

697th STATED MEETING OF
THE PRESBYTERY OF
HUNTINGDON

HUNTINGDON
PRESBYTERIAN CHURCH
HUNTINGDON, PA
September 28, 2021
6:00 P.M.

REMINDER: Session Records Review October 12 & 19 in clusters

Please wear a mask to protect your neighbor.



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To Huntingdon Presbyterian Church

After reading directions, all drivers please see ** below. Thank you.

General - from your point of origin, please use your own best routes to reach US Route 22 east or west, or PA Route 26 south or north. Upon approaching Huntingdon, use the more specific directions below. Our church office number is (814) 643-1302 if you need further assistance en route.

From North - Continue on PA Route 26 south to Huntingdon. Entering the boro, you will pass (all on your left) the Detwiler Field athletic complex, a church, some houses, the Armory and the War-Vets football field complex. Just past War-Vets the road will curve to the right and go up a small, short hill. Turn left at the top of hill (route 26 is now called 2nd Street); then turn onto the first street to your right, Mifflin Street (one way west). Continue three blocks to 5th Street. Our brick church with the clock tower is on the corner of 5th and Mifflin Streets. Turn left onto 5th Street; the church parking lot is on your right.

From East - Continue on US 22 west crossing the Juniata River, through the traffic light at Raystown Plaza (Giant, Rite Aid, etc) on your right. At the second traffic light, turn right onto S. 4th Street. There is a large Sheetz on your right at the light. Continue on S. 4th Street. You will cross a bridge and the Norfolk Southern tracks. Continue and cross Allegheny Street, Penn Street (light) and Washington Street (Stop sign) to Mifflin Street (Stop sign). Turn left onto Mifflin Street (one way west) and drive one block to the church at 5th and Mifflin Streets. Turn left onto 5th Street; the church parking lot is on your right.

From South - Continue on PA 26 north to the cloverleaf intersection with US 22, just past the Wal-Mart entrance. Bear right onto the US 22 east ramp. Once on US 22 east, pass through 2 traffic lights (the Rte. 22 Shopping Plaza will be on your left - Peebles, Autozone, etc). Just past OIP and in front of the Days Inn, also on your left, get into left turn lane. At this third traffic signal (there will be a large Sheetz right in front of you), turn left onto S. 4th Street. Continue as above.

From West - Continue on US 22 East. When you reach the intersection with PA 26 (past Wal-Mart), stay straight on 22 East. Pass through 2 traffic lights (the Rte. 22 Shopping Plaza on your left - Peebles, Autozone, etc). Just past OIP and in front of the Days Inn (also on your left) get into left turn lane. At this third traffic signal (there will be a large Sheetz right in front of you), turn left onto S. 4th Street. Continue as above.

Parking is available as noted:

- a) At the Huntingdon Presbyterian Church - enter the church parking lot from 5th Street;
- b) At the Municipal lot off Mifflin Street - continue on Mifflin Street past the church, cross 6th Street, then left into the Municipal lot past the Baptist church - this is non-metered parking;
- c) Some on-street parking around the church should also be available.

****IMPORTANT NOTE FOR ALL DRIVERS:** should our lot be full when you arrive, our host on duty at the lot will be happy to provide directions to other parking areas.

Moving for Krislund Sept 18 - Oct 16, 2021

In 2020, Krislund's churches, alumni, and camper families came together to raise over \$30,000 to keep our doors open. This year, we are again asking for your help to walk, run, or bike to help raise \$25,000 for Krislund's endowments, program enhancements, and camper scholarships!



Register or Donate today at www.Krislund.org/MovingForKrislund

**DOCKET FOR 697th STATED MEETING
THE PRESBYTERY OF HUNTINGDON
HUNTINGDON PRESBYTERIAN CHURCH, HUNTINGDON, PA
September 28th, 2021
6:00 p.m.**

No meal served,

please wear mask indoors

6:00 Convene with prayer and worship
Offering for Presbyterian Disaster
Assistance

6:30 Introductions & welcome:

6:35 Adoption of docket & Consent agenda

6:40 Minutes review [Ken Lynch]

6:45 Auditor Report [Boyer & Ritter]
David Bourne, 2020 financial review
report

6:55 Treasurer's Report [Carl Campbell], pp. 8-
13

7:00 Multi Media Resource Center

7:05 Stated Clerk [Ginny Rainey] pp. 14-15
Adoption of actions taken in Zoom
meetings.
Electronic Meeting Policy, pp. A-1to2
Bylaws revision, pp. A-3
Alice Meloy
2021 & 2022 times & places

7:15 Nominating Committee

7:20 Manual & Policy updates p. 16
Manual, pp. A-4 to A-21

Personnel Policy pp. A-22 to A-37
Checklist for Closing Churches, pp. A-
38 to A-47

7:45 JCRC report, p. 5

7:50 Committee on Ministry [Nancy Bostian]
pp. 17-19.
R. Bruinooge & Coalport & Irvona
MJ. Bruinooge & Mapleton Depot
2022 Terms of Call
Bellefonte dissolution

8:00 Committee on Presbytery Life [Pat
Roller] pp. 20, 21-23
2022 per capita
2022 budget

8:10 General Presbyter Search Committee

8:15 Visioning Team [Linda Vance]
GP job description

8:20 Interim General Presbyter [Kate
Sillman]

8:25 New business

8:30 Adjournment

Next meeting: Hollidaysburg, Saturday,
November 6, 2021, 9:30 a.m.

CONSENT AGENDA

What is a consent agenda?

A consent agenda is made up of items that may be considered routine business that need action, but are unlikely to require debate. Items for inclusion on the consent agenda must be sent out in advance with the pre-presbytery mailing and clearly marked for the consent agenda.

Why is a consent agenda useful?

When the consent agenda is called for, the moderator will call for a motion to approve the entire consent agenda in one vote, thus saving presbytery time for items requiring more discussion.

BUT What if I wish to debate, discuss, ask for clarification on some part of the consent agenda?

Simply, rise to be recognized and request that that item be removed from the consent agenda. One person's request is all that is required. No second is required, no vote need be taken to remove the item.

Do not give the explanation of your concern, need for clarification, points to be emphasized or opposed at this time. The item will come up for consideration at the time when the remainder of that committee's report is made, and you will be afforded the opportunity to speak to the motion at that time.

