

# Motions Guide for Anticipated Business 8/24/2021

*This is a guide to the actions we anticipate for the AUGUST 24, 2021 assembly, with rationale and background information helpful to your discernment. Please note that not all committees have specific motions to bring.*

## ROUTINE BUSINESS:

### **1) Establish the roll and determine quorum is present**

*Background and Rationale: Attendance is noted to determine the existence of a quorum (the minimum number of members required for a meeting to occur) and to establish how many possible votes may be cast. The Stated Clerk will inform the Moderator if a quorum is present and that the meeting is in order. (Simple Majority vote)*

### **2) Seating of Corresponding members**

*Background and Rationale: Corresponding Members are ordained presbyters who serve in other presbyteries who are present with us today. This action gives them voice and welcome in the assembly because of the connectional nature of our Church. (Simple Majority vote)*

### **3) Approval of the Docket**

*Background and Rationale: So that our work together may be agreed upon and ordered efficiently while being honoring participants' gift of time. (Simple Majority vote)*

### **4) Enter all written reports into the permanent minutes of the assembly**

Background and Rationale: This saves time by making one motion to enter all written reports into the permanent minutes rather than making a motion for each written report presented to the assembly. (Simple Majority vote)

- 5) **Omnibus motion (to receive the following specific reports prepared before the assembly: *Leadership Team Report, Stated Clerk's Report, Visioning Team Report, Lead Presbyter for Transformation Report, Financial Reports, Reports of ACs (Nauvoo, Greenview, and Buffalo Hart) and Task Forces (Finance and Resources and CARE)***

Background and Rationale: The omnibus motion, or consent agenda, contains either reports of routine business or work designated by the assembly to other bodies of the presbytery. Receiving these items together maximizes our time together. However, any commissioner may simply request to have an item removed from the Omnibus motion to have it considered separately. (Simple Majority vote)

Links to reports found in the omnibus motion can be found posted to the presbytery website here:

<http://www.greatriverspby.org/february-13-meeting.html>

## TREASURER REPORT:

- 6) **Motion to approve the 2022 budget.**

Rationale:

Bylaws: as an Admin team ex-officio, the Treasurer is required to develop a budget which Admin sends to Assembly for approval.

### **2022 Budget Narrative**

#### **INCOME**

GRP elected to maintain per capita at its current level of \$22.46. If GA and Synod maintain their levels for 2022, the total per capita would remain \$35.25. I will inform you as soon as I learn of their rates.

1. Per Capita (PC)
  1. Membership from stats: 9,752. This number includes 38 for Green Valley which closed two years ago. Discounting that and assuming 85% covered by PC payments our expected headcount for income is 8,257 giving a per capita income of \$185,452.
2. Interest income

Our interest income is derived from the remaining CD's that we have (\$75,000 in total). We anticipate those may need to be cashed in at the end of October. Checking account level is being monitored. Interest for 2022 will be about \$1,000.

1. Mission income.

Mission income has been falling similar to our per capita. If we ratio our mission income to the reduction in our membership, 2022 mission income is estimated to be \$61,600.

1. Dividends and Unrealized gains – from our investment account.

Although the last two years have seen investment gains of 18% and 12% and this year's gains are already 7% through June, there is no guarantee that this will continue in 2022.

The Finance Committee felt we should budget 5% of our account balance as of the end of June, making our unrealized gains for 2022 \$39,100.

1. Trust clause payments.

This is money currently being paid by Northminster Presbyterian Church for their succession from PCUSA. It runs out at the end of 2023.

2. **Total budgeted income for 2022 is expected to be \$298,652.**

### Expenses

1. Presbytery Office Expenses – the total is down about \$1,850 from 2021.

a. Our office lease ends in April of 2022 and will need to be renewed; the increase indicates the 4% higher rent we are paying.

b. Communications and service agreements totals are down \$2,100 because we have finished paying for POMA (the software database for our churches and pastors).

