

Memorandum

To: Commissioners and Attendees

From: Stated Clerk, Middle Tennessee Presbytery

Re: 151st Stated Meeting of the Middle Tennessee Presbytery

Date: February 3, 2023

Please find the packet including the agenda, reports, and any other relevant documents pertaining to the 151st Stated Meeting of the Middle Tennessee Presbytery, which will be held Saturday, February 11th via Zoom. In keeping with the standing rules of the presbytery, this packet is distributed at least seven days before the meeting.

The Zoom invitation for the meeting is here:

Topic: Presbytery of Middle Tennessee

Time: Feb 11, 2023 09:00 AM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/87281262740?pwd=Ynl2WEROSnVQN1RUTVZrejJqRS9oUT09>

Meeting ID: 872 8126 2740

Passcode: 097954

This link is also included in the email distributing the packet for your convenience. The registration link can be found in that email as well.

As a reminder, the following procedures will facilitate this meeting:

1. Please join the meeting to register by 9:00 am; registration will continue until 9:30 am. Please be advised that the meeting will be recorded from this point (9:00 am) until the conclusion. If you have not used Zoom before, you will need to download and install Zoom on your device before you can access the meeting.
2. Please make sure you are muted unless recognized to speak by the moderator. While we encourage you to keep your camera open so that everyone can see each other, you may turn off your video if you prefer.
3. We will register by entering individual information in the chat feature of Zoom. You may access Chat by clicking the Chat icon at the bottom of your screens on *most* devices.
4. To register, please enter the following information in chat:
 - a. Your name and your preferred pronouns
 - b. Your role at the meeting (RE, TE, guest, CRE, etc)
 - c. The ministry you are representing (e.g., full church name or validated ministry)

As an example, my chat registration will be:

Mary Catherine Sevier (she/hers), RE Stated Clerk, PMT

Another commissioner's chat may read:

John Doe (he/him), RE, First Presbyterian , Murfreesboro

Reminder: the location of your church is very important in identifying you!

5. Please have a blank sheet of white paper with you when you access the meeting. You will be asked to vote by holding up that paper when asked by the moderator.
6. Finally, you will see your name under your picture when you access Zoom. Please be sure it reads as the name you wish to be called during the meeting! While your friends and family may know you as “Granny B” or “iPhone 55”, the moderator will not be able to recognize you that way. To rename yourself, look for the three small dots in the corner of your picture. Click on those and you will see an option to rename yourself for this meeting. Thanks for humoring the moderator and the stated clerk in this task!

The offering during worship will replenish the Pastoral Care Fund, which is used to assist Teaching Elders in the presbytery at the Commission on Ministry’s discretion. Please give generously. This fund was depleted last year in aiding deserving members in time of great need.

Here are the ways to give to today’s offering: ▲ send a check to the Presbytery office (1113 Murfreesboro Rd, Suite 106, #216, Franklin, TN 37064)

▲ go to the presbytery website, www.pbymidtn.org, and click the “Give Now” button

▲ scan the QR Code on the agenda which will direct you to the presbytery website.

I am looking forward to seeing each of you at the meeting. If you have questions before concerning the logistics of using Zoom, feel free to email me.

Mary Catherine Sevier

Sc.midtennpres@gmail.com

The Presbytery of Middle Tennessee is a community of churches and church leaders whose role is to guide and support the work of its constituents, striving to build up the body of Christ through connections of mutual support, creating a culture of leadership excellence and church transformation.

ONE HUNDRED FIFTY-FIRST STATED MEETING

THE PRESBYTERY OF MIDDLE TENNESSEE

AGENDA

SATURDAY, FEBRUARY 11, 2023

VIRTUAL (ZOOM)

9:00-9:30 am		Registration (Order of the day in CAPS)
9:15 am		Orientation to Zoom and of First Time Commissioners – Mary Catherine Sevier(15 min)
9:30 am	1.	CONVENE <ul style="list-style-type: none">• Establishment of Quorum• Adoption of Agenda• Seating of Corresponding Members• Recognition of First Time Presbyters• Approval of Minutes (150th Stated Meeting) and Roll (149th Stated Meeting)
9:35 am	2.	WORSHIP/Sermon: Candidate Adrian White <ul style="list-style-type: none">• Offering: Pastoral Care Fund• Installation of Moderator and Vice-Moderator• Installation of Stated Clerk• Commissioning of Guatemala Medical Team
10:30 am	3.	BREAK (5 minutes)
10:35 am	4.	Reconvene/REPORTS (numbers indicate order in packet)
10: 45 am		Recognition of Cristi Scott Ligon (10 minutes)
10: 55 am		(1) Executive Presbyter’s Report – Ray Thomas (10 minutes)
		(2) Commission on Ministry – Erin Howton-Angel (25 minutes) <ul style="list-style-type: none">○ Ordination Examination of Adrian White○ Recognition of Honorably Retiring TEs Ann Soderquist, Marjorie Thompson, and Blake Hawthorne
11: 20 am		(3) Personnel Task Force – Heidi Hudnut-Beumler (15 minutes)
11: 35 am		(4) Committee on Church Transformation - John Hilley (10 min)
11:45 am		(5) Finance Committee – Evelyn Graham (10 minutes)
11:55 am		Committee on Social Justice – Henry Deaderick (25 minutes) <ul style="list-style-type: none">○ Breakouts
12:20 pm		(6) Administrative Committee – Elinor

12:25pm

Foster (5 minutes)
(7) Stated Clerk Report – Mary
Catherine Sevier (5 minutes)

12:30 pm

ANNOUNCEMENTS and ADJOURNMENT
152nd Stated Meeting,
Saturday, May 6, 2023,
Westminster Presbyterian Church
Nashville, Tennessee
Closing Prayer
Adjournment

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▲ go to the presbytery website, www.pbymidtn.org, and click the "Give Now" button

▲ scan the QR Code below which will take you to the donation page



Teaching Elders

_P_Adams, Chris
 _P_Anderson, David
 _E_Anderson, Rosanna
 _P_Angel, Erin Howton
 _P_Angel, Jonathan
 _E_Asbury, Beverly
 _P_Bagley, Tom
 _E_Barger, Bill
 _E_Berry, Claire
 _E_Berger, Will
 _E_Bird, Sarah
 _E_Bradley, Michael
 _E_Bray, Linda
 _E_Bryan, Mark S.
 _E_Bryant, William T.
 _E_Burgener, John "Bo"
 _E_Caldwell, Elizabeth
 _E_Canon, Amelia
 _E_Carrell, Len
 _P_Casner, Paul
 _E_Catoo, Lee
 _E_Cejka, III, Joseph
 _E_Cheetham, John T.
 _P_Cheifetz, Laura M.
 _E_Chuquimia, Teddy
 _E_Clewer, Harry
 _E_Coates, Coleman Lewis
 _E_Cox, Meredith
 _E_Crawford, John
 _E_Crumpler, David
 _E_Danner, Charles
 _P_Davis, Michael
 _P_DeVries, Adam
 _P_DeVries, Mark
 _E_Drake, Donovan
 _E_Durnell, Warner R.
 _E_Early, Kim Maphis
 _E_Early, Robert
 _P_Edington, Sherard
 _E_Eisenmenger, David
 _E_Estafanos, Samy
 _E_Fraser, Carrie
 _E_Gasser, Anna D.
 _E_Gay, Andy
 _E_Gerber, David
 _P_Gilliam, Elizabeth
 _E_Gilliss, Martha Schull
 _E_Glover, Gregory
 _E_Glover, Leslie
 _E_Gordon, Stuart
 _P_Graham, M. Evelyn
 _P_Griffith, Guy D.
 _P_Groves, Lindsey
 _E_Gundersen, Carl A.
 _E_Gung, Justin
 _E_Gunter, Keith
 _E_Hamman, Jaco
 _E_Handlson, Pat
 _P_Harding, Bobby
 _E_Harkness, David
 _E_Harrell, James E.
 _E_Hassall, Harry S.
 _P_Hawthorne, Blake
 _P_Hermann, Lisa C.
 _E_Herring, Jane
 _E_Hilley, John R.
 _P_Hinkle, Jr., John
 _E_Hodgson, Peter
 _E_Hoehst, Jeanne'
 _E_Horn, John
 _E_Hudnut-Beumler, Heidi
 _E_Hudnut-Beumler, James
 _E_Hughes, Sally
 _E_Huie, Scott
 _E_Hunter, Jeannie
 _E_Jarvis, Jennifer
 _E_Johnson, Charles N.
 _P_Joiner, Christopher A.
 _E_Jones, Todd B.
 _E_Kane, Jeff
 _E_Kang, Byung Hee
 _E_Kang, Se Bong
 _E_Kang, Shin
 _E_Kaufman, John E.
 _P_Kelly, Gary
 _E_Kidd, David
 _P_Kim, Yoon Min
 _P_Klein, Candice
 _E_Knight, Carole

August 13, 2022 Stated Meeting Roll

_E_Lancaster, Jimmie
 _P_Larson, John
 _E_Leftwich, Phil
 _E_Lewis, John
 _E_Lipsey, McCurdy
 _E_Logan, Gail
 _P_Magee, Michael J.
 _E_McCaw, Beth
 _E_McClure, Annie
 _E_McCormack, Robert E.
 _E_McCullough, John
 _E_McCullough, Mary Louise
 _E_McKinsey, Sally Ann
 _E_McLaughlin, Michael D.
 _E_McMillion, Claude
 _P_McVey, Bruce
 _E_Moffatt, III, Charles L.
 _E_Montgomery, Robert
 _P_Moore, Ryan
 _P_Moran, James A.
 _P_Mueller, Mark
 _E_Mueller, Toby
 _E_Muse, Perry
 _E_Musgrave, John
 _E_Musick, Steve
 _E_Nally, Sara
 _E_Nash, Jim
 _E_Neil, Richard
 _E_Newsom, Ernest B.
 _E_Nichols, James A.
 _E_Nickell, Kay Pickens
 _P_Nyhuis, Jule
 _P_Orfield, Rachel Thompson
 _E_Paddon, Richard
 _E_Padget, Donald
 _E_Page, Fred
 _E_Paterik, Roy
 _E_Patton, Tom
 _E_Pentecost, Mike
 _E_Picard, John Paul
 _E_Ramirez, Lilia M.
 _E_Randleman, Sandra
 _E_Rector, Stacy
 _E_Richardson, W. W.
 _E_Ritchie, Jeff
 _E_Ritchie, Megan
 _P_Rodriguez, Josh
 _E_Rogers-Vaughn, Annette
 _P_Romero, Larissa
 _E_Rouquie, Richard
 _E_Salyer, Carson
 _E_Salyer, Janet
 _E_Sawyer, David
 _E_Schultz, Harris
 _P_Schwartz, Cindy
 _E_Shaw, Mary Sellers
 _E_Skelly, John J., III
 _E_Smathers, Mike
 _E_Smith, Jimmy D.
 _P_Smith, John A.
 _P_Smith, Shane
 _P_Smith, Shawn Thomas
 _P_Soderquist, Ann
 _E_Sous, Wael
 _E_Stauffer, Aaron
 _P_Stoker, Amy B.
 _E_Tate, Carol
 _E_Tennyson, Walt
 _P_Thomas, C. S. (Steve) III
 _P_Thomas, Ray
 _E_Thompson, C.J.
 _E_Thompson, Marjorie
 _E_Todd, John
 _E_Todd, Taylor
 _P_Traylor, Leslie
 _E_Tuck, Janet
 _E_Tyndall, Thomas B.
 _E_Vasquez-Paredes, Gustavo
 _E_Venable, III, Sid
 _E_Walker, Thomas D.
 _E_Wallace, Morgan
 _E>Weingartner, Robert J.
 _E_White, Jack
 _E_White, Linda
 _E_Wilson, Amos L.
 _E_Wilson, Mike
 _E_Yang, Sunggu
 _P_Yates, Stephen
 _E_Zeigler, Richard

A – Absent

I - Inactive

P - Present

E – Excused

Ruling Elder Commissioners

<u>Church</u>	<u>Represented By</u>
Alexandria, Liberty Hill	
Allardt, First	
Alpine, Christ	
Ardmore, Bethany	
Belfast	
Bethpage, Oak Grove	
Brentwood, Brentwood First	
East	1. Barbara Hall
	2. Susan K. Rohleder
Harpeth	1. Lee King
	2.
Buffalo Valley	Shirley C. Puckett
Clarksville, First	1. Phil Kemmerly
	2. Liz Thomas
	3.
Macedonia	
Columbia, First	1. Mary Beth Cotham
	2.
	3.
Westminster	
Cookeville, Double Springs	Dora Estes
First	1. Sam Glasgow
	2.
Post Oak	
Cowan, Fellowship	Joseph M. Kinard
Crossville, Calvary	1.
	2.
Culleoka, Central	
Decherd	
Dickson, First	Vicky McMillen
Pond	
Fairfield Glade, Westminster	Carol Hill
Fayetteville, First	1.
	2.
St. John	
Franklin, First	1.
	2.
	3.
Historic	1. James Jenkins
	2. Debra Van Derveer
New Hope	
Gallatin, First	1.
	2.
Sudanese	
Hendersonville, First	1.
	2.
New Creation	
Hermitage	1.
	2.
Lawrenceburg, First	
Lebanon, First	1. David Howell
	2.
Spring Creek	

<u>Church</u>	<u>Represented By</u>
Lewisburg, Bethberei	
First	1.
	2.
Lynnville, First	
Manchester, First	
McMinnville, First	
Milton, Hopewell	
Mt. Pleasant, First	
Murfreesboro, First	1. Don McKinney
	2.
	3.
Northminster	
Nashville, Bellevue	1. Beth Derrick
	2.
Donelson	1.
	2.
Downtown	1.
	2.
Eastminster	1.
	2.
Emmanuel	
First	1. Allen Kennedy
	2. Bryant Tirrill
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	6.
	7.
Glen Leven	1.
	2.
Glenclyff	Sandra Bundurant
Hillsboro	1.
	2.
Hillwood	1.
	2.
Korean	1.
	2.
Priest Lake	
Second	1. David Carlton
	2. Charles Higgins
	3.
Southminster	Barbara H. Cobb
St. Andrews	1. Ron King
	2.
Trinity	1.
	2.
Westminster	1. Ed Branding
	2. Ken Hande
	3.
	4.
	5.
	6.
Woodland	
Normandy	Suzie Lowe

<u>Church</u>	<u>Represented By</u>
Old Hickory	
Petersburg, First	
Pulaski, Brick Church	
First	1.
	2.
Readyville, Cripple Creek	
Shelbyville, First	1.
	2.
Silver Point, Mattie Smith	
Smyrna, First	1.
	2.
Sparta, Blue Spring	
Hickory Valley	
Robinson Chapel	
Spring Hill, First	
Springfield, First	1.
	2.
Milldale	Rick Robinson
Thompson Station, Bethesda	
Tullahoma, First	1. Mary Etta Ward
	2.
Watertown, First	
Waverly, Ellis Grove	

Commissioned Ruling Elders

Leonard Jordan, St. Andrews; Anne Keener, First Franklin;
Elizabeth (Becky) Smith, Westminster Fairfield Glade

Ruling Elders, Voice and Vote:

Theresa Denton, Administrative Committee; Steve Douse, Treasurer; Therese Howell, Stated Clerk; Geeta McMillan, Administrative Committee; Cristi Scott Ligon, Vice-Moderator; Melinda Sanders, Finance Committee; Aaron Stauffer, Committee on Leadership Excellence; Robin Thomas, Co-Executive Presbyter; Diane Thurston, Presbyterian Women; Stuart Wilson-Patton, Committee on Mutual Support

Corresponding Members, Voice, without Vote:

Kim Joiner, First Franklin; Larissa Romero, Downtown Presbyterian Church;

Visitors:

Diane Becker, First Nashville; Barbara Howell, First Lebanon; Claudia Torrey, First Nashville

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DRAFT
PRESBYTERY OF MIDDLE TENNESSEE
MINUTES OF ONE HUNDRED FIFTIETH STATED MEETING
NOVEMBER 10, 2022

The 150th Stated Meeting of the Presbytery of Middle Tennessee met on Thursday, November 10, 2022, at First Presbyterian Church, Nashville. Stated Clerk Therese Howell provided an orientation for first time commissioners. Moderator Crist Scott Ligon called the meeting to order at 10:00 am.

WORSHIP

Worship was led by Ruling Elder Cristi Scott Ligon (Saint Andrews Presbyterian Church, Nashville), who preached the sermon, and Therese Howell (First Presbyterian Church, Franklin) served as liturgist. Peter Rogahn, Organist and Assistant Director of Music for First Presbyterian Church, Nashville, provided music for the service. Robin and Ray Thomas, Co-Executive Presbyters, led in the sharing of cares and concerns. The offering was collected for the Presbytery's UKIRKs.

DECLARATION OF QUORUM / STATEMENT OF PROCEDURES / FIRST TIME COMMISSIONERS / CORRESPONDING MEMBERS / WELCOME BY HOST

After a break, Moderator Scott Ligon reconvened the meeting and declared a quorum was present.

The Moderator reviewed procedures for the meeting and welcomed first time commissioners. Dr. Ryan Moore, pastor of the host church, welcomed commissioners and spoke briefly about the church.

The Moderator stated that there were reports requiring action which had not been received within the seven day time limit, which necessitated setting aside the standing rules. The motion was made and seconded to set aside the standing rules to receive the reports, and this was approved by three-fourths vote of commissioners present.

The Presbytery's Mission and Operations Manual and the *Book of Order* provide for the seating of corresponding members and teaching and ruling elders with voice and those with voice and vote. Any ruling elder serving as presbytery's Moderator, Vice-Moderator, Moderator-in-Nomination, chairs of committees, members of the Administrative Committee, members of the Finance Committee, and the Moderator of Presbyterian Women, are enrolled as members of presbytery and shall have voice and vote. Ruling elders commissioned to particular pastoral service, and ruling elders who have previously served as presbytery moderator, within five years of completion of his/her term of service, are enrolled as members of presbytery with voice and vote. Any ruling elder serving as a committee representative to a particular meeting of presbytery in the absence of the chair shall have the privilege of voice and vote for that particular meeting of the presbytery. Persons certified in church service who are ruling elders shall have the privilege of voice and vote at all meetings of the presbytery, during their term of service in ministry in the presbytery of Middle Tennessee. Persons certified in church service, who are members of congregations in the Presbytery of Middle Tennessee, shall have the privilege of voice at all meetings of the presbytery during their term of service in a congregation or other ministry validated by the presbytery. Should a question arise concerning the enrollment of any person, the presbytery may resolve the matter upon the recommendation of the Permanent Judicial Commission. Corresponding members were seated without objection, and are listed with the roll.

ROLL

The roll of commissioners, corresponding members, and visitors attending the presbytery meeting is attached (Attachment A).