#####

Items for the September 28, 2021, Consent Agenda:

Clerk: Item 1, p. 14, 2021 presbytery dates and sites; Item 2, p. 14, 2022 presbytery dates and sites; Item 3, p. 14, Lord's Supper in November; Item 4, p. 14-15, Alice Meloy memorial tribute.

COM: Item 1, p. 17, authority to officiate at Lord's Supper; Item 2, pp. 17-18, R. Bruinooge & Coalport & Irvona renewal; Item 3, p. 18, MJ Bruinooge & Mapleton Depot renewal; Item 4, p. 18, Miller adjust terms of call

COPL: Item 1, p. 21, authorize Osceola ramp; Item 2, p. 21, renew Christian Ed consultant

BUDGETED INCOME	BUDGET 21	Jan 21	YTD	Outstanding PC	
PerCapita- (4034 @ 38.15)	\$ 153,897.10	\$ 10,809.81	\$ 99,927.00	2021	\$ 143,087.29
				2020	\$ -
				wrote off	
Transfer from Fulton	\$ 4,034.00		\$ -		
Transfer from Contingency	\$ 3,983.20		\$ -		
			\$ -		
Fee for Service to churches	\$ 1,200.00	\$ 100.00	\$ 723.64		
Partnership for the Presbytery Fund	\$ 10,000.00		\$ 3,290.00		
Mission Subsidy for GP Resourcing	\$ 5,000.00	\$ 416.67	\$ 3,333.36		
Mission Subsidy for Resource Center	\$ 3,206.51	\$ 267.21	\$ 2,137.68		
Mission Support for Office	\$ 867.49	\$ 72.29	\$ 578.32		
TOTAL	\$ 182,188.30	\$ 11,665.98	\$ 109,990.00		
BUDGETED EXPENDITURES	BUDGET 21		YTD		Under/(Over) Budget
PYMT PER CAPITA					
GA (4034@ 8.95)	\$ 36,104.30	\$ 3,018.78	\$ 24,150.20		
Adjusted GA (4034 @8.98)	\$ 36,225.32		\$ -		
Synod (4034 @ 2.40)	\$ 9,681.60	\$ 806.80	\$ 6,454.40		
PRESBYTERY OFFICE PERSONNEL					
General Presbyter					
GP-Salary	\$ 18,510.00	\$ 1,076.92	\$ 9,153.86		\$ 9,356.14
GP-Housing	\$ 12,000.00		\$ -		\$ 12,000.00
GP-SECA	\$ 2,487.02	\$ 82.38	\$ 700.24		\$ 1,786.78
GP- 403(b) employer contribution	\$ 2,000.00	\$ 36.92	\$ 342.34		\$ 1,657.66
GP-Board of Pensions	\$ 15,246.32		\$ -		\$ 15,246.32
Office Assistant					
OA-Wages	\$ 14,428.74	\$ 1,407.00	\$ 11,964.50		\$ 2,464.24
OA-FICA	\$ 1,103.80	\$ 105.82	\$ 902.47		\$ 201.33
Benefits	\$ 298.68	\$ 4.89	\$ 39.12		\$ 259.56
Stated Clerk					
SC Wages	\$ 14,022.08	\$ 985.73	\$ 8,576.68		\$ 5,445.40
SC-FICA	\$ 1,072.69	\$ 75.40	\$ 1,361.13		\$ (288.44)
Benefits	\$ 286.68		\$ -		\$ 286.68
Treasurer					
PT-Wages	\$ 15,461.69		\$ 1,791.83		\$ 13,669.86
PT-FICA	\$ 1,182.82		\$ 137.09		\$ 1,045.73
Benefits	\$ 298.68		\$ 1.00		\$ 297.68
Total Personnel	\$ 98,399.20	\$ 7,600.64	\$ 65,574.86		\$ 63,428.94
PRESBYTERY OFFICE EXPENSES					
Audit	\$ 6,010.05	\$ 4,250.00	\$ 6,050.00		\$ (39.95)
Cleaning	\$ 1,100.00	\$ 80.00	\$ 680.00		\$ 420.00
Computer Replacement	\$ -		\$ -		\$ -
Computer Repair/Tech Support	\$ 1,250.00	\$ 36.22	\$ 36.22		\$ 1,213.78
Equipment Maintance/Copier	\$ 150.00		\$ -		\$ 150.00
Fire companies - volunteer	\$ 100.00		\$ -		\$ 100.00
GP-Annual Conferences	\$ 2,000.00		\$ -		\$ 2,000.00
GP Ecumenical Activities	\$ 250.00		\$ -		\$ 250.00
GP Other	\$ 100.00		\$ -		\$ 100.00
GP-Study Leave	\$ 1,000.00		\$ -		\$ 1,000.00
GP-Travel	\$ 4,000.00		\$ -		\$ 4,000.00
GP-Discretionary Fund	\$ 250.00		\$ -		\$ 250.00
Group Orders	\$ -	\$ (478.02)	\$ (247.50)		\$ 247.50
Highland Park Expenses			\$ 297.56		\$ (297.56)
Insurance/Worker's Comp	\$ 2,000.00		\$ 1,829.00		\$ 171.00
Insurance Reimbursement		\$ (238.00)	\$ (366.00)		\$ 366.00
Internet/Website	\$ 1,900.00	\$ 234.93	\$ 1,465.84		\$ 434.16
Membership, Subscriptions, Books	\$ 300.00		\$ 157.44		\$ 142.56

