

ITEM H.101
FOR ACTION

<i>FOR PRESBYTERIAN MISSION AGENCY EXECUTIVE DIRECTOR'S OFFICE USE ONLY</i>			
A. Finance		E. Corporate Property, Legal, Finance	J. Board Nominating and Governance Subcommittee
B. Justice		F. PC(USA), A Corporation	P. Plenary
C. Leadership		G. Audit	
D. Worshipping Communities	X	H. Executive Committee	

Subject: Approval of Minutes

Recommendation:

That the Executive Committee approve the minutes of (attached):

- **June 13, 2014, Executive Committee Meeting**
- **June 13, 2014 Executive Committee of the Presbyterian Church (U.S.A.), A Corporation**
- **August 28, 2014**

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

**COBO Center
Detroit, Michigan
June 13, 2014**

CALL TO ORDER	The 221st stated meeting of the Executive Committee of the Presbyterian Mission Agency Board (“the Board”) was called to order by the chair, Matthew Schramm. Schramm led the Executive Committee members in prayer and recitation of the Executive Committee Covenant.
MEMBERS	Marilyn Gamm – Chair Elect 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 Linda Valentine – Member ex-officio
MEMBERS EXCUSED	Steve Aeschbacher – Member-at-large Art Canada – Vice-chair Josephene Stewart – Acting Chair, Finance Committee
LEADERSHIP CABINET	Terri Bate – Senior Director of Funds Development Roger Dermody – Deputy Executive Director for Mission Kathy Francis – Senior Director of Communications Earline Williams – 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 April Davenport – Staff, Office of Legal Services Mike Kirk – Staff, Office of Legal Services Mienda Uriarte – Staff, World Mission Paula Kinkaid – Presbyterian Layman Chad Herring – Chair elect, Finance Committee
<u>ACTION 1-EC-61314</u> ADOPTION OF AGENDA	Schramm reviewed and the Executive Committee VOTED to adopt the proposed agenda for this meeting (Appendix1).

ACTION 2-EC-61314
APPROVAL OF EXECUTIVE
COMMITTEE MINUTES

The Executive Committee **VOTED** to approve the minutes of the April 23, 2014 Executive Committee meeting as presented ([Appendix 2](#)).

PRESBYTERIAN MISSION
AGENCY SELF-STUDY
REVIEW

Every six years, the General Assembly reviews the work of its agencies. Barry Creech shared that the next review for the Presbyterian Mission Agency will be done at the 2016 General Assembly. Creech led the Executive Committee through the review process and gave a progress report on how the effort is coming along. The Self-Study will be presented to the Board at the September meeting. Members of the Executive Committee were invited to provide input on the Board's work over the past six-eight years. ([Appendix 3](#))

GENERAL ASSEMBLY ITEMS

Creech reviewed highlights of business to the General Assembly and led the Executive Committee through a Briefing Book that included:

- A summary of each item of business to the Assembly
- The text of any Board approved comment
- Notes on any concerns relating to an item
- Talking Points on the item
- Names of the Mission Agency resource people on the item

Following Creech's presentation, Schramm reviewed meetings scheduled for Presbyterian Mission Agency Board Executive Committee and staff members during the General Assembly.

COMMUNICATIONS AND
PROMOTION OF
INITIATIVES

Kathy Francis presented the communications strategy for highlighting the mission and ministry of the Presbyterian Mission Agency. Francis also shared plans for promoting the two initiatives being brought to the General Assembly, "Living Missionally," and "Educate and Child, Transform the World." Commissioners will have an opportunity to celebrate the creation of 248 new worshiping communities by tossing around 248 red beach balls on the plenary floor.

APPROVAL TO SERVE HOLY
COMMUNION

Schramm reported that he and Canada had approved a request from the Evangelism and Church Growth (ECG) ministry area to serve communion during the ECG conference on August 11-14, 2014 at the Tradewinds Resort, St. Pete Beach, Florida.

TIME FOR SHARING

Executive Committee members spent the remainder of their time in the meeting sharing experiences and reminiscing their time on the Board. Those present also saw a preview of a video, written and produced by Schramm, that would be shown during commissioner orientation. The video emphasized the complexity of our parliamentary system with a parody of a song from Les Miserables.

ADJOURNMENT AND

There being no further business, the meeting of the Executive

CLOSING PRAYER

Committee was closed with prayer at 11:49 a.m.

Matthew Schramm
Chair, Presbyterian Mission Agency Board

Linda Valentine
Executive Director, Presbyterian Mission Agency

Draft – June 5, 2014

**PRESBYTERIAN MISSION AGENCY BOARD
EXECUTIVE COMMITTEE**

**June 13, 2014
COBO Center
Detroit, Michigan
Room – 140F
Agenda**

9:00 a.m. Call to Order/Prayer

Matthew Schramm

Recitation of the Executive Committee Covenant

We, the Presbyterian Mission Agency Board Executive Committee, called to this ministry as disciples of Jesus Christ, covenant together to:

- Seek God's will, remaining open to fresh movement of the Holy Spirit, acting boldly and creatively for the sake of the Gospel of Jesus Christ in ministry and mission
- Relate to one another and to Presbyterian Mission Agency staff with honesty, trust, respect, openness and kindness, proclaiming God's graciousness by risking and daring transformation in our lives and work
- Be faithful stewards, seeking to make wise decisions in partnership with the greater church, doing our homework, listening to all points of view, working for consensus, and faithfully supporting decisions we have made
- Worship and pray with joy and appreciation for God's guidance in doing this work.

Adopt Agenda

Approve April 23, 2014 Executive Committee Minutes

**9:15 a.m. Naming a Sole Negotiator for Potential Return of
Gordon College**

*April Davenport,
Mienda Uriarte*

- 9:20 a.m. Presbyterian Mission Agency Self-Study Review** *Barry Creech*
- 9:40 a.m. General Assembly Items** *Linda Valentine & Barry Creech*
- Review Highlights of Business/Briefing Book
 - Executive Committee Meetings at GA
 - GA Assignments
 - Review of GA Calendar – Where Do Executive Committee Members Need to Be?
 - PC Biz and Apps Training
 - Other Last Minute Instructions
- 10:40 a.m. Break**
- 10:55 a.m. Communications and Promotion of Initiatives** *Kathy Francis*
- 11:00 a.m. For Information:** *Matthew Schramm*
- Approval of Request to Serve Holy Communion
- 11:05 a.m. A Time for Sharing**
- 12:00 p.m. Adjournment with Prayer followed by:**
- Lunch Together at Pegasus
(558 Monroe Street in Greek Town. Debbie will lead us.)

Draft – Not Yet Approved

**Minutes of the Executive Committee of the
Presbyterian Mission Agency Board
Of the Presbyterian Church (U.S.A.)
The Brown Hotel
April 23, 2014
Louisville, Kentucky**

CALL TO ORDER

The 220th stated meeting of the Executive Committee of the Presbyterian Mission Agency Board (“the Board”) was called to order by chair, Matthew Schramm. Schramm led the Executive Committee members in prayer and recitation of the Executive Committee Covenant.