AGENDA

The Moderator stated that the agenda for the meeting had been provided in advance to commissioners. The following agenda was approved without objection:

- 9:30 am 1. Registration (Order of the Day in CAPS)
- 9:45 am Orientation for First Time Commissioners – Therese Howell (10 min)

- 1 10:00 am 2. CALL TO ORDER / WORSHIP
 - 2 • Offering: Middle Tennessee UKirks
- 3
- 4 11:00 am Break (10 minutes)
- 5 11:10 am 3. Establishment of Quorum / Statement of Procedures/ Welcome by Host /
- 6 Recognition of First Time Presbyters / Seating of Corresponding Members /
- 7 Adoption of Agenda
- 8 11:20 am 4. Stated Clerk’s Report – Therese Howell (5 min)
 - 9 • Approval of Minutes of 149th Stated Meeting (August 13, 2022)
- 10 11:25 am 5. Administrative Committee – Stephen Yates (10 min)
- 11 11:35 am 6. Finance Committee – Steve Douse (15 min)
- 12 11:50 am 7. Stated Clerk Search Committee Report – Shelby Smith (10 min)
- 13 Noon 8. Personnel Task Force Report – Greg Glover (30 min)
- 14 12:30 pm Lunch
- 15 1:30 pm 9. Committee on Mutual Support – Bobby Harding (15 min)
- 16 1:45 pm 10. Commission on Ministry – Erin Howton Angel (15 min)
- 17 2:00 pm 11. Proposed Amendments | Rules of Discipline – Therese Howell (20 min)
- 18 2:30 pm 12. Co-Executive Presbyters Report – Robin and Ray Thomas (10 min)
- 19 2:40 pm 13. Unfinished Business
- 20 **151st Stated Meeting – Saturday, February 11, 2023 (via Zoom)**
- 21 2:45 pm 14. Closing Prayer / Adjourn

STATED CLERK’S REPORT

Ruling Elder Therese Howell, Stated Clerk, presented the following report.

2021 Presbytery Meeting Minutes

The 2021 minutes of the Presbytery of Middle Tennessee were provided for review to the Synod of Living Waters, and have been approved without exception. The official action will occur at the Synod meeting in January 2023.

Approval of Minutes of August 13, 2022 Stated Meeting

The minutes of the August 13, 2022 stated meeting of the Presbytery were provided with the Presbytery packet. The Stated Clerk stated the roll from the meeting was not available, and would be presented for approval at the February 2023 meeting. The motion was made and seconded to approve the minutes. There were no corrections or additions and the minutes were approved as presented.

UKIRK Nashville / Celebration of Communion

The Stated Clerk received a request to allow UKIRK Nashville to celebrate the sacrament of communion during 2023; Rev. Claire Berry will preside. The motion was made, seconded, and approved to allow UKIRK Nashville to celebrate the sacrament of communion in 2023.

ADMINISTRATIVE COMMITTEE REPORT

Rev. Stephen Yates, chair, Administrative Committee, presented the Administrative Committee’s report.

November 10 Presbytery Meeting

The Administrative Committee approved plans for the November 10 Presbytery meeting: First Nashville will host; the offering will go to the Middle Tennessee UKIRKS; Moderator Cristi Scott Ligon will preach. Lunch will be provided at a cost of \$10, and proposed amendments to the Rules of Discipline will be on the agenda for action.

Review of August 13 Presbytery Meeting

The Administrative Committee reviewed the August 13 Zoom Presbytery meeting.

Luncheon for Retired Clergy and Spouses

The Co-Executive Presbyters reported that a luncheon for Retired Clergy and spouses is scheduled for Wednesday, December 7, 2022, at Trinity Presbyterian Church, Nashville.

Presbytery Work | Meeting Space

The Co-Executive Presbyters provided an update on the search for work space / meeting space.

First Presbyterian Church, Springfield / Joint Congregational Witness

1 The Administrative Committee received a report on the proposed joint congregational witness between
2 First Presbyterian Church, Springfield, and Central Christian Church, Springfield. The Committee on Church
3 Transformation, leadership of the Disciples of Christ, and leaders of both congregations are working on this.
4
5

6 Proposed Revision to the Mission and Operations Manual Related to Investigating Committee Membership

7 The Administrative Committee discussed the proposed revision to the Mission and Operations Manual
8 related to the reporting of names of members of an investigating committee. The following task force was
9 appointed to review this and bring a recommendation back to the Administrative Committee, hopefully by the
10 November Administrative Committee meeting: Cristi Scott Ligon, Doug Berry, Theresa Denton, John Hinkle (if
11 available).

12 2023 and 2024 Presbytery Meetings

13 The Administrative Committee approved that going forward, February and August Presbytery meetings
14 would be via Zoom, and May and November meetings would be in-person meetings. Following is the 2023 and
15 2024 schedule:

16 2023: Saturday, February 11, 2023 – Zoom

17 Saturday, May 6, 2023 – in-person, Westminster Presbyterian Church, Nashville; guest speaker:
18 225th General Assembly Co-Moderator, Ruth Santana-Grace

19 Thursday, August 10, 2023 – Zoom

20 Thursday, November 9, 2023 – in-person, First Presbyterian Church, Clarksville

21 2024: Saturday, February 10, 2024 – Zoom

22 Saturday, May 11, 2024 – in-person, location to be determined

23 Thursday, August 8, 2024 – Zoom

24 Thursday, November 14, 2024 – in-person, location to be determined

25 Personnel Task Force Updates

26 The Administrative Committee receives regular reports from the Personnel Task Force.

27 Salary Increase for Executive Presbyter

28 The Task Force recommended a 3% salary increase for the Executive Presbyter, along with a 3% increase
29 to the EP's 403b contribution, which was approved by the Administrative Committee. The Administrative
30 Committee will make sure this is included in the 2023 budget.

31 Operations Coordinator

32 The Personnel Task Force reported on the search for an Administrative Assistant, now Operations
33 Coordinator, handling communications and administrative duties. The position is 20 hours / week with limited
34 medical benefits. The Administrative Committee concurred with the job description provided by the Personnel
35 Task Force, to be presented for approval by the Presbytery at the November 10 Meeting.

36 Resignation of Robin Thomas, Co-Executive Presbyter

37 The Administrative Committee, in concurrence with the Personnel Task Force, accepted with regret the
38 resignation of Robin Thomas from the role of Co-Executive Presbyter for the Presbytery of Middle Tennessee,
39 effective December 31, 2022.

40 Revised Job Description / Executive Presbyter

41 The Administrative Committee concurred with the job description provided by the Personnel Task Force
42 for the Executive Presbyter.

43 Ray Thomas / Executive Presbyter

44 The Administrative Committee concurred with the Personnel Task Force on the terms of call for Ray
45 Thomas as Executive Presbyter for the Presbytery of Middle Tennessee, effective January 1, 2023.

46 Stated Clerk Search Committee Update

47 The Administrative Committee received a report from Shelby Smith, chair of the Stated Clerk Search
48 Committee. The Search Committee will present Ruling Elder Mary Catherine Sevier, a member at First
49 Presbyterian Church, Murfreesboro, for election at the November 10 Presbytery meeting as Middle Tennessee's
50 stated clerk, effective January 1, 2023.

1 Committee on Social Justice Co-Chairs

2 Rev. Yates stated the Nominating Task Force recommended that Ruling Elder Henry Deaderick (St.
3 Andrews Presbyterian Church, Nashville) and TE Larissa Romero (Downtown Presbyterian Church, Nashville)
4 be approved as co-chairs of the Committee on Social Justice for the balance of 2022. There were no objections,
5 and this was so ordered by the Moderator.

6 Nominating Task Force Report

7 Rev. Yates reported the Nominating Task Force presented a slate of nominees to fill vacancies and
8 positions as indicated (a complete membership list is attached to the Administrative Committee report). The
9 Moderator opened the floor for additional nominations, and there were none. The following slate was approved
10 as presented:

- 11 Administrative Committee Class of 2024 Betsy Bond, RE, Trinity Nashville
12 Class of 2025 Leonard Jordan, CP, St. Andrews Nashville
13 Jane Herring, TE, Emmanuel Nashville, Moderator-in-Nomination
- 14 Treasurer Class of 2025 – Evelyn Graham, TE, Member-at-Large
- 15 Finance Committee Class of 2025 - Toby Mueller, TE, Historic Franklin
16 *Melinda Sanders, RE, Woodland
- 17 Comm. on Church Transformation Class of 2023 – Robin White, RE, Historic Franklin
18 Class of 2025 - *Lilia Ramirez-Jimenez, LatinX Hub
19 Barbara Halverstadt, Emmanuel Nashville
- 20 Comm. on Leadership Excellence Class of 2025 – *Sarah Bird Kneff, TE, First Columbia
21 *Mary Martin, RE, First Murfreesboro
- 22 Commission on Ministry Class of 2023 –Greg Gardner, RE, Woodland Nashville
23 Class of 2025 –*Tom Bagley, TE, Normandy
24 Anne Keener, CP, First Franklin
25 *Gary Kelly, TE, Honorably Retired
26 *Mark Mueller, TE, The Outreach Foundation
27 Mickey Stueck, RE, First Lebanon
28 *Leslie Traylor, TE, Hermitage
- 29 Comm. on Mutual Support Class of 2025 - Shawn Thomas Smith, TE, First Smyrna
30 Spencer Truett, RE, First Dickson
31 *Ross Thomas, RE, First Springfield
- 32 Comm. on Prep. for Ministry Class of 2024 – Jonathan Angel, TE, Allardt
33 Class of 2025 - *Michael McLaughlin, TE, First Cookeville
34 Judy Schomber, RE, Trinity Nashville
35 Judy Tygard, RE, Bellevue
- 36 Committee on Social Justice Class of 2025 - *Dora Estes, RE, Double Springs Cookeville
37 Stacy Rector, TE, TADP
- 38 Permanent Judicial Commission Class of 2028 – Theresa Denton, RE, Emmanuel Nashville
39 Bill Russell, RE, First Spring Hill
40 Walt Tennyson, TE, Alive Hospice

41 Committee Chairs

- 42 Administrative RE Elinor Foster (by virtue of office)
43 Finance TE Evelyn Graham (by virtue of office)
44 Church Transformation TE John Hilley
45 Leadership Excellence TE Aaron Stauffer
46 Commission on Ministry TE Erin Howton-Angel
47 Mutual Support TE Bobby Harding
48 Preparation for Ministry
49 Social Justice RE Henry Deaderick

1 Synod Commissioners Class of 2024

2 Joyce Harris, RE, St. Andrews, Nashville
3 Will Berger, TE, Member-at-Large
4 Alternates:
5 Donna Simpson, RE, First Cookeville
6 Gary Kelly, TE, Honorably Retired
7

8 Ordination Exam Readers, Class of 2023

9 Guy Griffith, TE, Westminster, Nashville

10 UKIRK Nashville Board

11 Tania Carter
12 Rev. Shane Smith
13 Rev. Ean Taylor, Cumberland Presbyterian representative

14 **Presbytery of Middle Tennessee | Committee Membership 2023 - 2025**

15 TE – Minister of the Word and Sacrament RE – Ruling Elder *Second Term to be elected 11/10/2022

16 **Administrative Committee**

17 Class of 2023

17 Class of 2024

17 Class of 2025

18 *Doug Berry, RE
19 Westminster Nashville
20 Heidi Hudnut-Beumler, TE
21 Westminster Nashville

18 *Greg Glover, TE
19 First Clarksville
20 **Betsy Bond, RE**
21 **Trinity, Nashville**

18 **Leonard Jordan, CP**
19 **St. Andrews Nashville**
20 **Jane Herring, TE**
21 **Emmanuel Nashville**
22 Moderator-in-Nomination

23 Trustees (by virtue of office; serve as members of both Administrative and Finance Committees)

24 Stephen Yates, TE
25 First Tullahoma
26 2023 Moderator

24 Elinor Foster, RE
25 First Lewisburg
26 Vice-Moderator

24 **Evelyn Graham, TE**
25 **Member-at-Large**
26 **Treasurer**

27 **Finance Committee**

28 Anders Hall, RE
29 Westminster Nashville
30 Bruce McVey, TE
31 First Fayetteville

28 Hal Sauer, RE
29 First Nashville
30 Steve Thomas, TE
31 Honorably Retired

28 **Toby Mueller, TE**
29 **Historic Franklin**
30 ***Melinda Sanders, RE**
31 **Woodland Nashville**

32
33 **Committee on Church Transformation**

34 John Hilley, TE
35 East Brentwood
36 **Robin White, RE**
37 **Historic Franklin**

34 *Bob LaGrone, RE
35 First Nashville
36 Keith Gunter, TE
37 New Creation

34 ***Lilia Ramirez-Jimenez, TE**
35 **LatinX Hub**
36 **Barbara Halverstadt, RE**
37 **Emmanuel Nashville**

38
39 **Committee on Leadership Excellence**

40 Mary Moody, RE
41 Second
42 Shane Smith, TE
43 Hillsboro, Nashville

40 *Laura Cheifetz, TE
41 Vanderbilt
42 *Aaron Stauffer, TE
43 Vanderbilt

40 ***Sarah Bird Kneff, TE**
41 **First Columbia**
42 ***Mary Martin, RE**
43 **First Murfreesboro**

44
45 **Commission on Ministry**

46 Erin Howton-Angel, TE
47 Allardt
48 **Greg Gardner, RE**
49 **Woodland Nashville**
50 Sally Hughes, TE

46 Tom Drake, RE
47 Bellevue
48 Carol Foster, RE
49 First Fayetteville
50 Bill Patterson, RE

46 ***Tom Bagley, TE**
47 **Normandy**
48 **Anne Keener, CP**
49 **First Franklin**
50 ***Gary Kelley, TE**

1 Trinity Nashville
2 *Beth McCaw, TE
3 Southminster Nashville
4 John A. Smith, TE
5 First Dickson/Ellis Grove
6 Shelby Smith, RE
7 First Spring Hill

First Murfreesboro
*Amy Stoker, TE
First Pulaski
Frank Wade, RE
Westminster Nashville
*David Wood, RE
First Nashville

Honorably Retired
***Mark Mueller, TE**
The Outreach Fdn.
Mickey Stueck, RE
First Lebanon
***Leslie Traylor, TE**
Hermitage

8
9 Bobby Harding, TE
10 First Murfreesboro
11 Sally Ann McKinsey, TE
12 Validated Ministry

Committee on Mutual Support
Teresa Burns, RE
First Pulaski
*David Carlton, RE
Second

Shawn Thomas Smith, TE
First Smyrna
Spencer Truett, RE
First Dickson
***Ross Thomas, RE**
First Springfield

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16 Meredith Cox, TE
17 St. Thomas, Nashville
18 James Peeler, RE
19 Harpeth Brentwood
20 *Sandra Randleman, TE
21 First Nashville

Committee on Preparation for Ministry

* Kate Adcock, RE
Second Nashville
* Guy Griffith, TE
Westminster Nashville
Jonathan Angel, TE
Allardt

***Michael McLaughlin, TE**
First Cookeville
Judy Schomber, RE
Trinity, Nashville
Judy Tygard, RE
Bellevue Nashville

22
23 Andrea Elkins, RE
24 First Murfreesboro
25 Claire Berry, TE
26 UKIRK Nashville

Committee on Social Justice
Henry Deadrick, RE
St. Andrews Nashville
Larissa Romero, TE
Downtown Nashville

***Dora Estes, RE**
Double Springs
Stacy Rector, TE
TADP

27
28 Class of 2024
29 Bill Carver, RE
30 First Franklin
31 Christi Enschede, RE
32 Historic Franklin
33 Sharon Warfield, RE
34 Westminster Nashville

Permanent Judicial Commission

Class of 2026
Michael Bradley, TE
HR/Decherd
James Hudnut-Beumler, TE
Vanderbilt Div. School
J. B. Smith, RE
First Pulaski

Class of 2028
Bill Russell, RE
First Spring Hill
Walt Tennyson, TE
Alive Hospice
Terry Denton, RE
Emmanuel Nashville

35 **Committee Chairs**

36 Administrative	RE Elinor Foster
37 Finance	TE Evelyn Graham (by virtue of office)
38 Church Transformation	TE John Hilley
39 Leadership Excellence	TE Aaron Stauffer
40 Commission on Ministry	TE Erin Angel
41 Mutual Support	TE Bobby Harding
42 Preparation for Ministry	
43 Social Justice	RE Henry Deaderick

44
45 **Synod Commissioners Class of 2024**

46 **Joyce Harris, RE, St. Andrews, Nashville** **Will Berger, TE, Member-at-Large**
47 **Alternates: Donna Simpson, RE, First Cookeville** **Gary Kelly, TE, Honorably Retired**

48 **Ordination Exam Readers, Class of 2023**

49 Gloria Dale, RE, First Columbia
50 Therese Howell, RE, First Franklin

1 Sally Hughes, TE, Trinity Nashville

2 **Guy Griffith, TE, Westminster, Nashville**

3 Alternates: Joyce Harris, RE, St. Andrews Nashville; Annesse Ashton, RE, St. Andrews Nashville

4 **UKIRK Nashville Board**

5 Claire Berry, executive director

Tania Carter

6 Rev. Mary Sellers Shaw, chair

Kelly Christie

7 Kate Armstrong, vice-chair

Rev. Meredith Cox

8 Rev. Rachel Thompson-Orfield, secretar

Ryan Fox

9 Bill Christie, treasurer

Nathaniel Freymeyer, dinner coordinator

Rev. Shane Smith

Rev. Ean Taylor, Cumberland Presbyterian representative

12
13 **FINANCE COMMITTEE REPORT**

14 Treasurer Steve Douse, Chair of the Finance Committee, presented the committee's report.

15 Financial Reports

16 Financial reports and investment results as of September 30, 2022, were provided with the Presbytery
17 packet. Mr. Douse spoke briefly about the reports.

18 2021 Review

19 The Finance Committee received the Independent Accountants' Review Report for Presbytery for 2021
20 from Clemmons, Mullins & Mayes. There were no unresolved issues relating to Presbytery's finances; a copy of
21 the report was provided with the Presbytery packet.

22 Investment Account and Update

23 The transfer of Presbytery's investment portfolio from Baird & Co. to Vanguard has been completed. Mr.
24 Douse reported that this year has been a difficult one for our investments. Since January the value of Presbytery's
25 portfolio has dropped from \$1.933 M to \$1.631 M (including a \$50,000 transfer from reserves to the operating
26 fund). This is not surprising, given that 2022 has been one of the most challenging capital market environments
27 on record. In the last 100 years, there have been three years in which stocks and bonds both dropped in value
28 together: 1931 (in the depths of the Great Depression), 1969 (during the Vietnam War), and 2022. Through the
29 first nine months of this year, a typical 60/40 mix of stocks and bonds lost approximately 22% of its value.
30 Because Presbytery's investment portfolio has been conservatively managed, with almost 40% in cash at the end
31 of September, it has produced an above average return of -13%, almost 10 percentage points better than expected.
32 Over time, the Finance Committee and the Investment Task Force plan to dollar-cost average to the long-term
33 target allocation of 60/40 stocks and bonds in Presbytery's investment policy; however, as long as the Federal
34 Reserve continues to tighten monetary conditions in the U.S., we will be cautious and methodical in doing so.