		Aug-21	YTD		Under(Over) Budget
BUDGETED EXPENDITURE					
PRESBYTERY OFFICE EXPENSES (Continued)					
Payroll Fee		\$ 32.10	\$ 347.05		\$ (347.05)
Postage	\$ 900.00	\$ 55.00	\$ 444.57		\$ 455.43
Rent	\$ 6,000.00	\$ 500.00	\$ 3,500.00		\$ 2,500.00
Resource Materials and web site	\$ 200.00		\$ -		\$ 200.00
Resource Supplies	\$ -		\$ -		\$ -
Staff Training	\$ 200.00		\$ -		\$ 200.00
Stated Clerk-Annual Conferences	\$ 2,000.00		\$ -		\$ 2,000.00
Supplies & Equipment	\$ 1,600.00		\$ 1,019.85		\$ 580.15
Synod - Treasurer's services		\$ 550.00	\$ 4,400.00		
Telephone	\$ 1,750.00	\$ 191.75	\$ 2,132.98		\$ (382.98)
Travel for Office	\$ 600.00	\$ 128.24	\$ 199.92		\$ 400.08
Utilities	\$ 4,000.00	\$ 109.32	\$ 1,726.80		\$ 2,273.20
Miscellaneous	\$ -	\$ 618.20	\$ 1,216.20		\$ (1,216.20)
Total Office	\$ 37,660.05	\$ 6,069.74	\$ 24,889.93		\$ 17,170.12
COMMITTEE/UMBRELLA TEAM EXPENSES					
Retreats	\$ -		\$ -		\$ -
Mileage	\$ 200.00		\$ -		\$ 200.00
Materials	\$ 150.00		\$ -		\$ 150.00
Communications	\$ 150.00		\$ -		\$ 150.00
Other	\$ -		\$ 48.00		\$ (48.00)
Web site paid for until 2020			\$ -		\$ -
Total Committees	\$ 500.00		\$ 48.00		\$ 452.00
STATED MEETING EXPENSES					
Custodian	\$ 125.00		\$ -		\$ 125.00
Organist	\$ 200.00		\$ -		\$ 200.00
Moderator Gift	\$ 100.00		\$ 100.00		\$ -
Other	\$ 500.00		\$ -		\$ 500.00
TOTAL Expenses	\$ 183,270.15	\$ 13,670.38	\$ 90,564.79		\$ 92,705.36
NET INCOME(LOSS)		\$ (2,004.40)	\$ 19,425.21		

Travel/Service donated for tax deductions			\$ -
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LOANS

		Rec/month	Rec/Total	Balance
Krislund Capital Campaign Loan				
New Ch Planting	\$ 81,500.00	\$ 510.00	\$ 61,132.97	\$ 16,634.53
Ch Redevelop	\$ 18,500.00		\$ 18,500.00	\$ -
Ending Balance		\$ 510.00	\$ 79,632.97	\$ 16,634.53
		Rec/annually	Rec Total	Balance
East Kish Revolving Loan	\$ 40,000.00			\$ 40,000.00

1. First National Bank ADMIN CHECKING	
Opening Balance	\$ 38,899.84
Income	\$ 16,724.98
Interest	\$ 0.63
All Disbursements	\$ (21,121.37)
Ending Balance	\$ 34,504.08

YR to Date	
	\$ 17,462.27
	\$ 137,759.25
	\$ 4.05
	\$ (120,721.49)
	\$ 34,504.08

2. First National Bank ADMIN SAVINGS	
Opening Balance	\$ 1,698.70
Income	
Interest - posted quarterly	
All Disbursements	
Ending Balance	\$ 1,698.70

YR to Date	
	\$ 1,698.62
	\$ -
	\$ 0.08
	\$ -
	\$ 1,698.70

For details of the following Mission funds, see attached sheet "Mission Budget".

3. First National Bank MISSION CHECKING	
Opening Balance	\$ 43,981.89
Income	\$ 20,405.00
Interest	\$ 0.79
All Disbursements	\$ (2,981.67)
Ending Balance	\$ 61,406.01

YR to Date	
	\$ 39,487.39
	\$ 153,207.48
	\$ 6.15
	\$ (131,295.01)
	\$ 61,406.01

4. First National Bank MISSION SAVINGS	
Opening Balance	\$ 46,316.60
Income	
Interest - posted quarterly	
All Disbursements	
Ending Balance	\$ 46,316.60

YR to Date	
	\$ 46,314.31
	\$ -
	\$ 2.29
	\$ -
	\$ 46,316.60

For details on the following New Covenant accounts, see the attached sheet called "Investments".

5. New Covenant Investment - BALANCED INCOME FUND		SHARES	PRICE	YR to Date
Opening Balance	\$ 536,477.52			\$ 515,452.35
Deposit	\$ 1,000.00			\$ 4,757.92
Withdrawal	\$ (2,000.00)			\$ (13,300.00)
Unrealized Profit/Loss	\$ 5,466.94			\$ 34,034.19
Ending Balance				\$ 540,944.46

6. New Covenant Investment - BALANCED GROWTH FUND		SHARES	PRICE	YR to Date
Opening Balance	\$ 493,581.56			\$ 449,956.34
Deposit				\$ 835.81
Withdrawal				\$ (1,000.00)
Unrealized Profit/Loss	\$ 7,973.21			\$ 51,762.62
Ending Balance				\$ 501,554.77

7. New Covenant Investment - GROWTH FUND		SHARES	PRICE	YR to Date
Opening Balance - Gloria Jean Smith Trust	\$ 653,532.76	10,812.918		\$ 560,433.54
Dividends moved into Bal Income				\$ -
Unrealized Profit/Loss	\$ 18,490.09			\$ 111,589.31
Ending Balance		10,812.918		\$ 672,022.85

8. PETTY CASH	
Opening Balance	\$ 9.63
Income	
Disbursements	
Ending Balance	\$ 9.63

YR to Date	
	\$ 9.63
	\$ 9.63

TOTAL

\$ 1,858,457.10

Cost Per Share History

	Beginning Mar 2005	Dec 31 2005	Dec 31 2006	Dec 31 2007	Dec 31 2008	Dec 31 2009	Dec 31 2010
Bal Income	18.55	19.18	19.98	20.51	15.04	17.29	18.47
Bal Growth	76.65	81.21	87.22	90.33	60.60	72.48	79.65
Growth	29.25	32.19	36.23	35.83	21.41	27.39	31.00
	Dec 31 2011	Dec 31 2012	Dec 31 2013	Dec 31 2014	Dec 31 2015	Dec 31 2016	Dec 31 2017
Bal Income	18.46	19.75	20.90	21.09	19.63	19.96	21.25
Bal Growth	78.61	86.44	98.00	100.78	89.12	91.16	101.83
Growth	29.76	33.93	41.49	37.70	34.29	36.82	41.98
	Dec 31 2018	Dec 31 2019	Dec 31 2020				
Bal Income	19.69	21.65	22.88				
Bal Growth	92.37	105.18	113.5				
Growth	36.53	44.98	51.83				

