

Approved September 25, 2013

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

**September 4, 2013 –1:00 p.m. EST**

**CALL TO ORDER** Mr. Arthur Canada, vice-chair, called the meeting of the Executive Committee of the Presbyterian Mission Agency Board (“the Board”) to order with prayer.

**ATTENDANCE** Mr. Canada called upon Ms. Susan Abraham, recorder for the meeting, to call the roll. A quorum was declared present for the transaction of business.

**MEMBERS PRESENT** Steve Aeschbacher – Member-at-large  
Art Canada – Vice-chair  
Bill Capel - Chair, Finance Committee  
Mihee Kim-Kort – Chair, Worshiping Communities Committee  
Cathy Piekarski – Member-at-large  
Noelle Royer – Chair, Justice Committee  
Joyce Smith – Chair, Leadership Committee  
Linda Valentine – Member ex-officio

**MEMBERS EXCUSED** Matthew Schramm – Chair  
Heath Rada – Member-at-large

*Leadership Cabinet* Terri Bate – Senior Director, Communications and Funds Development  
Roger Dermody – Deputy Executive Director for Mission  
Earline Williams – Deputy Executive Director for Shared Services

*Recorder* Susan Abraham – Staff, Office of the Executive Director

*Others* Martha Clark - Staff, Office of Legal Services  
Barry Creech - Staff, Office of the Executive Director  
April Davenport - Staff, Office of Legal Services  
Hunter Farrell - Staff, World Mission

*Observer* Nathan Key – The Presbyterian Layman

**ACTION – 1-EC-09413** The Executive Committee **VOTED to approve** the agendas for the  
APPROVAL OF AGENDAS September 2013 meetings of the Executive Committee and Presbyterian  
Mission Agency Board (**Appendix 1**).

**ACTION – 2-EC-09413** The Executive Committee **VOTED to approve** the assignment of business  
ASSIGNMENT OF BUSINESS TO COMMITTEES to committees as submitted (**Appendix 2**).

**ACTION – 3-EC-09413**  
SOUTHERN PRESBYTERIAN  
MISSION IN JAPAN

**The Executive Committee of the Presbyterian Mission Agency Board (“PMAB”), acting on behalf of the Board between meetings, appointed Michael Hooper to replace Simon Park on the board of the Southern Presbyterian Mission in Japan (“Japan Mission”).**

**If Mr. Hooper is not yet qualified to serve because of constitutional requirements, Ann Moore to occupy this seat until the amended constitution is approved by the Japanese government authorities and, at which time, Michael Hooper will be appropriately seated in such seat.**

**Background:**

The Southern Presbyterian Mission in Japan has a Board of Trustees of seven members. Per the constitution of the organization, those members are to be selected by existing trustees and approved by the PCUSA.

In the current, government approved Constitution of the Southern Presbyterian Mission in Japan, the trustees are selected, “from among mission personnel sent by the PCUSA to work with partner churches in Japan as well as from among the board of directors of Yodogawa Christian Hospital.”

Because of the decrease in PCUSA mission personnel in Japan to populate the board, an amendment to the constitution was proposed that would allow the appointment of board members who are not mission personnel, hence the proposal to appoint Mike Hooper, a Presbyterian Ruling Elder with a great deal of experience in church and business administration.

The amendment to the constitution was proposed and accepted by the Board of Trustees in 2012. The amended constitution is still pending approval by the Japanese government.

This action item reflects the above-stated reality. We have received advice from Japanese legal counsel to “live in” to the amended constitution because it has been accepted by the board and is pending approval from the Japanese government. That is why we propose to approve Mike Hooper with the caveat stated above, *“If Mr. Hooper is not yet qualified to serve because of constitutional requirements, to appoint Ann Moore to occupy this seat until the amended constitution is approved by the Japanese government authorities and, at which time, Michael Hooper will be appropriately seated in such seat.”*

**ACTION – 5-EC-09413**  
YODOGAWA CHRISTIAN  
HOSPITAL BOARD

**The Executive Committee of the Presbyterian Mission Agency Board (“PMAB”), acting on behalf of the PMAB between meetings, recognized the following body that was selected according to the appropriate process as the only rightful and legitimate Yodogawa Christian Hospital Board. The members of the Yodogawa Christian Hospital Board are:**