35 Hillsboro Presbyterian Church, Nashville / Loan

36 Mr. Douse reported that at the August meeting, Presbytery authorized Hillsboro PC to apply for a
37 \$350,000 construction loan from the Presbyterian Investment and Loan Program to cover a portion of currently
38 ongoing renovations to the church building. Presbytery also agreed to guarantee the loan. Approval of the loan
39 was contingent on the Finance Committee's review of the church's application and a vote of the congregation
40 approving the essential terms of the loan. Both contingencies were satisfied, and the application was submitted
41 to PILP, which has approved the loan. Loan documents are being prepared, and we expect the transaction to close
42 shortly.

43 St. John Presbyterian Church, Fayetteville / Sale of Property

44 Mr. Douse reported the sale of excess property by St. John PC in Fayetteville, which was approved several
45 years ago, has been completed.

46 2023 Budget

47 Mr. Douse called attention to the proposed operating budget for 2023 provided with the Presbytery packet.
48 The proposed budget was compiled by the Finance Committee's budget working group, which projected operating
49 income for the coming year and consulted with Presbytery's committees and staff to determine how that money
50 can be best be used to support the Presbytery's mission. Mr. Douse highlighted the following changes:

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- a. Projected revenues are \$34,000 less than the 2022 budget. Most of this (\$24,000) reflects a drop in contributions from churches, which is our main source of funding. Although the Finance Committee is hopeful that some of the recent declines in giving can be reversed, we must base our planning on actual current trends.
 - b. One difficulty we face in projecting income for next year is the precipitous drop in the number of churches pledging. In 2019, 58 of our churches submitted pledges. In the years since, that number has steadily declined. In 2022 only eight churches (out of 80) submitted a pledge to Presbytery. These are the color-coded green entries in the pledge column on the Pledge Actual chart that is distributed at each meeting along with the other financials. We do project expected giving based on a church's contributions in prior years (the yellow entries in the pledge column), but that is of course far less reliable. Every year the Finance Committee sends each pastor and clerk of session information about Presbytery's finances, along with a stewardship appeal and a pledge card, and we rely on them to ensure that the request is presented to the session and that pledge cards are returned. Please help us better project our operating income for the coming year by returning your pledge card. For your convenience, in case your copies have been misplaced, we have attached copies of this year's stewardship letter and pledge card.
 - c. We have also reduced the expected amount of investment income by \$10,000 in light of the current market downturn. Although the "Investment Income" shown in the proposed budget includes capital gains that are realized during the year, the decline in the value of our portfolio affects both the cap on withdrawals that may be used to fund the operating budget (5% of a three-year rolling average of undesignated reserves) and the actual amount, subject to that cap, that the committee deems prudent to withdraw from reserves.
 - d. On the expense side, the biggest increase is for per capita. The General Assembly per capita payment will increase by \$10,000 in 2023. The nearly \$210,000 that will go to pay GA and Synod per capita assessments represents approximately 38% of our expenses for the year.
 - e. Presbytery significantly reduced its office expenses when it moved to a virtual office. However, it has become evident that some office space is needed on occasion for meetings and other tasks and events. We have therefore included a new \$7,000 line item for office space. The details are still being worked out, and the actual amount may end up being less, but this would cover any of the foreseeable options.
 - f. The Committee on Mutual Support sought increases in our contribution to NaCoMe and the 3 UKirks. The Finance Committee agreed and was able to include increases of 5% for NaCoMe and 3% for each of the campus ministries in the proposed budget.
 - g. The line item for MissionInsite, an online demographic research tool, was deleted from the Committee on Church Transformation's budget because it is not being used by the churches. The committee will be able to use designated funds to pay for MissionInsite or other demographic research services for use in connection with new church development or church revitalization efforts.
 - h. By agreement with the Sudanese church, 2022 was the last year in which Presbytery would provide financial support, so that line item is no longer in the budget.

- 1 i. The resignation of Robin Thomas as Co-Executive Presbyter, the move of Ray Thomas from 3/4
2 to full time as the sole Executive Presbyter, the retirement of Therese Howell and the
3 restructuring of the Stated Clerk position, and the folding of the communications coordinator
4 position into the new operations coordinator position will result in a \$34,000 net reduction in
5 personnel costs.

6 Mr. Douse stated the Finance Committee recommended adoption of the proposed budget for 2023.
7 There were no questions or discussion, and this was approved (Attachment B).

8 **REPORT OF THE STATED CLERK SEARCH COMMITTEE**

9 Shelby Smith, ruling elder at First Presbyterian Church, Spring Hill, and chair of the Stated Clerk Search
10 Committee, presented the committee's report. She thanked the members of the search committee – Michael Davis
11 (First Hendersonville), Todd Jones (Honorably Retired), Ora Bransford Lux (St. Andrews, Nashville), Lavona
12 Russell (East Brentwood) – for their hard work. Ms. Smith spoke briefly about the committee's process, and
13 stated that they present nominee Mary Catherine Sevier, ruling elder, First Presbyterian Church, Murfreesboro,
14 as candidate for Stated Clerk of the Presbytery of Middle Tennessee, effective January 1, 2023. She spoke of Ms.
15 Sevier's educational background and service in the community. The Search Committee recommended that Mary
16 Catherine Sevier be elected for a three-year term, effective January 1, 2023, for the terms and position description
17 previously approved.

18 Ms. Sevier spoke briefly of her gifts and skills, her call to this work, and her gratitude for this opportunity.
19 Ms. Sevier left the sanctuary, and there was no discussion. The motion to elect Mary Catherine Sevier as Stated
20 Clerk, for the terms indicated, was approved unanimously.

21 Ms. Sevier was welcomed back into the sanctuary, and the Moderator reported the vote. Persons present
22 in support of Ms. Sevier were recognized.

23 Ms. Smith moved that the Stated Clerk Search Committee be dismissed, and this was seconded and
24 approved.

25 **PERSONNEL TASK FORCE REPORT**

26 Dr. Greg Glover, chair of the Personnel Task Force, presented the following report.

27 Resignation of Executive Presbyter, Robin Thomas

28 Dr. Glover stated the Personnel Task Force, with concurrence by the Administrative Committee, accepts,
29 with sadness and a great deal of appreciation for her commitment and service to the Presbytery of Middle
30 Tennessee, the resignation of Robin Thomas from the role of Co-Executive Presbyter for the Presbytery of Middle
31 Tennessee, effective December 31, 2022. The Task Force recommends Presbytery accept Robin's resignation
32 with thanksgiving for her ministry. There were no questions or objections, and this was so ordered.

33 Approval of EP Job Description

34 Dr. Glover reported the Personnel Task Force had re-worked the Executive Presbyter Job Description to
35 reflect the reality of one Executive Presbyter, not Co-Executive Presbyters. He stated that the Personnel Task
36 Force, with the concurrence of the Administrative Committee, recommended approval of the job description for
37 the Executive Presbyter, which was provided with the Presbytery packet (Attachment ____). There were no
38 questions or objections, and this was so ordered.

39 Terms of Call for Executive Presbyter, Ray Thomas

40 Dr. Glover stated the Personnel Task Force, with concurrence by the Administrative Committee,
41 recommended the following Terms of Call for Ray Thomas as the Executive Presbyter for the Presbytery of
42 Middle Tennessee, effective January 1, 2022: Salary / housing = \$95,302; 403(b) RSP Match = \$3,000; FICA =
43 \$7,939; BOP Benefits = \$35,262; Professional Expenses = \$10,000. There were no questions, and this was
44 approved as presented.

45 Motion to approve the Operations Coordinator Job Description

46 Dr. Glover, on behalf of the Personnel Task Force, with the concurrence of the Administrative Committee,
47 recommended approval of the job description for the Operations Coordinator (Attachment ____). Dr. Glover spoke

1 briefly of the changes in staffing which required this position. There were no questions or objections, and this
2 was so ordered.

3 Recognition of Stated Clerk Therese Howell

4 Co-Executive Presbyters Robin and Ray Thomas presented Stated Clerk Therese Howell with an engraved
5 glass sculpture in recognition of her years of service to the Presbytery.

6 Ruling Elder Geeta McMillan (Blue Spring Presbyterian Church, Sparta), Rev. Warner Durnell
7 (Honorably Retired), and Dr. Chris Joiner (First Presbyterian Church, Franklin) each spoke of Therese's work
8 and ministry in service to the Presbytery and the Presbyterian Church (U.S.A.). Therese thanked the Presbytery
9 for the opportunity to serve as Stated Clerk. She thanked her husband and family for their support, as well as the
10 many Presbytery members and commissioners she was privileged to work with.

11 Dr. Glover asked that Elder Howell, Elder McMillan, Rev. Durnell, Dr. Joiner, Elder Robin Thomas, and
12 Rev. Ray Thomas gather at the font. Dr. Glover then offered a prayer.

13
14 The Presbytery recessed for lunch and cake in Courtenay Hall.

15
16 After lunch, the Moderator called the meeting back to order and offered a prayer.

17 **COMMITTEE ON MUTUAL SUPPORT**

18 Rev. Bobby Harding, chair of the Committee on Mutual Support, presented the committee's report. He
19 asked that commissioners remember to support and promote giving towards the Centsability program, which
20 provided grant money for hunger grant applications. Rev. Harding asked for help to better connect and support
21 the three UKIRK partners in Middle Tennessee, including maintaining a list of persons with expertise available
22 to the UKIRKs, particularly fund raising, ministry, property, etc.

23 Rev. Harding introduced the campus ministry pastors in the Presbytery, Rev. Claire Berry (UKIRK
24 Nashville [Vanderbilt and Belmont]; Rev. Micah Watson (UKIRK Middle Tennessee State University,
25 Murfreesboro); and Ms. Katie Orie (UKIRK Tennessee Tech University, Cookeville).

26 Each spoke of their work with their respective colleges and universities, and called attention to special
27 events and ways to support these ministries. They asked the Presbytery to continue in prayer for this important
28 ministry, and thanked the Presbytery for their continuing support.

29 Rev. Harding asked that Presbytery welcome Katie Orie, the newest campus minister, and the Presbytery
30 applauded Ms. Orie and welcomed her.

31 **COMMISSION ON MINISTRY REPORT**

32 Rev. Erin Howton-Angel, chair of the Commission on Ministry, presented the commission's report.

33 Judith Arnold / Westminster Presbyterian Church, Fairfield Glade

34 The COM approved the call and terms of call with Rev. Judith Arnold for Westminster Presbyterian
35 Church, Fairfield Glade, effective September 8, 2022, and approved the reception of Rev. Arnold from Southern
36 Kansas Presbytery. Rev. Arnold and persons present in support of her call were recognized and welcomed.

37 Michael Magee / First Presbyterian Church, Gallatin

38 The COM approved terms of call and the temporary pastoral contract between First Presbyterian Church,
39 Gallatin, and Rev. Michael J. Magee. Rev. Magee will be part-time beginning Nov. 1 and full time Jan. 1, 2023.
40 Scott Huie will serve as Rev. Magee's mentor. Persons present in support of Rev. Magee were recognized and
41 welcomed.

42 John R. Hilley / East Brentwood Presbyterian Church

43 The COM approved the call and terms of call to install Rev. John R. Hilley as pastor to East Brentwood
44 Presbyterian Church, effective January 1, 2023. Persons present in support of Rev. Hilley were recognized and
45 welcomed.

46 Warner Durnell / First Presbyterian Church, McMinnville

47 Rev. Warner Durnell's examination to serve as transitional minister at First Presbyterian Church,
48 McMinnville, was sustained, and the contract approved, by the Commission on Ministry.

49 John A. Smith / Examinations Task Force

50 Rev. John A. Smith has agreed to serve as Vice-Chair of the Examinations Task Force.

1 Downtown Presbyterian Church, Nashville / Pastor Nominating Committee

2 The COM received the names of the Pastor Nominating Committee for The Downtown Presbyterian
3 Church, Nashville: Matthew Abfalter; Stephanie Coleman; Debra Gentry; Jack Henderson; Jim Hoobler; Dixie
4 Williamson.

5 Adam DeVries / First Presbyterian Church, Nashville

6 The COM approved the dissolution of the associate pastoral relationship between Rev. Adam DeVries
7 and First Presbyterian Church, Nashville, effective November 13, 2022. The COM approved changing Rev.
8 DeVries' status to member-at-large.

9 Sarah Bird Kneff / First Presbyterian Church, Nashville

10 The COM approved the dissolution of the associate pastoral relationship between Rev. Sarah Bird Kneff
11 and First Presbyterian Church, Nashville, effective November 3, 2022.

12 Sarah Bird Kneff / First Presbyterian Church, Columbia

13 The COM approved the call to Sarah Bird Kneff as pastor of First Presbyterian Church, Columbia,
14 effective December 1, 2022. The COM approved the following terms of call: Annual Salary \$40,000; Housing
15 allowance \$34,000; Board of Pensions (37%) \$27,380; Social Security \$5,661; Professional / Continuing
16 Education Expenses \$3,000; Total compensation \$110,041; two weeks continuing education; four weeks
17 vacation; benefits as described in First Columbia Personnel Manual; relocation to Columbia area within six
18 months of beginning employment; payment of all reasonable moving expenses; family leave to be reviewed, and
19 with session's approval, the Presbytery policy will be followed; sabbatical leave as recommended by the
20 Presbytery; Mark Mueller to serve as mentor for at least six months. Persons present in support of Rev. Kneff
21 were recognized and welcomed.

22 Mark Calvert-Rosenberger / First Presbyterian Church, Springfield

23 The COM granted permission to Rev. Mark Calvert-Rosenberger, temporary supply at First Presbyterian
24 Church, Springfield, to administer the sacrament of baptism for a member's grandchild.

25 Annual Report Forms

26 Annual report forms have been emailed to Validated Ministers and Members-at-Large of the Presbytery
27 of Middle Tennessee.

28 First Presbyterian Church, Springfield / Central Christian Church, Springfield | Joint Congregational Witness

29 The COM learned that First, Springfield and Central Christian Church, Springfield, want to create a joint
30 congregational witness (a congregation of the PC(USA) and a congregation of another Christian church that
31 recognizes Jesus Christ as Lord and Savior, accepts the authority of Scripture, and observes the sacraments of
32 baptism and the Lord's Supper). This will not be accomplished by the November presbytery meeting but are
33 moving forward together in organic ways. The Committee on Church Transformation will need to approve these
34 legalities, then COM and then the Presbytery.

35 Mary Louise McCullough / Second Presbyterian Church, Nashville

36 The COM approved the dissolution of the pastoral relationship between the Rev. Dr. Mary Louise
37 McCullough and Second, Nashville as of October 1, 2022 by congregational vote on September 25, 2022. The
38 COM granted Dr. McCullough the status of Honorably Retired effective September 30, 2022. Rev. McCullough
39 was granted the status of Honorably Retired.

40 Michael Wilson / Second Presbyterian Church, Nashville

41 The temporary associate pastoral relationship between Rev. Mike Wilson and Second, Nashville ended
42 September 30, 2022. The COM approved the dismissal of Rev. Wilson to the Presbytery of Lake Erie, to accept
43 a call, effective October 1, 2022.

44 Evelyn Graham / Second Presbyterian Church, Nashville

45 The COM approved Rev. Evelyn Graham as Moderator of the Session of Second Presbyterian Church,
46 Nashville, and approved her work with administrative duties at Second.

47 Ministerial Compensation

48 The COM reviewed the Ministerial Compensation Policy, and proposed changes. The COM will
49 recommend to Presbytery that full time in the policy means 35 hours or more per week.

1 Joel Kelly

2 The COM moved Rev. Joel Kelly to Honorably Retired status, and dismissed him to the Presbytery of
3 Central Florida, effective June 1, 2021.

4 Amendments to Ministerial Compensation

5 Rev. Howton-Angel reported the COM recommended the following amendments to the Ministerial
6 Compensation document (additions are shown with underline; deletions are shown with ~~strikethrough~~):

7 **MINISTERIAL COMPENSATION POLICY**

8 The compensation paid and/or furnished to a full-time teaching elder should appear reasonable, just, and
9 fair to the leaders of a congregation, to a majority of the members of a congregation, and to the teaching
10 elder. Remuneration for services rendered by the teaching elder should be in line with the income levels of
11 the area in which that service takes place. The teaching elder is a trained professional with responsibilities
12 for which the Church has required preparation and training.

13
14 Each congregation in the Presbytery, through its Session and its teaching elder(s), should annually discuss
15 compensation.

16 **SECTION I MINIMUM EFFECTIVE SALARY**

17 The Presbytery sets the Minimum Effective Salary requirements for full-time (minimum of 35 hours / week)
18 teaching elders in installed positions at 80% of the Churchwide Median Salary as established annually by
19 the Board of Pensions. Minimum Effective Salary for part time teaching elders should be pro-rated based
20 on 80% of the Churchwide Median. These figures will be reported annually to be effective for the following
21 calendar year. *"Effective Salary" is defined as the combination of cash salary and housing.*

22 For 2023, the Churchwide Median Salary is \$64,800; **therefore the Minimum Effective Salary is \$51,840.**
23 Exceptions may be allowed with approval of the Commission on Ministry.

24 Other requirements include:

25 a. For installed teaching elders, full dues to the Benefits Plan of the Board of Pensions (39% of
26 Effective Salary as defined by the Board of Pensions), in Pastor's Participation. ~~The cost of family coverage~~
27 ~~shall be covered for full time installed teaching elders.~~ Temporary pastors, working at least 20 hours per
28 week, may be enrolled in Minister's Choice, with the cost set at 10% of effective salary, payable by the
29 church, or in Pastor's Participation.

30
31 Rev. Howton-Angel stated the Commission on Ministry wanted to make clear that this is a policy, so
32 "Policy" was added to the title. She stated that changes in Section 1, Minimum Effective Salary, make clear that
33 full time is a minimum of 35 hours per week, and this policy applies to full time teaching elders in installed
34 positions. Compensation for persons in part time installed positions should be pro-rated based on the full time
35 formula. She reported the other change in Section 1 relates to benefits in the Benefits Plan of the Board of
36 Pensions. All installed teaching elders, full or part time, must be enrolled in Pastor's Participation. Teaching
37 elders in temporary pastoral relationships, who work at least 20 hours / week, can be enrolled either in Minister's
38 Choice, or in Pastor's Participation. Dues for either plan are to be paid by the church.

39 There was a concern about clarifying benefits for part time installed teaching elders, and the motion to
40 amend by adding "full and part time" in section a. so the sentence would read, "For full and part time installed
41 teaching elders, full dues to the Benefits Plan of the Board of Pensions (39% of Effective Salary as defined
42 by the Board of Pensions), in Pastor's Participation. . ." was made and seconded. After discussion, the
43 amendment was approved.

