

Approved April 10, 2013

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

March 20, 2013 –1 p.m. EST

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
Mihee Kim-Kort – Chair, Worshiping Communities Committee
Cathy Piekarski – Member-at-large
Heath Rada – Member-at-large
Noelle Royer – Chair, Justice Committee
Matt Schramm – Chair
Joyce Smith – Chair, Leadership Committee
Linda Valentine – Member ex-officio

Leadership Cabinet

Terri Bate, Senior Director of Funds Development
Dottie Smith - Interim Deputy Executive Director for Shared Services

Recorder

Susan Abraham –Staff, Office of the Executive Director

Others

Martha Clark, Staff, Office of Legal Services
Barry Creech, Staff, Office of the Executive Director
Dana Dages, Staff, Office of the Executive Director
Melody Smith, Staff, Communications and Funds Development

**ACTION – 1-EC-032013
EXECUTIVE COMMITTEE
AGENDA**

The Executive Committee reviewed the agenda for the April Executive Committee meeting and **VOTED to approve** the agenda as presented. **(Appendix 1)**

**ACTION – 2-EC-032013
BOARD MEETING AGENDA**

Mr. Matthew Schramm, chair, led the Executive Committee through the proposed agenda for the April Presbyterian Mission Agency Board meeting **(Appendix 2)**. Mr. Schramm noted that the theme of this meeting is “Young Adults.” Committee chairs were encouraged to weave how each of the committees have been interacting and working with young adults into their reports on Friday morning.

The Executive Committee also agreed to the addition of the following items to the Board agenda:

- Engagement with Mid-Councils
 - Update on the Itineration Project.
 - Ways to connect individual staff with Board members when itinerating in Board members' presbyteries or adjacent areas in the coming months. Board members could talk about the work being done and help resource or publicize that work.
 - Other ways to involve Board members in ambassadorial work.
- Presentation by Ms. Laurie Kraus, the new director of Presbyterian Disaster Assistance (PDA), on what PDA is doing and progress made in relation to Syria.
- Slide show of new employees on Wednesday afternoon during break.

The Executive Committee **VOTED to approve** the Board Agenda with the inclusion of the above items.

NEW BOARD MEMBERS

Mr. Schramm informed the Executive Committee that the following new members will join the Board to replace those who had concluded their service on the Board:

- David Ezekiel - Interim Synod Executive, Synod of the Rocky Mountains
- Vicki Garber (Ecumenical Advisory Member) – Evangelical Lutheran Church of America
- Bruce G. Stevens – Synod Executive, Synod of the Trinity
- Wendy S. Tajima - Stated Clerk/Associate General Presbyter, Presbytery of the Pacific

An orientation will be offered for the new members via webinar. Members of the Executive Committee will have an opportunity to get acquainted with the new members during lunch on Wednesday.

**ACTION – 3-EC-032013
ASSIGNMENT OF BUSINESS
TO COMMITTEES**

The Executive Committee **VOTED to approve** the assignment of business to committees as submitted. (**Appendix 3**)

**ACTION – 4-EC-032013
COMMITTEE ELECTIONS
PROCESS**

The Executive Committee **VOTED to recommend** that the Board suspend Appendix 1, Section VI. C.4. of the *Presbyterian Mission Agency Manual of Operations*, “Board voting members completing at least two consecutive years on a committee are eligible for election as committee chair” for the April 2013 meeting with the following option:

- **Voting members of the Classes of 2014 through 2016, who have**

served at least one year on the Board, will be eligible for election as chair or vice chair of the committee of which they are currently a member.

Rationale:

Section VI. C. 1. of the *Manual of Operations* states that “committees shall nominate and elect their chairs, and may elect a vice-chair, during the first Presbyterian Agency Board meeting in the calendar year and notify the Presbyterian Mission Agency Board Nominating Committee.” Section VI.C.4. of the Manual also stipulates that “Board voting members completing at least two consecutive years on a committee are eligible for election as committee chair.”

In February 2012, The General Assembly Mission Council voted to approve the reduction of the number of Mission Committees from five (Discipleship, Evangelism, Justice, Stewardship and Vocation), to four (Justice, Leadership, Finance, and Worshiping Communities). Since new committees were formed in February 2012, none of the members of these committees are eligible for election as chair of committees in April 2013. In order to eliminate this problem, the Board is requested to set aside the requirement stated in Section VI. C.4. of the *Manual of Operations* with the above option.

**ACTION – 5-EC-032013
AUTHORIZATION TO
CELEBRATE COMMUNION**

The Executive Committee **VOTED to approve** the request from the Theology, Worship, and Education for the celebration of the Lord's Supper on Wednesdays at the Presbyterian Center Chapel.

These celebrations may take place as frequently as each Wednesday and will occur at least monthly, on the first Wednesday of the month. A teaching elder will preside at each of these celebrations, and ruling elders will normally participate in the service of communion.