2. Meeting Expenses – down \$900 from 2021.

a. We are assuming committee meetings will be about 50% Zoom and 50% in-person next year.

b. We reduced miscellaneous expense to more realistically reflect what has been spent in the past.

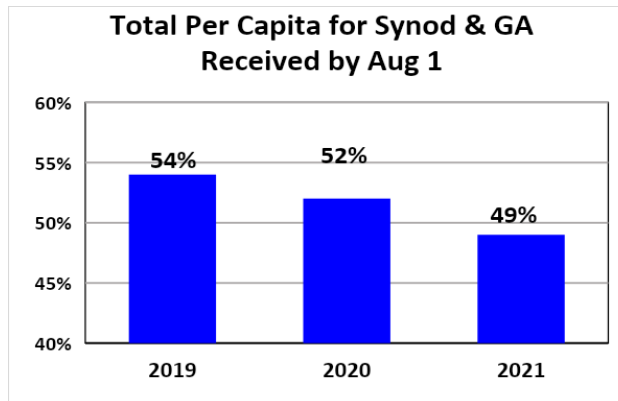
3. Administration Expense – down about \$6,000 from 2021.

a. The big reduction in Admin expenses is because we plan to use the Presbytery's "Review of the Books" method rather than an official audit. We will need volunteers with accounting experience to help with this effort. Please contact me if you are interested.

b. We are assuming there will still be many people Zooming the quarterly Assembly meetings, hence the \$800 reduction.

c. 2022 is a year for the General Assembly meeting and we budgeted money to pay for our commissioners to have their own rooms.

d. Per capita giving to Synod and GA in 2021 is running behind levels from previous years at this time and we have had several church closings and one dismissal. While GRP per capita is on track for the year, we end up paying GA and Synod for the amount that churches under pay.



As a result, the unpaid per capita carried into 2022 from 2021 giving will be about the same level as 2021: \$21,400. We ask our churches to please fulfill their per capita payments to all entities as soon as they are able.

1. Mission Programs – down \$9,000 from 2021.
  - a. We aligned the continuing education grants to what has been spent in the past for a \$2,000 reduction.
  - b. Visioning grants drop from 14% of total expenses to 13% based on the proposal from Visioning in 2020.
2. Committee on Ministry (COM) and CPM – down \$6,400 from 2021.
  - a. We aligned the projected expenses to the actual amounts spent over the past several years.
3. Personnel
  - a. While normal personnel expenses are flat for next year, the following changes are noted:
    - i. Stated Clerk: \$3,000 to attend General Assembly, increase in hours to cover some of the part time Admin work
    - ii. Admin Assist: moved to a part time position.
    - iii. Slight increases in Bookkeeper and CLP Coordinator to account for FICA which had not been included in previous year's budgets.

### Overall

- 1) 2022 compared to 2021:
  - a. Income is up slightly \$2,168.
  - b. Expenses are down by \$46,399
  - c. Net Income to Expenses in 2022 of (\$28,576) is \$48,567 better than 2021.
    - i. It is part of our controlled descent plan that we embarked on when we realized our inability to sustain our current funding model and to give us time to “re-invent” ourselves to achieve financial sustainability.
- 2) The actual impact of the 2022 budget on the cash flow to the checking account is (\$67,676) because we generally do not sell off our investments to realize the gains shown.
  - a. Net Income (\$28,576) – unrealized gains (\$39,100) = (\$67,676)