44 The following recommendation, as amended, was approved.

45 **MINISTERIAL COMPENSATION POLICY**

46 The compensation paid and/or furnished to a full-time teaching elder should appear reasonable, just, and
47 fair to the leaders of a congregation, to a majority of the members of a congregation, and to the teaching
48 elder. Remuneration for services rendered by the teaching elder should be in line with the income levels of
49 the area in which that service takes place. The teaching elder is a trained professional with responsibilities

1 for which the Church has required preparation and training.

2
3 Each congregation in the Presbytery, through its Session and its teaching elder(s), should annually discuss
4 compensation.

5 **SECTION I MINIMUM EFFECTIVE SALARY**

6 The Presbytery sets the Minimum Effective Salary requirements for full-time (minimum of 35 hours / week)
7 teaching elders in installed positions at 80% of the Churchwide Median Salary as established annually by
8 the Board of Pensions. Minimum Effective Salary for part time teaching elders should be pro-rated based
9 on 80% of the Churchwide Median. These figures will be reported annually to be effective for the following
10 calendar year. ***“Effective Salary” is defined as the combination of cash salary and housing.***

11 For 2023, the Churchwide Median Salary is \$64,800; **therefore the Minimum Effective Salary is \$51,840.**
12 Exceptions may be allowed with approval of the Commission on Ministry.

13 Other requirements include:

- 14 a. For full and part time installed teaching elders, full dues to the Benefits Plan of the Board of Pensions
15 (39% of Effective Salary as defined by the Board of Pensions), in Pastor’s Participation. Temporary
16 pastors, working at least 20 hours per week, may be enrolled in Minister’s Choice, with the cost set at
17 10% of effective salary, payable by the church, or in Pastor’s Participation.

18 Rev. Mary Louise McCullough

19
20 Rev. Howton-Angel asked that the Presbytery recognize Dr. Mary Louise McCullough’s ministry. Ruling
21 Elder LeAnne McComb spoke to Dr. McCullough’s ministry at Second Presbyterian Church, Nashville, and
22 called attention to her gifted preaching, support of social justice issues, and her pastoral care. Dr. McCullough
23 thanked the Presbytery “for being the Presbytery that you are” and stated she was fortunate to be at Second when
24 she was, and she was grateful for Second Presbyterian Church and the Presbytery of Middle Tennessee. Rev.
25 Howton-Angel then offered a prayer for Dr. McCullough and her ministry.

26 **COMMITTEE ON CHURCH TRANSFORMATION**

27 Rev. Chris Adams, chair of the Committee on Church Transformation, reported the committee has grant
28 funds available for churches who wish to consider transformation, or assessment of ministries, etc. If interested,
29 please contact him for more information.

30 Rev. Adams also called attention to Officer Training for churches with part time pastors, to be held in
31 January, that he will lead. Anyone interested could contact him for more information.

32 **PROPOSED AMENDMENTS TO THE RULES OF DISCIPLINE**

33 Therese Howell, Stated Clerk, reported the Administrative Committee asked that the Presbytery consider
34 the *Book of Order* amendments proposed by the 225th General Assembly (2022), related to the Rules of Discipline
35 at this meeting. The remainder of the amendments will be voted on at the February 2023 stated meeting.

36 The Stated Clerk presented the four amendments, 22-CC, 22-DD, 22-EE, and 22-FF, which are proposed
37 changes to the current Rules of Discipline, along with amendment 22-GG, a complete revision of the Rules of
38 Discipline. There were no questions or discussion, and all five were approved.

39 **REPORT OF THE CO-EXECUTIVE PRESBYTERS**

40 Co-Executive Presbyters Robin and Ray Thomas each reported on their work. Rev. Thomas spoke of the
41 staff changes, and noted these were the result of leadership and discernment over a period of 10 months with the
42 Personnel Task Force on what was best for the Presbytery, and what was financially feasible. He reported that
43 the Presbytery will have meeting space at Second Presbyterian Church, Nashville, beginning in December, and
44 interviews were scheduled for next week for persons interested in the Operations Coordinator position. He
45 thanked the Presbytery for their prayers, support, and encouragement, and he looked forward to the new year with
46 new leadership and new opportunities to grow.

47 Robin Thomas stated that it had been and continues to be a privilege to serve the Presbytery of Middle
48 Tennessee alongside her best friend and trusted colleague. She spoke of their work in the Presbytery, and their

1 desire to strengthen relationships. She will continue to pray for Presbytery’s leaders in the coming year, and she
2 asked the Presbytery to pray for the new stated clerk and Ray as they transition into their new roles and
3 responsibilities. Robin thanked the Presbytery for their patience and trust, and their prayers and support.

4 The Moderator thanked Ray and Robin for their reports, and stated she was grateful for Robin’s gracious
5 ministry. The Presbytery offered applause for Robin.

6 **UNFINISHED BUSINESS**

7 The Moderator called for unfinished business, and there was none. The Moderator announced the 151st
8 Stated Meeting of the Presbytery of Middle Tennessee would be held on Saturday, February 11, 2023, via Zoom.

9
10 The motion was made, seconded, and approved without objection, to adjourn after a closing prayer by the
11 Moderator.

12
13
14
15 Therese P. Howell
16 Stated Cler

Ray Thomas, E. P.

Ray.midtennpres@gmail.com

Executive Presbyter Report

As Robin and I have done at previous February meetings, I want to recall some of the significant advances which we've achieved together through your collective contributions of leadership, prayer, faithfulness, and compassion.

2022 Highlights:

- Robin and I were able to pick up the pace in our goal to visit all of our 80 (originally 85) churches in the Presbytery. In April, with our visit in McMinnville, we completed our full slate of visits. We are thankful for the warmth, the hospitality, the vitality, and the meaningful relationships we have been able to build. Onto round 2!
- The Presbytery held its first in person meeting since February 2020, on May 19, at First Presbyterian Church, Franklin.
- At the May meeting, the revised Mission and Operations Manual was approved. Among other changes, a new Committee on Social Justice was formed.
- The Committees on Mutual Support and Church Transformation, and the Commission on Ministry have been active in approving the distribution of grant money through Hunger Action Grants, Social Media & Technology Grants, Matthew 25 Grants, and Mediation Grants to the benefit of many of our churches and local communities.
- Robin and I hosted five Pastor Lunches around the different neighborhoods of our Presbytery. Each gathering was characterized by lively conversations, new connections, and a delicious meal. In December, we hosted a lunch, at Trinity, Nashville, for our retired ministers and their spouses. One of the highlights of that gathering was the introduction of our new staff members: Mary Catherine Sevier and Gregory Taylor.
- The Personnel Task Force, which added two new members (Revs. Heidi Hudnut-Beumler and Jeff Kane) midway through the year, according to the expansion contained in the revised Manual, collaborated with Robin and me on designing a new Presbytery staffing model. In preparation for the retirement of Therese Howell as Stated Clerk, that position description was revised and a search committee was appointed in May. In November, the search committee presented RE Mary Catherine Sevier to the Presbytery for election to a three-year term; her election was unanimously approved. In addressing the need for additional administrative support, compounded by Robin's decision to step away from her ministry as Co-EP at the end of 2022, the TF proposed a new PT Operations Coordinator position, which was filled by Gregory Taylor, beginning on December 1. The collaboration between the TF and the Co-EPs continued as new staff members were on boarded and the transition into the new staffing model was attentively implemented.
- When the Presbytery staff moved out of its physical office, at Westminster Presbyterian Church, Nashville, in July 2021, we began functioning as a "virtual" office. This meant

that Therese, Robin, and I worked mainly from our homes. One of the disadvantages of this arrangement is that we were not able to offer a dedicated, confidential meeting space for requested conversations with presbytery leaders, ministers, or local church leaders. Beginning in December, we've arranged for such dedicated meeting space at Second Presbyterian Church, Nashville. We have also had a number of other churches offer meeting space, on an "as needed" basis, in their buildings. These invitations and arrangements are proving very helpful to both our operations and our accessibility.

- As 2022 came to a close, we gave thanks for Robin, serving as Co-Executive Presbyter, Therese, serving as Stated Clerk, Cristi Scott Ligon, as Moderator, and Steve Douse, as Chair of the Finance Committee and Treasurer. As the new year begins to unroll, we not only welcome Mary Catherine and Gregory to their new roles and responsibilities, but we welcome Rev. Stephen Yates as the new Moderator and Rev. Evelyn Graham as the new Chair of the Finance Committee and Treasurer. We also thank those who have completed their terms of service on our Presbytery committees and we welcome those who've begun their terms in January.
- As I step into this new role of solo FT Executive Presbyter, I am thankful for your prayers, your encouragement, and your expressions of support. My primary focus has not changed from the time when Robin and I began in April 2019: to cultivate relationships of love and trust throughout the Presbytery. So far, in this new year, I have 17 church visits already scheduled, through March 5. I look forward to continuing to grow deeper and healthier relationships in my travels. Keep those invitations coming!

I am grateful to you, to all of our churches, our new worshiping communities, our ministers, and our commissioned pastors for your steadfast commitment to the Presbytery, your generous contributions of time and gifts, your care and support of colleagues in ministry, your remarkable investments in Christ's mission to serve local communities and the larger world, and for the life-giving bonds we enjoy with one another. May God continue to bless us, challenge us, and equip us as we journey together into 2023 as the Presbytery of Middle Tennessee.

Ray Thomas

**COMMISSION ON MINISTRY
REPORT TO THE PRESBYTERY OF MIDDLE TENNESSEE
FEBRUARY 11, 2023**

INFORMATION

The Committee meets on the second Tuesday of the month at 4:00 pm. It receives reports from the Executive Presbyter and the Stated Clerk.

ADMIT TO RECORD

1. The COM approved terms of call and the temporary pastoral contract between Northminster Presbyterian Church, Murfreesboro, and Mr. Dennis Buckley for six months. Rev. John A. Smith is serving as Mr. Buckley's mentor.
2. The COM sustained the examination of the Rev. Sarah Bird Kneff, who was installed as pastor of First Presbyterian Columbia on February 5.
3. The COM received the minutes of the installation commission of the Rev. Sarah Bird Kneff. The members were: RE Cristi Scott-Ligon, RE Dwight Fox, TE Kevin Long (Presbytery of Sheppards and Lapsley), TE Adam DeVries, TE Sally Hughes, TE Timothy Bird (Abingdon Presbytery), RE Debra Vanderveer, and RE Frank Wade.
4. The COM sustained the examination of the Rev. Will Wellman. The Rev. Wellman wishes to be admitted to the Presbytery of Middle Tennessee as a member-at-large from the Tampa Bay Presbytery, and the COM will take necessary further action before bringing him before Presbytery.
5. The COM amended the contract with Adrian White, candidate ready for call and Woodland Presbyterian to include training in conflict/mediation and transitional pastor training.
6. The COM gave Larry Wilmouth permission to administer the Lord's Supper on Christmas Eve at Blue Spring, Sparta.
7. The COM approved funds to be given to a member of the presbytery from the pastoral care fund.
8. The COM approved the following change to the sabbatical policy: **SECTION 3 SABBATICAL POLICY**
A Sabbatical has its roots in the Bible. Sabbatical means to rest or to break from work. The biblical pattern of 6 days of work and 1 day of rest served to identify the people of God. All full-time (35 hours per week or more) teaching elders in permanent, installed positions and full-time commissioned ruling elders shall be granted a compensated sabbatical of at least three months after completion of six years of continuous full-time service to a particular parish setting, and such sabbatical is part of the terms of call. This paid time away is intended for refreshment and renewal, both for the servant and for the congregation. The servant withdraws temporarily from the spiritual and emotional demands of ministry. A Sabbatical might be used to travel, pursue a passion, volunteer in a mission, study, or relax and renew. Sabbaticals can help avoid burnout and increase energy and vision for future ministry.
9. The COM approved the Ministry Information Forms from Downtown Presbyterian Church, Nashville, Westminster Presbyterian Church, Nashville, and Calvary Presbyterian Church, Big Lick.
10. The COM approved the amended call of Robert Montgomery of First Presbyterian Lewisburg from full time to part time following a congregational meeting reflecting same.
11. The COM received the list of Pastoral Nominating Committee members from Woodland Presbyterian, Nashville which includes Greg Gardner, Brett Withers, Kay Eldridge, Allen Stephenson, Karina Purcell.
12. The COM moved the status of the following individuals to that of Honorably Retired: the Rev. Blake Hawthorne, effective 3/1/2023, the Rev. Ann Soderquist, effective 12/1/2022, and the Rev. Marjorie Williams, effective 2/3/2023.
13. The COM approved the request of the Administrative Commission for the dissolution of United Presbyterian, Sparta be themselves dissolved and their report is attached to the report.

RECOMMENDATION

1. The COM recommends that Adrian White be examined for ordination. Adrian's spiritual autobiography and faith statement are attached.
2. The COM recommends that the AC for United Presbyterian Sparta be dissolved.

Statement of Faith – Adrian White

I believe in God the creator, who says we are good, we are good, we are very good. In worship, in relationships, and in all the ways and days of our lives, God calls us to be witnesses to the love of God, who counts each one of us as God's children and marks each of us as worthy. I believe in Jesus Christ the redeemer, son of God, fully human and fully divine. Jesus's life embodied what it means to be a human being in right relationship with God and taught human beings how to be with one another in love; his death revealed the depravity of systems designed to extract resources from creation and extinguish threats to power; and his resurrection offers a new life of possibility and abundance for all of God's people. I believe in the Holy Spirit, the eternal and omni-present breath of God who fulfills the ongoing work of Christ and who sustains us as we carry out the work of goodness, justice, and mercy.

God made humans in Their own image so that we might be of and with God and all creation. Even as we bear the divine image, we are also fallible and act sinfully out of fear, greed, ignorance, or idolatry of power. God extends mercy and compassion, calling humans to turn from all actions which harm us, others, or our relationship with God. Jesus pours out unconditional grace and redemption.

Through scripture, each generation studies faithful and inspired writings of God and creation in ancient Israel and the early church. In the Bible, God encounters us, and we encounter God's timeless truths and ongoing revelation through the living Word.

The embodied rituals of worship and sacrament form the cornerstone of Christian faith, life, and community. In worship, people of faith share with one another the comfort and challenge needed to be Christ's hands and feet. In the sacraments of baptism and the Lord's Supper, God reaches out to us through the ordinary, transformed elements of water, bread, and wine, and we reach back so that we might be continually transformed toward lives of wholeness. Baptism seals us in God's covenant of love, and we respond through living faithfully. The Lord's Supper provides the continual nourishment of our bodies and our faith as we follow Christ into ministry as God's people.

Together, Word and Sacrament ground us in our history as Christians and point us forward, to an eternal age when God's justice reigns and all people are reconciled to one another, to creation, and to God. They also remind us to live in the present in a way that prefigures God's Kingdom to come.

Rooted in a Reformed understanding of scripture and Christian faithfulness, I trust in a triune God who is big enough for our questions, our doubts, and our fears. I give thanks to a God who knows our worries and hopes, the ones we shout from the rooftops and the ones we hold in the quiet of our hearts. I have hope in a God who mourns with us when we suffer and who rejoices with us when we have reason for joy. I love a God who loved me first. Thanks be to God. Amen.

Spiritual Autobiography – Adrian White

When I first started attending Sunday school at age 5, I went for the donuts and the crafts. My parents had chosen Preston Hollow Presbyterian Church in Dallas, TX, because it was in the neighborhood. None of us could have known how this church would raise me up in faith, offer me community, and help me encounter my call to ministry. Even from the earliest days, I became enraptured by the stories of scripture. I felt to the core of my being the truths that God loves us and is transforming the world while calling each of us to be part of that work.

Rev. Blair Monie, the senior pastor at PHPC while I was growing up, invited me to lunch when I was a teenager. I had just spent two weeks in upstate New York at a program called Face 2 Face, Faith 2 Faith, an international, interfaith youth program through Auburn Seminary designed to equip youth in the work of peacemaking and justice. At the end of our conversation about the friendships I had made and the stories I had heard and shared, he asked that most fateful question: “Have you ever considered going into ministry?”

I hadn’t. Although my home church and family of origin were not homophobic, I was steeped in a culture that aggressively positioned Christianity and LGBTQIA+ communities against each other. I was sure that ministry was not for *people like me*, even as I was in the very earliest days of understanding myself. Still, his question stayed with me through high school, as I poured myself into youth group, and through college, as I majored in religious studies at the University of Texas and was active in the UKirk in Austin. It lingered through multiple coming outs as I began to find the language that fit how I experienced the world and connected with communities that nurtured my becoming.

It followed me to Nicaragua, where I served as the communications manager at a local Protestant NGO that worked in rural communities to help farmers and small business owners adapt to climate change and increase their education. I travelled to dozens of communities and met people who were so proud to show me their beautiful produce and their healthy babies. Prayer and gratitude were fundamental to their daily being. I don’t mean this in a naive “they’re happy even though they have so much less than I do” way. They were deeply pained by hunger, by not being able to send their children to high school because they couldn’t afford the bus every day, and by the daily indignity of poverty. However, none of that could discourage them from what they knew: Jesus was for them and with them every moment of their lives. With their example, I learned to believe it too, and in that learning, I was finally able to embrace my call to ministry.

After returning to Dallas and spending a few years in discernment as well as service at PHPC as a Sunday school teacher, member of the congregation’s anti-racism team, member of an APNC, and more, I enrolled at Vanderbilt Divinity School. My time at VDS and in the ordination process with Grace Presbytery have formed my faith and equipped me for the work of ministry both practically and spiritually. In serving as an intern at Woodland Presbyterian Church, a context very different from the church I grew up in, I encountered a community that practices a profoundly loving and inclusive faith that feels like home to me. I am eager to discover where God is leading me and look forward to collaborating with the Presbytery of Middle Tennessee in this next season as I enter my first call as the part-time temporary supply pastor at Woodland.

Final Report of the Administrative Commission For First United Presbyterian Church, Sparta

On October 15, 2020, during the one hundred forty-second stated meeting of the Presbytery of Middle Tennessee, the Committee on Ministry, at the request of the First United Presbyterian Church, Sparta, TN, recommended that the Presbytery of Middle Tennessee create an Administrative Commission for the dissolution of its congregation.

The COM recommendation was passed with the following members elected to serve on the Administrative Commission (AC): Rev. Meredith Cox, Vanderbilt University Medical Center, Nashville; Rev. Joel Kelly, Calvary Presbyterian Church, Crossville; Rev. Michael McLaughlin, First Presbyterian Church, Cookeville; Elder Shirley Puckett, Buffalo Valley Presbyterian Church; Elder Donna Simpson, First Presbyterian Church, Cookeville. At an organizational meeting on October 28, 2020 the AC selected Rev. Michael McLaughlin as moderator of the commission and Donna Simpson as clerk.