- **Tetsuo Kashiwagi, Chairman**
- **William Moore**
- **Kasuke Tsujimoto**

- Takeshi Ishida
- Tadahiko Ichikawa
- Toshiyuki Kubodera
- Nobuyoshi Takeuchi
- Jokichi Tanaka
- Ken Iwasaki
- Akihiko Nara
- Toshio Onai

**Further, the the Executive Committee, acting on behalf of the PMAB between meetings, recognized, as the only rightful and legitimate Yodogawa Christian Hospital Board Auditors, the following persons:**

- Ann Moore
- Osami Furuya

**Background:**

There is currently some confusion over the legitimate members of the Yodogawa Christian Hospital Board. This recommendation seeks to provide clarity as to the board membership. The YCH Board is a subsidiary of the Japan Mission Board, which is under the authority of Presbyterian Mission Agency. Therefore this action authoritatively provides clarity to resolve the confusion around the membership of the YCH Board.

**ADJOURNMENT & CLOSING  
PRAYER**

There being no further business, Mr. Canada adjourned the meeting at 1:57 p.m. and Ms. Cathy Piekarski closed with the meeting with prayer.

Respectfully Submitted,

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Mr. Matthew Schramm

Chair, Presbyterian Mission Agency Board

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Ms. Linda Valentine

Executive Director, Presbyterian Mission Agency

Draft – August 30, 2013

**ITEM H.100**  
**PRESBYTERIAN MISSION AGENCY BOARD**  
**Executive Committee**  
**September 25, 2013**  
*Marriott Louisville East*  
*1903 Embassy Square Blvd.*  
*Louisville, KY 40299*  
*502-491-1184*

**Room –**  
**AGENDA**

**Item H.100**

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

**Approval of Minutes – H.101**

- April 10, 2013
- June 12, 2013
- June 24, 2013
- August 1-3, 2013
- September 4, 2013

**Appointments by the Chair – H.102**

**Celebration of Holy Communion – H.103**

**Programmatic Emphases – H.104**

8:50 a.m.	<b>Changes to the Manual of Operations – H.105</b>	<i>Barry Creech</i>	<b>*****Item H.100</b>
9:00 a.m.	<b>Report of the Board Nominating and Governance Subcommittee – H.106</b>	<i>Steve Aeschbacher</i>	
9:15 a.m.	<b>Report of the Personnel Subcommittee – H.107</b>	<i>Arthur Canada</i>	
9:30 a.m.	<b>Survey Regarding Future Board Meetings – H.200</b>	<i>Barry Creech</i>	
9:40 a.m.	<b>Board Development:</b> <i>"The Art of Possibility"</i> • Giving Way to Passion – <i>Noelle Royer</i> • Lighting a Spark –	<i>Matthew Schramm</i>	
10:15 a.m.	<b>BREAK</b>		
10:30 a.m.	<b>Advisory Committee on Social Witness Policy (ACSWP)</b>	<i>Raafat Zaki</i>	
10:45 a.m.	<b>Advocacy Committee for Racial Ethnic Concerns (ACREC)</b>	<i>Carmen Rosario</i>	
11:00 a.m.	<b>Advocacy Committee for Women’s Concerns (ACWC)</b>	<i>Belinda Rice</i>	
11:15 a.m.	<b>Financial Reports</b>	<i>Earline Williams</i>	
11:30 a.m.	<b>Communications Ministry Update</b>	<i>Linda Valentine</i>	
11:45 a.m.	<b>Funds Development Ministry Report – B.208 &amp; B.209</b>	<i>Terri Bate</i>	
12:00 p.m.	<b>LUNCH</b>		
1:00 p.m.	<b>2014 General Assembly Initiatives</b>	<i>Roger Dermody</i>	
1:15 p.m.	<b>General Assembly Review Self-Study</b>	<i>Barry Creech</i>	
1:30 p.m.	<b>Restricted Funds Oversight Subcommittee Report</b>	<i>April Davenport</i>	
1:35 p.m.	<b>Review of Committee Business:</b> ➤ Leadership ➤ Justice ➤ Worshiping Communities ➤ Finance • Incorporation Criteria	<i>Joyce Smith</i> <i>Noelle Royer</i> <i>Mihee Kim-Kort</i> <i>Bill Capel</i>	
2:00 p.m.	<b>Closed Session</b>		
2:30 p.m.	<b>Closing Prayer and Adjournment</b>		

**PRESBYTERIAN MISSION AGENCY BOARD**

**September 25-27, 2013**

*Marriott Louisville East  
1903 Embassy Square Blvd.  
Louisville, KY 40299  
502-491-1184*

PRESBYTERIAN MISSION AGENCY OFFICE – Steamboat Room

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**VISION**

Presbyterians joyfully engaging in God’s mission for the transformation of the world.