DOUBLE-CLICK TO OPEN AND SCROLL THROUGH SPREADSHEET

Presbytery of Great Rivers: 2022 Budget				
	Actual 2020	Budget 2021	Budget 2022	Change 22 - '21
<b><u>Receipts</u></b>				
Presbytery Per Capita	\$ 195,918	\$ 195,784	\$ 185,452	\$ (10,332)
Interest Income	3,598	1,200	1,000	(200)
Mission	65,385	65,000	61,600	(3,400)
Dividends & Unrealized Gain (Loss)	86,999	23,000	39,100	16,100
Trust Clause Payments	12,216	11,500	11,500	-
<b>TOTAL Budgeted RECEIPTS</b>	<b>\$ 364,116</b>	<b>\$ 296,484</b>	<b>\$ 298,652</b>	<b>\$ 2,168</b>
Presbytery Per Capita	\$ 21.46	\$ 22.46	\$ 22.46	\$ -
Synod of Lincoln Trails Per Capita	3.81	3.81	3.81	-
General Assembly Per Capita	8.95	8.98	8.98	-
	<b>\$ 34.22</b>	<b>\$ 35.25</b>	<b>\$ 35.25</b>	<b>\$ -</b>
<b><u>Expenses</u></b>				
<b><u>Presbytery Office</u></b>				
Rent	17,329	14,350	14,924	574
Utilities		-	-	-
Maintenance		-	-	-
Telephone/All Communications	1,269	6,200	1,300	(4,900)
Service Agreements	12,597	7,200	10,000	2,800
Internet and Web Page		-	-	-
Postage	1,474	1,700	1,600	(100)
Office Supplies	3,176	3,000	3,000	-
Gifts and Celebrations	111	250	125	(125)
Equipment Purchase/Replacement	410	500	500	-

## ADMINISTRATION TEAM REPORT:

- 7) **Motion to change the status of the existing Personnel Sub Committee which today reports to the Admin. Committee to a straight-line independent committee.**
- a- **All existing language in the GRP bylaws under ARTICLE VIII – ADMINISTRATION TEAM which correspond to Personnel responsibilities will be eliminated.**
  - b- **The following section will be added to GRP Bylaws ARTICILE X – COMMITTEES.**

### Section 6 Personnel Committee

#### **1- Responsibilities:**

The Personnel Committee shall be responsible for:

- a. **The annual review and evaluation of the work of all staff members and the Stated Clerk at least annually.**
- b. **The annual review of financial compensation and employee benefits for all staff; recommending action as appropriate.**
- c. **Maintenance/development of the staffing rationale for the Presbytery and authoring position descriptions for staff authorized by the Presbytery Assembly.**
- d. **Work with Lead Presbyter to advertise, interview and hire staff for positions as authorized by Presbytery Assembly.**
- e. **Review of personnel policies to ensure compliance with General Assembly and Synod directions and maintenance of the Personnel Policies section of the Manual of the Presbytery.**
- f. **Contribute to the development of the annual budget as it impacts staffing.**
- g. **Participate in work required to reorganize and/or restructure the Presbytery.**

#### **2- Membership:**

**Personnel Committee shall be composed of six members who shall be nearly equal in representation of minister members and ruling elders. The membership, to include the chair, shall be nominated by the**

**Nominating Committee for election by the Presbytery Assembly at the last stated meeting of the year to begin serving January 1 of the year following election. At the first meeting of the year the Committee shall elect from its membership a Vice Chair. No member shall serve more than two consecutive three-year terms or portions of terms.**

**3- Committee Meetings:**

**Meetings shall be held monthly and as needed if special circumstances dictate.**

**4- Quorum:**

**The quorum shall be a majority of its membership.**

**5- Staff:**

**The Presbytery may provide staff services, as needed through permanent employed staff, short-term contractual services or by using available personnel with special skills.**

*Rationale:*

For many years the Personnel Sub Committee has operated independently, with little or no reporting to the Administrative Committee. It needs to be noted that most of what the Personnel Sub Committee does is extremely confidential and for the most part should not be reported out of the Administrative Committee. It also must be noted that since the formation of the GRP Leadership Committee the Personnel Sub Committee chair has been a voting member of the Leadership Committee. For the last few months there have been numerous conversations between Leadership, Administrative and Personnel teams and we agree that past practices of how personnel operates today need to be codified to officially be included in our bylaws and that these changes will be beneficial in the day to day operations of GRP.

