

Approved April 10, 2013

**Minutes of the Executive Committee of the
Presbyterian Mission Agency Board
Of the Presbyterian Church (U.S.A.)
Conference Call
January 16, 2013**

CALL TO ORDER

Mr. Matthew Schramm, chair, called the meeting of the Executive Committee of the Presbyterian Mission Agency Board (the Board) to order, and Mr. Joey Bailey opened with prayer. Mr. Schramm welcomed Mr. Bill Capel, acting chair of Finance Committee, to the group.

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
Bill Capel – Acting Chair, Finance Committee
Linda Valentine – Member ex-officio

Executive Leadership Team

Joey Bailey – Deputy Executive Director for Shared Services
Roger Dermody – Deputy Executive Director for Mission (via phone)

Recorder

Debbie Gardiner – Staff, Office of the Executive Director

Others

Martha Clark – Staff, Office of Legal Services
Barry Creech – Staff, Office of the Executive Director
Jack Marcum – Staff, Research Services

**ACTION – 1-EC-011613
REPORT OF THE NOMINATING
COMMITTEE**

The Presbyterian Mission Agency Board Executive Committee **VOTED to ELECT and FORWARD** for confirmation by the 221st General Assembly (2014), the following named individuals to the Presbyterian Church (U.S.A.) Investment and Loan Program, Inc. Board of Directors, Class of 2016:

- Jo Stewart – PMAB representative
- Connie Tubb – at-large member (nominated by PILP)

Background:

The Deliverance of the Presbyterian Church (U.S.A.) Investment and Loan Program, Inc. assigns to the Presbyterian Mission Agency Board the responsibility for election of directors to the Investment and Loan Program's Board of Directors, subject to the confirmation by the General Assembly.

Directors are nominated by various agencies, i.e., the General Assembly Council Nominating Committee, the Presbyterian Church (U.S.A.) Foundation, and by the Presbyterian Investment and Loan Program, Inc.

ACTION – 2-EC-011613
CAPITAL BUDGET REQUEST
WEBSITE SEARCH SOLUTION
(GOOGLE)

The Executive Committee **VOTED to approve** the purchase of a two-year replacement with the latest edition of the Google Search Appliance and full support for two years.

Background:

The Google Search Appliance powers all web based search of the Presbyterian Mission, Office of the General Assembly, Presbytery Investment and Loan Program, and PC(U.S.A.) home page sites.

Information Technology is making this request earlier than planned due to a license agreement change by Google, Inc., that prevents use of the Google Search Appliance beyond the two-year support contract term. Currently \$25,000 has been slated for request in September 2013 but this change requires an earlier replacement of the appliance than originally planned. The original projection for this replacement was \$25,000; however, an unexpected price increase in late December 2012 places the replacement cost now at \$29,000.

SEPTEMBER MEETING
EVALUATION

Mr. Jack Marcum, Coordinator for Research Services, joined the meeting to explain the differences between the past two Board meeting evaluations.

Executive Committee members pondered on the following questions:

- Are we asking the right things? Is this the best way to do it?
- Are we getting the right and helpful information from the survey?

The Executive Committee requested Research Services to revise the evaluation to get meaningful input.

APRIL BOARD MEETING

The Executive Committee discussed and proposed the following items for the April 2013 Board meeting:

- Theme for the April meeting will be “Young Adults.”
- Committee Chair Elections will happen in committee.
- Report on our communications and public relations efforts. What is the strategy for moving forward? How do we continue to help staff promote our new image?
- Discussion on what is happening in our denomination and how we are going to counter it.

MISSION WORK PLAN

Ms. Linda Valentine updated the group on the Mission Work Plan (MWP). Ms. Valentine reported that staff are setting their individual goals in alignment

with the objectives and actions from the MWP. They are also identifying their personal training needs. A cycle of reporting on the MWP accomplishments is also being planned. Ms. Valentine commented that the MWP is being well received as it helps to identify the mission of the organization and where staff fits into it.

GOVERNANCE TASK FORCE

Mr. Schramm briefed the committee on the work of the Governance Task Force (GTF). The Task Force is currently working on role clarification, committee charters and changes to the Manual of Operations. The Task Force is developing Board Member job descriptions and clarification for terms such as “at large member,” “corresponding member,” and “liaison.” These terms are used to define the role of Board members appointed to serve on other boards and committees as well as the role of those individuals sent by these committees to serve on the Presbyterian Mission Agency Board. The GTF is also considering the possibility of rolling the nominating committee into the board development committee.

SHARED SERVICES UPDATE

Mr. Joey Bailey announced that effective today the first floor west space has been leased to the company building the downtown bridge, Walsh Construction, which will result in \$2.8 million revenue for the next four years. In addition, Presbyterian Publishing Corporation has requested supplemental space that will increase revenue for the Mission Agency by \$1,000 each month.

Santa Fe Property:

Mr. Bailey reported that the preservation community has indicated that the front of the building on the Santa Fe property is historic. This is not good as it does not allow any adjustment to or tearing down of the building in case of a sale.

Ghost Ranch Water Rights Case:

Mr. Bailey informed the committee that the court appointed a mediator on January 28 to agree upon an annual payment for water rights. A favorable outcome could result in two years of back rent that would help boost income for Ghost Ranch.

ACTION – 3-EC-011613
CLOSED SESSION

The Executive Committee **VOTED to convene** in closed session to discuss personnel matters with only members of the Executive Committee and the following invited persons:

- Linda Valentine
- Martha Clark
- Barry Creech

ACTION – 4-EC-011613
RISE FROM CLOSED SESSION

The Executive Committee **VOTED to rise** from closed session at 2:20 p.m.
There are no actions to report from the closed session.

ADJOURNMENT & CLOSING
PRAYER

There being no further business, the meeting of the Executive Committee was closed with prayer.

Respectfully Submitted,

Mr. Matthew Schramm
Chair, Presbyterian Mission Agency Board

Ms. Linda Valentine
Executive Director, Presbyterian Mission Agency