**MISSION**

Inspire, equip and connect the PC(USA) in its many expressions to serve Christ in the world through new and existing communities of faith, hope, love and witness.

**MEETING THEME**

Compassionate Prophetic Discipleship

Inspire, equip, and connect the church to: Make, receive, and send disciples who demonstrate and proclaim God’s justice, peace and love in an increasingly globalized world.

**AGENDA**

**Tuesday, September 24, 2013**

- 3:00 p.m. Audit Committee – *Thoroughbred Room*
- 6:00 p.m. Audit Committee Dinner – *Colonel A*

**Wednesday, September 25, 2013**

- 8:30 a.m. – 2:30 p.m. Board Executive Committee – *Commonwealth A*
- 8:30 a.m. – 2:30 p.m. Audit Committee – *Thoroughbred Room*
- 3:00 p.m. Board Opening Plenary – Commonwealth C/D**
  - Welcome and Call to Order *Matthew Schramm*
  - Opening Worship
  - Recitation of Board Covenant *Matthew Schramm*
  - Adoption of Agenda
  - Roll Call
  - Approval of April 2013 Board Minutes
  - Greetings from the Moderator *Neal Presa*
  - Report of the Chair *Matthew Schramm*
  - Report of the Executive Director *Linda Valentine*
  - Introduction of new Deputy Executive Director for Shared Services *Linda Valentine*
  - Address by the New Deputy Executive Director for Shared Services *Earline Williams*
- 4:20 p.m. Break
- 4:35p.m. Board Development *Steve Aeschbacher & Marianne Rhebergen*
- 5:15 p.m. **Closed Session**
  - Report of Executive Director Review
- 5:30 p.m. Recess
- 6:30 p.m. Committee Dinners

**Thursday, September 26, 2013**

- 7:00 a.m. Breakfast On Your Own
- 9:00 a.m. Board Committee Meetings

.....**Item P.100**

	➤ Finance – <i>Commonwealth Grand A</i>	
	➤ Leadership – <i>Bluegrass C</i>	
	➤ Justice – <i>Bluegrass D/E</i>	
	➤ Worshiping Communities – <i>Bluegrass A/B</i>	
Noon	Group Lunch – <i>Colonel Room</i>	
<b>1:30 p.m.</b>	<b>Board Reconvenes in Plenary - <i>Commonwealth C/D</i></b>	
	Opening Devotion	
1:50 p.m.	Greetings from the Stated Clerk	<i>Gradye Parsons</i>
2:00 p.m.	Compassionate Prophetic Discipleship I – “ <i>Integrate evangelism and justice to more faithfully make compassionate-prophetic disciples.</i> ”	<i>Ray Jones &amp; David Loleng</i>
2:40 p.m.	Break	
3:00 p.m.	Compassionate Prophetic Discipleship II	<i>Ray Jones &amp; David Loleng</i>
3:40 p.m.	Small Group Discussion – Round I (Four conversations offered in two 40 minute sessions. Board members choose which they wish to attend.)	
	1. Reformed Educational and Worship Resources – <i>Colonel A</i>	<i>Chip Hardwick &amp; Rhashell Hunter</i>
	2. Addressing Root Causes of Poverty – <i>Colonel B</i>	<i>Frank Dimmock &amp; Ruth Farrell</i>
	3. Advocacy For a Just and Peaceful World - <i>Colonel C</i>	<i>J. Herbert Nelson &amp; Mark Koenig</i>
	4. Strategies for Sending and Supporting Mission Co-Workers – <i>Cardinal Room</i>	<i>Hunter Farrell &amp; Terri Bate</i>
4:40 p.m.	Small Group Discussion – Round II	
5:20 p.m.	Recess	
6:00 p.m.	Group Dinner with International Peacemakers – <i>Bluegrass D/E</i>	
7:30 p.m. – 8:30 p.m.	Cashews and Conversation (Optional) – <i>Cardinal Room</i> ➤ <i>Marriage Study</i>	<i>Chip Hardwick &amp; Charles Wiley</i>