Investments

August 2021

	Last Month	Income Monthly	Distribution Monthly	Balance	Unrealized gain(loss)	New Covenant online reports	# shares	price
New Covenant Growth Fund								
Gloria Jean Smith Trust	\$330,205.06			\$330,205.06	\$0.00	\$330,205.06	10812.918	62.15
Gloria Jean Smith Earnings (also see below)	\$323,327.70			\$323,327.70	\$18,490.09	\$341,817.79		
Subtotal	\$653,532.76	\$0.00	\$0.00	\$653,532.76	\$18,490.09	\$672,022.85	10812.918	
New Covenant Balanced Income Funds								
Gloria Jean Smith Earnings (also see above)	\$202,068.01			\$202,068.01	\$1,682.50	\$203,750.51	8412.490	24.22
Beulah Church Trust	\$4,000.00			\$4,000.00	\$0.00	\$4,000.00		
Beulah Earnings	\$857.76			\$857.76	\$40.44	\$898.20	202.238	
Centre Hills Cemetery - Goodhart Trust	\$5,000.00			\$5,000.00	\$0.00	\$5,000.00		
Centre Hills Cemetery - Goodhart Earnings	\$2,945.75			\$2,945.75	\$66.16	\$3,011.91	63.144	
Centre Hills Cemetery - Rearick Trust	\$40,000.00			\$40,000.00	\$0.00	\$40,000.00		
Centre Hills Cemetery - Rearick Earnings	\$21,811.69			\$21,811.69	\$514.68	\$22,326.37	432.113	
McNite Trust	\$11,500.00			\$11,500.00	\$0.00	\$11,500.00		
McNite Earnings	\$2,465.83			\$2,465.83	\$116.28	\$2,582.11	581.425	
Mission Partnership Trust Earnings	\$10,050.02			\$10,050.02	\$83.68	\$10,133.70	418.402	
Christian Ed Grant	\$5,674.12		(\$2,000.00)	\$3,674.12	\$2,047.25	\$5,721.37	236.225	
Clergy Emergency	\$4,951.36	\$1,000.00		\$5,951.36	(\$958.77)	\$4,992.59	206.135	
Presby Revolving Loan	\$225,152.98			\$225,152.98	\$1,874.72	\$227,027.70	9373.563	
Subtotal	\$536,477.52	\$1,000.00	(\$2,000.00)	\$535,477.52	\$5,466.94	\$540,944.46	19,925.735	
New Covenant Balanced Growth Funds								
Contingency	\$74,850.08			\$74,850.08	\$1,209.11	\$76,059.19	604.556	125.81
Fulton Fund	\$176,706.58			\$176,706.58	\$2,854.48	\$179,561.06	1427.240	
Irvine Fund	\$2,976.76			\$2,976.76	\$48.09	\$3,024.85	24.043	
Seminary Candidates Fund	\$980.08			\$980.08	\$15.83	\$995.91	7.916	
New Church Planting	\$184,833.10			\$184,833.10	\$2,985.76	\$187,818.86	1492.877	
Church Redevelopment	\$53,234.96			\$53,234.96	\$859.94	\$54,094.90	429.973	
Subtotal	\$493,581.56	\$0.00	\$0.00	\$493,581.56	\$7,973.21	\$501,554.77	3,986.605	
TOTAL	\$1,683,591.84	\$1,000.00	(\$2,000.00)	\$1,682,591.84	\$31,930.24	\$1,714,522.08	34,725.258	

**STATED CLERK
SEPTEMBER 28, 2021**

FOR ACTION: The stated clerk requests that presbytery approve the following recommendations of the stated clerk:

- 1. 2021 Presbytery dates and sites:**
 - a. Saturday, November 6, 9:30 a.m., Hollidaysburg (training & workshops)
 - b. Tuesday, December 7, 6:00 p.m., ZOOM (end of year business)

- 2. 2022 Presbytery dates and sites**
 - a. Saturday, January 29, 9:30 a.m., ZOOM (to avoid weather issues)
 - b. Tuesday, March 29, 6:00 p.m., Reedsville East Kish
 - c. Tuesday, June 29, 6:00 p.m.
 - d. Tuesday, September 27, 6:00 p.m.
 - e. Saturday, November 5, 9:30 (training & workshops emphasis)
 - f. Wednesday, December 7, 3:00 p.m., ZOOM (end of year business)

- 3. Lord's Supper:** That the Lord's Supper be observed at the November 6 presbytery meeting.

- 4. Alice Meloy:** That the Rev. Alice Hope McFeely Meloy be removed from the rolls on account of death effective August 15, 2021, and that the attached memorial tribute be spread across the minutes. (See memorial minute below.)

- 5. Affirm actions of ZOOM meetings:** That the actions of the presbytery voted on and approved during ZOOM videoconference meetings March 2020 through June 2021 be confirmed as actions of the presbytery meeting in person and that the minutes of the meetings of presbytery by videoconference March 2020 through June 2021 be confirmed as minutes of meetings of the presbytery.

- 6. Electronic Meeting policy revisions:** recommendations of the stated clerk to update the Electronic Meeting Policy. (*See attached proposed revisions to the Electronic Meeting Policy, pp. A-1 to A-2.*)

- 7. Bylaws revision to include electronic meetings:** That presbytery receive for a first reading a recommendation to amend Article V, Sections 1 and 2, of the bylaws to authorize presbytery to meet by electronic means. (*See attached proposed amendment to the bylaws section on meeting, pp. A-2 to A-3.*)

For information:

- 1. Tyrone fire:** The presbytery moderator and staff approved a donation of \$500 from the Fulton Fund to the victims of the gas explosion and fire one block from the presbytery offices on July 26.

ALICE McFEELY MELOY A MEMORIAL TRIBUTE

Alice was a joy with whom to work, steel wrapped in soft cotton. She was born August 20, 1928 and graduated in music education from Penn State. Although music was ever a passion, her call was to ministry, even though no one, except perhaps her college pastor Andrew Newcomer, encouraged her. She defiantly entered Princeton Seminary anyway, earning the grudging accolade from her all male classmates of “thinking like a man.” She graduated from Princeton Theological Seminary with her husband Richard Meloy in 1954. She had an M. Div. (then a B.D.) and nowhere to use it. Even when the denomination opened ordination to women, no congregation was willing to extend a call. So Alice devoted her creativity to supply preaching, writing C.E. curriculum and inspiring her three children to explore the world around them. Finally, on November 29, 1977, West Jersey Presbytery ordained Alice to the ministry of Word and Sacrament, and three years later, East Kish extended a call. She was received into membership in this presbytery on October 21, 1980 and installed as pastor on November 16.

In 1960 she wrote, “Within the Church many members are unaware that there is a cost to discipleship. They are bargain hunting for easy solutions to personal problems. The Christian message should point out the real values in life, the fact that one’s main business in living is to develop in Christian maturity, in love, in peace, in joy, in service, in faith, etc.” The Presbytery of Huntingdon only regrets it waited until 1980 to receive her and didn’t ordain her in the 1950’s.

