

**ITEM D.101**  
**FOR ACTION**

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

**Subject: Approval of Worshipping Communities Committee Minutes – April 16, 2015 and July 20, 2015**

**Recommendation:**

**That the Worshipping Communities Committee review and approve the April 15-16, 2015 committee minutes and the July 20, 2015 committee minutes and forward them to the Presbyterian Mission Agency Board as an information item.**

**Minutes of the Worshipping Communities Committee of the  
 Presbyterian Mission Agency of the Presbyterian Church (U.S.A.)  
 The Brown Hotel – Citation A  
 April 16, 2015**

**CALL TO ORDER**

David Shinn called the joint meeting of the Worshipping Communities Committee and the Finance Committee of the Presbyterian Mission Agency and the Corporate Property, Legal, and Finance Committee of the Presbyterian Church (U.S.A.), A Corporation meeting to order at 1:30 pm.

**DEVOTION**

Chad Herring provided devotion and David Shinn led in prayer.

**ATTENDANCE**

*Worshipping Communities –  
 Elected Members*

Marsha Zell Anson-Vice Chair  
 Andrew Barron  
 Gregory Chan  
 Mihee Kim-Kort  
 Regina Meester  
 David Shinn-Chair  
 Marianne Rhebergen  
 Patsy Smith

*Finance Committee –  
 Elected Members*

Molly Baskin  
 Marvin Brangan  
 Thomas Fleming – Vice Chair

**PRESBYTERIAN MISSION AGENCY BOARD**

**September 23-25, 2015**

**Worshipping Communities Committee**

Kenneth Godshall  
Chad Herring - Chair  
Jeffrey Joe  
Melinda Lawrence Sanders  
Raul F. Santiago-Rivera  
Glen Snider  
Wendy Tajima  
Kathy Trott

*Excused*

Vickie Garber

*Committee Support*

Deborah Harrison, Staff Support - Recorder  
Ray Jones, Lead Resource Staff  
Sterling Morse, Lead Resource Staff  
Alejandra Sherman, Staff Support

*Others*

Simone Adams-Andrade, Associate, Racial Ethnic & Women's Ministries  
Gregory Allen-Pickett, General Manager World Mission  
Terri Bate, Senior Director, Funds Development  
Toni Carver-Smith, Associate Director, Compassion Peace & Justice  
Sylvia Carter, Executive Assistant, Finance & Accounting  
Ellen Pearre Cason, Presbyterian Mission Agency Audit Committee  
Martha Clark, Director and General Counsel, Legal/Risk Management  
Anita Clemons, Vice-President Investment Relationship Officer,  
Presbyterian Foundation  
Deborah Coe, Coordinator, Research Services,  
Barry Creech, Director of Policy, Executive Director's Office  
April Davenport, Associate General Counsel, Legal/Risk Management  
Almir Dias, Field Staff for Portuguese Language Ministries, Racial  
Ethnic & Women's Ministries  
Angela Duffy, Senior Vice President General Counsel, Presbyterian  
Foundation  
Diane Dulaney, Treasury Assistant, Finance & Accounting  
Kathy Francis, Senior Director, Office of Communications  
Brian Frick, Associate, Evangelism & Church Growth  
David Gambrell, Associate for Worship, Evangelism & Church Growth  
Ruth Gardner, Manager, Human Resources  
Madgy Girgis, Field Staff for Middle Eastern Ministries, Racial Ethnic &  
Women's Ministries  
Teresa Grant, Office of the Deputy Executive Director for Mission  
Chip Hardwick, Director, Theology, Worship & Education and Acting  
Director Evangelism and Church Growth  
Debra Helper, Executive Director, Ghost Ranch Conference Center  
Rhashell Hunter, Director, Racial Ethnic & Women's Ministries  
Becky Johnson, Customer Service Supervisor, Presbytel  
Ray Jones, Coordinator, Evangelism and Church Growth  
Tamron Keith, Finance Manager, World Mission  
Mike Kirk, Associate General Counsel, Legal/Risk Management  
Laurie Krauss, Coordinator, Compassion Peace & Justice

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**Worshipping Communities Committee**