ATTENDANCE

Those present for all or a portion of the meeting were:

MEMBERS

Steve Aeschbacher – Member-at-large
Art Canada – Vice-chair
Marilyn Gamm – Chair Elect
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
Josephene Stewart – Acting Chair, Finance Committee
Linda Valentine – Member ex-officio

LEADERSHIP CABINET

Terri Bate – Senior Director of Funds Development
Roger Dermody – Deputy Executive Director for Mission
Kathy Francis – Senior Director of Communications
Earline Williams – Deputy Executive Director for Shared Services

RECORDER

Susan Abraham –Staff, Office of the Executive Director

OTHERS

Mary C. Baskin – Presbyterian Mission Agency Board
Martha Clark –Staff, Office of Legal Services
Barry Creech –Staff, Office of the Executive Director
Denise Hayden – Staff, Office of the Executive Director
April Davenport –Staff, Office of Legal Services
Deborah Fair – General Assembly Committee on Representation
(GACOR)
Hunter Farrell – World Mission
Ruth Gardner – Human Resources
Denise Hampton – Finance and Accounting
Chip Hardwick – Theology, Worship and Education
Lee Hinson-Hasty – Theology, Worship and Education

Courtney Hoekstra – Office of the Executive Director
Eric Hoey – Evangelism and Church Growth
Rhashell Hunter – Racial Ethnic and Women’s Ministries/PW
Paula R. Kincaid – Presbyterian Layman
Michael Kirk –Legal Services
Sara Lisherness – Compassion, Peace and Justice
Sam Locke – Funds Development
Kathy Lyvers – Legal Services
Andrea McNicol – Finance and Accounting
Jerry Van Marter – Presbyterian News Service
Emily Odom – Communications
Jacob Parsons-Wells – Advocacy Committee for Women’s Concerns
Vince Patton – Racial Ethnic and Women’s Ministries/PW
Lisa Robbins – Human Resources
Carmen Rosario – Advocacy Committee for Racial Ethnic Concerns
Leslie Scanlon, Presbyterian Outlook
Melody Smith – Communications

ACTION 1-EC-42314
ADOPTION OF AGENDA

Schramm reviewed and the Executive Committee VOTED to adopt the proposed agenda for this meeting (**Appendix1**).

ACTION 2-EC-42314
APPROVAL OF EXECUTIVE COMMITTEE MINUTES

The Executive Committee **VOTED** to approve the minutes of the following Executive Committee meetings as presented (**Appendix 2**):

- February 5, 2014
- April 2, 2014

ACTION 3-EC-42314
CHAIR APPOINTMENT

The Executive Committee **VOTED to ratify** the appointment of the following individuals to the Historically Presbyterian Racial Ethnic Educational Institutions Task Force (**Appendix 3**):

1. Mr. Lindsey Gilbert
2. Rev. Doug Dalglish
3. Dr. Peter Millet
4. Dr. James Matthews
5. Rev. Dr. Richard Rojas Banuchi
6. Rev. Curtis Kearns Jr.
7. Rev. Martha Sadongei

ACTION 4-EC-42314
GA ATTENDANCE RATIONALE

The Executive Committee VOTED to approve and forward to the Presbyterian Mission Agency Board for consent the Attendance Rationale for the 221st General Assembly (2014) for a total of 261 persons (**Appendix 4**).

REPORTS

Terri Bate, Senior Director for Funds Development presented World Mission Funds Development Report for 2013 (**Appendix 5**). Rev. [Jon Moore](#) was recently hired to develop and execute funds development strategies to support PC(USA)'s goal of establishing 1,001 new worshipping communities over the next ten years.

Sam Locke, Director of Special Offerings, presented the Special Offerings Report for the year 2013 (**Appendix 6**).

**COMMENTS TO THE 221ST
GENERAL ASSEMBLY
(2014)**

The Executive Committee VOTED to approve comments on the following Reports to the 221st General Assembly (2014) (**Appendix 7**):

**ACTION 5-EC-42314
A RESOLUTION TO
DEVELOP A CHURCH-WIDE
ANTI-RACISM POLICY**

“Resolution to Develop a Church-wide Anti-Racism Policy from the Advocacy Committee for Racial Ethnic Concerns”

1. Direct the Presbyterian Mission Agency to develop a church-wide anti-racism policy similar to the existing anti-discrimination policies.
2. Direct the Presbyterian Mission Agency to develop procedures and evaluation criteria for the implementation of a church-wide anti-racism training program. The Presbyterian Mission Agency will report back to the 222nd General Assembly (2016) regarding actions taken and results achieved.
4. Direct the Presbyterian Mission Agency to develop tools, assessment instruments, and training materials for the presbyteries and congregations in order to develop clear and effective understanding of systemic racism - including white privilege, power, and prejudice in relation to race.

**ACTION 6-EC-42314
A REVIEW OF EFFORTS
REGARDING CULTURAL
PROFICIENCY....”**

“A Review of Efforts Regarding Cultural Proficiency and Creating a Climate for Change in the Presbyterian Church (U.S.A.) – Report to the 221st General Assembly (2014) from the Advocacy Committee for Racial Ethnic Concerns”

1. Direct the Presbytery Mission Agency (PMA) to reestablish and fill the position of Associate for Organizational Diversity, Education, and Recruitment or an appropriate alternative.

**ACTION 7-EC-42314
A RESOLUTION TO DEFINE
AND INTERPRET
STANDARDS FOR PC(USA)
RACIAL ETHNIC SCHOOLS**

“A Resolution to Define and Interpret Standards for PC(USA) Racial Ethnic Schools and Colleges from the Advocacy Committee for Racial Ethnic Concerns”

Direct the Presbyterian Mission Agency, in consultation with the Racial Ethnic Schools and Colleges Presidents Roundtable, to convene a racially diverse special task force of six with expertise in the field of education to define and interpret the standards for racial ethnic schools related to the PC(USA). The task force should conduct most of their business via electronic means, meeting one time face-to-face, and they should consult with current PC(USA) related racial ethnic schools on what characteristics in a school produce racial ethnic leaders in today’s multicultural society. The task force should report back to the 222nd

General Assembly (2016) on their findings.

ACTION 8-EC-42314

**“A RESOLUTION TO
SUPPORT HOTEL AND
HOSPITALITY
WORKERS....”**

“A Resolution to Support Hotel & Hospitality Workers through the Adoption of Just Policies in the Presbyterian Church (U.S.A.) from the Advocacy Committee for Women’s Concerns (ACWC)”

Direct the Presbyterian Mission Agency and Office of General Assembly to include protective language in every hotel contract so that if there is a labor dispute at the contracted hotel, the Presbyterian Church (U.S.A.) can pull out of the contract without penalty.

Direct the Presbyterian Mission Agency and the Office of General Assembly to adopt a policy that gives preference to hotels where workers are organized and commits to honoring and upholding boycotts that are directly related to workers’ wages and working conditions.

ACTION 9-EC-42314

**SELF-STUDY REPORT OF
THE ADVOCACY
COMMITTEE FOR
WOMEN’S CONCERNS...”**

“The Self-Study Report of the Advocacy Committee for Women’s Concerns of the Presbyterian Church (U.S.A.) to the 221st General Assembly (2014)”

6. Direct the Presbyterian Mission Agency Board to comply with the current (November 2013) Presbyterian Mission Agency Manual in maintaining the dual-member relationship with ACWC, in accordance with the instruction that the advocacy committees “shall” have a member of the Presbyterian Mission Agency Board, and in light of the particular nature of the advocacy committee’s mandate to “advise the Presbyterian Mission Agency Board on matters of women’s concerns” and to “monitor the implementation of women’s policies and programs relative to women’s concerns.

ACTION 10-EC-42314

**THE GOSPEL FROM
DETROIT: RENEWING THE
CHURCH’S URBAN VISION**

“The Gospel from Detroit: Renewing the Church’s Urban Vision” – From the Advisory Committee on Social Witness Policy

3. Strengthen the Presbyterian Church (U.S.A.)’s commitment to bear the gospel of Jesus Christ to the cities of this nation and to support mid-council efforts by renewing its urban mission strategy and designating a staff position dedicated to the coordination of General Assembly resources related to metro/urban ministry, including ministries of racial and economic equity; that this position to be lodged in the Compassion, Peace, and Justice Ministries of the Presbyterian Mission Agency; that this position be funded through 2020, and that it carry out the following functions:
 - a. Work with presbyteries, congregations, and synods to organize local, regional and national networks of metro/urban ministry practitioners.
 - b. Coordinate Presbyterian Mission Agency resources and programs

related to metro/urban ministry (that have been located in several ministry areas).