**COMMITTEE REPORTS AVAILABLE OUTSIDE OF PLENARY ROOM**

**Friday, September 27, 2012**

7:00 a.m.	Breakfast On Your Own	
<b>8:30 a.m.</b>	<b>Board Reconvenes in Plenary - <i>Commonwealth C/D</i></b>	
	Opening Devotion	
8:45 a.m.	Celebration of Missional Relationship with the Presbyterian Association of Musicians (PAM)	<i>William McConnell, Executive Director, PAM</i>
8:55 a.m.	Financial Report	<i>Earline Williams</i>
9:10 a.m.	A Pre-view of Detroit	<i>Thomas Hay</i>
9:25 a.m.	Committee Reports	
	➤ Finance – A.001	<i>Bill Capel</i>
	➤ Corporate – E.001	<i>Matthew 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>Mary C. Baskin</i>
	➤ Executive Committee – H.002	<i>Matthew Schramm</i>
10:30 a.m.	Break	
10:45 a.m.	Belhar Confession	<i>Cliff Kirkpatrick</i>
11:30 a.m.	Closing Worship and Adjournment	<i>James McDonald, President, SFTS</i>
Noon	LUNCH ON YOUR OWN	

**Presbyterian Mission Agency Board Executive Committee****Assignments and Information Items****September 25-27, 2013**

<b>ITEM #</b>	<b>BUSINESS ITEM</b>	<b>FROM MINISTRY</b>
<b>FINANCE COMMITTEE (A)</b>		
A.100	Finance Committee Agenda	
A.101	Finance Committee Minutes – April 2013	
A.102	Capital Budget Request	Shared Services
<b>JUSTICE COMMITTEE (B)</b>		
B.100	Justice Committee Agenda	
B.101	Justice Committee Minutes – April 2013	
B.102	Creation Justice Ministries – Add to Affiliates List	CPJ
B.103	Alliance to End Slavery and Trafficking – Add to Affiliates List	CPJ
<b>LEADERSHIP COMMITTEE (C)</b>		
C.100	Leadership Committee Agenda	
C.101	Leadership Committee Minutes – April 2013	
C.102	Consultation on Theological Education in Asia – Report and Agreement	WM
C.103	Christmas Joy Offering Institutional Standards	RE&WM/PW
<b>WORSHIPING COMMUNITIES COMMITTEE (D)</b>		
D.100	Worshiping Communities Agenda	
D.101	Worshiping Communities Committee Minutes – April 2013	
<b>CORPORATE PROPERTY, LEGAL FINANCE (E)</b>		
E.101	Corporate Property, Legal, Finance Minutes – April 2013	
E.102	Election of Corporate Officers	
E.103	Manse Allowance	
E.104	Authorization of Contract Signors	
E.105	Stony Point Finance Committee Action	
E.106	Open Ghost Ranch Checking Account	
E.107	Amendment to Corporate By-Laws and Articles	
E.108	Authorized Signers with PNC Corporate Credit Card	
<b>PC(USA) A CORPORATION (F)</b>		
F.101	Corporation Minutes – April 2013	
<b>AUDIT COMMITTEE (G)</b>		
G.100	Audit Committee Agenda	



**Presbyterian Mission Agency Board Executive Committee**  
**Assignments and Information Items**

**September 25-27, 2013**

ITEM #	BUSINESS ITEM	FROM MINISTRY
<b>EXECUTIVE COMMITTEE (H)</b>		
H.100	Executive Committee Agenda	
H.101	Approval of Executive Committee Minutes	
H.102	Appointments by the Chair	
H.103	Celebration of Holy Communion	
H.104	Programmatic Emphases	Communications Ministry
H.105	Changes to the Manual of Operations	EDO
H.106.	Report of the Board Nominating and Governance Subcommittee	
H.107	Report of the Personnel Subcommittee	
<b>PLENARY (P)</b>		
H.001	Executive Committee Report One	
H.002	Executive Committee Report Two	
P.100	Board Meeting Agenda	EDO
P.101	Board Meeting Minutes – April 2013	EDO

