

Approved September 25, 2013

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

June 24, 2013 –1:30 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 – Chair, Finance Committee
Mihee Kim-Kort – Chair, Worshiping Communities 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 Heath Rada – Member-at-large

Leadership Cabinet Roger Dermody (via phone) – Deputy Executive Director for Mission
Mike Hooper – Interim Senior Director, Communications and 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
Ruth Gardner, Staff, Human Resources Office

**INTRODUCTION OF
EARLINE B. WILLIAMS** Ms. Linda Valentine introduced Ms. Earline Williams who spoke of her call to the position of Deputy Executive Director for Shared Services and responded to questions from members of the Executive Committee.

Background:

Deputy Executive Directors are selected and hired by the Executive Director, subject to a confirmation vote by the Presbyterian Mission Agency Board. Earline Williams has been selected to begin on July 22, 2013. The Executive Committee of the Board has authority to act on behalf of the Board on those

matters that require action between meetings of the Board.

A decision to confirm indicates that the Executive Committee believes the person selected is suitable for the position.

The following are attached.

- Biographical Statement (**Appendix 1**)
- Personal Statement of Faith (**Appendix 2**)
- Reasons Why Earline Williams is Well Suited for the Position (**Appendix 3**)
- Leadership Profile (**Appendix 4**)

ACTION – 1-EC-062413
CLOSED SESSION

The Executive Committee **VOTED to convene** in closed session at 1:54 p.m. to discuss personnel matters with only members of the Executive Committee and the following invited persons:

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

ACTION – 2-EC-062413
RISE FROM CLOSED
SESSION

The Executive Committee **VOTED to rise** from closed session at 1:56 p.m. and Mr. Schramm announced that the following action had been taken in closed session:

ACTION – 3 -EC-062413
CONFIRM APPOINTMENT OF
DEPUTY EXECUTIVE
DIRECTOR FOR SHARED
SERVICES

The Executive Committee **VOTED to confirm** the appointment of Ruling Elder Earline B. Williams as Deputy Executive Director of Shared Services for the Presbyterian Mission Agency.

ACTION – 4-EC-062413
ELECTION OF EXECUTIVE
VICE PRESIDENT/CHIEF
FINANCIAL OFFICER

The Executive Committee of the Board of Directors of the Presbyterian Church (U.S.A.), A Corporation (“Corporation”) **VOTED to elect** the listed officer of the Corporation effective July 22, 2013, to serve for a period of one (1) year or until her death, resignation, removal, until a successor is elected or until her employment status with the Corporation is terminated:

Earline B. Williams – Executive Vice President/Chief Financial Officer

Background: The Fall meeting of the Presbyterian Church (U.S.A.), A Corporation (“Corporation”) is the meeting at which corporate officers are elected. Pursuant to the bylaws, corporate officers are elected for one-year terms except the President. Due to Earline B. Williams being hired on July 22,

2013, it is appropriate to elect Earline B. Williams as Executive Vice President/Chief Financial Officer at this time in order for her to start her duties as such named officer.

ACTION – 5-EC-062413
OPENING ACCOUNT AT
VANGUARD

The Executive Committee **VOTED to approve** the following resolutions:

RESOLVED, that the Executive Committee of the Board of Directors of the Presbyterian Church (U.S.A.), A Corporation (“PCUSA”) hereby adopts the attached Organization Resolution required by Vanguard and authorizes the opening of an account for the purpose of receiving a donor gift to PCUSA from the donor’s Vanguard account.

RESOLVED, FURTHER, that the officers of PCUSA are authorized to liquidate the gift received and close the account as they deem appropriate.

Background: Presbyterian World Mission was named as a beneficiary of an account held by Vanguard. Vanguard requires that an account be set-up by Presbyterian Church (U.S.A.), A Corporation to receive the donor’s gift.

See **Appendix 5** for Vanguard Resolution.

ADJOURNMENT AND
CLOSING PRAYER

The meeting of the Executive Committee was adjourned by Mr. Schramm at 2:01 p.m. and closed with prayer by Mr. Steve Aeschbacher.

Respectfully Submitted,

Mr. Matthew Schramm

Chair, Presbyterian Mission Agency Board

Ms. Linda Valentine

Executive Director, Presbyterian Mission Agency