Kathie Lyvers, Legal Office Administrator, Legal/Risk Management  
Tim McCallister, Associate/Mission Financial Resources, Evangelism &  
Church Growth

Jewel McRae, Mission Associate, Racial Ethnic & Women's Ministries

Sterling Morse, Coordinator, Racial Ethnic & Women's Ministries

Emily Odom, Communication Strategist, Office of Communications

Simon Park, Contract Finance Consultant, Evangelism and Church  
Growth

Ann Philbrick, Associate, Evangelism and Church Growth

James Rissler, President and Chief Executive Officer, Presbyterian  
Investment and Loan Program

Lisa Robbins, Director, Human Resources

Héctor Rodríguez, Mission Associate, Racial Ethnic & Women's  
Ministries

Martha Ross-Mockaitis, Chairperson, Committee on Representation

Greg Rousos, Executive Vice-President Chief Executive Officer,  
Presbyterian Foundation

Leslie Scanlon, Reporter, Presbyterian Outlook

Paul Seebeck, Communication Strategist, Office of Communications

Dottie Smith, Director, Treasurer's Office

Tim Stepp, Associate Director/ Internal Audit

Jo Stewart, Vice Chair, Presbyterian Mission Agency Board

Gail Strange, Director, Church & Mid Council Communications

Tonia Trice, Program Assistant, Compassion Peace and Justice

Linda Valentine, Executive Director, Presbyterian Mission Agency

Vera White, Associate for 1001 New Worshipping Communities

Charles Wiley, Coordinator, Theology, Worship & Education

Earline Williams, Deputy Executive Director, Shared Services

Raafat Zaki, Chairperson, Advocacy Committee for Racial Ethnic  
Concerns

**D.102 JOINT ACTION -  
MDRC GRANT POLICY &  
PROCEDURE AND  
RATIFICATION OF ACTIONS**

The Worshipping Communities Committee and the Finance Committee jointly **APPROVED** the following recommendation from the Mission Development Resources Committee (MDRC):

**Recommendation: It is recommended that the corporate Property, Legal, and Finance Committee and the Worshipping Communities 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 Grant Policies ("Grant Policy") and revisions thereto approved by the Mission Development Resources Committee on August 11, 2014, attached hereto and incorporated herein by referenced, are approved, ratified, and confirmed effective April 17, 2015 and**

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**Worshiping Communities Committee**

**FURTHER RESOLVED, that the amendments made to the Grant Policy and the decisions made based on such amendments between September, 2008 and the date of this action be and hereby are ratified.**

April Davenport and Tim McCallister explained the purpose of this action is to bring Grant Policy into alignment with the requirements of the *Presbyterian Mission Agency Manual of Operations* and ratify past changes to the grant policies and procedures and all actions taken pursuant to those changes.

*D.2013 MDRC Manual Of Operations*

Tim McCallister gave an overview of MDRC's Manual of Operations. MDRC will continue to approve grants based on policy approved by Presbyterian Mission Agency Board. The pending MDRC grant proposals will be reviewed at their May 9-10, 2015, meeting.

**JOINT SESSION ADJOURNED**

The joint meeting was adjourned with prayer.

**WORSHIPING  
COMMUNITIES COMMITTEE  
CONVENES**

The Worshiping Communities convened immediately after the adjournment of the joint session with the Finance Committee.

**D.100 – AGENDA**

The Committee **VOTED** to adopt the revised agenda.

**D.101- MINUTES –  
WORSHIPING  
COMMUNITIES COMMITTEE**

The Worshiping Communities Committee **VOTED** to approve the September 17, 2014, Minutes of the Worshiping Communities Committee. These minutes will be reported as an information item to the Presbyterian Mission Agency Board.

**ELECTION OF CHAIR AND  
VICE-CHAIRPERSON**

David Shinn was elected Chair and Marsha Zell Anson elected Vice Chair of Worshiping Communities Committee for the term of 2015 to 2016. This term will begin with the Executive Committee Retreat in July 2015.