**Presbyterian Mission Agency Board Executive Committee**  
**Assignments and Information Items**  
**September 25-27, 2013**

ITEM #	INFORMATION ITEM	FROM MINISTRY
<b>Finance Committee (A)</b>		
A.200	Management Report – July 2013	Shared Services
A.201	PMPF Report – July 2013	Shared Services
A.202	Per Capita Report – July 2013	Shared Services
A.203	Curriculum Report – July 2013	Shared Services
A.204	Stony Point Financials – July 2013	Shared Services
A.205	Ghost Ranch Financials – July 2013	Shared Services
A.206	Endowments and Gift Report – January – March 2013	Shared Services
A.207	Banking – Closed Accounts	Shared Services
A.208	Information Technology Report	Shared Services
A.209	Coordinated Loan Program Report	Shared Services
A.210	Presbyterian Foundation Performance Report	Shared Services
<b>Justice Committee (B)</b>		
B.200	Presbyterian Hunger Program Advisory Committee Minutes, March 2013	CPJ
B.201	Presbyterian Disaster Assistance Advisory Committee Minutes, March 2013	CPJ
B.202	Jarvie Commonweal Service Committee Minutes, October 2012	CPJ
B.203	National Committee on the Self-Development of People Minutes, January 2013	CPJ
B.204	Mission Responsibility Through Investment Program Update	CPJ
B.205	Presbyterian Health, Education and Welfare Update	CPJ
B.206	Jinishian Memorial Program United States Advisory Committee Draft Minutes, April 25-26, 2013	WM
B.207	Jinishian Memorial Program Commission Meeting Draft Minutes, April 25-26, 2013	WM
B.208	World Mission Funds Development Report	CFD
B.209	Special Offerings Funds Development Report	CFD
B.210	Preliminary Discussions on Definitions of Compassionate Prophetic Discipleship	TWE
B.211	Pay Equity Study	EDO
<b>Leadership Committee (C)</b>		
C.200	Missional Relationship Report with the Presbyterian Association of Musicians	TWE
C.201	Restructuring of For Such A Time As This	TWE

**Presbyterian Mission Agency Board Executive Committee  
Assignments and Information Items**

**September 25-27, 2013**

<b>ITEM #</b>	<b>INFORMATION ITEM</b>	<b>FROM MINISTRY</b>
C.202	Update on Transformational Leadership Action Implementation Team	TWE
C.203	Work of CMP Toward Goal of Transformational Leaders	TWE
C.204	Committee on Theological Education March 2013 Minutes	TWE
C.205	Appointment Actions for Mission Personnel	WM
C.206	African American Mentoring Event	RE&WM/PW
C.207	Cook Native American Ministries Information Report	RE&WM/PW
C.208	Knoxville College Information Report	RE&WM/PW
C.209	Presbyterian Women USA Mission Experience – Unto These Hills	RE&WM/PW
C.210	Presbyterian Women at 25 – Celebrating the PW 25 <sup>th</sup> Anniversary	RE&WM/PW
C.211	RE&WM/PW Big Tent Events	RE&WM/PW
<b>Worshipping Communities Committee (D)</b>		
D.200	Report on Progress of 1001 New Worshipping Communities	ECG
D.201	Mid-Year 1001 New Worshipping Communities “Seed” Grant Program	ECG
D.202	New Beginnings Update	ECG
D.203	Racial Ethnic and New Immigrant Church Growth Consultation	RE&WM/PW
D.204	African American Church Growth Strategy Consultation	RE&WM/PW
D.205	Update on Directory for Worship and Hopes for Usefulness with New Worshipping Communities	TWE
D.206	National Council of Korean Presbyterian Churches – 42 <sup>nd</sup> Annual Conference	RE&WM/PW
D.207	Upcoming Interfaith Consultation	TWE
D.208	New Denominational Curriculum	TWE
D.209	Ghost Ranch Update 2013	ECG
<b>CORPORATE PROPERTY, LEGAL FINANCE (E)</b>		
E.200	Stony Point Transitional Task Team Report	
<b>Executive Committee (H)</b>		
H.200	Future Board Meetings	EDO