Actions of the Administrative Commission

In keeping with the charge and instructions provided, the Administrative Commission has done the following:

1. Assisted the session and members of FUPC to wind up the affairs of the church.
2. Planned, in consultation with the session and members of First United Presbyterian Church, Sparta, a closing worship service, to honor the life, ministry, and witness of the church. The service was held on the grounds of the FUPC property on June 6, 2021. Members, former members, former ministers, our Co-Executive presbyters, as well as the members of the Presbytery of Middle Tennessee were invited to gather for the service. The turnout was solid with over 40 people in attendance and the service was beautiful.
3. Received the records of the session, including, but not limited to, all session minutes, the church's roll / register, all minutes of congregational meetings, all minutes of the Board of Deacons, and any other legal and financial records. These records will be deposited with the Stated Clerk of presbytery, who shall transmit them to the Presbyterian Historical Society.
4. Per F.O.G, Chapter IV, G-4.02, took possession of all real and personal property, financial records, inventories of equipment, and other assets, and will arrange for transfer of title to the Presbytery of all accounts and real property known to be in possession of First United Presbyterian Church, Sparta.
5. Secured and paid premium for proper insurance on the FUPC property.
6. Secured and paid for a survey of the FUPC property marking the manse and church building as separate properties for easier/faster sale.
7. Consulted with remaining session members of FUPC, Sparta, regarding requests the congregation may have related to the disposal of equipment, memorials, and other property of the church. Consulted with members of nearby PC(USA) congregations regarding the disposal of personal properties which can be utilized by those congregations.

8. Conferred with the Trustees of the Presbytery of Middle Tennessee regarding the use of the property of FUPC, Sparta.
9. Communicated with tenants of the manse and collected rent payments through May. Tenants have vacated the manse as of June 1, 2021 and the house is in good condition following a walkthrough by AC members.
10. Studied, consulted, discerned, and determined that a Presbyterian Church (U.S.A.) presence for mission and ministry would eventually be potentially impactful and viable in the Upper Cumberland region.
11. The commission determined that transformation and/or revitalization of a PC(USA) congregation is not currently potentially impactful or viable in the current location of FUPC Sparta.
12. Conferred with the Trustees of the Presbytery of Middle Tennessee regarding the disposal of the real and personal properties of First United Presbyterian Church, Sparta.
13. Secured the building. Kept the yard mowing service going for both the manse and the church. Throughout the Commission's work, the empty building was physically checked at least weekly.
14. Inventoried the contents of the church building (attached). The AC will continue working to sell, donate, or otherwise dispose of the inventoried personal items remaining at FUPC Sparta.
15. Fielded interest in the property by a few groups or individuals by word of mouth within the Sparta and White County community.
16. Consulting with local realtors to gauge the potential value of the real property of both the manse and the church.
17. Distributed many property items of FUPC to individuals and congregations within the Presbytery for use in other communities of faith and in families connected to FUPC.
18. Auctioned remaining FUPC property items in an estate sale.
19. Delivered all records to the Presbytery of Middle Tennessee.
20. Secured the services of local Realtor, Gina Key, to sell the manse and church properties. While there were several interested potential buyers, we did not succeed in selling the properties through our realtor.
21. Secured the services of Tay's Realty and Auction, LLC to sell the manse and church properties. On October 25, 2022 Tay's sold the church for \$150,700 and the manse for \$151,100.
22. Ensured the insurance and utilities were moved out of PMT/FUPC name.

Recommendations:

1. That the Presbytery give thanks to God for nearly two hundred years of ministry of First United Presbyterian Church of Sparta, its ministers, and its members.
2. That all funds, from the dissolution of First United Presbyterian Church of Sparta, Tennessee, be set aside for ten (10) years in a designated fund to be used in the Upper Cumberland counties of the Presbytery of Middle Tennessee to establish and develop new worshipping communities or to revitalize and redevelop existing churches with a comprehensive plan. After ten (10) years if the funds have not been utilized, then they will be available for such other use as the Presbytery sees fit.
3. That the Presbytery of Middle Tennessee dissolve the First United Presbyterian Church Sparta Administrative Commission and dismiss the members therein.

-Submitted by Michael McLaughlin
January 10, 2023

The Personnel Task Force recommend the approval of the following revisions to the Personnel Policies regarding Annual Vacation, Sick Leave, and Family Leave.

PROPOSED REVISIONS TO PERSONNEL POLICIES, 11/17/2022

ANNUAL VACATION

Vacation is granted to staff members to refresh themselves from the routine of daily work. Vacation scheduling is subject to the approval of the Executive Presbyter(s). The Executive Presbyter(s) will schedule vacations in such a manner that the operational efficiency of the Presbytery will not be impaired. Vacation must be taken in the year it is earned and may not be carried over to the following year or accumulated. Employees are required to record vacation days used on monthly time records. If an employee resigns or is terminated, vacation pay will be pro-rated.

Elected and Called Staff: The length of vacation is determined by the job descriptions and/or the terms of call in compliance with the policies of the Presbytery.

Hourly Staff: The length of vacation is determined by the length of service. ~~After one year~~ In the first two years of service, two weeks of equivalent pay are granted. After two years of service, three weeks of equivalent pay are earned.

At the start of each year, the employee accrues vacation according to the schedule identified for each position/category of position and may use any or all of the year's vacation at any time during the year. However, during the first year of employment, should the employee use all of that year's vacation and then leave the Presbytery's employment, the unearned vacation time must be repaid.

SICK LEAVE

Paid sick leave is granted to staff members to protect them from endangering their health and that of their fellow workers. Paid sick leave may also be used for the care of an employee's immediate family members. The employee must report the illness to the Executive Presbyter(s) as soon as possible and thereafter report daily on his/her condition.

Sick leave is not a benefit to be used in place of personal ~~time off~~ leave or vacation. All doctors, dentist or other appointments made outside an actual illness will be considered as personal time off. Employees are required to record sick days used on monthly time records. Sick leave may be taken only to the extent that it is earned in accordance with the provision of these rules and regulations. Sick leave will be charged exactly as it is taken.

Paid sick leave for elected, called and full-time staff will accrue at the rate of one day per month of service and will be credited to each to member's account as it is earned. After one full year of service, sick leave for part-time staff will accrue at the rate of one day every two months. Unused sick leave will be allowed to accumulate up to a maximum of ninety days.

In the event of extended illness or physical disability, a staff member will be required to exhaust all earned and credited sick leave and annual vacation.

No payment will be made for accrued sick leave of an employee upon termination of his/her employment with the Presbytery. If it is determined that the illness or disability for which sick leave is taken by a staff member is unjustified, that staff member will be subject to remedial action up to and including reimbursement of pay and termination of employment.

FAMILY LEAVE

~~The Presbytery grants to all full-time employees who have worked at the Presbytery for at least twelve (12) consecutive months, a leave of absence for a period not to exceed four (4) months for adoption, pregnancy, and childbirth. In the case of an adoption, the four-month period begins with the date the employee receives custody of the child.~~

~~Employees should provide the Presbytery with at least three (3) months prior notice of the date the leave is expected to begin and their intention to return at the end of the leave of absence. Employees who are unable to provide the three-month notice due to emergency circumstances or unanticipated notice of adoption will still have the leave of absence available to them.~~

~~A leave will not be considered a break in service provided the employee returns to work within the prescribed timeframe. The Executive Presbyter(s), with the approval of the Personnel Task Force, may review the allowance if complications are incurred in the delivery or adoption process.~~

All employees shall be covered by the Presbytery's Family Medical Leave Policy (approved May 2021).

Eligibility

Because of the unique situation that is a church family, illness, the addition of a child to a family, or the illness of a pastor's loved one creates a unique burden on both a pastor and the pastor's congregation. This policy is our attempt to build a shared understanding of faithfully safeguarding both needed support of the pastor and their family, and the continued vitality of the congregation. As a connectional church, with shared leadership between Teaching and Ruling Elders, we hope to foster communication for mutual care.

This policy covers all Ministers of Word and Sacrament serving a PC(USA) entity including those serving in temporary/transitional or part-time positions, as well as in installed positions. Churches are encouraged to extend similar benefits to other employees, at the session's discretion.

Parameters

• Within any 12-month period, a maximum of 12 weeks (total, regardless of precipitating event or circumstance) of Paid Leave may be agreed upon with as much advance notice as possible. For the sake of the health of each congregation, consecutive use of Paid Leave, vacation and

sabbatical is discouraged. Specific circumstances which call for the family/medical leave will help guide the agreement reached about the length of the time for the family/medical leave. Possible partial performance of pastoral duties during the absence is negotiable between the pastor and session. If desired, the Committee on Ministry can provide assistance and support for these conversations. If there is disagreement about the necessity of leave when it is not clear through the guidelines of the Board of Pensions, either the pastor or the session can call on COM for help negotiating the Paid Leave.

- Paid Leave may be used consecutively or intermittently. Tracking use and substantiating documentation of intermittent absences is the responsibility of each session and pastor.

- During Paid Leave, the pastor will continue to receive all benefits in their terms of call, including dues paid to and benefits provided by the Board of Pensions.

- Paid Leave is not vacation or sabbatical, and Paid Leave Time will not reduce the vacation/study leave/sabbatical time in the pastor's/employee's terms of call/contract. At the discretion of the pastor and session, vacation time may be used to extend the Paid Leave outlined in this policy.

- Following the period of Paid Leave, the pastor shall be entitled to return to the same position with the same title, terms of call, hours worked, and job description.

- We recommend that the pastor/full-time employee, COM representative(s), and session/board representative(s) participate in a reentry/reevaluation conversation during the Paid Leave, before the pastor/employee returns to work.

- o Becoming a parent, healing from a personal loss, and caring for ill/disabled family members are major life events that can be substantially impactful. Having a conversation about the changes in perspective/priorities brought about during/from the Paid Leave can smooth the pastor/employee's reentry into the life of the church/entity.

- Churches and pastors/employees are encouraged to use the energy, intelligence, imagination, and love promised in ordination vows to approach the structure of each leave situation.

- o For example, an employee with a life-altering reason for Paid Leave may be helped with a gradual return to their job duties, which would ultimately benefit both the life of the church and the thriving of the pastor/employee.

If desired, COM will consult with churches on pulpit supply — supported either by an emergency pastoral supply fund, or by suggesting preachers who have agreed to forgo an honorarium under such circumstances.

Types of Leave

Events and Circumstances impacting the pastor — These situations affect a pastor's personal ability to perform their duties. The Board of Pensions' policy covers 60% of the effective salary of the pastor in these situations:

- **Medical Leave:** Temporary Disability is defined by the Board of Pensions as when an employee is "unable to perform regular work duties because of sickness or injury. Temporary disability benefits are generally available for up to 90 days from the date of the disability, after a 14-day waiting period." The Board of Pensions Temporary Disability benefit will cover 60% of the pastor/employee's salary during Medical Leave, thus reducing the financial burden on the church. It is up to the Session of each congregation to determine if they are able/willing to pay the remaining 40% of the pastor/employee's salary during his or her leave.

- **Parental Leave:** Within one year of birth or adoption, a pastor/employee may take up to

twelve consecutive or intermittent weeks of time off for bonding and care for the new family member.

• **Childbirth:** The Board of Pensions Temporary Disability benefit will cover 60% of the pastor/employee's salary during Parental Leave with approval from a physician, thus reducing some of the financial burden on the church. It is up to the Session of each congregation to determine if they are able/willing to pay the remaining 40% of the pastor/employee's salary during her leave.

• **Adoption:** In cases of adoption, the Temporary Disability Benefit will not apply. It is recommended that churches pay either 60% of the employee's salary, the full salary less the amount needed to pay for pulpit supply, or some other amount negotiated by the session and pastor/employee. The Board of Pensions does offer an adoption grant that the pastor/employee should be made aware of as they navigate the costs of adoption.

Events and Circumstances impacting the family of the pastor:

• **Caregiver/Family Leave:** When a family member requires care due to an illness or disability, a pastor/employee may take up to twelve weeks Paid Leave, either consecutively or intermittently, depending on the nature of illness and need. It is appropriate for pastors and other covered employees to clarify the necessity or relationship that requires caregiving. It is recommended that churches pay either 60% of the employee's salary, the full salary less the amount needed to pay for pulpit supply, or some other amount negotiated by the session and pastor/employee.

• **Personal Loss Leave:** In the event of the death of a loved one or a tragic event, a pastor/employee may take up to twelve weeks Paid Leave, either consecutively or intermittently, depending on the nature of event and need. It is recommended that churches pay either 60% of the employee's salary, the full salary less the amount needed to pay for pulpit supply, or some other amount negotiated by the session and pastor/employee.

Church [and Other PC(USA) Entity] Support

• Where possible, pastors/employees are encouraged to anticipate Paid Leave with as much advance notice as possible, and with sensitivity around the needs of the church/entity/body such as temporary replacement and fulfillment of duties. Again, the COM is available to help sessions arrange appropriate pulpit supply and pastoral services.

• Paid Family Leave is not intended to be a burden but rather a source of joy and comfort as churches/entities encourage pastors to take time for the good of their families. Churches with smaller staffs are encouraged to consult with the presbytery about implementing this policy. Pastors laboring outside the parish setting are to be guided by their employers' FMLA policies (e.g. hospital chaplains). In the absence of an FMLA policy, this policy is recommended.

**COMMITTEE ON CHURCH TRANSFORMATION
REPORT TO THE PRESBYTERY OF MIDDLE TENNESSEE
FEBRUARY 11, 2023**

INFORMATION

- The Committee is charged with engaging renewed enthusiasm for church growth and sustained vitality within existing congregations.
- The Committee meets monthly (hybrid); its next stated meeting is February 16 at 3:00 pm.

ADMIT TO RECORD

The Committee has identified the following priorities for 2023:

1. Assist in the Transformation of Existing Churches
2. New Worshiping Communities

Further explanation and activity on these priorities are found below.

REPORT ON OUR PRIORITIES:

1. Assist in the Transformation of Existing Churches

a. How? Partner with Cyclical Full Circle to use their tools for churches and to provide “seat passes” to six (6) churches in our presbytery during 2023. Encourage every church in our presbytery to make use of Cyclical Full Circle’s [“healthy church quiz.”](#) Assign a committee member to walk alongside a church undergoing the process.

b. What’s the process?

- i. CCT awards a seat pass (\$2500 value) only to a church who has undergone taking Cyclical’s “Healthy Church Quiz.”
- ii. A church representative requests the 66 question quiz by visiting this site: <https://cyclicalfullcircle.com/how-healthy-is-my-church/>. Church representative sends the link of the quiz to others and asks them to take it and share the results. We recommend that the decision-making team take the quiz first and talk about it because the intent of the quiz is to introduce a conversation for the people who took the quiz. Cyclical’s will share the final report for your church. View your results against the e-book provided by Cyclical’s.
- iii. CCT has a team member assigned to your church and our committee assesses readiness of church.
- iv. CCT extends one of the six seat passes

Churches selected will work with a Cyclical Full Circle guide to assess the health of the church and consider recommendations toward next faithful steps.

B. New Worshiping Communities

i. Nueva Vida and the Nueva Vida Food Project

- a. The Matthew 25 Food Bank located at Glencliff Presbyterian Church and led by the new worshiping community of Nueva Vida has been renamed: **The Nueva Vida Food Project**. View their **2022 Report** containing overview of services, demographics and impact [here](#).
- b. Check out this impressive impact:

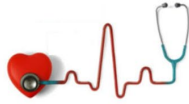


- c. English as a Second Language (ESL) and the Food Program at Nueva Vida were launched with the intention to reconnect with the community in the Glencliff area. In addition to over 4,800 families fed, approximately 40 individuals are meeting weekly for ESL classes.
- d. Starting in March 2023, the community will be worshiping once a month at Glencliff. Join them the first Sunday in March (10am).
- e. Ways to connect and support: food program; Volunteering during delivery (Monday and Friday mornings) and serving days Tuesday 4:30-7pm / Saturday 11:30-3pm; Donating (specific Latin food items, diapers, wipes, powder milk, laundry detergent, feminine products, etc.); ESL Volunteering as a tutor (no Spanish language skills needed).
- f. A Health Fair is planned for February 25th. Needs: Volunteering from 11:30 to 4:30pm (we need health professionals, Spanish/English translators).

Feria de Salud

معرض الصحة

Health Fair



- Fluor Dental / Dental Flour (5-12 años/years)
- Examen visión y lentes para leer / Vision test and reading glasses (adultos/adults)
- Consulta médica general / General medicine consultation



Comida Gratis

طعام مجاني

Free Food



SABADO / SATURDAY
FEBRERO / FEBRUARY 25
12:00-3:00 pm (Comida/Food)
12:30-3:30pm (Feria de Salud/ Health Fair)
416 E Thompson Lane, Nashville TN 37211

- Para saber si estaremos cerrados ese día por mal clima o CoVid por favor visite nuestra página de Facebook
- To find out if we will be closed due to bad weather or CoVid visit our Facebook page

 Iglesia Presbiteriana Nueva Vida

- ii. **The Evangelical Presbyterian Arabic Church** is one of two Arabic New Worshiping Communities begun by the Presbytery in 2018. (The other one is Rock Eternal Arabic Church which meets at Priest Lake Presbyterian Church, Nashville.)
 1. Until the time of Covid, EPAC was actively meeting for worship at First Presbyterian Church, Nashville. Leading into the time of Covid, the worshiping community was experiencing a heightening degree of conflict, much of it focused around their pastoral relationship. After their pastor resigned, and as a result of the conflicts, the Presbytery lost touch with the leadership and assumed the community may have been dissolved. Rev. Magdy Girgis, serving at PMA with Middle Eastern Ministries, has been persistent in trying to stay in touch with the remaining leaders and Ray & Robin.
 2. In early December 2022, Ray Thomas met with Rev. Girgis and four current leaders of the active worshiping community. They currently worship, weekly, at a Baptist Arabic church in Murfreesboro but are hoping to someday worship regularly at one of the churches in our Presbytery. They very much wish to be connected to the Presbytery. On December 31, they arranged to have their New Year's Eve worship and fellowship at Northminster Presbyterian, Murfreesboro. On Sunday, January 22, Ray Thomas attended their Sunday evening worship. The Committee on Church Transformation is very gratified to learn of the vitality and faithfulness of this very Presbyterian New Worshiping Community.

RECOMMENDATION

The Committee on Church Transformation recommends approval of a grant of \$70,000 to New Creation (Hendersonville) to be matched by a grant from the Eakin Fund (FPC Nashville). This congregation has outgrown its meeting space and is experiencing tremendous growth, particularly from young families and young adults. The grant and matching funds will enable it to continue its expansion and provide a bridge for the congregation to meet a financial deficit of \$140,000 for 2023. New Creation is working with CCT and with a consultant to develop a plan for sustainability and continued growth.