**D.103 –APPOINTMENT OF  
LIAISON OF MISSION  
DEVELOPMENT RESOURCE  
COMMITTEE**

The Committee was unable to appoint a liaison to the MDRC at this meeting. The Committee requested that the Presbyterian Mission Agency Board Nominating Committee consider the liaison appointment to the MDRC when filling the current vacancy on the Worshiping Communities Committee.

*D.200 – 1001 New  
Worshiping Communities  
Update*

Chip Hardwick introduced Vera White to present an update on the 1001 New Worshiping Communities. She reported that there are 278 new worshiping communities in 112 presbyteries across the denomination. The program has three Regional Center Associates: Northeast Region, Shannon Kiser; Southeast, Sara Hayden and Southwest, Cazden Minter.

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Chip Hardwick added the following updates:

- Since issuance of the 1001 Audit Committee report, our systems review did not discover any additional instances of circumvention of Presbyterian Mission Agency policies or ethical lapses.
- The job description to hire a Coordinator for Mission Effectiveness in Evangelism and Church Growth is active.
- On March 24, 2015, Vera White and the Regional Associates attended compliance training with Presbyterian Mission Agency Finance and Accounting, Legal and Human Resources to meet legal and internal control compliance.
- An appreciation and thank you was expressed to Simon Park who will complete his service on April 30, 2015, as the Finance Consultant for Evangelism and Church Growth. He examined the 1001 ministry design and implemented a work plan to monitor mission goals while adhering to Presbyterian Church (U.S.A.) standards for accountability.

*D.205 –Portuguese-  
Language Congregational  
Support*

Héctor Rodríguez presented this report.

- The office of Portuguese Language Congregational Support helped make possible for the *Book of Order* and some confessions to be translated into Portuguese. It also developed a devotional resource and created a Facebook page for Portuguese-Language pastors and another for Portuguese-Language leaders.
- As field staff for the Portuguese-Language Congregational Support, Almir Dias works to equip leaders of worshipping communities for ministry and providing training in the areas of leadership development, young adult ministry, visioning and church growth.
- Almir Dias collaborated with the Presbytery of Tropical Florida in developing a Portuguese-Language new worshipping community in Miami, Florida. He is also engaged in similar efforts in Baltimore and Newark Presbyteries.

*D.208 –Update on the  
Directory for Worship*

David Gambrell presented an update on the Directory for Worship and communication strategy for revising the Directory. The Worshipping Communities Committee is responsible for the action to revise the Directory of Worship for the 222<sup>nd</sup> General Assembly (2016). Website: <http://www.presbyterianmission.org/ministries/worship/directory-for-worship/> For official consideration in subsequent revisions, all comments must be sent to [worship@pcusa.org](mailto:worship@pcusa.org) by July 1, 2015.

*D.204 –Middle Eastern  
Ministries*

Madgy Girgis shared information on the Middle Eastern Ministry. Some highlights from his presentation are:

- In 2013 Middle Eastern Ministries partnered with mid councils in developing ten new worshipping communities throughout the U.S., primarily Egyptian, Iraqi, and Syrian.
- There are more than sixty Presbyterian congregations and fellowships throughout the U.S., who worship in different languages, including

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Persia, Assyria, Armenia and Arabic.

- Middle Eastern Ministries inspires, equips and connects six churches, twenty new worshipping communities and two Bible Studies along with approximately forty pastors from Egypt, Lebanon, Syria, Iraq and Iran who speak these four languages: Arabic, Farsi, Armenian, and Chaldeans.

*D.202 – New Beginnings Update*

Ray Jones introduced Ann Philbrick who gave an update on New Beginnings.

- New Beginnings is an assessment-based discernment process for churches that seek to make a bold decision about their future. It happens in four phases: assessment, leader training, discernment (through small groups), and decision-making. Churches participate in one of two ways; either on their own or with a cluster of churches sponsored by a presbytery. Some presbyteries have already run one cluster of churches through New Beginnings and now are coming back to ask to run a second one with churches that did not do it the first time. That tells us good things are happening through its use.
- In 2014 began partnering with San Gabriel Presbytery to do a pilot project using New Beginnings with the presbytery itself. If the final result is productive, then we will be able to offer that service as well.