Background:

This recommendation is part of an effort to renew and revitalize the worship and spiritual life of the Presbyterian Center, and to invite a greater diversity of leaders and participants in chapel services. Theology, Worship, and Education seeks to ensure that the Lord's Supper will be celebrated "regularly and frequently enough" (see W-2.4009) to be understood as an integral part of the order of worship; thus the requirement for monthly celebrations, and an encouragement to celebrate as often as once a week. At the same time, Theology, Worship, and Education recognizes that the weekly celebration of the Lord's Supper may be an unusual practice for some worship planners and leaders; thus the latitude to omit the celebration of the sacrament on some Wednesdays, provided that it always takes place on the first Wednesday of the month.

The recommendation is in accordance with W-2.4012a of the Directory for Worship, which states: "A council may also authorize the celebration of the Sacrament in connection with the public worship of some gathering of believers

which is under its jurisdiction or in institutions where it has a missional witness or authorized ministry," and with W-2.4012c, which states: "For reasons of order the Sacrament of the Lord's Supper shall be administered by a teaching elder."

**PERSONNEL
SUBCOMMITTEE PREVIEW**

Ms. Linda Valentine gave a preview of the work done by the Personnel Subcommittee on behalf of Mr. Arthur Canada, chair of the Personnel Subcommittee. Mr. Canada was not in a position to give the report since he was at the airport. A written report will be submitted to the Executive Committee in April.

**GOVERNANCE TASK FORCE
PREVIEW**

Mr. Schramm updated the Executive Committee on the work of the Governance Task Force. Mr. Schramm encouraged members of the Committee to review and offer input on the new committee charters.

The Executive Committee agreed to request the Governance Task Force to shift primary responsibility for the Stony Point and Ghost Ranch Conference Centers from the Worshiping Communities Committee to the Finance Committee since key items for Board consideration for the Conference Centers are related to property, legal and finance. Programmatic items related to the Conference Centers will be referred to other committees as appropriate.

BOARD DEVELOPMENT

Mr. Schramm reminded Executive Committee members that based on the schedule he had prepared for the Executive Committee Board Development, Mr. Canada will lead the discussion on the chapter "Being a Contribution," and Ms. Cathy Piekarski on "Leading from Any Chair," from the book *The Art of Possibility*, by Benjamin and Rosamund Zander.

Ms. Valentine informed the Executive Committee that the Mission Agency's Young Adult Catalyst, Mr. Rob Fohr, is working on a potential service project for Board members who are available on Friday afternoon. This will be an opportunity for Board members to engage with young adults in ministry.

Ms. Valentine also requested Executive Committee members to offer suggestions for locations for the Executive Committee retreat in July.

**ACTION – 5-EC-032013
CLOSED SESSION**

The Executive Committee, acting as the Executive Committee of the Presbyterian Church (USA), A Corporation, **VOTED to convene** in closed session at 2:19 p.m. to discuss a property matter with only members of the Executive Committee and the following invited persons:

- Linda Valentine
- Barry Creech
- Martha Clark
- Susan Abraham

**ACTION – 6-EC-032013
RISE FROM CLOSED**

The Executive Committee, acting as the Executive Committee of the Presbyterian Church (USA), A Corporation, **VOTED to rise** from closed

SESSION

session at 2:24 p.m. and announced the following action:

The Executive Committee of the Board of Directors of Presbyterian Church (U.S.A.), A Corporation hereby ratifies, confirms and approves any and all action of the Executive Leadership Team and staff in cooperating with the Board of National Missions of the Presbyterian Church (U.S.A.) to transfer certain property located on the campus of Barber-Scotia College to Barber-Scotia College by quitclaim deed, without a reversionary clause, to perfect a transfer from several years ago and remove any defects in title.

Further, the Executive Committee authorizes the officers and staff of Presbyterian Church (U.S.A.), A Corporation and its constituent corporations to cooperate with the Board of National Missions of the Presbyterian Church (U.S.A.) with regard to any future removal or waiver of reversionary clauses in deeds that transferred property to Barber-Scotia College.

Background:

It was recommended that the Executive Committee of Board of Directors of Presbyterian Church (U.S.A.), A Corporation ratify the action approved by the Executive Leadership Team (now Leadership Cabinet) to cooperate with the Board of National Missions of the Presbyterian Church (U.S.A.), a constituent corporation of the Presbyterian Church (U.S.A.) Foundation, to transfer by quitclaim deed without a reversionary clause certain property located on the campus of Barber-Scotia College in Concord, North Carolina.

On September 21, 2012, Presbyterian Church (U.S.A.), A Corporation received a Notice of Building Standards Violation (Notice) from the City of Concord, North Carolina with regard to property located on the Barber-Scotia College campus. We eventually learned that an earlier property transfer to Barber-Scotia College inadvertently failed to transfer all property intended to be transferred. The property that was the subject of the Notice was located on the parcels that were inadvertently excluded. Due to the position of the City, there was urgency in correcting this error. In so doing, there was no reason to retain a reversionary interest in this property. The Executive Leadership Team approved the transfer without the reversionary clause, and the quitclaim deed was filed.

**ADJOURNMENT AND
CLOSING PRAYER**

Having completed business, the Executive Committee was closed with prayer by Mr. Schramm at 2:26 p.m.

Respectfully Submitted,

Mr. Matthew Schramm

Chair, Presbyterian Mission Agency Board

Ms. Linda Valentine

Executive Director, Presbyterian Mission Agency