- c. Develop partnerships with other faith-based and community-based organizations, especially those creating multiracial and multi-class constituencies that support metro/urban ministry.
- d. Develop a catalog of resources that are available to support metro/urban congregations and ministries, such as grants, training, and volunteer opportunities.
- e. Provide technical assistance and training to those engaged in metro/urban ministries and to those partnering in the creation of new intentional communities of Presbyterians engaged in such ministries of witness and service.
- f. Work with presbyteries, synods, seminaries, and other related metro/urban ministry organizations to develop training and networking opportunities, particularly with attention to racial and economic justice.
- g. Be an advocate for metro/urban ministry at the congregational, presbytery, synod, and General Assembly level.

4. To equip new ministries and worshipping communities, direct:

- a. Compassion, Peace, and Justice Ministries to organize on-going regional conversations on “Race, Class, and the Current Challenges of Urban Ministry,” gathering the rich resources of those who have significant experience in urban ministry, particularly the rich resources of people of color; that the collective wisdom of such conversations be edited, organized, and published periodically in the print, video and digital media of the PC(USA) for wide availability.

ACTION 11-EC-42314
RESOLUTION ON SEXUAL
VIOLENCE WITHIN THE
U.S. MILITARY SERVICES:
A 2014 HUMAN RIGHTS
UPDATE

“Resolution on Sexual Violence within the U.S. Military Services: A 2014 Human Rights Update” – From the Advisory Committee on Social Witness Policy

Direct the Office of Public Witness and encourage Presbyterians generally to support the development of preventive, restorative, and where necessary punitive measures to end the problem of sexual abuse in the U.S. military; and

Direct the Office of Public Witness and the Presbyterian Ministry at the United Nations, and encourage Presbyterians generally, to support the implementation of policies to prevent sexual violence by U.S. and other military personnel engaged in joint jurisdictions such as United Nations (UN) Peacekeeping and North American Treaty Organization

(NATO), both within these forces and among vulnerable refugee and asylum-seeking civilian populations.

ACTION 12-EC-42314
**MINISTERIAL
COMPENSATION AND THE
THEOLOGY OF
COMPENSATION:
INCENTIVES AND
SOLIDARITY**

“Ministerial Compensation and the Theology of Compensation: Incentives and Solidarity,” from the Advisory Committee for Social Witness Policy”

Requests the Presbyterian Mission Agency to have its Personnel Committee review church-wide ministerial salary data as context for its review of Mission Agency salaries.

ACTION 13-EC-42314
**COMMENT ON OVERTURE
053 – A RESOLUTION OF
SPIRITUAL AND MATERIAL
SUPPORT FOR THE
PERSECUTED CHURCH**

The Executive Committee VOTED to approve the comment on Overture 053, “A Resolution of Spiritual and Material Support for the Persecuted Church—From the Presbytery of Upper Ohio Valley” (Appendix 8).

FOR INFORMATION

The Executive Committee received the Committee on Theological Education’s report to the 221st General Assembly (2014) for information (**Appendix 8**).

**2014 AND 2015-2016
BUDGETS**

Linda Valentine, Earline Williams and Roger Dermody presented the 2014 and 2015-2016 budgets (**Appendix 9**). The 2015 and 2016 budgets will go to the upcoming 221st General Assembly for approval.

ACTION 14-EC-42314
**CONVENE IN CLOSED
SESSION**

The Executive Committee **VOTED** to convene in closed session at 9:49 a.m. to discuss personnel matters with only voting members of the Executive Committee and the following individuals who were invited to remain and to attend all or a portion of the closed session:

1. Marilyn Gamm
2. Linda Valentine
3. Roger Dermody
4. Earline Williams
5. Barry Creech
6. Terri Bate
7. Kathy Francis
8. Denise Hampton
9. Andrea McNicol
10. Lisa Robbins
11. Ruth Gardner
12. Martha Clark
13. April Davenport
14. Mike Kirk
15. Hunter Farrell
16. Chip Hardwick
17. Eric Hoey
18. Rhashell Hunter
19. Sara Lisherness

20. Melody Smith
21. Susan Abraham
22. Thomas Hay

ACTION 15-EC-42314
RISE FROM CLOSED
SESSION

The Executive Committee **VOTED** to rise from closed session at 10:30 a.m. The chair announced that the following action had been taken in closed session:

That the Presbyterian Church (U.S.A.), A Corporation ("Employer") is authorized to share a portion of the cost of Dependent Medical Dues (defined below) in the manner set forth below:

"Dependent Medical Dues" means the difference in the percentage of dues paid for individual coverage (e.g., 23% for 2015) and family medical coverage (e.g., 24.5% for 2015) under the Benefits Plan of the Board of Pensions of the Presbyterian Church (U.S.A.) ("BOP"). For calendar year 2015, the Dependent Medical Dues percentage is 1.5 % of effective salary. "Effective Salary" is defined as any compensation paid during a Plan year to a Benefits Plan member by an employing organization. It includes sums paid for deferred compensation (funded or unfunded) provided to a member by an employing organization and any housing allowance (including utilities and furnishings allowances).

The Employer will continue to pay medical dues for individual coverage (23% of effective salary in 2015) for employees regardless of whether they have individual or family coverage.

Employees will no longer be required to cover dependents under the medical plan.

Dependent Medical Dues (1.5% of effective salary for 2015) will be shared by the Employer and employee as follows:

An employee whose effective salary is below the minimum effective salary established by the BOP (\$44,000 for 2015) will not be impacted by cost sharing regardless of whether the employee enrolls in individual or family coverage;

An employee whose effective salary is equal to or higher than the minimum effective salary and who enrolls in individual coverage will not be impacted by cost sharing;

An employee whose effective salary is equal to or higher than the minimum effective salary and who enrolls in family coverage through pre-tax payroll deduction, the following:

Dependent Care Dues	Paid by Employer	Paid by Employee	Total
2015	1.0%	0.5%	1.5%
2016	0.5%	1.0%	1.5%

For 2017 and beyond the Employer is authorized to continue to cost share Dependent Medical Dues with employees at the 2016 percentage, as set forth above; and

Family coverage will continue to be fully paid by the employer for Mission Personnel, with no cost sharing. Mission Personnel will no longer be required to cover dependents under the medical plan.

That the officers of the Employer be and hereby are authorized to take any and all actions necessary to implement this action; and

That the Executive Committee of the Presbyterian Church (U.S.A.), A Corporation is authorized to amend the Employer's Cafeteria Plan if required to implement this action; and

Further that the Executive Committee is authorized to modify this action when necessary and shall report any modifications to the next meeting of the Board of the Employer.

**ACTION 16-EC-42314
RESOLUTION TO EDUCATE
AGAINST AND PREVENT
VOTER SUPPRESSION**

The Executive Committee **VOTED** to approve the comment on a “Resolution to Educate Against and Help Prevent Voter Suppression from the Advocacy Committee for Racial Ethnic Concerns” with amendments. **(Appendix 7)**

1. Direct the Office of Public Witness to develop advocacy strategies to work against voter suppression and for greater freedom in voting and access to voting, and to share news of these efforts across the church.

**COMMUNICATIONS
MINISTRY REPORT**

As part of her report, Senior Director of Communications, Kathy Francis, invited the Executive Committee to offer ideas for the Presbyterian Mission Agency’s new communications plan, which will be designed to create broader awareness of our mission and ministry across the church.

**REVIEW OF COMMITTEE
BUSINESS**

Committee chairs highlighted business expected in each of their committees for this meeting.

**GENERAL ASSEMBLY
HIGHLIGHTS**

Valentine, Creech, Schramm, and Francis gave a preview of the 221st General Assembly (2014) to be held in Detroit, Michigan. The

presentations highlighted the following elements:

- Presbyterian Mission Agency's Inputs and Responses to the Work of GA
- How GA Guides the Work of the Presbyterian Mission Agency
- General Assembly Business
- How to use PC-Biz
- Role of the Executive Committee at GA
- Presbyterian Mission Agency Exhibit, and
- Communications Plans

**AUDIT COMMITTEE
REPORT**

Mary Baskin, chair of the Audit Committee, reported on business before the committee.

