

**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. Worshiping 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

Associate for Board Meeting Support and General Assembly Coordination  
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, Racial Ethnic and Women's Ministries/PW  
Director, Special Offerings  
Director, Theology, Worship, and Education  
Director, World Mission  
Executive Director/CEO, Jarvie Commonweal 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.