Evelyn Graham
(615) 892-9721
mevelyngraham@gmail.com

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**FINANCE COMMITTEE
REPORT TO THE PRESBYTRY OF MIDDLE TENNESSEE
FEBRUARY 10, 2023**

INFORMATION

1. The Finance Committee thanks Steve Douse and Cristi Scott Ligon, who both rolled off the committee. Special thanks to Steve Douse for chairing the committee for the past 3 years.
2. The committee welcomes new members Elinor Foster PMT Vice Moderator, RE First Lewisburg and Toby Mueller, TE Historic Franklin, as new members. We welcome back Melinda Sanders, RE Woodland Nashville for a second 3-year term.
3. The Finance Committee thanks those churches who submitted a pledge for 2022 and those who completed those pledges for the year. Churches supply the majority of our funding, and we are grateful for your support.
4. The Finance Committee thanks those churches who have submitted a pledge to the presbytery for 2023. So far 22 churches have made a pledge. The number of pledging churches is up 275% from last year. We are grateful for your support! It is not too late to pledge for 2023. Please turn in all pledge cards to Gina Andrews, PMT Accountant, as soon as possible.
5. As our world continues to move toward advances in electronic banking, the Finance Committee recommends its church partners pay their pledges via ACH electronic fund transfer. Please contact Gina Andrews, PMT Accountant, for more details and to set up electronic payments for your church.

ADMIT TO RECORD

1. The Finance Committee conducts a hybrid meeting at 11:30 on the third Thursday of each month, unless that date conflicts with a stated meeting of Presbytery, in which case the committee meets a week earlier. The in-person portion of the meeting is at Second Presbyterian in Nashville with a Zoom option available.
2. The committee selected Hal Sauer to serve as vice-moderator and Bruce McVey to serve as internal auditor. The clerk will rotate between members. Anders Hall will continue to oversee the Presbytery's investments which are invested with Vanguard. The committee also assigns members to its Budget, Property, and Stewardship Working Groups.
3. Financial reports and investment results as of December 31, 2022, are attached. Notes of interest:
 - a. Pledged giving was underbudget by approximately \$23,000 for the year ended 2022. This shortfall resulted in overestimation of church revenues based on the prior year's contribution. Such estimates are made when churches do not make a pledge.
 - b. Investment income (Acct 4070-10) was underbudget by approximately \$16,000 for the year ended 2022. This shortfall is the result due to two main reasons. First, both the stock and bond markets lost significant valuation during the past calendar year. Second, the presbytery is in the process of moving money out of short-term savings with Pinnacle Bank into a longer-term investment strategy with Vanguard. The revenues from this particular investment income account are due to interest earned on our short-term investments.
4. The Finance Committee voted to make several changes to the Financial Policies and Procedures. Such changes are required to be approved by presbytery. The red lined document is included in your packet. A summary of the changes are as follows:
 - a. Dates have been changed in the Finance Committee's calendar of events so as to correspond with the change in the presbytery's monthly meeting schedule (i.e. July meeting changed to August, and October meeting changed to November).

- b. Some capital gains generated by presbytery's investments are to be used to support the operating expenses of the presbytery. The amount of capital gains to be withdrawn from the investment account is not to exceed 5% of the average annual value of the unrestricted reserves for the preceding three (3) years. The 5% is to be withdrawn every year unless the Finance Committee determines that the excess money is not needed by the presbytery. The 5% should be withdrawn quarterly at the end of each calendar quarter. Presbytery can withdraw additional funds from the reserve accounts if needed to maintain an adequate cash balance in the operating account.
 - c. The Finance Committee implemented a Legal Task Force to guide and make legal recommendations to the committee regarding legal matters related to property and liability issues which may arise. Steve Douse has graciously agreed to be on this committee. Melinda Sanders will be the liaison between the Legal Task Force and the Finance Committee.
5. In December of 2022 the presbytery sold land related to the closure of the Sparta Presbyterian Church. Two pieces of land, one with the church building and one with the church manse, sold for a total of approximately \$300,000. Due to this influx of cash, the presbytery was able to pay its per capita expenses for 2022 despite the delay in payment of some church pledged income. After the per capita payment was made, the presbytery continues to have an excess cash flow position. Due to these excess funds, the Finance Committee voted not to transfer funds for the 2023 calendar year from the capital gains of our investment account with Vanguard (See 4b above).
6. Per the recommendation of Gina Andrews, PMT Accountant, the Finance Committee has combined the Quickbook accounts of the presbytery and the Nueva Vida Church. Gina has been recording the Nueva Vida financial information since Nueva Vida lost their accountant. By keeping two separate Quickbook accounts, some of her work is doubled. By combining the two entities but keeping separate account numbers, the work is simplified while the entities can be maintained separately within the one Quickbook account.

RECOMMENDATION

1. The Finance Committee has approved a grant request from New Creation Hendersonville for \$70,000 to be paid in two equal installments of \$35,000. The church has grown beyond its means to support their continued growth in 2023. The first installment would be paid immediately, and the second installment would require a favorable report from Stan Wood concerning the church's financial progress. The committee recommends approval by the presbytery.
2. The Finance Committee recommends approval of the following changes made to the Financial Policies and Procedures as summarized above in #4.

PRESBYTERY OF MIDDLE TENNESSEE

Financial Policies and Procedures

Purpose: These policies and procedures have been adopted by the Presbytery of Middle Tennessee to guide those charged with overseeing its financial affairs. Our goal is to be good stewards of all that has been entrusted to us, and, in so doing, to maximize the resources that can be used to support the work of the Presbytery. We seek to ensure that Presbytery's finances are handled honestly, competently, prudently, and transparently. The organizational framework and financial directives set out in this document are designed to further those objectives.

Best Practices: This document contains language that is often descriptive rather than expressly prescriptive. Descriptive language reflects current practices. These have been developed and proved successful over time; they incorporate accounting and financial best practices and should be followed unless there are strong, articulable reasons to depart from them (i.e., they are similar to a Book of Order provision couched in terms of "should" rather than "must"). If changed circumstances require regular departures from the practices described in this document, the descriptions should be revised and the new procedures approved by Presbytery.

Resources: Presbytery's main source of income is the money contributed by its member churches. Although these gifts are voluntary, Presbytery has historically paid denominational per capita assessments to Synod and General Assembly, and it requests that congregations use the current per capita assessment for their church as a starting point when deciding how much to contribute. Presbytery also receives investment income and gifts and grants from other sources, including Synod and denominational agencies. On occasion Presbytery may take possession of and sell the property of dissolved, departed, or extinct congregations, although such non-recurring revenue is typically not included in operating income.

In addition to its current income, Presbytery holds significant reserves that can be drawn on as needed for capital investments and expenditures and to pay certain types of operating expenses, including deficits in the current operating budget. Our goal in managing these reserves is to maximize Presbytery's ability to support the ministry and mission of its churches over time. This requires careful balancing of current and projected future needs. Overspending from reserves now would leave us financially unprepared to cope with future crises or to take advantage of future opportunities—both important reasons to maintain a rainy day fund. But accumulating more than is necessary to prepare for those future needs would be equally improvident, as it sacrifices real benefits that could be achieved today in favor of future uses for those funds that will never materialize. Decisions about whether to draw on or add to reserve funds are the province, in the first instance, of the Finance Committee, in consultation with the Administrative Committee. In the case of the annual budget or major revenues or expenses, their decisions require approval by Presbytery.

Cash Flow: Insofar as possible, Presbytery operates on a balanced budget, matching revenues and expenses on a calendar year basis. Within the confines of its annual budget, Presbytery seeks to manage its cash flow so that current income is always sufficient to cover current expenses. In this way we avoid having to withdraw money from reserves to pay operating expenses (unless the withdrawals have been previously approved as part of the annual budget). Cash flow is monitored on a weekly basis through a report prepared by Presbytery's accountant showing receipts, expenditures, and the resulting cash balance. This report is distributed weekly to the Treasurer and Executive Presbyters and monthly to the other members of the Finance Committee.

Donor Restrictions: If a donor requests that a gift be used for a specified purpose, and if Presbytery accepts the gift subject to that limitation, Presbytery will honor the donor's request and use the gift in the manner intended by the donor. Many such gifts are of a routine or recurring nature and do not require special scrutiny. However, to ensure that Presbytery does not undertake obligations that it cannot or perhaps even should not fulfill, the Executive Presbyters and the Accountant are charged with monitoring gifts with donor restrictions and bringing any that may impose difficult or unusual obligations to the attention of the Finance Committee. The Finance Committee may reject any gifts that come with unacceptable conditions by returning the money to the donor within 60 days of receipt.

If compliance with a donor-imposed restriction becomes impossible or impracticable, the Finance Committee may choose to return the donation or may redirect it to another use that adheres as closely as possible to the donor's original intent.

Temporarily Restricted Funds: Some of the money Presbytery receives is intended for third-party recipients—such as special offerings for designated agencies or purposes—and Presbytery is merely a conduit through which the funds are channeled. These pass-through funds are held in temporary accounts and promptly distributed to the intended beneficiaries. Special offerings and similar gifts held in temporarily restricted funds are normally forwarded no later than 30 days after they are received, unless they are specifically designed to accumulate for use at a later date. Presbytery has the capability to receive funds through online giving, and many of the donations made in this way go into one of Presbytery's temporarily restricted funds.

Designated Funds: Presbytery also receives money for its own account that is designated for specific purposes, such as new church development. If not included in the current operating budget, such funds are placed in special reserve accounts that are drawn on as needed to support the specified uses. These accounts are also funded internally through other sources, such as proceeds from the sale of property of closed churches and allocations from reserves, that are not subject to donor restrictions. A list of the currently active designated funds is in *Appendix A*.

Designated funds are intended to allow for capital accumulation to fund long term objectives. Like the annual operating budget, these accounts speak to Presbytery's values and priorities. The Finance Committee is charged with regularly reviewing the designated funds to be sure that the purposes for which money from each fund can be used are clearly

defined and consistent with Presbytery's current priorities and needs, and that each fund is being drawn on when appropriate to further the ministry or mission for which it was created. The Finance Committee may add, eliminate, or modify designated fund accounts or redeploy non-donor-restricted funds in the accounts in order to better reflect current needs and priorities. No new designated funds may be created without Finance Committee approval. The Finance Committee shall report changes in the designated funds to Presbytery at least annually.

Money from designated funds is accessed either as a line item expense in the annual budget or as authorized by the committee responsible for administering a particular fund in the form of a grant, a loan, or an authorized but unbudgeted expenditure. In addition, the Finance Committee may draw on designated funds pursuant to the normal procedures for approval of unbudgeted expenses. When money from designated funds is used to cover operating expenses as part of the annual budget, it is identified and accounted for separately from expenses that are expected to be paid out of current revenues.

One of the designated funds—allowance for church defaults—was created to cover any foreseeable obligation arising out of a default by one or more of Presbytery's member churches. The Finance Committee, in conjunction with the Stated Clerk, is responsible for maintaining records sufficient to show all guarantees or similar obligations expressly assumed by Presbytery in connection with loans made to member churches. Presbytery will normally only guarantee loans made by the Presbyterian Investment and Loan Program (PILP) and in any event only if the Finance Committee concludes that the church has demonstrated ability to service the debt and there is sufficient collateral to protect Presbytery from being exposed to a deficiency if the church defaults. As a failsafe, Presbytery also maintains a balance in this account equal to the amount of guaranteed loans outstanding, adjusting the total from year to year in accordance with changing loan balances. The account balance need not include loans for which Presbytery has approved a church's request to encumber its property but has not guaranteed the loan. In such cases the Finance Committee might recommend, in the event of a default, that Presbytery negotiate with the lender to pay off the loan balance in order to retain the property. However, Presbytery would not be obligated to do so and would have no liability for a deficiency judgment if it allows the lender to foreclose and the collateral proves insufficient to pay off the balance of the loan.

Donor Prescribed Endowments: Presbytery may accept contributions from donors who require that the corpus be maintained in perpetuity. Such funds are held in a separate account and managed in compliance with the requirements of the Tennessee Uniform Prudent Management of Institutional Funds Act, Tenn. Code Ann. § 35-10-204. Endowment funds should be invested in accordance with the long time horizon suitable for a permanently restricted corpus. The Finance Committee is responsible for seeing that the distributable earnings, calculated in a manner consistent with the statute, are accumulated or used in accordance with the donor's intent. It should also consider whether to undertake a campaign to increase Presbytery's endowments as a way of providing long term financial stability.

Functional Endowments: In addition to receiving endowment funds restricted by the donor, Presbytery may establish one or more functional endowment funds that are invested and disbursed in the same manner as a UPMIFA endowment but differ in that the monies are transferred into the fund by Presbytery and can be withdrawn without restriction. The purpose of a functional endowment is to impose, on a voluntary basis, the same kind of spending discipline and long-term perspective on Presbytery's use of its financial reserves as a true endowment, while preserving the flexibility to withdraw funds from the corpus if changed circumstances require that the funds be put to a different use. As with donor-prescribed endowments, the Finance Committee is charged with determining how much of the endowment's distributable earnings should be spent or accumulated annually. Distributable earnings are calculated in the manner specified by the UPMIFA, up to a maximum of 7% of the fund's average fair market value over the preceding three year period. Absent a donor or Presbytery limitation on the use of endowment funds, the distributable earnings from these funds can be drawn on to fund Presbytery's annual operating budget, either as part of the budget or at year end to make up any revenue shortfall.

Unrestricted Funds: The largest portion of Presbytery's reserves is undesignated and unrestricted. This account is treated as a functional endowment from which a maximum of 5% of the fair market value over the preceding three-year period can be drawn on to fund the operating budget or to cover budget deficits and unbudgeted expenses that have been approved but cannot easily be paid out of operating revenues or designated funds.

Grants, Loans, and Unbudgeted Expenditures from Restricted and Designated Funds: The committee responsible for administering each restricted or designated fund may approve disbursements from that fund—in the form of grants, loans, or payment of expenses not covered by the operating budget—as long as the disbursements are consistent with the fund's purposes and restrictions, as set out in *Appendix A*.

Grants, without any expectation of repayment, may be made to Presbytery of Middle Tennessee churches or ministers, or to third parties, from the grant-eligible funds designated in *Appendix A*. Each prospective recipient must submit an application in the form specified by the committee that administers the fund, plus any additional information requested by the committee. That committee is then responsible for reviewing and approving (or rejecting) grant applications and, as appropriate, monitoring how the grant money is used. Grants over \$5,000 must also be approved by the Finance Committee; grants over \$50,000 must be approved by the Finance Committee and Presbytery.

Loans are currently authorized only from the St. Andrews Fund for small church repairs, though other loan funds, or loans from other existing funds, may be made available in the future. Loans from this fund are administered by the Finance Committee, which is responsible for creating a loan application form, obtaining the necessary organizational and financial information from prospective borrowers, approving loans, and overseeing their repayment. Loan applicants should be able to document financial support, control of expenses, accurate record keeping and financial statements that demonstrate the ability to repay the proposed loan over the requested term. Terms for each loan are to be

individually negotiated by the Finance Committee and the borrower, with the interest rate set at the comparable rate charged by the Presbyterian Investment and Loan Program. Any loan over \$25,000 must also be approved by the Administrative Committee.

Funds designated in *Appendix A* as eligible to be used for specific types of expenditures are intended to supplement Presbytery's annual operating budget. These funds may or may not be replenished depending on the availability of unrestricted revenues and future funding priorities.

The terms and conditions of grants and loans are to be clearly described in the minutes of the approving committee with copies sent to the Finance Committee and to Presbytery's Accountant in a timely fashion so that payment authorizations can be properly processed.

Stewardship: Presbytery pays per capita assessments, based on the reported membership of each church, to the Synod of Living Waters and the PCUSA General Assembly. Although Presbytery could mandate payment of these assessments by its member churches, it has chosen instead to rely on their voluntary contributions to fund both the per capita payments and other parts of the budget. This reliance on voluntary giving means that Presbytery cannot take the financial support of its churches for granted but must actively solicit contributions. The Finance Committee, through its stewardship working group, is responsible for organizing and overseeing annual stewardship appeals to each congregation, supplemented as needed by additional targeted appeals or educational programs that highlight how Presbytery uses the money it receives and why it is important to continue supporting the work of Presbytery and, through it, the higher councils of the church.

In August of each year the stewardship working group drafts a letter to all the churches on behalf of the Finance and Administrative Committees thanking them for their past support, explaining the per capita assessment for each church, highlighting some of the important ministries supported by Presbytery, and requesting their support for the next year as they consider their budgets. Once approved by the Finance and Administrative Committees, the letter, accompanied by a pledge card, is distributed to all pastors and clerks of session. The Executive Presbyters and the Finance Committee's stewardship working group, along with the beneficiaries of designated gifts, are encouraged to find appropriate ways of thanking those who contribute to Presbytery or, through Presbytery, to one of its ministries.

In October, members of the stewardship working group arrange for someone to reach out on behalf of Presbytery to any of the churches that have not responded to see if they can answer questions and solicit a response. A letter is prepared to thank churches when they respond.

Church rolls that have been inflated by the failure to remove inactive and departed members cause Presbytery to incur greater than necessary per capita costs. It is therefore a matter of good financial stewardship for each church to clean its rolls regularly. Stewardship appeals to the churches should remind them of their Book of Order obligation to update their membership rolls, as well as the extra financial burden we all bear if this is not done

Budget: Like other church-related, nonprofit organizations, Presbytery hires staff and contractors, maintains an office ~~(which is currently virtual rather than physical)~~, and conducts the business that it is charged to do. Much of that business involves providing grants and other financial support for churches and church-related entities. These operations are financed and conducted pursuant to an annual budget, in which Presbytery gives concrete expression to its vision, its priorities, and its goals. Presbytery's budget, like all of its accounting, is on a calendar-year basis.

Each year the Executive Presbyters, the Treasurer, and the Administrative and Finance Committees are jointly responsible for projecting income for the coming year; gathering information and recommendations from Presbytery's committees and other sources about what activities should be funded from that revenue stream; weighing, where necessary, the competing claims and requests for funding; considering whether any of the needs identified during this process could and should be funded out of designated funds; and at the end of that process proposing a reasonably accomplishable balanced budget (expenses +/- 2% of projected revenues plus amounts to be withdrawn from designated funds) for adoption by the full Presbytery. Extraordinary circumstances, such as the recent pandemic, may necessitate a temporary departure from the goal of presenting a balanced budget, but the finance and administrative committees must provide an explanation and justification to Presbytery when presenting a deficit budget and must work toward bringing expenses into line with current revenues. The budget for the following year should ordinarily be proposed at the last Presbytery meeting of the year, normally in ~~October~~ November.

Budget Process and Timeline: Various committees have responsibility for overseeing the missional aspects of Presbytery's work. Each year the Finance Committee, as it begins drafting a proposed budget, appoints several of its members to a working group, typically led by the Finance Committee's vice-moderator, to solicit the input and recommendations of the other committees concerning spending priorities for the coming year.

This budget working group uses the grant application form (*Appendix B*) to gather information about entities and activities for which Presbytery may be asked to provide financial support. All individuals, organizations, or activities that receive money from Presbytery must complete an application, and all requests for funding must be endorsed by a Presbytery committee. The budget working group has discretion to interpret and adjust the requirements of the form to fit the circumstances of each applicant, as long as it obtains all the information needed to make an informed decision about the funding request. The working group is authorized to follow up with applicants and request whatever additional information is needed to vet any request for funding, including not just financial data but anything that bears on the suitability of both the recipient and the activity being funded. A similar form (*Appendix C*) must be filled out by applicants for Hunger Action grants, although these grants are approved by the Committee on Mutual Support and do not appear in the regular budget.