**COMMITTEE ON MINISTRY REPORT:**

**8) It is the recommendation of the Committee on Ministry that the minimum effective salary be raised by 2% for 2022.**

*Rationale:*

Book of Order G-3.0106 paragraph 6 reads:

The administration of mission demonstrates the unity and interdependence of the church, in that councils share with one another responsibilities, rights, and powers (F-3.0203). Through their members and elected commissioners, lower councils participate in planning and administration of the work of higher councils, and in consultation between bodies concerning mission, budget, staffing and fair employment practices, and matters of equitable compensation.

PGR Manual of Operations - COM Handbook page 38 of 111, version 5 update 3-08-2021 reads:

Section III: Part 1 - Policy for Pastor Compensation

A. Biblical Basis The presbytery encourages congregations to be generous in compensating pastors and associate pastors. In his first letter to Timothy (5:17-18), Paul wrote, "Let the elders who rule well be considered worthy of double honor, especially those who labor in preaching and teaching; for the scripture says, 'You shall not muzzle an ox while it is treading out the grain,' and, 'The laborer deserves to be paid.' . . ." NRSV Minimum compensation requirements, adopted annually by our presbytery, provide the starting point for full-time clergy compensation. While no full time pastor may be reimbursed at a lower level, these figures are not intended to set the maximum remuneration. Congregations are encouraged to pay their pastors a fair, just and generous salary, in relation to positions requiring comparable education.

The committee researched the Cost of Living Adjustment (COLA) from the following websites for discussion at the July 7th and August 3rd meetings:

From the website InflationData.com, accessed for this report on August 12, 2021:

[https://inflationdata.com/Inflation/Inflation\\_Rate/CurrentInflation.asp?reloaded=true](https://inflationdata.com/Inflation/Inflation_Rate/CurrentInflation.asp?reloaded=true)

The Consumer Price Index for All Urban Consumers (CPI-U) increased 0.5 percent in July on a seasonally adjusted basis after rising 0.9 percent in June, the U.S. Bureau of Labor Statistics reported today. Over the last 12 months, the all items index increased 5.4 percent before seasonal adjustment. The indexes for shelter, food, energy, and new vehicles all increased in July and contributed to the monthly all items seasonally adjusted increase.

From the website HealthCareFinanceNews.com, article Medicare Part D average premiums to increase nearly 5% in 2022, CMS says accessed for this report on August 12, 2021:

<https://www.healthcarefinancenews.com/news/medicare-part-d-average-premiums-increase-nearly-5-2022-cms-says>

The Centers for Medicare and Medicaid Services has released its projections for average basic monthly premiums for standard Medicare Part D coverage in 2022, which the agency expects will be about \$33 -- a 4.9% increase from the \$31.47 average premium in 2021.

From the website AARP.org, article Social Security COLA 2022: How Much Will Benefits Increase Next Year?

accessed for this report on August 12, 2021: <https://www.aarp.org/retirement/social-security/info-2021/cola-2022-increase-forecast.html>



Estimates for the 2022 COLA range from 4.5 percent from Moody's Analytics to 6.1 percent from The Senior Citizens League. Economist Bill McBride, who writes the finance and economics blog Calculated Risk, estimates the 2022 COLA at 5.5 percent.

Resourced the Social Security Administration website accessed for this report on August 12, 2021:  
<https://www.ssa.gov/oact/solvency/provisions/cola.html>

The Committee on Ministry, tasked by 2020 Moderator Maura McGrath-Nagle to research which churches would be affected by wage increases, assigned an ad hoc committee to gather information and report back to the plenary. Rev Kay Daniel and Rev Sterrett Collins volunteered for this work. They compiled an Excel spreadsheet that notated each church within the Presbytery, the reported salaries paid according to Terms of Call and contracts, reported church expenses, percent of employment rate (full time, part time etc), minimum salary requirements and the Community Household income for each church location.