Alice proved an incredible asset to this presbytery, creative, dedicated, always Reformed and always Reforming. She chaired the Committee on Preparation, organized lay preacher training and curriculum, provided a steady mainstay of Committee on Ministry. Her worship leadership was outstanding. When she retired on July 31, 1994, she moved with Dick to the McFeeley farm in Path Valley. There Alice began her decades-long projects of writing histories of East Kish and of Path Valley. She wrote pageants for presbytery history celebrations. From Path Valley, she provided pulpit supply to any and all of the congregations of Bethany Parish when they were between pastors. She ensured that music, worship, justice and mission continued even in the smallest of our congregations. Her children followed her example—Merry Hope entering the ministry of Word and Sacrament; Michael carrying on her passion for the environment in his work of environmental law and for history in his service to the Presbyterian Historical Society; while Meg chaired the Worship Committee at the State College Presbyterian Church.

In retirement, she published several of the historical researches she had joyfully researched in her spare time—a history of the East Kish Presbyterian Church, two volumes on the history of Path Valley, and young adult novels, As the Crow Flies, on the impact of the battle of Gettysburg on the people of south central Pennsylvania, and An Unexpected Friendship, on the European push to settle central Pennsylvania on the lives of the indigenous peoples. She recruited elder Dan Mertz to re-enact candidate Philip Fithian’s missionary journey on horseback through Big Valley at a presbytery meeting. She was as meticulous in history as in theology.

Eventually, infirmity restricted her travel. Although she continued to moderate sessions in lower Huntingdon County and inspire them to mission and excellence, the sessions made it possible by holding their meetings in her living room. Thus, the pandemic of 2020 with all its trials and tribulations produced a small silver lining. The virus forced the presbytery to meet by ZOOM, which offered Alice the opportunity to be active in its councils again. She regularly joined the ZOOMs, but her body no longer recovered. After more hospitalization, she made it clear, it was time for her to go and join Dick. She died August 15, 2021, at home.

NOTE ON MANUAL AND POLICY DRAFT SUGGESTIONS

Manual and Policy Updates are large files. They are being sent as a PDF attachment to the email announcement of the presbytery.

You should find in that PDF, drafts of:

- | | |
|---------------------------------------|--------------|
| A. Electronic Meeting Policy revision | A-1 to A-2 |
| B. Bylaws revision | A-3 |
| C. Presbytery Manual | A-4 to A-21 |
| D. Personnel Policy | A-22 to A-37 |
| E. Checklist for Closing Churches | A-38 to A-47 |

If you cannot find or cannot open the file,
Please contact the stated clerk at vfraoney.sc@gmail.com . I will get it to you someday.

COMMITTEE ON MINISTRY
September 28, 2021
REPORT

For action:

The Committee on Ministry recommends that presbytery approve the following motions:

1. **Renewal of authority to officiate at the Lord's Supper:** That presbytery reauthorize the following ruling elders to officiate at the Lord's Supper in our congregations until October 1, 2022: Lamarr Adamson, Richard Barkley, Martha Bloom, Judi Bookhamer, Nancy Bostian, Bill Conway, Candy Dannaker, Thalia Fleetwood, Richard Ginter, Al Holtzinger, Jr., Stan Howes, Gary Jewart, Janet Kephart, Scott Kretchmar, Ken Lynch, Terry Musser, Tricia Noonan, Leanne Gill Peters, Ken Raney, Dave Shobert, and Kate Sillman; also Todd Lewis with help from his pastor.
2. **Coalport & Irvona & the Rev. Rob Bruinooge:** That presbytery renew the part-time temporary supply contract between the Rev. Robert Bruinooge and the sessions of the Coalport and Irvona Presbyterian Churches, beginning October 1, 2021, for up to twelve months. Summary of terms of service below. *Full contract and job description in Committee on Ministry minutes, pp. 65-66.*
 - a. **Time Requirements:** It is anticipated that the responsibilities of this position can be completed in approximately fifteen hours per week.
 - b. Rev. Bruinooge will preach at each church each Sunday (48 Sundays per year) and will moderate session and congregational meetings.
 - c. Pastor will be available for hospital, nursing home and home visitations and will begin serving home communion to those unable to attend worship (accompanied by an Elder or Deacon).
 - d. Work schedule will include major church holidays: Christmas Eve, Maundy Thursday, Palm Sunday, and Easter.
 - e. Pastor will be available for emergency situations, and whenever possible, for funerals and weddings as needed.
 - f. Additional hours for pastoral service above the normal expectations will be billed separately at \$15.00 per hour.

Terms of service: (15 hours per week)

Cash salary (\$15.00 per hour, based on 52 weeks)	\$ 11,700*
Other Items as Negotiated:	
Medical supplement allowance	\$ 1,200
Effective Salary	\$ 12,900

Other terms of service

Vacation: one month, including four Sundays
Mileage reimbursed on receipt of voucher at current IRS rate.

- Use of the manse at Coalport: All utilities will be paid by the two churches.
- According to the Yoke Agreement between Coalport and Irvona Presbyterian Churches, payment

of salary and benefit package will be split 30% paid by Irvona and 70% paid by Coalport.

Severance, termination and extension of contract: Severance, termination and extension of the contract, thirty-days notice.

3. Mary Jo Bruinooge & Mapleton Depot: That presbytery

a. renew the part-time temporary supply contract between the session of the Mapleton Depot Presbyterian Church and the Rev. Mary Jo Bruinooge, beginning January 1, 2022, for up to twelve months; and

b. Re-appoint the Rev. Dr. Mary Jo Bruinooge as moderator of the Mapleton Depot Presbyterian Church, effective January 1, 2022.

Terms of service: \$75 per week for worship leadership, moderatorial services, and emergency visitation.

TERMINATION, SEVERANCE, AND EXTENSION OF CONTRACT

- (1) Any party to this agreement may terminate this contract upon thirty days written notice to the other. Notice is to be delivered in person or by certified mail.
- (2) Should this agreement be terminated by the temporary supply pastor, for any reason, before the normal term (one calendar year) of the contract has expired, the session shall not be obligated to her financially or otherwise beyond the period of the thirty (30) days notice, which she is required to give.
- (3) Should this contract be terminated by the session before the end of the term, the session agrees to continue the temporary supply pastor's compensation for the thirty (30) days beyond the termination date.
- (4) This contract may be extended or changed, as mutually agreed upon by the session, the Presbytery of Huntingdon, and the temporary supply pastor. Failure to extend the contract or notice of non-renewal of the contract shall be considered notice of termination.