*D.201 – Collegiate Ministries Update*

Ray Jones reported that Jason Santos joined the Presbyterian Mission Agency as the Mission Associate for Collegiate Ministries in October of 2014. He introduced Jason who joined the meeting via Skype to provide an update on the Collegiate Ministries.

- Since arriving in October, he has visited over fifteen campus ministries and consulted with over two dozen campus ministers and chaplains. These visits and consultations opened doors to dialogue about the current climate of campus ministry in the Presbyterian Church (U.S.A.).
- It is clear that there still exists considerable ambiguity about the UKirk network and what it is/how it functions.
- Five characteristics were identified at the 2015 UKirk board meeting that both reflect the current exemplary practices in college ministries and demonstrate areas of emphasis for the future. The areas of emphasis are:
  - Radical Hospitality
  - Intentional Ecumenism
  - Critical Engagement in Faith
  - Intergenerational Ministry
  - Social Justice Initiatives
- Using these five emphases as a guide for ministry, the Office of Collegiate Ministry is launching the UKirk Cohort Project. The Cohort Project aims at addressing the central needs expressed by campus ministers, while also promoting identified best practices from the field.

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*D.300 –Advice And Counsel  
Memorandum*

Raafat Zaki presented the Advice and Counsel Memorandum on behalf of the Advocacy Committee for Racial Ethnic Concerns regarding Middle Eastern Ministries Item D.204

**ADJOURNMENT**

Marsha Zell closed the meeting with prayer at 3:40 p.m.

Respectfully Submitted,

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David Shinn, Chair

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Ray Jones, Lead Resource Staff  
Sterling Morse, Lead Resource Staff

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Deborah Harrison, Recorder

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**July 20, 2015**

**Worshipping Communities Committee**

**Minutes of the Worshipping Communities Committee of the  
Presbyterian Mission Agency Board of the Presbyterian Church (U.S.A.)  
Conference Call  
July 20, 2015**

**CALL TO ORDER AND  
OPENING PRAYER**

The conference call of the Worshipping Communities Committee of the Presbyterian Mission Agency Board was called to order by the Chair, David Shinn at 2:00 p.m. Eastern Time. He opened the meeting with prayer.

*Attendance*

Those present for all or a portion of the meeting were:

*Elected Members Present:*

Marsha Zell Anson – Vice-Chair  
Gregory Chan  
Vickie Garber  
David Shinn - Chair  
Patsy Smith

*Excused Elected Members:*

Andrew Barron  
David Ezekiel  
Mihee Kim-Kort  
Gina Meester  
Marianne Rhebergen

*Committee Support*

Ray Jones, Lead Resource Staff  
Sterling Morse, Lead Resource Staff  
Alejandra Sherman, Staff Support, Recorder

**PURPOSE OF THE MEETING**

The decision to add a conference call was made in April to provide an opportunity for members to connect with each other and the work of the denomination between Board meetings.

**SHARING JOYS AND  
CONCERNS**

The committee spent time sharing personal and professional updates with each other.

**RAY JONES - RESOURCE  
COORDINATOR REPORT**

Ray Jones gave an update on work being done since the April meeting in his ministry area. He went on to give an update on institutional changes:

- Theology Worship and Education and Evangelism and Church Growth merged. The name for the new ministry area is Theology Formation and Evangelism (TFE).
- Charles Wiley is the Associate Director for Theology. The name for this area might change to Theology and Formation. Ray will be leading the Formation and Evangelism as its Associate Director. This area contains all the ministries of the former Evangelism and Church Growth, except for Mission Program Grants. This area moved to RE&WM.
- Simone Adams-Andrade has been hired as the Coordinator for Mission



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Effectiveness for TFE. One of her responsibilities will be to work on a process for the whole area to ensure the ministry is working within the policies established by Presbyterian Mission Agency (PMA).

- A report will be presented in September on how the different pieces of the 1001 program fit together.
- Jason Santos has been called to be the Coordinator for Collegiate, Young Adult and Youth ministries. Camp and Conference Ministry will also be part of this grouping.
- David Loleng in the office of Evangelism is another staff under the Formation and Evangelism umbrella. The goal is to partner with the Racial Ethnic & Women's Ministries to connect existing churches with Transformation (Ann Philbrick), Evangelism and 1001 so that existing churches are helped in reaching new people, starting new ministries, and new churches. The 1001 movement is great but there has been an unintentional disconnect between new and existing churches.