All of these resources and information were consulted as the Committee deliberated on the recommendation to bring before the Presbytery.

The breakdown of the proposed increases would be as follows:

exact increases for each category are:

Level 1 (0 to 4 years): \$911.7 annually or \$75.98 per month

Level 2 (over 4 years): \$981.62 annually or \$81.80 per month

CLP: \$729.32 annually or \$60.78 per month

All numbers are rounded up to the cent.

- 9) COM recommends to Presbytery of Great Rivers to update section 4, Part 2, point B, sub-section f, of the COM handbook to read:
- The PGR will provide an annual training workshop on misconduct for all ministers [**members of Great Rivers Presbytery**], candidates, and elders serving as Commissioned Lay Pastors in the PGR [**including all those leading congregations**], who shall be required to attend each year. Employees and volunteers of the PGR will be encouraged to attend. The Stated Clerk will report annually to PGR the names of those ministers, candidates and elders serving as Commissioned Lay Pastors who have not attended a workshop and communicate to their session or employer their failure to attend. The content of the workshop will include at least the following: (bullet points on page 46 of 93 will follow unchanged).

**[bold is the addition to the current document]**

*Background and Rational:*

To clarify the language of who is to participate in annual Ethic Training. This aligns with the 2020 Vision Statement: Resource - We aspire to be resourced and resourcing, to teach and to learn, as we respond to the unique challenges of today. We want spaces to reflect on our effectiveness and sharpen our discipleship, attentive to our heads, our hearts, and our bodies. We want to be strengthened, trained, and equipped for 21st century ministry in our local contexts.

**10) The Nomination committee requests Assembly approval of Maura McGrath Nagle as chair of Committee on Preparation for Ministry.**

*Rationale:*

Under the authority of our bylaws the Administration Team can appoint, pending the approval of the Presbytery Assembly, persons to fill vacancies temporarily in Presbytery-elected positions. Due logistical requirements of Presbytery USA the Nomination committee moves to make permanent the temporary appointment of Maura McGrath Nagle to the position of Moderator of CPM.

**11) The Committee on Preparation for Ministry recommends that Inquirer Samuel La Mere be received as a candidate for the office of Minister of Word and Sacrament upon the successful completion of an examination by the assembly. To accomplish this, the Committee on Preparation for Ministry moves to proceed with the examination of Inquirer Samuel La Mere with respect to his Christian faith, forms of Christian service undertaken and motives for seeking the ministry.**

*Rationale:*

*The Book of Order, G-2.0600 ff discusses the process for preparation for ministry. Upon examination by the Committee on Preparation for Ministry, the committee finds that Samuel La Mere has satisfactorily achieved the goals of the Inquirer phase of preparation and is now ready to be moved to Candidacy.*

**12) Motions to release Administrative Commissions for:**

- a. Buffalo Hart AC reports finalization of separation agreement with Buffalo Hart Presbyterian Church and PC(USA) and Presbytery of Great Rivers. Motion to dissolve the relationship and release BHPC to affiliate with another Presbyterian denomination. Motion to dissolve the AC**

**b. Greenview AC requests the PGR dissolve the AC and Greenview returns to regular communications through its COM ministry partner.**

**c. Nauvoo - Nauvoo Presbyterian Church closed in summer of 2020. Motion to dissolve the AC.**

**13) First reading of motion to establish C.A.R.E.**

FIRST READING OF PROPOSED BYLAWS CHANGE  
FOR A NEW COMMITTEE ON ACCESSIBILITY, REPRESENTATION, AND EQUITY (C.A.R.E.)