4. Jack Miller & Bedford: That presbytery adjust the 2021 terms of call of the Rev. Jack Miller to reflect Cash salary of \$36,000.00 and housing allowance: \$21,264.00 for a total annual effective salary of \$57,264.00.

5. 2022 Minimum Terms of Call: That presbytery approve a 2 percent increase in the basic terms of call for 2022. (*See pp. 27-28, for full details.*)

6. Bellefonte Administrative Commission: At a regularly called Special Congregational Meeting to be held September 26, 2021, the First Presbyterian Church of Bellefonte will vote on whether to request dissolution by the Presbytery of Huntingdon. Committee on Ministry recommends, if the way be clear, that presbytery approve the following enabling motions:

A. That the Presbytery of Huntingdon, in response to a request to a regularly called Congregational Meeting of the First Presbyterian Church of Bellefonte, establish an administrative commission to carry out the dissolution of the First Presbyterian Church.

B. That the Presbytery of Huntingdon authorize the Moderator in consultation with the Committee on Ministry and Committee on Presbytery Life, to appoint the members of the Commission.

C. That the work of the Commission be funded from remaining assets of the First Presbyterian Church first and then up to \$1,000 from the Contingency Fund balances, then funds to be taken from the Fulton Fund.

- D. That the specific responsibilities of the Commission shall include, but not be limited to:
1. Authorization to act on the presbytery's behalf, with the power to meet with the session and members of the congregation, including calling a meeting of the session and/or of the congregation as necessary; arrange for the pastoral care of the members; publicize the dissolution of the congregation; ascertain the financial status and outstanding financial obligations of the congregation; secure the session records; secure the legal rights to all property (real or personal) held by or for the benefit of the congregation; dispose of the moveable personal property of the congregation; secure the building and property; attend to matters of insurance; bring to the presbytery for its approval a plan for disposing of the building and grounds (subject to any guidelines established by the presbytery) or for conveying the building and grounds to the Presbytery of Huntingdon of the Presbyterian Church (U.S.A.); recommend the use of the assets of the congregation; plan and conduct a Service of Witness; secure the assistance of other individuals, as appropriate, to assist with its work; and generally to do such things and take such action for, in the name of, and on behalf of the presbytery as shall be reasonably necessary to accomplish the general purpose of this resolution.
 2. Authorization, in conformity with G-3.0301a, to take possession of the congregation's records, transfer jurisdiction over its members to the Presbytery of Huntingdon and grant them certificates of transfer to other churches.
 3. Authorization to assert the claim of the Presbytery of Huntingdon to any property or assets of First Presbyterian Church which may come to the First Presbyterian Church as the beneficiary of a will or trust, or from any other cause, not known at this time.
 4. Authorization to do any other work necessary to the dissolution of the First Presbyterian Church, including setting the date for dissolution.
 5. To report its work to Presbytery.

7.Rev. Debbie Johnson and Milesburg and Bellefonte Presbyterian Churches: That presbytery grant the request of the Rev. Debbie Johnson and the Milesburg and Bellefonte Presbyterian Churches to dissolve their designated pastoral calls effective November 11, 2021.

For information:

1. **Michael Ozaki:** On July 28, 2021, COM approved the request of the Rev. Michael Ozaki and the State College Presbyterian Church to dissolve their call, effective August 1, 2021, in order that he might accept the call off the First Presbyterian Church of Crookston, Minnesota to be its pastor and the call of the Trinity Lutheran Church (ELCA) of Crookston, Minnesota to be its co-pastor. The State College Presbyterian Church congregation met on July 11, 2021 and approved the dissolution. COM also approved the dismissal of the Rev. Mike Ozaki to the Presbytery of the Northern Plains upon receipt of request for transfer. The Rev. Mike Ozaki and the State College Presbyterian Church had participated in a property participation agreement. The Rev. Mike Ozaki did repay fully and in a timely manner the State College Presbyterian Church for its participation in the property, and therefore is eligible for dismissal to Northern Plains.

SUBCOMMITTEE ON PREPARATION FOR MINISTRY

1. **Annual Review:** Annual reports were received from all lay preachers and lay pastors. Triennial in-person reviews were conducted. Preparation for Ministry expresses its thanks to those who assisted in conducting the triennial reviews.
2. **Nathan Koozer:** Nathan Koozer, a ruling elder and clerk of session at Logan Valley Presbyterian Church has been taken under care as an Inquirer. He has enrolled at Pittsburgh Theological Seminary. The Committee on Ministry approved a grant from the Gloria Jean Smith Scholarship Fund for the 2021-2022 academic year of \$4,853.

COMMITTEE ON PRESBYTERY LIFE
September 28, 2021
REPORT

The Committee on Presbytery Life recommends that presbytery approve the following recommendations:

1. **Osecola Mills ramp:** That presbytery grant the Osceola Mills Presbyterian Church permission to install a handicapped accessible ramp. Funding is in hand and no borrowing is needed.
2. **Christian Education Consultant:** That presbytery renew the Christian Education Consultant contract between the presbytery and the Rev. Pat Roller. The position calls for twenty hours per month of services, involving up to four congregations per year, as a coach to local congregations. The contract would run January 1 through December 31, 2022. The presbytery would pay Rev. Roller \$500 per month out of the Church Redevelopment grant line item.
3. **2022 Per Capita:** Recommends, based on 3904 members, that presbytery adopt a 2022 per capita of \$30.08. This will consist of \$18.70 for presbytery; \$2.40 for synod; and \$8.98 for General Assembly.
4. **2022 Administrative Budget:** Recommends that presbytery approve the proposed 2022 administrative budget. (*See attached proposed administrative budget, pp. 21-22.*)
5. **2022 Mission Budget:** Recommends that presbytery approve the proposed 2022 mission budget. (*See attached proposed mission budget, p. 23.*)

Presbytery of Huntingdon - Administrative Budget - 2022

GP 1/2 TIME

Total Per Capita - estimated 3904 members @30.08	117,432.32
General Assembly share - estimated 3904 members @ \$ 8.98	35,057.92
Synod share - estimated 3904 members @ \$ 2.40	9,369.60
Presbytery share - estimated 3904 members @ \$18.70	<u>73,004.80</u>

