springs; Larry Neal - Branford; Don McGarity - Perry; Jeff Welch - Weirsdale; Rhonda Link-Cummings - Countryside (December through March); Joy Laughridge - Orange Park; Sandra Hedrick - Orange Park (one session meeting); Do In Kim - Korean; Bob Mills (congregational meeting) - San Mateo.

Trustees of the Presbytery of St. Augustine
Ana Lugo-Berrios - Chair and President
Joyce Lieberman - Vice Chair and Vice-President

The Trustees report the following actions taken since the Fall Stated Meeting:

1. Voted not to replace the HVAC systems or repair the shed at the Middleburg property.
2. Approved the sale of the Reddick property and an extension to the sale contract.
3. Approved the 2022-2023 User Agreements for the Highlands Regional Ministry Center (HRMC).
4. Performed a financial review of HRMC and voted to do a more extensive review mid-year in 2023.
5. Received information and gave direction on the dispute between HRMC and its neighboring landowner.
6. In view of the expiration of the term of Geoff Spiegel as a Trustee at year-end, after discussion, the Trustees voted to ask Larry Green to serve temporarily as the property manager for the HRMC until another property management solution could be found.
7. Considered the listing agreement proposed by the Korean Church for the sale of its property. Notwithstanding its previous request to review and approve the listing agreement, the Trustees determined that they did not have the jurisdiction to approve or disapprove a listing agreement. The Trustees voted to have the Chair communicate that information to the church, but to strongly recommend that the church not consider a lease of the property.

Administrative Commissions

The Administrative Commission Reports can be found in *Appendix F*.

Synod Meeting Report

A written summary of actions taken at the November 3, 2022, meeting of the Synod of the South Atlantic can be found in *Appendix G*.