RECESS FOR LUNCH

The Executive Committee was recessed for lunch at 12:29 p.m.

RECONVENE

The Executive Committee reconvened at 2:00 p.m.

**BOARD DEVELOPMENT
AND TIME FOR
REFLECTION**

As a part of Board Development, the Executive Committee had been reading and discussing the book *The Art of Possibility* by Benjamin and Rosamund Zander at each meeting for the past two years. Schramm concluded the study at this meeting with a review of the 12 practices outlined in the book.

**ACTION 17-EC-42314
CONVENE IN CLOSED
SESSION**

The Executive Committee **VOTED** to convene in closed session at 2:26 p.m. to discuss personnel matters with only voting members of the Executive Committee and the following individuals:

- Ellen Cason
- Roger Dermody
- Kears Pollock
- Linda Valentine
- Barry Creech
- Martha Clark
- Tim Stepp

**ACTION 18-EC-42314
RISE FROM CLOSED
SESSION**

The Executive Committee **VOTED** to rise from closed session at 2:47 p.m. No actions were taken in closed session.

**CLOSING PRAYER AND
ADJOURNMENT**

There being no further business, the meeting of the Executive Committee was adjourned and closed with prayer at 2:48 p.m.

Presbyterian Mission Agency

September 17-19, 2014

Appendix 2

Mr. Matthew Schramm
Chair, Presbyterian Mission Agency Board

Ms. Linda Valentine
Executive Director, Presbyterian Mission Agency

Presbyterian Mission Agency
 Six Year Review

1. Review Committee to be elected at this assembly

Composition: The committee is composed of twelve (12) members:

- four (4) commissioners from the previous three assemblies—(2008 in San Jose, 2010 in Minneapolis, and 2012 in Pittsburgh),
- four (4) who have previously served on the board of another General Assembly agency
- four (4) at-large members (which may include ecumenical partners).

Nominees (as of 6/11/2014):

Eric Beene	WMT	36-45	Savannah	SA	AL
Eliana Maxim	HFT	46-55	Seattle	ANW	AL
Kenneth G. Page	WMT	46-55	Grand Canyon	SW	Comm/2012
Elizabeth Swee	WFT	56-65	Northern Plains	LAK	AL
James N. Tse	AMR	46-55	New York City	NE	AL
J. Perry Wooten	WMT	75+	New York City	NE	Comm
Pending					Comm
Pending					Comm
Pending					Agency
Pending					Agency
Pending					Agency
Pending					Agency

Responsibility: Provide an objective report to the General Assembly as to the agencies’ compliance to the standards of review and the quality and acceptability of the agencies’ self-study. The committee may

provide advice on areas of program improvement. The committee's role will be to examine the agencies' church relations, its policies and practice and its program effectiveness.

2. Elements of the Review:

- A **Self Study** conducted by the agency being reviewed and presented to the Agency Review Committee at the first meeting of the Agency Review Committee.
- **On site visits** by the Agency Review Committee including interviews with agency staff as required.
- A **survey** conducted by the Agency Review Committee to gain information about the agencies' effectiveness and profile in the larger denomination.
- The Agency **Review Committee report** to the General Assembly.

3. Standards of Review (excerpts):

A. Church Relatedness

- 1) ...expected to have the expertise necessary to accomplish the work assigned, and also expected to exhibit a constant awareness of a servant role in the life of the PC(USA).
- 2) The basic work, programs and services demonstrate fidelity to the mission and accountability procedures set forth in the agency's establishing deliverance, charter, or mandate from the assembly.
- 3) When appropriate, printed materials clearly identify the agency as a part of the PC(USA).
- 4) ...honors the policy statements of the General Assembly of the PC(USA) and the Constitution.
- 5) ...includes in its administrative officers and in its governing board, in consultation with the General Assembly Nominating Committee, persons who understand and respect the relationship with the PC(USA).
- 6) ...provides responses to directives and requests from the General Assembly.

B. Policies and Program Effectiveness

- 1) ...understands the responsibility is to manage agency assets for the good of the whole of the PC(USA).
- 2) The governing board is properly constituted, clearly identified, and fully conversant with (a) the mission of the agency, (b) the current overall condition of the agency, (c) its specific responsibilities as directors, (d) the legal relationship of the agency to the church, and (e) its relationship to the president or chief officer.
- 3) ... exhibits full compliance with all appropriate external regulatory and accrediting agencies.
- 4) An annual audit of the financial affairs is conducted by qualified and disinterested parties.
- 5) The governing board has a process for the selection and review of its chief officer or president.
- 6) The president or chief officer and the governing board have policies and procedures by which they assure that the agency staff hold the necessary and appropriate skills, licenses,

and experience to make it reasonable to anticipate that they can perform their work satisfactorily and a functioning policy with expectations of staff development.

- 7) ...has in place and operating a long-range and short-range planning process and a process for measuring its delivery of services and of monitoring the effectiveness of those services with its constituencies.
- 8) ...exhibits an effective strategy for producing high-quality communication with its constituencies.
- 9) ...currently structured to effectively face the challenges of the future and demonstrates appropriate attention to current and emerging technologies to enable it to fulfill its mission.

C. Collaboration

- 1) ...presses beyond communication and consultation to genuine collaboration and, where appropriate and/or directed by GA, shares agendas and work with other agencies toward fulfillment of shared goals.
- 2) ...maintains open and regular communication with, and provides timely and appropriate access to information to, other agencies and PC(USA) constituencies, including mid councils.
- 3) ...has conducted an evaluation of the potential gains and risks associated with collaborative endeavors with other agencies whenever new programs are initiated.
- 4) ...seeks pragmatic solutions to operational challenges by relying on the assets, resources, and strengths of other agencies.

4. The Self-Study

Mandated Structure of the Self Study	Progress
Chapter 1 - Summarize the work of the steering committee which conducted the self-study, including the names of the members of the steering committee and a schedule of their work;	A self-study review team was appointed by the chair: <ul style="list-style-type: none"> • Former chair Carol Adcock • Mihee Kim-Kort • Heath Rada Their work of reviewing the self-study has not yet begun, because the self-study is incomplete.
Chapter 2 - Introduce the agency, its work and ministry	Done in two pages...brief narrative and structural organizational chart

<p>Chapter 3 - Outline the agency's response to the last Agency Review</p>	<p>The 2008 review of the GAC and the 2010 review of the assembly agencies as a whole produced 47 recommendations for the Mission Agency. Each one is answered in the draft report.</p> <ul style="list-style-type: none"> • 99% Done, in 26 pages of copy, additional staff input is needed on a few items.
<p>Chapter 4 - Outline how the agency fulfills the standards of review concerning Church Relatedness</p>	<p>About two-thirds finished, in 13 pages.</p>
<p>Chapter 5 - Outline how the agency fulfills the standards of review concerning Policies and Program Effectiveness;</p>	<p>Not yet started...intent is to focus on program evaluation</p>
<p>Chapter 6 - Outline how the agency fulfills the standards of review concerning Collaboration</p>	<p>Draft complete, in 4 pages.</p>
<p>Chapter 7 - Introduce the agency's supervising board, including board membership and contact information and a summary of their work;</p>	<p>Not yet started.</p>
<p>Chapter 8 - Offer reflections on the agency from the agency president or director;</p>	<p>Draft complete, in 3 pages.</p>
<p>Exhibits:</p> <ol style="list-style-type: none"> 1) Brochures and publications which communicate to the church; 2) A vision or mission statement if one is in current use; 3) Recent evaluations of the agency president or director; 4) Roster of agency employees; 5) Human resources manuals and staff development plans; 6) Budgets; 7) Audits; 8) Current web sites; 9) Supervisory board manual 10) Organization charts for the agency 	<p>Will gather at the end</p>

5. Board input

Chapter 7 – The Presbyterian Mission Agency Board

- Make reference to the Board directory
- Cite Manual of Operations on the role and structure of the Board, including committee charters
- Summary of Board accomplishments
 - Excerpt from Meeting Highlights and Talking Points
 - Get input from the Board Executive Committee

**Minutes of the Executive Committee of the
Presbyterian Church (U.S.A.), A Corporation**

**COBO Center
Detroit, Michigan
June 13, 2014**

CALL TO ORDER The 221st stated meeting of the Executive Committee of the Presbyterian Mission Agency Board (“the Board”) was called to order by the chair, Matthew Schramm. The Executive Committee was also meeting as the Executive Committee of the Presbyterian Church (U.S.A.), A Corporation. Schramm led the Executive Committee members in prayer and recitation of the Executive Committee Covenant.

