

Approved February 5, 2014

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

**November 13, 2013 –1 p.m. Eastern Time**

**CALL TO ORDER** Mr. Matthew Schramm, Chair, called the meeting of the Executive Committee of the Presbyterian Mission Agency Board (“the Board”) to order with prayer.

**ATTENDANCE** Mr. Schramm called upon Ms. Susan Abraham, recorder for the meeting, to call the roll.

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

**MEMBERS EXCUSED** Mihee Kim-Kort – Chair, Worshiping Communities Committee  
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

**STAFF** Martha Clark, Office of Legal Services  
Barry Creech, Office of the Executive Director  
Dana Dages, Office of the Executive Director

**PRESS** Leslie Scanlon, Presbyterian Outlook

**ACTION – 1-EC-111313  
RATIFY CHAIR  
APPOINTMENTS**

The Executive Committee **VOTED** to ratify the following appointments by the chair:

**I. Board Nominating and Governance Subcommittee:**

- **Marilyn Gamm, Class of 2015**

**Background:** Marilyn Gamm will replace Jan Dowlearn who is no longer a member of the Board. Other members of the Board Nominating and Governance Subcommittee are:

1. Steve Aeschbacher, chair (Class of 2014)

2. Chad Herring (Class of 2015)
3. Kears Pollock (Class of 2014)
4. Marianne Rhebergen (Class of 2014)
5. Wendy Tajima (Class of 2015)

**II. Presbyterian Mission Agency Self-Study Steering Committee:**

1. Carol Adcock
2. Mihee Kim-Kort
3. Heath Rada
4. To be named later

**Background:**

Based on a six-year schedule, the agencies of the General Assembly are reviewed to evaluate the relationship of their individual ministry with the mission of the whole Presbyterian Church (U.S.A.). The Presbyterian Mission Agency will be reviewed by the General Assembly in 2016. As part of the review process, a self-study of the Mission Agency conducted by a Steering Committee will be prepared for Board approval at the April meeting and presented to the Agency Review Committee at their first meeting. The Self-Study will provide the Agency Review Committee the resources it needs to understand the agency and consider in light of the standards of review.

**ACTION – 2-EC-111313  
SEPTEMBER 2014 BOARD  
MEETING DATES**

The Presbyterian Mission Agency Board Executive Committee **VOTED** to approve changes to dates of the Presbyterian Mission Agency Board meeting in September 2014 from September 23-26 to September 16-19. (See Appendix 1.)

**HOLY COMMUNION**

Mr. Schramm reported that since one of the responsibilities of the chair and vice-chair of the Board is to review and approve requests to celebrate Holy Communion in between regular meetings of the Executive Committee, he and Mr. Canada had approved a request from the Planning Team of the Young Adult New Immigrant Leadership Institute to serve Holy Communion during worship on Sunday October 27, 2013. The leadership event was held in Dallas, Texas on October 25-28, 2013. The officiants and servers were ordained Teaching Elders and Ruling Elders in the Presbyterian Church (U.S.A.).

**PLANNING AND BUDGET  
PROCESS**

Ms. Linda Valentine gave an update on the planning and budget process. Ms. Valentine reported that the Mission Agency had received an anonymous gift of \$1 million for international mission work. The Executive Committee also received the good news that Ms. Noelle Royer’s parents have been appointed as mission workers to Guatemala. Ms. Valentine expressed her gratitude for Board members who have given generously and served as ambassadors for the Presbyterian Mission Agency. The Executive Committee also received a financial update from Ms. Earline Williams.

**FUTURE BOARD MEETINGS**

Mr. Barry Creech reviewed the results of the survey taken at the September Board meeting on the format for future Presbyterian Mission Agency Board meetings. It was noted that only nine out of 40 Board members had responded to the survey. Feedback provided in the survey will be taken into consideration

when scheduling future meetings (**Appendix 2**).

**SEPTEMBER 2013 BOARD  
MEETING EVALUATION**

Mr. Creech led the Executive Committee through the results of the survey of the September 2013 Board meeting (**Appendix 3**).

**BOARD DEVELOPMENT**

Mr. Schramm referred to a blog by Seth Godin on “When to Speak Up.” The blog can be found at:  
[http://sethgodin.typepad.com/seths\\_blog/2013/09/when-to-speak-up.html](http://sethgodin.typepad.com/seths_blog/2013/09/when-to-speak-up.html)

**ACTION – 3-EC-111313  
CONVENE IN CLOSED  
SESSION**

The Executive Committee **VOTED** to convene in executive session to discuss personnel matters at 1:55 p.m. with only elected members of the Executive Committee.

**ACTION – 4-EC-111313  
RISE FROM CLOSED  
SESSION**

The Executive Committee **VOTED** to rise from executive session at 2:23 p.m. There are no actions to report from the executive session

**ADJOURNMENT AND  
CLOSING PRAYER**

There being no further business, the meeting of the Executive Committee was adjourned and closed with prayer by Mr. Bill Capel.

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Mr. Matthew Schramm

Chair, Presbyterian Mission Agency Board

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Ms. Linda Valentine

Executive Director, Presbyterian Mission Agency