INCOME

Per Capita	117,432.32
Other service to churches	1,200.00
Transfer from Contingency Fund	2,000.00
Presby share of Unified, Select, & Designated Mission Giving	9,725.00
Partnership with the Presbytery Fund	<u>10,000.00</u>

TOTAL INCOME

140,357.32

EXPENSES

PER CAPITA

GA - EST. 3904 members * \$8.98	35,057.92
Synod - EST. 3904 * 2.40	9,369.60
	<u>44,427.52</u>

PERSONNEL 1.75 % increase

General Presbyter 1/2 time

Salary	14,280.00
Employer 403(b) contribution; Vision eyewear;	298.68
FICA/SECA Offset	1,092.42
GP Total Compensation	15,671.10
GP Annual conferences	2,500.00
GP Study Leave	1,000.00
GP Travel Expense	3,500.00
GP - Other	100.00
GP - Discretionary	250.00
GP Ecumenical Activities	<u>250.00</u>
Total General Presbyter	23,271.10

Office Assistant

Wages	18,656.82
FICA taxes	1,427.25
Bof P Benefits	<u>298.68</u>
Total Office Assistant	20,382.75

Stated Clerk

Wages	14,299.58
FICA taxes	1,093.92
Bof P Benefits	286.68
Stated Clerk Conferences	<u>2,500.00</u>
Total Stated Clerk	18,180.18

Total Personnel

61,834.03

BofP Menu Benefits- Eyewear coverage; group term insurance; donation to part-time staff's 403(b)s.

Presbytery of Huntingdon - Administrative Budget - 2022

GP 1/2 TIME

OFFICE		
Audit	6,190.35	
Bookkeeping (Synod of the Trinity)	6,600.00	
Computer Repair/IT support	1,250.00	
Equipment Maint/Copier repairs	100.00	
Insurance/Worker's Comp	1,300.00	
Internet web builder (Homestead)	264.00	
Memberships and Subscriptions	300.00	
Payroll Service	900.00	
Postage and Shipping	900.00	
PO Box Rent	110.00	
Rent	1,380.00	
Staff Stipend for Home Office	1,800.00	
Staff Training	200.00	
Supplies and Equipment	1,600.00	
Telephone	432.00	
Travel for Office	600.00	
Volunteer Fire Companies	100.00	
Total Office	<u>24,026.35</u>	85,860.38
COMMITTEES		
Mileage	200.00	
Materials	150.00	
Communications	230.00	
Total Committees	<u>580.00</u>	
STATED MEETINGS		
Honorarium - Custodian	125.00	
Honorarium - Organist	200.00	
Other	500.00	
Moderator Gift	100.00	
Total Stated Meetings	<u>925.00</u>	
TOTAL OFFICE & PERSONNEL	<u>131,792.90</u>	
NET INCOME/DEFICIT		<u>8,564.42</u>

PRESBYTERY OF HUNTINGDON - MISSION BUDGET

	Income	2022 Expenses	
INCOME			
1 General/Unified Mission giving - 55%	12,500.00		
2 Directed Mission giving to Presbytery	9,000.00	21,500.00	
3 Partnership for the Presbytery	10,000.00	10,000.00	
3 Designated Mission giving to Presbytery			Additional Select Mission Giving to Presbytery
4 Office support	225.00		
5 GP Resourcing to congregations & Pastors	400.00		
6 Resource Center	100.00		
8 Total designated Mission Giving		725.00	For Church Redevelopment project only
TOTAL PRESBYTERY MISSION INCOME			Estimated giving
9 Synod Church Redevelopment Grant		1,450.00	
10 Total Presbytery Mission Income		32,225.00	To support missions AND Administrative
EXPENSES			
Paid from Unified Mission giving			
11 Presbytery missions			
12 Krislund		11,500.00	
13 Breezewood Truck & Traveler		500.00	
14 Youth Triennium		500.00	
15 Total to Presbytery Missions		12,500.00	
15 Presbytery Office			
16 GP Resourcing to congregations & Pastors		5,000.00	
17 Office		4,725.00	
18 Resource Center		0.00	9,725.00
19 Partnership with the Presbytery Fund		10,000.00	10,000.00
20 Total for Administrative Budget		19,725.00	
21 TOTAL GENERAL/UNIFIED			32,225.00
22 Committed using Synod Grant and New Covenant funds as needed			
23 Church Redevelopment Project		1,450.00	
24 Committed using designated donations and Unified as needed			33,675.00
25 Pakh 5 Nan Partnership		3,100.00	

**VISIONING TEAM
SEPTEMBER 28, 2021
REPORT**

The Visioning Team recommends that presbytery approve the following General Presbyter job description:

**Presbytery of Huntingdon
General Presbyter Job Description**

Job Title: General Presbyter (20-25 hours/week) **FLSA Status:** Exempt **One-Half Time (20-25 hours/week)**

Reports To: The Presbytery through the Personnel Committee

Effective Date: **Positions Supervised:** All Staff

Job Summary: Motivates and equips the Presbytery to do its work. Articulates the vision and mission of Huntingdon Presbytery and provides counsel and assistance in setting priorities in light of ongoing cultural changes. Is a resource to committees. Is the Head of Staff for the Presbytery. Provides counsel in the field of Christian Education.

Election/Hiring Procedure:

1. Search Committee consults with Committee on Ministry
2. Search Committee presents its recommendations to the Presbytery.
3. Presbytery reviews for approval/disapproval

Job Requirements:

- Possesses strong administrative, process, people and conflict management skills. Has organizational, training and motivational skills.
- Knows and understands the attributes of healthy churches with strong ministries. Understands and appreciates the challenges and contributions of small churches.
- Is willing to look at larger partnerships within and outside the Presbytery.
- Has experience with and is supportive of the Presbyterian Church (USA) and its governing bodies.
- Demonstrates good communication skills to facilitate open and honest interaction among and between various groups.

Personal Qualities:

- Desires to help and serve others, will identify and address needs.
- Builds and maintains harmonious, professional, and productive relationships within the Presbytery.
- Develops strategies and makes decisions that use time and resources wisely and efficiently
- Possesses emotional intelligence to understand oneself and others; listens well; perceives emotions, concerns, and interests accurately.
- Creates a healthy work environment; shows composure; respects people of different cultures, ages and genders.

-
- Demonstrates curiosity and initiative to seek information; learns from experience and others; acquires new skills; seeks feedback and advice resulting in improvement.

