

Approved – September 12, 2012

**Minutes of the Executive Committee of the
Presbyterian Mission Agency Board
Of the Presbyterian Church (U.S.A.)
Conference Call
August 24, 2012**

- CALL TO ORDER** Mr. Matt Schramm, Chair, called the meeting of the Executive Committee of the Presbyterian Mission Agency Board (the Board) to order with prayer.
- ATTENDANCE** Mr. Schramm called upon Ms. Susan Abraham, recorder for the meeting, to call the roll.
- MEMBERS PRESENT**
- Steve Aeschbacher – Member-at-large
 - Art Canada – Vice-chair
 - Mihee Kim-Kort – Chair, Worshiping Communities Committee
 - Cathy Piekarski – Member-at-large
 - Heath Rada – Member-at-large
 - Noelle Royer – Chair, Justice Committee
 - Matthew Schramm – Chair
 - Joyce Smith – Chair, Leadership Committee
 - Connie Tubb – Chair, Finance Committee
 - Linda Valentine – Member ex-officio
- Executive Leadership Team*
- Joey Bailey – Deputy Executive Director for Shared Services
 - Dave Crittenden – Communications and Funds Development
 - Roger Dermody – Deputy Executive Director for Mission
 - Vince Patton – Executive Administrator
- Recorder*
- Susan Abraham – Staff, Office of the Executive Director
- Others*
- Martha Clark – Staff, Office of Legal Services
 - Barry Creech - Staff, Communications and Funds Development
 - Dana Dages – Staff, Office of the Executive Director
- ACTION 1-EC-082412**
EXECUTIVE COMMITTEE
AGENDA
- Ms. Linda Valentine reviewed and the Executive Committee **VOTED to adopt** the proposed agenda (**Appendix 1**).
- ACTION 2-EC-082412**
BOARD AGENDA
- The Executive Committee **VOTED to adopt** the agenda for the September Board meeting with the following additions (**Appendix 2**):
- Presentation on New Worshiping Communities
 - Celebration of the Presbyterian Church of Korea (PCK) and Korean Ministries in the PC(USA)
 - Cashews and Conversation following dinner on Thursday to “Share

what we are seeing and hearing around the church.”

ACTION 2-EC-082412
ASSIGNMENT OF BUSINESS
TO COMMITTEES

Following a review of the list of business for the September Board meeting, the Executive Committee **VOTED to approve** the assignment of business as presented (**Appendix 3**).

EXECUTIVE COMMITTEE
BOARD DEVELOPMENT
2012-2014

Mr. Schramm shared the attached schedule for Executive Committee Board Development for 2012-2014 (**Appendix 4**).

ADJOURNMENT AND
CLOSING PRAYER

There being no further business, the meeting of the Executive Committee was closed with prayer by Mr. Schramm at 1:45 p.m.

Respectfully Submitted,

Mr. Matthew Schramm

Chair, Presbyterian Mission Agency Board

Ms. Linda Valentine

Executive Director, Presbyterian Mission Agency

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ITEM H.100
Presbyterian Mission Agency
Executive Committee
September 12, 2012
Presbyterian Center
Conference Rooms A&B (second floor)
AGENDA

8:30 a.m. Welcome/Call to Order/Prayer

Matt Schramm

Recitation of the Executive Committee Covenant

We, the Presbyterian Mission Agency Board Executive Committee, called to this ministry as disciples of Jesus Christ, covenant together to:

- Seek God's will, remaining open to fresh movement of the Holy Spirit, acting boldly and creatively for the sake of the Gospel of Jesus Christ in ministry and mission
- Relate to one another with honesty, trust, respect, openness and kindness, proclaiming God's graciousness by risking and daring transformation in our lives and work
- Be faithful stewards, seeking to make wise decisions in partnership with the greater church, doing our homework, listening to all points of view, working for consensus, and faithfully supporting decisions we have made
- Worship and pray with joy and appreciation for God's guidance in doing this work.

8:40 a.m. Review and Adopt Agenda – H.100

Matt Schramm

For Action:

- **Approval of Executive Committee Minutes – H.101**
 - June 29, 2012
 - August 7-8, 2012
 - August 24, 2012
- **2014 Programmatic Emphases – H.102**