MEMBERS/DIRECTORS Marilyn Gamm – Chair Elect
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
Linda Valentine – Member ex-officio

MEMBERS EXCUSED Steve Aeschbacher – Member-at-large
Art Canada – Vice-chair
Josephene Stewart – Acting Chair, Finance Committee

OFFICERS Earline Williams Executive Vice President, Chief Financial Officer
Roger Dermody Executive Vice President
Martha Clark Senior Vice President and Secretary
Barry Creech Vice President
April Davenport Vice President and Assistant Secretary
Michael K. Kirk Vice President and Assistant Secretary

QUORUM A quorum was declared present for the transaction of business.

RECORDER Susan Abraham –Staff, Office of the Executive Director

OTHERS Terri Bate – Senior Director of Funds Development
Kathy Francis – Senior Director of Communications
Mienda Uriarte – Staff, World Mission
Paula Kinkaid – Presbyterian Layman

ACTION
NAMING A SOLE
NEGOTIATOR FOR
POTENTIAL RETURN OF
GORDON COLLEGE

The Executive Committee acting as the Presbyterian Church (U.S.A.), A Corporation, **VOTED** to approve that the Presbyterian Church (U.S.A.), A Corporation, the Board of Foreign Missions of the Presbyterian Church (U.S.A.), the Commission on Ecumenical Mission and Relations of the Presbyterian Church (U.S.A.), and The Women’s Board of Foreign Missions of the Presbyterian Church (U.S.A.) (hereinafter collectively referred to as “**PCUSA Corporations**”) appoint Dr. James Tebbe to serve as the sole-negotiator in negotiations with the Government of the Punjab and any other governmental entity in Pakistan for the denationalization and return of Gordon College. ([Appendix 1](#))

ADJOURNMENT AND
CLOSING PRAYER

There being no further business, the meeting of the Executive Committee was closed with prayer at 11:49 a.m.

Mr. Matthew Schramm
Chair, Presbyterian Mission Agency Board

Ms. Linda Valentine
Executive Director, Presbyterian Mission Agency

ITEM FOR ACTION

Subject: Naming a Sole Negotiator for Potential Return of Gordon College

Recommendation: That the Presbyterian Church (U.S.A.), A Corporation, the Board of Foreign Missions of the Presbyterian Church (U.S.A.), the Commission on Ecumenical Mission and Relations of the Presbyterian Church (U.S.A.), and The Women's Board of Foreign Missions of the Presbyterian Church (U.S.A.) (hereinafter collectively referred to as "**PCUSA Corporations**") appoint Dr. James Tebbe to serve as the sole-negotiator in negotiations with the Government of the Punjab and any other governmental entity in Pakistan for the denationalization and return of Gordon College.

Background: In agreement with the recommendation from the Board of Governors of Forman Christian College and the Board of Governors of Gordon College, it is requested by the World Mission ministry area that the Presbyterian Church (U.S.A.), A Corporation, the Board of Foreign Missions of the Presbyterian Church (U.S.A.), the Commission on Ecumenical Mission and Relations of the Presbyterian Church (U.S.A.), and The Women's Board of Foreign Missions of the Presbyterian Church (U.S.A.) (hereinafter collectively referred to as "**PCUSA Corporations**")¹ appoint Dr. James Tebbe to serve as the sole-negotiator who will officially negotiate Gordon College's return.

- Dr. Tebbe is highly experienced and a competent person. He is successfully providing leadership for running Forman Christian College, Lahore.
- He is available in Pakistan and he has mettle to take up a project and lead it to successful end.
- Being the rector of a university, he probably is the best person who can identify resource persons to run designated academic programs at Gordon College when it is denationalized. By now he has made enough reputation and contacts in government and non-government circles.
- He is very kind hearted to Christian students, and he enjoys respect in the local churches.
- He was born and raised in Pakistan, was educated in the United States, and has reasonably good skills in the local Urdu language.

It is also recommended that an American be the representative, since this person will be clearly seen by the government of Pakistan as representing the foreign body that owns the property. Further, expatriates are much less likely to be caught in the land politics that can so badly affect the Christian community in Pakistan. Dr. James Tebbe, a Presbyterian Church (U.S.A.) teaching elder in good standing, who is familiar with Pakistani attitudes and customs. Since 2012, Dr. James Tebbe has served as the Rector of Forman Christian College and has been working on return issues concerning Gordon College since 2006.

¹ The Board of Foreign Missions of the Presbyterian Church (U.S.A.), the Commission on Ecumenical Mission and Relations of the Presbyterian Church (U.S.A.), and The Women's Board of Foreign Missions of the Presbyterian Church (U.S.A.) are constituent corporations of Presbyterian Church (U.S.A.), A Corporation.

History

Built in 1856 by Presbyterian missionaries, Gordon College started out as a Christian Grammar High School. The college chapter of the school opened in 1893 with 14 students as the first class. The school was welcoming of all students, granting admission and provision for the poor regardless of religious background or regional/ethnic origin.

In 1972 the government of Pakistan nationalized education which included the seizing of religious institutions including Forman Christian College in Lahore, Kinnaird College in Lahore, Murray College in Sialkot, and Gordon College in Rawalpindi. Forman Christian College was returned to church control in 2003 while Gordon College was included on a future return list.

The Process of Reclaiming Gordon College

The Government of the Punjab, under which Gordon College is recognized, has gone on record as wanting to denationalize educational institutions. There has been a Provincial Assembly task force whose remit is to specifically see that this happens.

Denationalization is universally desired by alumni as well as most education officials. They all acknowledge that Gordon College was at its absolute best under the leadership of Presbyterian educational missionaries.

The narrative that has attracted government support of this plan and that must be the touchstone for negotiations is the recounting of Forman Christian College's successful return to standards of excellence and inclusion for the sake of the people of Pakistan. Forman Christian College continues to maintain an excellent record of promoting and modeling interfaith harmony, cooperation and tolerance.

The negotiations will require certain terms from the government of Pakistan in the process of negotiating the denationalization of Gordon College. However, the expectation of the PCUSA Corporations, the Board of Governors of Forman Christian College, and the Board of Governors of Gordon College is that the PCUSA Corporations will contribute financially only to the extent of available endowment income and other restricted fund income designated for the benefit of Gordon College. Additionally, giving opportunities may be made available via an Extra Commitment Opportunity.