**DISCUSSION ABOUT  
INTERNSHIPS AND 1001**

A conversation was held around the topic of internships. Ray is aware that work is being done with seminaries for internships. He will be focusing on learning more about internships, assessments and coaching.

Marsha Zell Anson shared information on an initiative in Glacier Presbytery where a partnership started with San Francisco Seminary. It is a new effort called "externship." Their idea is that instead of doing an internship between the 2<sup>nd</sup> and 3<sup>rd</sup> year of seminary they would have all three years together followed by an externship where they would be mentored in a church or presbytery. This would tie in well with the work being done in the office of Formation and Evangelism.

**STERLING MORSE - RESOURCE  
COORDINATOR REPORT**

- A Big Tent Intercultural Pre-conference will be held on July 29-30, 2015. This event is being done in collaboration with the Presbyterian Intercultural Network
- A churchwide conference on race, ethnicity, racism and ethnocentricity will be held at Stoney Point Conference Center on November 5-7, 2015. This work is as a result of a 221<sup>st</sup> G.A. (2014) referral. The committee was appointed by the Moderator and is being co-chaired by Larissa Kwong Abazia and Elona Street-Stewart.

**DISCUSSION ABOUT  
STRUCTURE, LEADERSHIP  
AND TRANSITION**

Committee members requested information on the new structure, new leadership, plans for the future and the filling of the vacancy left by Linda Valentine's departure. Concern was also expressed for the staff morale in the Center.

**COMMITTEE CHAIR AND VICE  
CHAIR UPDATE ON INTERIM  
EXECUTIVE DIRECTOR  
SEARCH**

The chair and vice chair gave an update on the search for an interim executive director. At present time, Barry Creech and Earline Williams are acting executive directors until the interim position is filled.

The Executive Committee has set a fast timeline for the search for an interim executive director and executive director. Communications were sent to mid

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councils and other groups asking for names, contacts that might want to serve as interim executive director. The Executive Committee is now getting resumes and will start interviews soon. The hope is to have an interim to present to the Board in September. To search for an Executive Director might be a year-long process.

Also, the Executive Committee is seeking input from staff in the Center to gather data to include in the job description for the executive director position.

Ideas are welcome as the executive committee continues the search for the next Executive Director. One idea offered was to reach out to different areas in the country to find out the qualities and qualifications the new executive director should have. Meetings structured like Town Halls or GoToMeetings would help rebuild trust in various regions of the country. Having formal opportunities to provide feedback would help. This would help healing and repairing the hurt that has occurred during the last 15 months or so. Open showing of concern for staff input and grass-roots input, something as easy as to phrase the question “how are you feeling?” It would help calm anxiety just by communicating.

Staff feedback into this process was to have transparency in this process so that staff can have the right information to share with constituents if questions are asked. Some staff are feeling the pressure of the changes happening lately. The staff left behind after the decisions were made is struggling with the new reality, so prayers were asked. The need for transparency and communication is at the heart of the matter and it will be considered.

**PREPARATION FOR  
SEPTEMBER MEETING  
AGENDA**

The committee started to work towards the September meeting agenda. Here are some initial agenda items:

- Update on process for new steps
- Progress and process update for Presbyterian Youth Triennium
- New Beginnings – hear good things, like to hear more details about the program.
- A churchwide conference on race, ethnicity, racism and ethnocentricity – want to hear more updates on this conference
- How are racial ethnic churches taking advantage of the New Beginnings, how are they getting support from the national denomination
- Update on transitions/changes with staff in PMA
- Update on Collegiate Ministries

**ADJOURNMENT**

Ray Jones closed the meeting with prayer.

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David Shinn, Chair

**PRESBYTERIAN MISSION AGENCY BOARD**

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**Worshiping Communities Committee**

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Ray Jones, Lead Resource Staff  
Sterling Morse, Lead Resource Staff

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Alex Sherman, Staff Support Recorder