Dave Crittenden

- 8:45 a.m. Report of the Chair** *Matt Schramm*
- a. Chair’s Appointments – **H. 103**
 - b. 220th GA (2012) Referrals – **H. 104**
 - c. Celebration of Holy Communion – **H. 105**
 - d. Board Meeting Schedule for 2015-2016 – **H. 106**
- 9:15 a.m. Presbyterian Mission Visual Identity** *Mark Cork and Matt Johnson
– Premier Studios*
- 9:45 a.m. Financial Reports** *Joey Bailey*
- Revised Presbyterian Mission Budget
 - Per Capita Budget
- 10:00 BREAK**
- 10:15 a.m. Communications & Funds Development** *Dave Crittenden & Terri Bate*
- How we are Equipping Members for Communications
 - Funds Development Report
- 10:35 a.m. Review of Committee Business:**
- Leadership *Joyce Smith*
 - Justice *Noelle Royer*
 - Worshiping Communities *Mihee Kim-Kort*
 - Finance *Connie Tubb*
- 10:55 a.m. Restricted Funds Oversight Subcommittee Report** *April Davenport*
- 11:00 a.m. Expectations** *Matt Schramm*
- 11:30 p.m. Board Development** *Matt Schramm*
- 12:00 p.m. Governance Task Force Update** *Kears Pollock*
- 12:15 p.m. Closed Session**
- 12:30 p.m. Adjourn and Closing Prayer**

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**PRESBYTERIAN MISSION AGENCY BOARD
HYATT REGENCY
311 S 4TH STREET
LOUISVILLE, KY 40202
(502) 581-1234
September 12-14, 2012
AGENDA**

PRESBYTERIAN MISSION OFFICE -

Tuesday, September 11, 2012

12:00 p.m. – 6:00 p.m. Audit -

Wednesday, September 12, 2012

8:30 a.m. – 12:30 p.m. Board Executive Committee – *Presbyterian Center, Conference Rooms A&B*

1:00 p.m. – 2:30 p.m. New Member Orientation -

3:00 p.m. Board Opening Plenary -

- Call to Order *Matt Schramm*
- Welcome & Introduction of New Board Members

3:15 p.m. • Opening Devotion

3:30 p.m. • Recitation of Board Covenant *Matt Schramm*

- Adoption of Agenda

- Roll Call

- Approval of May 2012 GAMC Minutes

3:45 p.m. • Greetings from the Stated Clerk *Gradye Parsons*

- Report of the Chair *Matt Schramm*

- Report of the Executive Director *Linda Valentine*

- Report of the Board Nominating Committee

4:15 p.m. Break

4:30 p.m. Presbyterian Mission Visual Identity *Mark Cork and Matt Johnson – Premier Studios*

5:00 p.m. Celebration of Missional Relationships

- Association of Presbyterian Church Educators (APCE) *Sue Moore, Past President, APCE*

- Presbyterian Council for Chaplains and Military Personnel (PCCMP) *Ed Brogan, Director, PCCMP*

5:30 p.m. Recess

6:30 p.m. Committee Dinners

Thursday, September 13, 2012

7:00 a.m. Group Breakfast -

8:30 a.m. – Noon Board Committee Meetings

- Finance -
- Leadership –
- Justice –
- Worshiping Communities –

Noon – 1:30 p.m.	Group Lunch –	
1:30 p.m.	Board Reconvenes in Plenary -	
1:30 p.m..	Opening Devotion	
1:50 p.m.	Greetings from the Moderator	<i>Neal Presa</i>
2:00 p.m.	Committee Overview & Topic	
	➤ Leadership	<i>Joyce Smith</i>
	➤ Justice	<i>Noelle Royer</i>
	➤ Worshiping	<i>Mihee Kim-Kort</i>
	➤ Finance	<i>Connie Tubb</i>
3:15 p.m.	Break	
3:30 p.m.	Executive Committee Overview & Topic	<i>Matt Schramm</i>
	➤ Revised Compensation Plan	<i>Ruth Gardner & Lisa Robbins</i>
	➤ Ambassadors Program	<i>Gail Strange</i>
4:15 p.m.	Revised Budget	<i>Joey Bailey</i>
4:30 p.m.		
5:15 p.m.	Closed Session	
	➤ Executive Director Review Report	
5:30 p.m.	Recess	
6:30 p.m.	Group Dinner -	

COMMITTEE REPORTS AVAILABLE OUTSIDE OF PLENARY ROOM

Friday, September 14, 2012

7:00 a.m.	Group Breakfast –	
8:30 a.m.	Board Reconvenes in Plenary -	
	Opening Devotion	
8:45 a.m.	Committee Reports	
	➤ Finance – A.001	<i>Connie Tubb</i>
	➤ Corporate – E.001	<i>Matt Schramm</i>
	➤ Justice – B.001	<i>Noelle Royer</i>
	➤ Leadership – C.001	<i>Joyce Smith</i>
	➤ Worshiping Communities – D.001	<i>Mihee Kim-Kort</i>
	➤ Audit – G.001	<i>Joyce Smith</i>
	➤ Executive Committee – H.002	<i>Matt Schramm</i>
11:30 p.m. – Noon	Closing Worship and Adjournment	

**Presbyterian Mission Agency Board Executive Committee
Assignments for Presbyterian Mission Agency Board Meeting – September 12-14, 2012**