Draft – Not Yet Approved

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

August 28, 2014 –1:00 p.m. EST

CALL TO ORDER	Marilyn Gamm, Chair, called the meeting of the Executive Committee of the Presbyterian Mission Agency Board (“the Board”) to order with prayer.
ATTENDANCE	Gamm called upon Susan Abraham, recorder for the meeting, to call the roll. A quorum was declared present for the transaction of business.
MEMBERS PRESENT	James Ephraim, Jr. – Chair, Justice Committee Marilyn Gamm – Chair, Presbyterian Mission Agency Board Chad Herring – Chair, Finance Committee Mary Jorgenson – Member-at-large Mihee Kim-Kort – Member-at-large David Shinn – Chair, Worshiping Communities Committee Josephene Stewart – Vice-chair, Presbyterian Mission Agency Board Kevin Yoho – Chair, Leadership Committee Linda Valentine – Member ex-officio
MEMBERS EXCUSED	Marsha Zell Anson – Member-at-large
<i>Leadership Cabinet</i>	Terri Bate (via phone) – Senior Director, Funds Development Ministry Roger Dermody – Deputy Executive Director for Mission Earline Williams – Deputy Executive Director for Shared Services
<i>Recorder</i>	Susan Abraham – Staff, Office of the Executive Director
<i>Staff</i>	Martha Clark – Staff, Office of Legal Services Barry Creech – Staff, Office of the Executive Director Denise Hayden – Staff, Office of the Executive Director Chip Hardwick – Staff, Theology, Worship and Education
<u>ACTION – 1-EC-082814</u> EXECUTIVE COMMITTEE MEETING AGENDA AND BOARD MEETING AGENDA	Gamm led the committee through the proposed agendas for the September Executive Committee and Board meetings. The Executive Committee VOTED to approve the agendas for the September 2014 meetings of the Executive Committee and the Presbyterian Mission Agency Board (Appendices 1 and 2).
<u>ACTION – 2-EC-082814</u> ASSIGNMENT OF BUSINESS TO COMMITTEES	Barry Creech reviewed the assignment of business items to Board committees. The Executive Committee VOTED to approve the assignment of business to committees as submitted (Appendix 3). Creech also reviewed list of information items and asked that chairs encourage their members to

ask for clarification about any of the items that raised a question.

**EXCUSED ABSENCES AND
EARLY DEPARTURES**

Gamm invited Susan Abraham to present the list of “Excused Absences and Early Departures.” ([Appendix 4](#)).

It was noted that the following new members will miss New Member Orientation because they will either not be at the meeting or will arrive after Orientation on Tuesday:

1. Harold Delhagen
2. Rafael Medina
3. Corey Schlosser-Hall
4. Landon Whitsitt

It was recommended that a brief orientation be provided for the above members either via webinar or at the spring Board meeting.

COMMITTEE MEETINGS

Creech reminded the Executive Committee that lunch on Tuesday with new members of the Board will be a time for team-building. Chairs of each committee were also reminded to assign mentors for new members on their committee. Following the conference call, chairs are to get in touch with lead staff resource persons to set agendas for committees. Agendas are due by September 8

STONY POINT REPORT

Chip Hardwick, director of Theology, Worship and Education, presented a progress report on the ongoing work of reconciliation between the Presbyterian Mission Agency staff and the members of the Presbyterian Mission Agency Board. ([Appendices 5 and 6](#)). The Executive Committee thanked Hardwick and commended him on the good work done to facilitate this endeavor.

Gamm expressed concern about financial impact/hardship of the one week furlough, especially upon lower paid staff, and encouraged that if such a measure is necessary in future that the furlough be spread over several pay periods rather than all in one.

**NEW MEMBER
ORIENTATION**

Creech invited the Executive Committee to offer ideas for New Member Orientation. Chad Herring, who is also a member of the Nominating and Governance Subcommittee, reported that the subcommittee is experiencing difficulty getting new members to serve on boards of other agencies. Herring requested that the willingness to serve on other boards and committees be raised as an expectation for elected members during Orientation.

**ADJOURNMENT & CLOSING
PRAYER**

There being no further business, the meeting of the Executive Committee was adjourned with prayer by Gamm at 1:46 p.m.

Respectfully Submitted,

Marilyn Gamm
Chair, Presbyterian Mission Agency Board

Linda Valentine
Executive Director, Presbyterian Mission Agency

Draft – August 27, 2014

ITEM H.100
PRESBYTERIAN MISSION AGENCY BOARD
Executive Committee
September 16, 2014
The Presbyterian Center
100 Witherspoon Street
Louisville, KY 40202

Room – Conference Rooms A/B
AGENDA

8:30 a.m. **Worship with New Members - Chapel** *Chad Herring*

8:45 a.m. **Group Building - Chapel**

9:30 a.m. **Call to Order – Conference Rooms A/B** *Marilyn Gamm*

Recitation of the Executive Committee Covenant

We, the Presbyterian Mission Agency Board Executive Committee, called to this ministry as disciples of Jesus Christ, covenant together to:

- Seek God's will, remaining open to fresh movement of the Holy Spirit, acting boldly and creatively for the sake of the Gospel of Jesus Christ in ministry and mission
- Relate to one another and to Presbyterian Mission Agency staff with honesty, trust, respect, openness and kindness, proclaiming God's graciousness by risking and daring transformation in our lives and work
- Be faithful stewards, seeking to make wise decisions in partnership with the greater church, doing our homework, listening to all points of view, working for consensus, and faithfully supporting decisions we have made
- Worship and pray with joy and appreciation for God's guidance in doing this work.

9:35 a.m. **Review and Adopt Agenda – H.100** *Marilyn Gamm*

Approval of Minutes – H.101

- **June 13, 2014**

**(Executive Committee Meeting Minutes and Minutes
of the Executive Committee of the Presbyterian
Church (U.S.A.), A Corporation)**

• **August 28, 2014**

Report of the Chair

- a. Chair's Appointments – H. 102
 - b. 221st GA (2014) Referrals – H. 103
 - c. Celebration of Holy Communion – H. 104
- 9:40 a.m. Board Meeting Schedule for 2015-2018 – H. 105** *Barry Creech*
- 9:45 a.m. Changes to the *Manual of Operations* – H.106** *Barry Creech*
- 9:50 a.m. Covenant of Understanding Regarding the Role & Relationship of Racial Ethnic Caucuses within the PC(USA) – H.107** *Linda Valentine & Vince Patton*
- 10:00 a.m. Approval of Self-Study Review – H.108** *Barry Creech*
- 10:30 a.m. 2016 Programmatic Emphases and Liturgical Dates – H.109** *Kathy Francis*
- 10:35 a.m. Nominating and Governance Subcommittee Report – J.001** *Chad Herring*
- 10:45 a.m. Governance Preview** *Chad Herring & Mihee Kim-Kort*
- 10:55 a.m. Break**
- 11:10 a.m. Personnel Subcommittee Report** *Jo Stewart*
- 11:15 a.m. Financial Reports** *Earline Williams*
- 11:30 a.m. Reports:**
- Funds Development Ministry – H.200, H. 201, & H.202 *Terri Bate & Sam Locke*
 - Communications Ministry *Kathy Francis*
- 11:45 a.m. Reflections from the Retreat** *Marilyn Gamm*
- 11:55 a.m. Review of Committee Business:**
- Leadership *Kevin Yoho*
 - Justice *James Ephraim*
 - Worshiping Communities *David Shinn*
 - Finance *Chad Herring*
- 12:05 a.m. Restricted Funds Oversight Subcommittee Report** *April Davenport*

- 12:10 a.m.** **Closed Session**
- 12:30 p.m.** **Closing Prayer and Adjournment**
Lunch with New Members – *Cafeteria*
- 1:30 p.m.** **New Member Orientation – *Conference Rooms A&B***

Draft – August 28, 2014

ITEM P.100
PRESBYTERIAN MISSION AGENCY BOARD
September 17-19, 2014

The Brown Hotel

335 W. Broadway

Louisville, KY 40202

502-583-1234

AGENDA

PRESBYTERIAN MISSION AGENCY OFFICE –

VISION

Presbyterians joyfully engaging in God's mission for the transformation of the world.

MISSION

Inspire, equip and connect the PC(USA) in its many expressions to serve Christ in the world through new and existing communities of faith, hope, love and witness.

