

PRESBYTERIAN MISSION AGENCY BOARD

February 5-7, 2014

Legal/Risk Management Services Office

**ITEM E.103
FOR ACTION**

<i>FOR PRESBYTERIAN MISSION AGENCY EXECUTIVE DIRECTOR'S OFFICE USE ONLY</i>			
A. Finance	X	E. Corporate Property, Legal, Finance	J. Board Nominating & Governance Subcommittee
B. Justice	X	F. PC(USA), A Corporation	P. Plenary
C. Leadership		G. Audit	
D. Worshipping Communities		H. Executive Committee	

Subject: Authorization of Contract Signors

Recommendation: It is recommended that the corporate Property, Legal, and Finance Committee, recommend to the Board of Directors of Presbyterian Church (U.S.A.), A Corporation the following resolution for its approval:

RESOLUTION

RESOLVED, that the following positions be and hereby are granted the authority to bind the Presbyterian Church (U.S.A.), A Corporation in all contracts calling for the payment of Ten Thousand Dollars (\$10,000.00) or less.

Office of the General Assembly Staff:

Associate for Communications
Associate for Constitutional Interpretation
Associate for Ecumenical Relations
Associate for Mid Council Relations
Associate for Records and History
Associate for Vocational Ministries
Coordinator, Budget
Coordinator, Ecumenical Education
Coordinator, GA Business & OGA Records
Coordinator, General Assembly Nominating Committee
Coordinator, Judicial Process and Social Witness
Coordinator, Leadership Development and CLC
Coordinator, Office of Immigration Issues
Coordinator, OGA Publications & PHS Records Support
Coordinator, OGA Records
Coordinator, OGA Web Services
Coordinator, Preparation for Ministry/Exams
Coordinator, Representation, Inclusion, and Ruling Elder Training
Coordinator, Ruling Elder Resources and Educator Certification

Presbyterian Mission Agency Staff:

Associate Director, Mission Effectiveness and Administration
Associate Director for Theology, Worship and Education
Co-director, Stony Point Center
Coordinator, Research Services

Director, Communication Services
Director, Compassion, Peace and Justice
Director, Evangelism and Church Growth
Director, Mission Communications
Director of Policy, Administration, and Board Support
Director, Racial Ethnic and Women's Ministries/PW
Director, Special Offerings
Director, Theology, Worship, and Education
Director, World Mission
Executive Associate, Office of the Executive Director
Executive Director/CEO, Jarvie Commonwealth Service
General Manager, World Mission
Project Manager for CFD Administration
Project Manager for Mission Program Administration
Publisher, Theology, Worship, and Education

RESOLVED, that the following position be and hereby is granted the authority to bind the Presbyterian Church (U.S.A.), A Corporation in all contracts calling for the payment of Thirty Thousand Dollars (\$30,000.00) or less.

Executive Director, Ghost Ranch

RESOLVED, that the following positions be and hereby are granted the authority to bind the Presbyterian Church (U.S.A.), A Corporation in all contracts.

Office of the General Assembly Staff:

The Stated Clerk of the General Assembly
Associate for Assembly Operations
Associate for Ecclesial Ministry
Coordinator, Meeting Services

Presbyterian Mission Agency Staff:

Senior Director of Communications Ministry
Senior Director of Funds and Development

Background: Both the Office of the General Assembly (“OGA”) and the Presbyterian Mission Agency (“PMA”) operate via Presbyterian Church (U.S.A.), A Corporation (“PCUSA”). Each has Contract Policies and Guidelines which have been approved either by the board of PCUSA itself or via a designated body (i.e., the Executive Leadership Team of the PMA, n/k/a the Leadership Cabinet). Corporate officers of PCUSA may sign any contract on behalf of PCUSA. The purpose of the action above is to authorize additional staff to sign contracts within specified parameters. Those listed in this action as contract signors have been designated by their respective Leadership Cabinet staff person or, in the case of OGA staff, the Associate for Ecclesial Ministry, Loyda Aja, who is responsible for administrative matters. Because of the discussions regarding the Ghost Ranch Conference Center Governance Covenant which included the size of the operation and the remote location of the property, it was agreed to increase the signing authority for the Executive Director, Ghost Ranch. Finally, because of ongoing restructuring, the Legal Office submits the list above for approval by the Corporate Board of Directors in order that contracts may continue to be processed efficiently and with proper controls.