The working group then compiles the information it has gathered, drafts a recommended budget that matches the projected revenues for the following year, and presents it to the Finance Committee for discussion, along with whatever backup information and options it believes would be helpful for the full committee. Once the Finance Committee has settled on a final draft of the proposed budget, it presents the draft budget to the Administrative Committee for approval, after which they jointly recommend it for adoption at the next presbytery meeting.

The work of preparing a budget should begin no later than June, with the goal of having a proposed budget, approved by both the Finance and Administrative Committees, to present at the ~~October~~November presbytery meeting. A typical schedule for accomplishing this would be:

- **June**

- The Treasurer, the head of the Investment Task Force, the Executive Presbyters, and Presbytery's Accountant present their best projection of revenues for the following year to the Finance Committee. ~~In formulating their recommendation, they should confer with the head of the Investment Task Force to get an estimate of investment income, which should include any unrealized capital gains that have been reclassified as current revenues and may be used to fund operating expenses pursuant to Presbytery's Investment Policy. This amount includes both the expected contributions by Presbytery's member churches and the expected distributions from Presbytery's investment portfolio. They should also contact the large churches that provide a substantial share of presbytery's income to discuss those churches' projected giving during the coming year.~~ This projection can be modified as pledges are received, but it should begin with current and prior year giving as a baseline and make adjustments as needed to account for expected changes in circumstances. Once adopted by the Finance Committee, this figure represents the total amount of expenses that the working group may include in the proposed budget, except for expenses that will be paid out of designated funds, unless the Finance Committee agrees to a modification.
- The budget working group consults with staff to get their thoughts about the budget and begins gathering input and recommendations from the committees and potentially others who have a stake in the budget, including, where appropriate, past recipients of funding. These contacts would typically be by telephone or email, at least initially, but in-person or electronic meetings may be needed if there are unusual circumstances, such as an entirely new request or one that is substantially higher than in previous years.

- **July and August**

- The working group continues to gather information and begins assembling a draft budget.
- ~~August~~September
 - The working group presents its preliminary budget to the Finance Committee. If there are questions that require further consultation or research, those issues should be addressed in time to complete the Finance Committee's part of the process by its ~~September~~October meeting.
- ~~September~~October
 - The budget is finalized and adopted by the Finance and Administrative Committees.
- ~~October~~November
 - The Administrative and Finance Committees present their proposed budget to Presbytery for a vote.

If Presbytery fails to adopt a budget for the following year at the ~~October~~November meeting, it must provide for the payment of necessary expenses once the current budget expires through a continuing resolution, which will govern spending until there is a formally approved budget. The resolution should specify the level and type of spending allowed and the persons who may approve expenditures pursuant to this temporary spending authority. A typical continuing resolution would authorize the Executive Presbyters and the Treasurer to pay all necessary expenses at the same level as the current budget (subject only to unavoidable cost increases), vesting in them the discretion to determine what qualifies as a necessary expense and what is an unavoidable cost increase.

Off-Budget Fundraising: Presbytery collects and disburses money raised by persons affiliated with Presbytery for missions, such as Hunger Action, that are authorized by Presbytery and overseen by its committees but are not funded out of normal operating revenues. These funds are outside of the budget and the budgeting process. Fundraising appeals and disbursements from these funds must be approved by the committee(s) of Presbytery under which they operate (currently the Committee on Mutual Support).

Unbudgeted Expenses: This section applies only to unbudgeted, unanticipated expenses that are not covered by an authorized disbursement from a restricted or designated fund. Unbudgeted expenses up to \$5,000 must be approved by the Finance Committee. Unbudgeted expenses greater than \$5,000 must be approved by the Finance Committee and Presbytery. The Finance Committee may require submission of a detailed application in connection with a request to fund an unbudgeted expense. The Finance Committee is expected to consult with the Administrative Committee concerning all significant unbudgeted expenses. If exigent circumstances do not allow time to present a proposed expense to Presbytery for approval, the Finance and Administrative Committees may authorize the expenditure on an emergency basis, which requires both

(1) a finding by the committees that there is an urgent need to act on the request before Presbytery would be able to meet and (2) approval by a two-thirds majority of each committee.

Accountant/Bookkeeper: Presbytery contracts with a bookkeeping firm to handle its books, pay its bills, prepare financial statements, and perform all other accounting functions. These functions should be spelled out in detail in Presbytery's contract with the bookkeeping firm. The person assigned by that firm to perform these functions ("the Accountant") is supervised by the Executive Presbyters, who review and approve the firm's invoices, and by the Treasurer. The Accountant is charged not only with handling Presbytery's books and day-to-day financial transactions, but also with providing advice and assistance to the Executive Presbyters and the Finance Committee on all aspects of financial management and planning. The Executive Presbyters should regularly review the performance of both the bookkeeping firm and the Accountant.

Financial Information and Authorizations: The Treasurer and the other members of the Finance Committee, as well as the Accountant and the Executive Presbyters, are authorized to access all of Presbytery's books and financial records. In addition, the members of the Investment Task Force are authorized to access Presbytery's investment accounts and obtain any information needed to perform their functions; however, only the Treasurer and the Chair of the Investment Task Force may give instructions to Presbytery's financial advisors and direct the investment and redemption of funds in Presbytery's portfolio. The Treasurer, who is also a Trustee, is authorized to act on behalf of Presbytery and its corporate entity (The Trustees of the Presbytery of Middle Tennessee, Presbyterian Church (U.S.A.)) in all financial matters. If requested, the Stated Clerk shall certify to Presbytery's banks, lenders, investment advisors, and other interested parties the persons who are authorized to access information, direct investments, sign checks, or take other financial actions on behalf of Presbytery.

Approval and Payment of Expenses: The Accountant is responsible for payment of expenses. All invoices and other requests for payment of previously authorized expenses must be reviewed and approved for payment by one of the Executive Presbyters, or if they are unavailable the Treasurer, before payment may be issued; provided, however, that budgeted expenses of a routine and recurring nature, such as Board of Pensions payments, need not be reviewed and individually approved as long as the schedule of such payments has been approved in advance; and provided further that neither the Executive Presbyters nor the Treasurer may approve their own or their spouse's expenses.

To the extent possible, all funds transfers, whether incoming or outgoing, shall be made electronically. The Finance Committee and the Accountant shall seek to minimize the use of cash and physical checks, both by encouraging churches and individuals to make contributions to Presbytery in electronic form and by paying expenses by ACH, direct deposit, wire transfer, or other form of direct funds transfer whenever that is allowed and is cost effective.

Payment by Check: The Executive Presbyters and the Treasurer, plus the Vice-Moderator and the Clerk of the Finance Committee, are authorized to sign checks. One

signature is required for amounts less than \$2,500, and two signatures are required for amounts of \$2,500 or more. The Executive Presbyters are the preferred first choice for signatures; but under no circumstances, when two signatures are required, may both Executive Presbyters sign a check.

Cash Receipts: When a cash offering is received (particularly at Presbytery meetings), a Presbytery representative (either staff or a member of the Finance Committee) and a representative from the hosting church count the money together and fill out a cash offering form (*Appendix D*) and a bank deposit slip. The Presbytery representative then delivers the cash and the deposit slip to one of the Executive Presbyters, who deposits the cash into the Presbytery bank account and sends a copy of the receipt to the Accountant. The Presbytery representative also provides the accountant with the completed cash offering form.

Check Receipts: One of the Executive Presbyters retrieves and opens the mail, stamps the back of the check “For Deposit Only,” copies checks, completes the deposit slip and the other Executive Presbyter takes the checks to the bank for deposit. The copied checks are scanned, along with the deposit slip, and emailed to the Accountant. Alternatively, the Executive Presbyters may deposit checks online in the Presbytery account, if that option is available on a cost-free or cost-effective basis, and if the bank provides a record of the transactions with all of the information needed by the Accountant to track and verify the deposits.

Remittances: To ensure that funds sent to Presbytery are deposited into the correct account, churches are requested to submit a remittance form (*Appendix H*) specifying the purpose of the contribution. If the funds are sent by check, a paper copy of the remittance form should accompany the check; if the funds are sent electronically, a copy of the form should be emailed to Presbytery’s Accountant at the address on the form. We prefer that funds be sent by electronic transfer whenever possible.

Financial Reports: Among the financial reports prepared by the Accountant are a weekly cash flow report; a cumulative monthly income statement, balance sheet, and pledged giving report; and a final year-end version of each monthly statement. These reports are initially provided by the Accountant to the Treasurer and Executive Presbyters and subsequently by them to the Finance and Administrative Committees. The Accountant, Executive Presbyters, Treasurer, and members of the Finance Committee and the Investment Task Force also receive a monthly statement from Presbytery’s financial advisor showing its investment results. The Finance Committee provides the most current financial reports each quarter to Presbytery as part of its committee report. The Treasurer will normally review the financial results and highlight items of interest at each stated Presbytery meeting.

Presbytery keeps its books on an accrual basis, except that pledges from its member churches are not recorded as income at the time the pledges are received. Presbytery does accrue unpaid pledges at year end and counts money received the following year in payment of prior-year pledges as prior-year income. Although this practice departs slightly from generally accepted accounting principles, which would require booking an

unconditional promise to give as income upon receipt, the Finance Committee believes recognizing contributions only when received or at year end provides a more accurate picture of Presbytery's financial condition and makes the financial reports more useful management tools.

Internal Review: The Treasurer shall appoint a member of the Finance Committee—preferably someone with an auditing background—to conduct a monthly internal review of Presbytery's books and financial transactions using the form attached as *Appendix E*. The internal audit results are provided to the Treasurer and the Executive Presbyters.

External Review: Presbytery's books are reviewed every year and audited every five years by a qualified CPA. The Executive Presbyters and the Accountant shall take the lead in screening and selecting an auditing firm to perform these tasks. They shall recommend their choice to the Finance Committee, which is authorized to retain an auditor/reviewer based on these recommendations. Presbytery approval is not required.

Investments: In conjunction with the Finance Committee, to which it answers, the Investment Task Force is responsible for managing Presbytery's invested reserve funds pursuant to Presbytery's Investment Policy (*Appendix F*). This includes selecting and overseeing the professional advisors who execute the investments and hold the funds. The Investment Task Force should regularly evaluate the quality of advice and service received from its financial professionals and recommend changes as needed. It is also responsible for recommending changes in the Investment Policy whenever it deems them advisable (or as requested by the Finance Committee), including asset allocations and the degree of active management authorized by the policy.

Each year in connection with the budgeting process, the Investment Task Force shall confer with the Finance Committee about Presbytery's potential need to withdraw funds from its reserves within the next two calendar years. Such withdrawals may be (1) from designated funds in order to cover planned, budgeted expenses or to address the specific needs for which the fund was established, (2) from the default reserve to cover defaults by member churches, or (3) from endowments and undesignated reserves to fund the operating budget or to cover unbudgeted expenses and revenue shortfalls. This projection of reasonably foreseeable short term needs should cover all likely exigencies but should be no larger than necessary to protect against having to liquidate long term investments in unfavorable market conditions. The amount of reserves thus calculated should be invested in a manner that would allow ready access to the funds if needed within the succeeding two years. The remainder of Presbytery's reserves, including the corpus of its endowments, should be invested with a longer time horizon—five to ten years—so as to maximize the return on those funds. The percentage of Presbytery's reserves that fall within each of these categories, and the amount of each, will thus vary from year to year, which will require the Investment Task Force to review its asset allocations and adjust them as needed to maintain the correct balance based on current projections.

–Presbytery's investment portfolio should be of benefit both now and in the future on a generationally neutral basis. The rate of spending available from the investment portfolio to support the operating budget is to be set annually by the ~~Investment~~-Finance

Committee based on market performance and trends, the inflation rate, and portfolio allocations. To minimize year-to-year swings in annual spending amounts, the average of the prior three years' ending balances of the portfolio is to be used as the base in the available spending amount calculation.

Presbytery realizes the income and capital gains generated by its investments through regular withdrawals of funds from undesignated reserves for use as general revenue ("investment proceeds") in the current operating budget. The amount that can be withdrawn as investment proceeds is limited to 5% of the average annual value of the unrestricted reserves for the preceding three years; however, the presumption is that Presbytery will withdraw the full 5% each year unless the Investment Task Force and the Finance Committee determine that the full amount is not needed or the market environment makes it prudent to withdraw less. No distinction is made for these purposes between income and capital gains. Income received from investments is retained in the investment account and treated simply as an increase in the value of the portfolio, except that it may be held as cash or cash equivalents for the purpose of funding disbursements from reserves.

The amount included in the annual budget as "investment proceeds" should be withdrawn from Presbytery's unrestricted reserves in quarterly increments at the end of each calendar quarter. The final (December) withdrawal may be adjusted by the Finance Committee, on recommendation of the Investment Task Force, if it determines that less than the full amount is needed to meet the budget and/or maintain an adequate cash balance.

Presbytery may withdraw additional money from reserves as needed to maintain an adequate cash balance in the operating account. If the cash balance in the operating account exceeds what is needed to cover anticipated expenses, the excess should be transferred into the investment account. This is presumed to be the case if the cash balance exceeds \$100,000 for more than a month.

~~After spending from the investment portfolio has been properly approved, distributions are to be placed in a reserve fund that is invested in cash and cash equivalents. Transfers from the reserve fund to the appropriate operating account are to be approved by the Finance Committee and are subject to review on an annual basis.~~

Presbytery's reserve accounts are invested on a pooled basis and are not segregated according to designated uses. This allocation between short and long term investments is therefore unrelated to the amounts in any designated account. The designations, in other words, are only for accounting purposes, not investment purposes.

Legal: In conjunction with the Finance Committee, to which it answers, the Legal Task Force is responsible for obtaining and offering opinions on legal matters that come before the Finance Committee and other committees of the presbytery. These matters include those related to property and liability issues, and other matters that could have legal consequences for the presbytery or its churches. If the issue requires legal assistance, this task force shall help find appropriate counsel.

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Property: The Finance Committee's property working group, in conjunction with the Stated Clerk, maintains a list of all property held by the churches within its bounds, current debt obligations of each church, whether church property has been encumbered as collateral for loans, the approximate value of the property, and whether Presbytery is a co-signer or guarantor of the loan and thus contingently liable in case of a default. Unless exempted pursuant to G-4.0208, all churches must obtain Presbytery approval before buying, selling, or encumbering real property. The process to be followed is set out in Presbytery's Church Property Sale Policy (*Appendix G*). The policy contains a list of churches that were eligible and took advantage of the G-4.0208 exemption. Initial screening and investigation of a church's request to buy, sell, or encumber property are conducted by the property working group, which then makes a recommendation to the Finance and Administrative Committees. Presbytery approval is required if the value of the transaction exceeds \$25,000.

Funds from Closed Churches: The Church Property Sale Policy also addresses the procedure to be followed by an administrative commission charged with receiving and disposing of property from a dissolved or dismissed congregation. Presbytery will cover the expenses incurred during a church's dissolution process, as long as an administrative commission has been formed to oversee the dissolution and the value of the assets of the church can reasonably be expected to cover the amount of the advances. These expenses will have a priority claim on the proceeds of sold assets.

Normally all real and personal property of a closed church is sold and the proceeds added to the designated fund for new church development and church revitalization. The rationale is that recycling these assets is the best way of honoring the ministry of the closed church—by using them to share the gospel message with new disciples, who are essential to the future health of the church. The death of one congregation, in other words, should be the occasion for giving life to others. Just as each particular church must replace members who die if it is to maintain its vitality in the future, so must Presbytery replace its departed members if it hopes to continue offering a Reformed presence in the communities it serves and to avoid declining into irrelevance. Administrative commissions may propose different uses for some of the funds, subject to approval by Presbytery, but the majority of such funds should go to serve Presbytery's long term strategic goal of promoting the formation of new worshipping communities and the revitalization and growth of existing congregations.

Adoption: This policy was adopted by the Presbytery of Middle Tennessee at its meeting of October 21, 2021, and amended on May 19, 2022. It supersedes all previous financial policies.