SCRIPTURE

"Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything that I have commanded you. And remember, I am with you always, to the end of the age." Matthew 28:19-20 (NRSV)

Tuesday, September 16, 2014

- | | |
|------------------------|---|
| 7:00 a.m. | Group Breakfast - |
| 8:30 a.m. – 12:30 p.m. | Board Executive Committee – <i>Presbyterian Center Conference Rooms A&B</i> |
| 12:30 p.m. – 1:30 p.m. | Lunch (Executive Committee and New Members) – <i>Cafeteria</i> |
| 1:00 p.m. | Audit Committee – <i>Conference Room 5000</i> |
| 1:30 p.m. – 5:30 p.m. | New Member Orientation – <i>Presbyterian Center Conference Rooms A&B</i> |
| 6:00 p.m. | Dinner – New Members with Executive Committee – <i>Brown Hotel</i> |

Wednesday, September 17, 2014

7:00 a.m.	Group Breakfast -	
9:00 a.m.	Board Opening Plenary –	
	<ul style="list-style-type: none">• Call to Order	<i>Marilyn Gamm</i>
	<ul style="list-style-type: none">• Welcome & Introduction of New Members	
9:05 a.m.	<ul style="list-style-type: none">• Opening Worship	<i>Aura Maribel Perez, Mission Co-Worker</i>
9:20 a.m.	<ul style="list-style-type: none">• Recitation of Board Covenant• Adoption of Agenda• Roll Call• Approval of April 2014 Board Minutes	<i>Marilyn Gamm</i>
9:30 a.m.	Greetings from the Moderator	<i>Heath Rada</i>
	Report of the Chair	<i>Marilyn Gamm</i>
	Report of the Executive Director	<i>Linda Valentine</i>
	Report of the Board Nominating & Governance Subcommittee – J.001	<i>Wendy Tajima</i>
10:05 a.m.	Stories from Our Great Commission	<i>Kathy Francis</i>
10:15a.m.	Break	
10:30 a.m.	General Assembly Highlights & Table Discussions	<i>Linda Valentine, Roger Dermody, & Marilynn Gamm</i>
11:30 a.m.	Closed Session	
12:00 p.m.	Lunch in Committees	
1:30 p.m.	Board Committee Meetings	
	<ul style="list-style-type: none">➤ Finance –➤ Leadership –➤ Justice –➤ Worshiping Communities –	
5:30 p.m.	Recess	
	Group Dinner –	

Thursday, September 18, 2014 – Board Development Day

7:00 a.m.	Breakfast on Your Own	
8:30 a.m.	Board Reconvenes in Plenary –	<i>Wendy Tajima &</i>
		<i>Rebekah Basinger</i>
	Meditation and Prayers for the Day	<i>Mei-Hui Lai</i>
9:00 a.m.	Introductions Around Table Using a Question Provided by the Facilitator	
9:30 a.m.	A Board is at its Best When...	
10:15 a.m.	Break	
10:30 a.m.	This Board Will Be at its Best When...a Contrast/Comparison Discussion	
11:15 a.m.	Report Back	
12:00 p.m.	Lunch	
1:00 p.m.	Stating Expectations for the Whole, for the Parts	
2:00 p.m.	Holding Ourselves Accountable, the Importance of Evaluation	
2:30 p.m.	Break	
2:45 p.m.	Tracking Our Progress	
3:15 p.m.	Break	
3:30 p.m.	Report Back on Board Metrics	
4:15 p.m.	Naming Next Steps	
5:00 p.m.	Prayer for the Board and its Future Ministry	
5:15 p.m.	Recess	
6:00 p.m.	Group Dinner with International Peacemakers – <i>Gardencourt</i>	

COMMITTEE REPORTS AVAILABLE ONLINE @

<http://www.presbyterianmission.org/ministries/about/pma-board-meeting-papers-sep-2014/>

Friday, September 19, 2014

7:00 a.m.	Breakfast On Your Own	
9:00 a.m.	Board Reconvenes in Plenary -	
9:05 a.m.	Opening Devotion	<i>Nancy Ramsay</i>
9:20 a.m.	Greetings from the Stated Clerk	<i>Gradye Parsons</i>
9:25 a.m.	Committee Reports	
	➤ Finance Committee Report – A.001	<i>Chad Herring</i>
	➤ Justice Committee Report – B.001	
	➤ Leadership – C.001	<i>James Ephraim</i>
	➤ Worshiping Communities – D.001	
	➤ Corporate – E.001	<i>Kevin Yoho</i>
	➤ Audit – G.001	<i>David Shinn</i>
	➤ Executive Committee Report – H.002	<i>Marilyn Gamm</i>
		<i>Mary C. Baskin</i>
		<i>Marilyn Gamm</i>
10:10 a.m.	Special Offerings Catalog Kick-Off	<i>Sam Locke</i>
10:15 a.m.	Break	
10:30 a.m.	General Assembly Initiative	<i>Roger Dermody</i>
	➤ Living Missionally	
11:15 a.m.	Closing Worship and Adjournment	<i>David Ezekiel</i>
	LUNCH ON YOUR OWN	

**Presbyterian Mission Agency Board Executive Committee
Business and Information Items
September 17-19, 2014**

Revised August 28, 2014

ITEM #	BUSINESS ITEM	FROM MINISTRY
FINANCE COMMITTEE (A)		
A.100	Adoption of Meeting Agenda	Shared Services
A.101	Finance Committee Minutes – April 2014 – July 31, 2014 Conference Call, August 13, 2014 Conference Call	Shared Services
A.102	2015-2016 Budget Adjustments	Shared Services
A.103	2014 Budget Adjustment	Shared Services
A.104	Finance Committee Referrals	Shared Services
JUSTICE COMMITTEE (B)		
B.100	Justice Committee Agenda	
B.101	Justice Committee Minutes – April 2014	CPJ
B.102	Half in Ten Campaign	CPJ
B.103	Faith Forum on Middle East Policy	CPJ
B.104	Justice Committee Referrals	DEDM
LEADERSHIP COMMITTEE (C)		
C.100	Leadership Committee Agenda	
C.101	Leadership Committee Minutes – April 2014	TWE
C.102	Cook Native American Ministries	RE&WM
C.103	Leadership Committee Referrals	DEDM
WORSHIPING COMMUNITIES COMMITTEE (D)		
D.100	Worshiping Communities Committee Agenda	
D.101	Worshiping Communities Committee Minutes – April 2014	ECG
D.102	Worshiping Communities Committee Referrals	DEDM
CORPORATE PROPERTY, LEGAL FINANCE (E)		
E.101	Corporate Committee Minutes – April 2014	Legal
E.102	Election of Corporate Officers	Legal
E.103	Manse Allowance – 2014	Legal
E.104	Authorization for the Presbyterian Historical Society to	Legal

**Presbyterian Mission Agency Board Executive Committee
 Business and Information Items
 September 17-19, 2014**

Revised August 28, 2014

ITEM #	BUSINESS ITEM	FROM MINISTRY
	Borrow and Mortgage Property	
PC(USA) A CORPORATION (F)		
F.101	Corporation Minutes – April 2014	
AUDIT COMMITTEE (G)		
G.100	Audit Committee Agenda	
EXECUTIVE COMMITTEE (H)		
H.100	Executive Committee Agenda	
H.101	Approval of Executive Committee Minutes – June 13, 2014 and August 28, 2014	
H.102	Chair Appointments	EDO
H.103	221 st GA (2014) Referrals	EDO
H.104	Celebration of Holy Communion	EDO
H.105	Board Meeting Schedule for 2015-2018	EDO
H.106	Changes to the Manual of Operations	EDO
H.107	Covenant of Understanding Regarding the Role & Relationship of Racial Ethnic Caucuses within the PC(USA)	RE&WM
H.108	Approval of Self-Study Review	EDO
H.109	2016 Programmatic Emphases and Liturgical Dates	Communications
PLENARY		
H.001	Executive Committee Report One	
P.100	Board Meeting Agenda	
P.101	Board Meeting Minutes	
J.001	Nominating & Governance Subcommittee Report	