ITEM #	BUSINESS ITEM	COMMITTEE	FROM MINISTRY
FINANCE COMMITTEE			
A.100	Finance Committee Agenda	Finance	Shared Services
A.101	Stewardship Committee Minutes – May 2012	Finance	Shared Services
A.102	2013-14 Revised Budgets	Finance	Shared Services
A.103	Capital Budget Request	Finance	Shared Services
A.104	Stony Point Task Force Recommendation	Finance	
A.105	220 th GA (2012) Referrals	Finance	
JUSTICE COMMITTEE			
B.100	Justice Committee Agenda	Justice	
B.101	Justice Mission Committee Minutes – May 2012	Justice	Compassion, Peace & Justice
B.102	220 th GA (2012) Referrals	Justice	
B.103	Establishing and Naming a Director Emeritus to the Presbyterian Ministry at the United Nations	Justice	Compassion, Peace & Justice
B.104	Board Statement of Congratulations to the Presbyterian Church of Korea on Occasion of the 100 th Anniversary of its General Assembly.	Justice	World Mission
LEADERSHIP COMMITTEE			
C.100	Leadership Committee Agenda	Leadership	

Presbyterian Mission Agency Board Executive Committee

Assignments for Presbyterian Mission Agency Board Meeting – September 12-14, 2012

ITEM #	BUSINESS ITEM	COMMITTEE	FROM MINISTRY
C.101	Vocation Mission Committee Minutes – May 2012 Discipleship Mission Committee Minutes – May 2012	Leadership	Vocation/Theology, Worship & Education
C.102	220 th GA (2012) Referrals	Leadership	
C.103	Name change for the Financial Aid for Studies Office	Leadership	Vocation
C.104	Barber-Scotia College Site Visit Committee Report	Leadership	RE&WM/PW
C.105	Cook Native American Ministries Recommendation	Leadership	RE&WM/PW
C.106	Five At-Large Trustees at Presbyterian College	Leadership	Theology, Worship & Education
WORSHIPING COMMUNITIES COMMITTEE			
D.100	Worshiping Communities Agenda	Worshiping Communities	
D.101	Evangelism Mission Committee Minutes – May 2012	Worshiping Communities	Evangelism & Church Growth
D.102	220 th GA (2012) Referrals	Worshiping Communities	
D.103	Presbyterian Mission Agency Board (PMAB) Member to Serve as Liaison to the Office of Mission Program Grants and the Mission Development Resources Committee (MDRC)	Worshiping Communities	Evangelism & Church Growth
CORPORATE PROPERTY, LEGAL FINANCE			
E.100	Corporate Property, Legal, Finance Agenda		
E.101	Corporate Property, Legal, Finance Minutes – May 2012	Corporate/Finance	

Presbyterian Mission Agency Board
August 24, 2012
Minutes of the Executive Committee
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Presbyterian Mission Agency Board Executive Committee
Assignments for Presbyterian Mission Agency Board Meeting – September 12-14, 2012

ITEM #	BUSINESS ITEM	COMMITTEE	FROM MINISTRY
E.102	Election of Officers	Corporate/Finance	
E.103	Authorization of Contract Signors	Corporate/Finance	
E.104	Cuba Designation	Corporate/Finance	
E.105	2012 Manse Allowance	Corporation	Legal/Risk Management Services
PC(USA) A CORPORATION			
F.101	Corporation Minutes – May 2012	Corporation	
AUDIT COMMITTEE			
G.100	Audit Committee Agenda	Audit	
EXECUTIVE COMMITTEE			
H.100	Executive Committee Agenda	Executive Committee	
H.101	Approval of Executive Committee Minutes	Executive Committee	
H.102	2014 Programmatic Emphases	Executive Committee	Communications & Funds Dev.
H.103	Chair Appointments	Executive Committee	
H.104	220 th GA (2012) Referrals	Executive Committee	Executive Director's Office
H.105	Celebration of Holy Communion	Executive Committee	Executive Director's Office
H.106	Board Meeting Schedule for 2015-2016	Executive Committee	Executive Director's Office

**Presbyterian Mission Agency Board Executive Committee
Assignments for Presbyterian Mission Agency Board Meeting – September 12-14, 2012**

ITEM #	BUSINESS ITEM	COMMITTEE	FROM MINISTRY
PLENARY			
H.001	Executive Committee Report	Plenary	
J.001	Nominating Committee Report	Plenary	
P.100	Board Meeting Agenda	Plenary	
P.101	Board Meeting Minutes	Plenary	

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Presbyterian Mission Agency Board Executive Committee Board Development 2012-2014

	Chapter	Leader
Retreat:	Giving an A	Matt
September:	It's All Invented	Matt
	Stepping into a Universe of Possibility	Mihee
April:	Being a Contribution	Arthur
	Leading from Any Chair	Cathy
Retreat:	Rule Number 6	Steve
	The Way Things Are	Connie
October:	Giving Way to Passion	Noelle
	Lighting a Spark	Heath
February:	Being the Board	Joyce
	Creating Frameworks for Possibility	Roger
April/May:	Telling the We Story	Linda
	Conclusion	Matt