The Presbytery of Middle Tennessee
Actual to Budget Receipts and Disbursements
 Period Ending Dec 2022

	December 22			Jan - Dec 2022			Annual Budget
	Actual	Budget	\$ Over Budget	Actual	YTD Budget	\$ Over Budget	
Ordinary Income/Expense							
Income							
4000 · Pledged giving	180,526.59	177,771.50	2,755.09	507,047.26	530,000.00	-22,952.74	530,000.00
4070 · Investment income							
4070-10 · Investment income	18,228.25	4,166.63	14,061.62	33,932.56	50,000.00	-16,067.44	50,000.00
Total 4070 · Investment income	18,228.25	4,166.63	14,061.62	33,932.56	50,000.00	-16,067.44	50,000.00
Total Income	198,754.84	181,938.13	16,816.71	540,979.82	580,000.00	-39,020.18	580,000.00
Gross Profit	198,754.84	181,938.13	16,816.71	540,979.82	580,000.00	-39,020.18	580,000.00
Expense							
5000 · Finance							
5000-01 · Occupancy	550.00	0.00	550.00	550.00	0.00	550.00	0.00
5000-02 · Equipment	761.34	500.00	261.34	4,441.35	6,000.00	-1,558.65	6,000.00
5000-03 · Insurance	0.00	100.00	-100.00	2,798.79	1,200.00	1,598.79	1,200.00
5000-05 · Office Expense	267.71	166.63	101.08	2,428.69	2,000.00	428.69	2,000.00
5000-06 · POMA (Database)	0.00	208.37	-208.37	2,490.00	2,500.00	-10.00	2,500.00
5000-07 · Telephone	342.16	300.00	42.16	3,243.16	3,600.00	-356.84	3,600.00
5000-08 · Audit Fee	0.00	500.00	-500.00	6,500.00	6,000.00	500.00	6,000.00
5000-11 · Processing Fees (Bank, Payroll)	193.55	166.63	26.92	1,896.90	2,000.00	-103.10	2,000.00
5000-12 · Webpage	327.00	83.37	243.63	996.00	1,000.00	-4.00	1,000.00
5070-01 · GA Per Capita	139,450.42	11,620.87	127,829.55	139,450.42	139,450.00	0.42	139,450.00
5070-03 · Synod Per Capita	61,805.00	5,150.41	56,654.59	61,805.00	61,805.00	0.00	61,805.00
Total 5000 · Finance	203,697.18	18,796.28	184,900.90	226,600.31	225,555.00	1,045.31	225,555.00
5020 · Committee on Mutual Support							
5020-03 · NaCoMe Camp	0.00	2,083.37	-2,083.37	25,000.00	25,000.00	0.00	25,000.00
5020-02 · MTSU Campus Ministry	1,604.17	1,604.16	0.01	19,250.04	19,250.00	0.04	19,250.00
5020-03 · TTU Campus Ministry	1,375.00	1,375.00	0.00	16,500.00	16,500.00	0.00	16,500.00
5020-05 · Vanderbilt Campus Ministry	1,604.17	1,604.13	0.04	19,250.02	19,250.00	0.02	19,250.00
5020-06 · Synod - Campus Ministry Support	-2,201.41	-2,201.38	-0.03	-26,416.92	-26,417.00	0.08	-26,417.00
Total 5020 · Committee on Mutual Support	2,381.93	4,465.28	-2,083.35	53,583.14	53,583.00	0.14	53,583.00
5030 · Committee on Ministry							
5030-01 · Retreat - COM	0.00	68.75	-68.75	238.48	825.00	-586.52	825.00
5030-04 · Background Checks	0.00	83.37	-83.37	369.27	1,000.00	-630.73	1,000.00
Total 5030 · Committee on Ministry	0.00	152.12	-152.12	607.75	1,825.00	-1,217.25	1,825.00
5050 · Comm. on Church Transformation							
5050-06 · Mission Insite	0.00	300.00	-300.00	2,646.00	3,600.00	-954.00	3,600.00
5050-07 · Sudanese church support	687.50	687.50	0.00	8,250.00	8,250.00	0.00	8,250.00
5050-08 · Hispanic church support	0.00	2,083.37	-2,083.37	25,000.00	25,000.00	0.00	25,000.00
Total 5050 · Comm. on Church Transformation	687.50	3,070.87	-2,383.37	35,896.00	36,850.00	-954.00	36,850.00
5100 · Administrative Committee							
5100-04 · Exec. Pres. expenses	1,056.87	833.37	223.50	9,479.51	10,000.00	-520.49	10,000.00
5100-05 · Co-EP Salary	1,810.50	1,810.50	0.00	21,726.00	21,726.00	0.00	21,726.00
5100-06 · Co-EP Housing	3,969.50	3,969.50	0.00	47,634.00	47,634.00	0.00	47,634.00
5100-07 · Co-EP FICA	442.16	442.13	0.03	5,306.32	5,306.00	0.32	5,306.00
5100-08 · Co-EP Medical/Pension	2,138.60	2,138.62	-0.02	25,663.20	25,663.00	0.20	25,663.00
5100-09 · Co-EP 2 Salary	5,780.00	5,780.00	0.00	69,360.00	69,360.00	0.00	69,360.00
5100-10 · Co-EP 2 FICA/Med	442.18	442.13	0.05	5,306.16	5,306.00	0.16	5,306.00
5100-12 · Co-EP 2 Pension	549.10	578.00	-28.90	6,589.20	6,936.00	-346.80	6,936.00
5100-14 · Co-EP 403b Match	166.66	166.63	0.03	1,999.92	2,000.00	-0.08	2,000.00
5100-15 · Co-EP 2 403b Match	166.66	166.63	0.03	1,999.92	2,000.00	-0.08	2,000.00
5100-20 · Stated Clerk Salary	4,767.66	2,601.00	2,166.66	35,845.32	31,212.00	4,633.32	31,212.00
5100-21 · Stated Clerk FICA	364.72	199.00	165.72	2,741.59	2,388.00	353.59	2,388.00
5100-22 · Stated Clerk Medical/Pension	984.35	1,077.12	-92.77	11,812.20	12,925.00	-1,112.80	12,925.00
5100-23 · Stated Clerk expenses	683.32	208.37	474.95	1,292.44	2,500.00	-1,207.56	2,500.00
5100-30 · Communications Coordinator	2,533.34	416.63	2,116.71	7,133.34	5,000.00	2,133.34	5,000.00
5100-31 · Administrative Asst. FICA	132.60	0.00	132.60	132.60	0.00	132.60	0.00
5100-37 · Hunger Action Advocate expenses	0.00	41.63	-41.63	0.00	500.00	-500.00	500.00
5100-61 · Accounting	1,215.00	937.50	277.50	10,871.60	11,250.00	-378.40	11,250.00
Total 5100 · Administrative Committee	27,203.22	21,808.76	5,394.46	264,893.32	261,706.00	3,187.32	261,706.00
Total Expense	233,969.83	48,293.31	185,676.52	581,580.52	579,519.00	2,061.52	579,519.00
Net Ordinary Income	-35,214.99	133,644.82	-168,859.81	-40,600.70	481.00	-41,081.70	481.00
Other Income/Expense							
Other Income							
7001 · Unbudgeted Income							
7001-15 · Unrealized gain/loss Investments	-62,288.48			-204,297.69			
7001-21 · Temp. Restricted-Receipts	12,549.02			150,884.04			
Total 7001 · Unbudgeted Income	-49,739.46			-53,413.65			
Total Other Income	-49,739.46			-53,413.65			
Other Expense							
7002 · Unbudgeted expenses							
7002-21 · Temp. Restricted disbursements	14,586.82			182,242.23			
Total 7002 · Unbudgeted expenses	14,586.82			182,242.23			
Total Other Expense	14,586.82			182,242.23			
Net Other Income	-64,326.28			-235,655.88			
Net Income	-99,541.27	133,644.82	-233,186.09	-276,256.58	481.00	-276,737.58	481.00

The Presbytery of Middle Tennessee
Balance Sheet
As of December 31, 2022

	Dec 31, 22
ASSETS	
Current Assets	
Checking/Savings	
1005 · Pinnacle Bank	126,988.19
Total Checking/Savings	126,988.19
Other Current Assets	
1102 · Prior year pledges receivable	159,191.67
1300 · Investments	
1300-11 · Vanguard-Pooled	779,043.82
1300-12 · Vanguard-Default Reserve	629,766.84
1300-13 · Vanguard-Endowment	10,749.80
1300-14 · Vanguard-Cash Equivalent	292,489.54
Total 1300 · Investments	1,712,050.00
Total Other Current Assets	1,871,241.67
Total Current Assets	1,998,229.86
Fixed Assets	
1500 · Fixed Assets	
1500-02 · Furniture and Equipment	2,165.37
1500-10 · Accumulated Depreciation	-2,165.37
Total 1500 · Fixed Assets	0.00
Total Fixed Assets	0.00
TOTAL ASSETS	1,998,229.86
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · *Accounts Payable	2,610.26
Total Accounts Payable	2,610.26
Total Current Liabilities	2,610.26
Total Liabilities	2,610.26
Equity	
3001 · Unrestricted Net Assets	
3001-01 · Allowance for church defaults	200,000.00
3001-04 · Designation - NCD (Properties)	
3001-41 · Silver Point, Mattie Smith	-3,340.85
3001-42 · New Hope, Franklin	14,274.28
3001-43 · Central Presbyterian, Culleoka	1,026.00
3001-04 · Designation - NCD (Properties) - Other	333,942.48
Total 3001-04 · Designation - NCD (Properties)	345,901.91
3001-08 · Designation - Sparta Disolution	314,169.04
3001-10 · Youth & Young Adult Support	10,000.00
3001-11 · Connectional Development Fund	9,259.91
3001-12 · Social Media & Technology Fund	5,415.39
3001-13 · Leadership Dev & Education Fund	18,820.60
3001-14 · Mediation Fund	18,000.00
3001-15 · Designation Matthew 25 Fund	80,680.00
3001 · Unrestricted Net Assets - Other	1,033,621.94
Total 3001 · Unrestricted Net Assets	2,035,868.79
3002 · Temporarily restricted funds	
3002-01 · Centsability	5,550.12
3002-02 · Peacemaking	290.00
3002-05 · Guatemalan Support Funds	17,928.68
3002-09 · Disaster Assistance Fund	18,149.02
3002-10 · Triennium	2,941.26
3002-12 · Women in Ministry	190.00
3002-26 · Sabbatical Assistance	4,625.82
3002-27 · Hispanic New Church Dev	50,585.75
3002-32 · CPM - Scholarships	4,842.68
3002-33 · Matthew 25 Food Project	11,410.69
3002-34 · Mburu Family Fund	13,841.23
3002-50 · St. Andrews Fund	56,636.75
3002-52 · Meeting scholar/preacher	5,000.00
3002-62 · Pastor to Pastors	1,907.40
Total 3002 · Temporarily restricted funds	193,899.40
3003 · Permanently restricted funds	10,749.80
3100 · Restricted/Designated income	31,358.19
Net Income	-276,256.58
Total Equity	1,995,619.60
TOTAL LIABILITIES & EQUITY	1,998,229.86

Elinor Foster
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**ADMINISTRATIVE COMMITTEE
REPORT TO THE PRESBYTERY OF MIDDLE TENNESSEE
FEBRUARY 11, 2023**

INFORMATION

- The Administrative Committee ordinarily meets on the third Thursday of each month at 4:30 p.m. by Zoom and in person at Westminster, Nashville.
- The Administrative Committee receives regular reports from the Executive Presbyter, the Treasurer, and the Stated Clerk.
- The Administrative Committee identified the following goals for 2023:
 - Modeling and communicating the connectional nature of the church as a Presbytery. Encouraging service and financial support (especially pledging) by churches. Breaking bread and being in relationship with churches, not just in times of crisis or transition.
 - Encouraging the strengthening of relationships between churches that are in close geographical proximity to one another.
 - Sharing with the Presbytery what changes are being made in the process for setting agendas for the meetings and the format of those meetings.
 - Collecting email addresses of elders and clerks who are actively serving terms of service on Session in our churches and inviting them to subscribe to the enews and Presbytery announcements.

ADMIT TO RECORD

1. The Administrative Committee approved plans for the February 11, 2023 Presbytery meeting: Zoom meeting with hybrid worship service; Candidate Adrian White will preach. The offering will replenish the Pastoral Care Fund.
2. The committee reviewed the November 11, 2022 Presbytery meeting.
3. The Administrative Committee endorsed a grant to the New Creation Presbyterian Church in Hendersonville of \$70,000 with a matching grant from the Eakin Fund of First, Nashville.
4. The Administrative Committee received a report on the hire and onboarding of a new Operations Coordinator, Gregory Taylor.
5. The Administrative Committee received a report on Technology Grants in the amount of \$35,000 from Synod, with video stories from the recipients to be presented at a future Presbytery meeting.
6. The Administrative Committee appointed the following chairs of committees: Dr. Mary Martin to chair the Committee on Leadership Excellence and the Rev. Guy Griffith to chair the Committee on Preparation for Ministry.
7. The committee approved Rev. Heidi Hudnut-Beumler as Chair of the Personnel Task Force.
8. The Administrative Committee approved language to describe the proposed Legal Task Force in the Presbytery Manual of Operations handbook. The Finance Committee will present this action to presbytery with the report on the Investment Task Force.
9. The Administrative Committee approved language proposed by the Personnel Task Force amending the PMT Personnel Policies.

RECOMMENDATION

1. The Administrative Committee recommends the attached amendment to the Mission and Operations Manual. This section (excerpted below) is found on pages 7-8 of the manual.

Stated Clerk

The Presbytery shall elect a Stated Clerk to serve a term of three years. He/She shall be eligible for re-election. The Stated Clerk shall serve according to the provisions of the Book of Order, the Mission and Operations Manual, and the Personnel Policies. The Stated Clerk is an elected staff position and shall not hold another Presbytery staff position. The Stated Clerk shall be responsible for setting the structural framework for Presbytery meetings, preparing an agenda for approval by the Administrative Committee, assisting with site selection, reporting to each meeting of Presbytery, and other duties as required. The Stated Clerk shall the work of the committees and commissions as needed. The position description for the Stated Clerk shall be approved by the Presbytery. Additional responsibilities of the Stated Clerk are detailed in the position description. The Stated Clerk shall serve as the Secretary of the corporation of the Presbytery of Middle Tennessee.

If the Presbytery should become the respondent in a remedial complaint, the Stated Clerk shall inform the Moderator of Presbytery, who shall have the power, in consultation with the Executive Presbyter, the Stated Clerk, and the chair of the Commission on Ministry, to designate no more than three persons to be a committee of counsel. The appointment of the committee of counsel shall be reported at the next stated meeting of Presbytery.

Likewise, upon receipt by the Stated Clerk of an accusation of improper conduct against a teaching elder, the Stated Clerk shall inform the Moderator of the Presbytery, who shall have the power, in consultation with the chair of the Commission on Ministry and the convener of the Mediation Team (unless one of those persons are the subject of the investigation), to appoint an investigating committee, ordinarily composed of members of the Mediation Team, to investigate such accusation. In the event that the Moderator of the Presbytery is the subject of the investigation, these duties shall be carried out by the Vice-Moderator. The appointment of the investigating committee shall be reported at the next stated meeting of Presbytery. Prior to the final report being presented to the Presbytery, a member of the Investigating Committee may request that the names of the members be excluded because of specific, extraordinary reasons. The Presbytery shall then vote as to whether the names of the Investigating Committee members should be excluded from publication based on the reasons given. The final report and membership of the investigating committee shall be reported to the Presbytery.

The Stated Clerk may appoint a Recording Clerk to serve for a term of one year. He/She shall be eligible for reappointment. The Recording Clerk shall perform duties subject to the direction of the Stated Clerk. The Stated Clerk may appoint Temporary Clerks to serve during the meeting to assist in his/her functions. They shall perform duties subject to the direction of the Stated Clerk.

**STATED CLERK
REPORT TO THE PRESBYTERY OF MIDDLE TENNESSEE
FEBRUARY 11, 2023**

INFORMATION

1. Annual Statistical Reports were emailed to clerks of session in January. If you did not receive a report form and instructions, please contact the stated clerk. The deadline for churches to enter their own information is Thursday, February 16 at 11:00 pm CST.
2. Session minutes will be reviewed in the coming months. Information will be emailed to clerks of sessions.

ADMIT TO RECORD

1. The Stated Clerk has received the minutes of the Commission to Install the Rev. Judith Arnold as pastor of Westminster Presbyterian Church, Fairfield Glade. The members of the commission were: The Rev. Jonathan Angel, Donnie Harris, RE, the Rev. Erin Howton-Angel, Cristi Scott Ligon, RE, the Rev. Ray Thomas, and Robin Thomas, RE. *[minutes to be included in permanent record]*
2. The Stated Clerk received a letter from Marcie J. Williams, former member of United Presbyterian, Sparta, Tennessee, requesting that her membership be removed from the rolls of the Presbyterian Church, (USA).
3. The Stated Clerk was informed of the death of Honorably Retired TE the Rev. Claude McMillion on January 4, 2023.
4. The Stated Clerk has received supplemental reports be admitted to record.
5. The Stated Clerk has the minutes of the November 10, 2022 stated meeting and the roll of the August 18, 2022 stated meeting.

Supplemental Reports – February 11, 2023

Report from the Synod Commissioner

Report from the Committee for Mutual Support

Report from the Committee for the Preparation for Ministry

Kate Adcock
m.k.adcock@gmail.com

**Report from the Committee on Preparation for Ministry
to the Presbytery of Middle Tennessee**

The Committee on Preparation for Ministry (CPM) is responsible for guiding, caring for, and examining candidates for ministry in our denominational process. All those seeking to become teaching elders/Ministers of the Word and Sacrament must move through the steps detailed in the CPM checklist that can be found on the presbytery website. And there are a lot of steps!

Typically, the full presbytery is only involved when prospective teaching elders desire to move from the inquiry phase to the candidacy phase and are “examined with respect to personal Christian faith, forms of Christian service undertaken, and motives for seeking the ministry.” The presbytery then votes to “affirm or deny the examination.” Enrollment as an inquirer and being certified “ready to receive” a call are handled by the CPM and those actions are reported back to the presbytery. Occasionally the CPM will consider requests to validate a ministry to which a ready-to-receive candidate may be ordained. These are usually settings that are not in a church but which may be considered pastoral (e.g. hospital, hospice, prison or street chaplaincy; certain positions in seminaries and divinity schools; or work at the denominational level).

ADMIT TO RECORD

November 22, 2022

- Enrolled Mallory Hammond (First Presbyterian Church, Nashville) as an Inquirer

RECOMMENDATION

- None at this time

Bobby Harding

bobby@mborofpc.org

COMMITTEE ON MUTUAL SUPPORT

REPORT TO THE PRESBYTERY OF MIDDLE TENNESSEE

FEBRUARY 11, 2023

INFORMATION

- The Committee meets the third Thursday at 9:30 am by Zoom
- Centsability Offerings

The Committee on Mutual Support would like to remind the presbytery that the centsability offerings are the sole source of funds for our hunger grant program. Please encourage people to give generously to centsability and remind them that every dollar given goes directly to assisting in hunger related issues (such as food relief, developmental assistance, and education on the root causes of hunger challenges) in Middle Tennessee. Our committee would be glad to offer creative ideas on how churches can participate in this offering.

- Hunger Grant Recipients

Over the past few months we have awarded grant funds to the following: \$4000 to Good Samaritan Ministries of Franklin County; \$4000 to Fentress County Food Bank; \$4000 to God's Storehouse of Giles County.

- Technology Grant Recipients

The Committee on Mutual Support is working to gather stories from those who received grant money. Part of the grant required that once updates had been made, recipients would share stories about the funds in action. The Synod of Living Waters also requires that we share these stories, as a significant portion of the grant funds came to us via a synod gift.

- UKirk Campus Ministries

Our committee is always discussing ways we can nurture and strengthen the relationship between PMT and the three campus ministries: Ukirk Nashville, Ukirk at Tennessee Tech, and Ukirk at MTSU. We now have liaisons for each of the ministries, connected with the campus ministers. We are also almost finished crafting a list of individuals who are glad to offer their wisdom and expertise in the areas of fundraising, ministry leadership, spiritual direction, Board of Pensions, and tax/legal matters.

The Rev. William Berger

**COMMISSIONER TO THE SYNOD of LIVING WATERS STATED MEETING
REPORT TO THE PRESBYTERY OF MIDDLE TENNESSEE
FEBRUARY 11, 2023**

I was privileged to serve as one of Middle Tennessee's commissioners to Synod of Living Waters which met January 23rd at Trinity Presbyterian Church, Nashville. For me, it felt like coming back home, having grown up and served in St. Andrew Presbytery and now for the last thirty in Middle Tennessee Presbytery. As has been the case, Synod provides a larger positive picture of what our Synod dollars (paid by our presbytery membership per capita) accomplish. The Living Waters clean water project continues strong world wide with a number of projects going throughout the world. For those involved, the massive clean water instrument has been much streamlined. We also heard from our numerous colleges to which we are related, and I'd give special recognition to our University of Pikeville in Kentucky which is engaged in ambitious well-funded nursing school projects. But, all of our schools are serving well in our name in the mid-south. Campus ministry is also overseen through Synod. We also honored the wonderful Carie Turner who has retired as bookkeeper and general support staff. Budget is sound and solvent. Each of our churches can participate in the valuable work through your per capita contributions which is based on your membership. From worship to closing and numerous reports from schools and children's homes, good work in our name is being done in the mid-south and through Living Waters Clean Water throughout the world.