**Presbyterian Mission Agency Board Executive Committee
Business and Information Items
September 17-19, 2014**

Revised August 28, 2014

ITEM #	INFORMATION ITEM	FROM MINISTRY
Finance Committee (A)		
A.201	Per Capita Report – July 31, 2014	Shared Services
A.202	Curriculum Report – July 31, 2014	Shared Services
A.203	Stony Point Financials – July 31, 2014	Shared Services
A.204	Stony Point Update	Shared Services
A.205	Ghost Ranch Financials – July 31, 2014	Shared Services
A.206	Ghost Ranch Update – 5 yr. Business Plan	Shared Services
A.207	Management Report – July 31, 2014	Shared Services
A.208	PMPF Report – July 31, 2014	Shared Services
A.209	New Gifts & Additions – January – June 2014	Shared Services
A.210	Information Technology Overview	Shared Services
A.211	Coordinated Loan Program Report	PILP
A.212	Presbyterian Foundation Endowment Fund Report	Foundation
Justice Committee (B)		
B.200	Jinishian Memorial Program United States Advisory Committee Minutes, May 15-16, 2014	WM
B.201	Jinishian Memorial Program Governance Commission Minutes, May 15-16, 2014	WM
Leadership Committee (C)		
C.200	2014 Women of Faith Awards	RE&WM
C.201	Pan Asian English Ministries Pastors Conference	RE&WM
C.202	Women’s Leadership Institute	RE&WM
C.203	Appointment Actions for Mission Personnel	WM
C.204	YAV Program 2014/2015 Class Profile	WM
C.205	Update on Belhar Confession	TWE
C.206	Company of New Pastors Program Expansion Plan	TWE
C.207	Racial Ethnic & New Immigrant Seminarians Conference	RE&WM
C.208	PW/PMA Relationship	RE&WM

**Presbyterian Mission Agency Board Executive Committee
Business and Information Items
September 17-19, 2014**

Revised August 28, 2014

ITEM #	INFORMATION ITEM	FROM MINISTRY
Worshiping Communities Committee (D)		
D.200	1001 New Worshiping Communities Update	ECG
D.201	New Beginnings Update	ECG
D.202	Native American Day	RE&WM
D.203	Study on the Status of Women	RE&WM
D.204	African Emerging Ministries Office	RE&WM
D.205	Directory for Worship Study Process	TWE
Executive		
H.200	2 nd Quarter 2014 World Mission Funds Development Report – YTD June 30, 2014	FD
H.201	Special Offerings Report	FD
H.202	Presbyterian Mission Agency Funds Development Efforts	FD

Excused Absence and other departures

Excused Absence

Heath Rada

Kears Pollock

Harold Delhagen

Corey Schlosser Hall

Rafael Medina

Landon Whitsitt will not arrive until late Tuesday night and will miss the New Member Orientation.

Arriving Wednesday Evening – Andrew Barron (re: work)

Departing Wednesday evening - Joseph Morrow (*Just accepted a new job and must return by Thursday morning*)

Departing Thursday late afternoon

Bill Carl (COTE)

Lindsay Harren-Lewis

Marvin Brangan

Melinda Sanders

Not registered yet, reminders sent

David Ezekiel

Neal Presa

Glen Snider

**Report from Kitty, Rick and Chip to the Executive Committee of the
Mission Agency Board: August 13, 2014**

At its April 2014 meeting, the Presbyterian Mission Agency Board asked for a report about the ongoing work of reconciliation between the Presbyterian Mission Agency staff (in both Louisville and Stony Point) and the members of the board prior to the September, 2014, board meeting.

What is most important from our three perspectives is the 180 degree turnaround in the working relationships between the Stony Point Center staff and the Mission Agency staff located in Louisville. To quote from an email that Rick sent to Chip, Linda, Roger and Earline at the end of July:

“I just want to add Kitty's and my voices to the chorus of appreciation. I can't tell you how good it has felt to have all of you as allies as we take on this challenge. It's been a great few months for both Kitty and me professionally. Our work with Chip has been solid, and the Legal, HR and Accounting folks have all been extremely supportive. We are waiting anxiously to see the final report from HHG. Having their input has been invaluable to us over the last two and a half months.”

Rick and Kitty's efforts to work well with the Mission Agency Staff in Louisville was documented in their mid-term review, given by Chip. Among other accolades about their “enthusiasm” and “initiative,” two contributions noted are particularly salient here:

- “Kitty and Rick's responsiveness and collaborations with Chip and other TWE staff”
- “Kitty and Rick's receptivity to a new organizational home and their work to get off to a fresh start.”

None of us are able to speak to the effort to engage members of the Task Team in reconciliation, since that was not within our purview. However, the work that we have done together both builds on and echoes many of the recommendations made by the Transitional Task Team, and responds to many of the concerns raised by the Evaluation Committee in its report.

We are confident that it is appropriate to dismiss these committee with an expression of great gratitude – especially from Rick and Kitty—to the members of the Transitional Task Team: Melissa DeRosia, Kathy Trott, Jack Hodges, Kears Pollack, Mark Johnson, Gary Batty, and Cass Shaw.

We have also attached the report that we have prepared for the Finance Committee to review at the September meeting of the Mission Agency Board, with the expectation that you might find some of our specific achievements helpful.

Stony Point Center Report to the Presbyterian Mission Agency Board

September, 2014

In April, the Board heard a report that the Co-Directors of Stony Point Center and Executive Staff of the Mission Agency had agreement in principle about how to move forward with a plan to incorporate Stony Point Center fully within the work of the Mission Agency with the goal of making Stony Point Center financially sustainable by December 31, 2017.

Milestones:

We have been working on a "Milestones" document that we will use to objectively evaluate our success in achieving financial sustainability. The following is taken directly from the Executive Summary of the Milestones document:

Year zero, ending December 31, 2014

- 2014 Operating loss no worse than \$90,000, leading to a worsening of the interfund balance of up to this amount.
- Common Services from Mission Agency paid in full by Mission Agency

Year One, ending December 31, 2015

- 2015 Operating loss no worse than \$60,000, leading to a worsening of the interfund balance of up to this amount.
- Common Services from Mission Agency paid at 33% by Stony Point Center

Year Two, ending December 31, 2016

- 2016 Operating loss no worse than \$30,000, leading to a worsening of the interfund balance of up to this amount.
- Common Services from Mission Agency paid at 67% by Stony Point Center

Year Three, ending December 31, 2017

- 2016 Operating income/loss at breakeven.
- Common Services from Mission Agency paid at 100% by Stony Point Center

We expect that the specifics of how these milestones will be met are likely to change as our work unfolds. However, we have agreed that if the overall objectives are not met during any two successive years, the Presbyterian Mission Agency will begin the process of winding down operations.

Achievements since April:

- We have completed a \$20,000 contract (at Mission Agency expense) with Harrell Hospitality Group – an independent hospitality industry consulting agency. Their report – totaling over 150 pages – is daunting, but their summary judgment is encouraging: “We believe that with 1/ additional staff, particularly in sales and marketing and repairs and maintenance; 2/ a focused sales and marketing plan; 3/ implementation of HHG recommendations, and 4/ Necessary property improvements...[that] Stony Point Center can get to self-sustainability within the prescribed time frame...”
- We have been given an \$80,000 grant over two years from the Synod of the Northeast to pay roughly half the cost of a full-time sales person this year, and half the cost for a full-time funds developer beginning in July 2015.
- We have hired a new, full-time, outside Sales Manager as of the end of July, and begun training that person (and several others from our staff and volunteers) in prospecting for new leads for potential guest groups.
- With the affirmation of our board members, we have shifted the language describing their role from “Governing Board” to “Advisory Board.” Our fall meeting will focus on the what it means to for the board to assume that new role for the organization.
- We have had high levels of cooperation and support from Legal Counsel, Human Resources, IT, and Treasury. Further, Kitty and Rick have been welcomed into the Leadership Team of Theology, Worship and Education. Chip Hardwick

Finances:

At the end of July, Stony Point Center had a net loss of \$65,000 for the year. We began implementing cost-cutting measures in June to assure that we will meet our target of no more than a \$90,000 for the fiscal year. The most significant of those measures is a full furlough of staff totaling one week of payroll, which took place in August.

We expect to have numbers through the end of August available for the Finance Committee meeting in September.