Core Values:

- Interactions with others are ethical, honest, and appropriate.
- Pitches in and helps when needed.
- Stays informed.
- Values caring and nurturing behaviors
- Wants to learn, improve and grow
- Recognizes and accepts responsibility for mistakes

Job Tasks:

1. Be the Face (official representative) of the Presbytery

- Works with Visioning Team to know, understand and articulate the Presbytery's mission, vision and priorities.
- Is open to ecumenical, interfaith and emerging church dialog and/or partnerships.
- Attends called Presbytery Meetings and gives a General Report of Activities.
- Participates in the larger judicatories as appropriate and within the limitations of a half-time position.

2. Work with the Presbytery Committees and help provide linkage between Presbytery entities:

- Encourages discernment of God's guidance and encourages openness to change.
- Supports the Committee on Ministry (COM) as advisor and guide, especially in dealing with churches and pastors in transition and pastors experiencing health and other problems. In conjunction with the COM, is willing to say in a pastoral way those things that pastors may not want to hear but must hear, keeping in mind that the COM must give accurate reference checks about any pastor seeking a new call. Attends COM meetings.
- Supports the Committee on Presbytery Life's work, attending committee meetings when possible.
- Supports the Visioning Team as it ensures implementation of Presbytery decisions and matters of strategy while coordinating activities throughout the Presbytery. Serves on the Visioning Team without a vote.
- Supports our partnership with two other presbyteries to operate Krislund Camp and Retreat Center and attends Joint Camp and Retreat Center meetings when possible.

3. Responsibilities Regarding Presbytery Staff

- Supervises and coordinates the activities of the staff (Staff currently consists of Stated Clerk, Administrative Assistant, and Christian Education Consultant.)
- Works with the Personnel Committee regarding holidays, vacations, pay schedules, evaluations, hiring, and other aspects of supervision as needed.
- Approves vouchers for expenses as presented by the Stated Clerk, other staff, or committee chairs. Works with Presbytery Treasurer and contracted bookkeeper to ensure proper procedures.

**2022 Minimum Terms of Call for Those in a Pastorate
 WITH a Manse in the Presbytery of Huntingdon**

	2021	2022	\$ Difference
Basic Salary for New Calls (in addition to Manse) 2% increase over 2021 Basic Salary	\$40,616	\$41,428	\$812
Experience Apportionments:			
One to five years in present call (2022 Basic Salary plus 2%)	\$41,428	\$42,257	\$829
Six to ten years in present call (2022 Basic Salary plus 4%)	\$42,240	\$43,085	\$845
Eleven or more years in present call (2022 Basic Salary plus 6%)	\$43,053	\$43,914	\$861
Benefits Plan Premium (% of Effective Salary)	Church pays 37.0%	Church pays 37%	
Vacation (dates set in consultation with session)	1 month, including at least 4 Sundays	1 month, including at least 4 Sundays	
Study Leave Time (dates and content set in consultation with session)	2 weeks per year, cumulative to 6 weeks	2 weeks per year, cumulative to 6 weeks	
Study Leave Expenses (reimburse actual vouchered expenses)	\$1,000 per year, cumulative to \$3,000 over 3 years	\$1,000 per year, cumulative to \$3,000 over 3 years	
Travel Expenses (reimburse actual vouchered expenses)	100 % of current IRS (\$.56 per mile)	100 % of current IRS (TBD)	
Governing Body Service (beyond normal committee or task force work and stated meetings)	1 week for program service including Sunday	1 week for program service including Sunday	
Manse Utilities (full cost of heat, water, sewer, refuse, electric and basic phone service)	Paid in full by the church	Paid in full by the church	

When was your manse inspected this year? _____

Mid-Year New Calls: If the pastor is new, contract for new pastor may be negotiated for up to 17 months following the June Presbytery meeting at next year's minimum terms for Basic Cash Salary for New Calls.

Suggested additional pensionable items: The following are not required but are strongly recommended by the COM: supplemental insurance premiums (dental, life, medical); Benefits Plan Major Medical Deductible: 1% effective salary for the member, 1 % for family members, co-payment of 20% on additional costs up to 4% of effective salary; deferred compensation, such as contribution to retirement savings fund, etc.

Suggested additional non-pensionable items: SECA offset (an amount equivalent to an employer's share of the FICA tax or 7.65% of the Total Effective Salary); book allowances (vouchered), professional dues or expenses (vouchered), sabbatical leave.

**2022 Minimum Terms of Call for Those in a Pastorate
 WITHOUT a Manse**

	2021	2022	\$ difference
Basic Salary for New Calls 2% increase over 2021 Basic Salary	\$56,416	\$57,544	\$1126
Experience Apportionments:			
One to five years in present call (2022 Basic Salary plus 2%)	\$57,544	\$58,695	\$1431
Six to ten years in present call (2022 Basic Salary plus 4%)	\$58,673	\$59,846	\$1173
Eleven or more years in present call (2022 Basic Salary plus 6%)	\$59,801	\$60,997	\$1196
Benefits Plan Premium (% of Effective Salary)	Church pays 37%	Church pays 37%	
Vacation (dates set in consultation with session)	1 month, including at least 4 Sundays	1 month, including at least 4 Sundays	
Study Leave Time (dates and content set in consultation with session)	2 weeks per year, cumulative to 6 weeks	2 weeks per year, cumulative to 6 weeks	
Study Leave Expenses (reimburse actual vouchered expenses)	\$1,000 per year, cumulative to \$3,000 over 3 years	\$1,000 per year, cumulative to \$3,000 over 3 years	
Travel Expenses (reimburse actual vouchered expenses)	100 % of current IRS (\$.56 per mile)	100 % of current IRS (TBD)	
Governing Body Service (beyond normal committee or task force work and stated meetings)	1 week for program service including Sunday	1 week for program service including Sunday	

Mid-Year New Calls: If the pastor is new, contract for new pastor may be negotiated for up to 17 months following the June Presbytery meeting at next year's minimum terms for Basic Cash Salary for New Calls.

Suggested additional pensionable items: The following are not required but are strongly recommended by the COM: supplemental insurance premiums (dental, life, medical); Benefits Plan Major Medical Deductible: 1% effective salary for the member, 1 % for family members, co-payment of 20% on additional costs up to 4% of effective salary; deferred compensation, such as contribution to retirement savings fund, etc.

Suggested additional non-pensionable items: SECA offset (an amount equivalent to an employer's share of the FICA tax or 7.65% of the Total Effective Salary); book allowances (vouchered), professional dues or expenses (vouchered), sabbatical leave.