**MOTION:** The Leadership Team teams moves the Presbytery of Great Rivers to amend the bylaws with the following **six changes** that would create a new committee on representation for Great Rivers Presbytery reconfigured as a Committee on Accessibility, Representation, and Equity (C.A.R.E.). *(While this is one motion, the six changes are broken up separately with their own rationales for ease of discussion)*

**1. ADD NEW SECTION**

[ARTICLE X- COMMITTEES Section 5 Committee on Accessibility, Representation, and Equity

- a. Responsibilities. The Committee on Accessibility, Representation, and Equity shall be responsible for responding to the goals and objectives and related matters which deal with enhancing and strengthening the participation, inclusiveness, and representation of Great Rivers Presbytery as required by the PCUSA Constitution (G-3.0103). In partnership with the committees and teams of the presbytery, the focus of this committee will be to “advise the council regarding the implementation of principles of unity and diversity, to advocate for diversity in leadership, and to consult with the council on the employment of personnel, in accordance with the principles of unity and diversity in F-1.0403.” (G-3.0103)

Specific responsibilities include:

- Assisting the presbytery in identifying barriers to participation and access within the work and life of the presbytery, and empower the committees and teams of Great Rivers with considerations, conversations, resources, and recommendations that expand access to the work and life of presbytery, with attention to how

challenges around inequity and exclusion may arise in their work.

- Leading, arranging, and promoting opportunities around intercultural competence, cultural humility, and capacity-building efforts for our presbytery, focusing on issues such as access, equity, gender issues, disability, language, race, culture, and identity, including a once-a-year mandated training on anti-racism, similar to our yearly required boundary training.
  - Help to identify regional agencies in the community of Great Rivers Presbytery as well as entities within the PC(USA) who are doing justice, advocacy, and equity work that the ministries of Great Rivers should be aware of in their partnering efforts for engaging the community, including but not limited to charity efforts.
  - Regularly assessing the impact, goals, and purpose of its own work, both internally and with periodic assistance from outside of the Presbytery of Great Rivers.
- b. Membership. The Committee on Accessibility, Representation, and Equity elected by the Presbytery Assembly shall consist of 9 members at large. Membership shall be divided into three equal classes and shall be nearly equal representation of Ruling Elders and Ministers of Word and Sacrament, with regular consideration towards equitable participation along gender, ethnicity, and region. The chair shall be nominated by the Presbytery Nominating Committee and elected for a three year term by the Presbytery Assembly at the last stated meeting of the year to begin serving January 1 of the year following election. At the first meeting of the year the Team shall elect from its membership a Vice Chair. No member shall serve more than two consecutive terms or portions of terms.
- c. Corresponding Members. The Moderator, Moderator-Elect, Lead Presbyter, Stated Clerk, and Treasurer will be corresponding members.
- d. Meetings. Regular meetings of the Committee on Accessibility, Representation, and Equity shall be held at least quarterly. Other meetings may be held on the Committee's own appointment, at the call of the chair or at the call of the Presbytery Assembly
- e. Quorum. The quorum shall be a majority of the respective members.
- f. Staff. The Presbytery may provide staff services, as needed through permanent employed staff, short-term contractual services or by using available personnel with special skills.
- g. Delegation of Duties. The Committee on Accessibility, Representation, and Equity may appoint groups for duration and of a size necessary to carry out its work.]

Rationale for part 1:

*The following amendment to the bylaws would put us in compliance with the Book of Order:*

G3.0103 Participation and Representation

The councils of the church shall give full expression to the rich diversity of the church's membership and shall provide for full participation and access to representation in decision-making and employment practices (F-1.0403). In fulfilling this commitment councils shall give due consideration to both the gifts and requirements for ministry (G-2.-1-4) and the right of people in congregations and councils to elect their officers (F-3.0106).

Each council shall develop procedures and mechanisms for promoting and reviewing that body's implementation of the church's commitment to inclusiveness and representation. Council's above the session shall establish by their own rule committees on representation to fulfill the following functions: to advise the council regarding the implementation of principles of unity and diversity, to advocate for diversity in leadership, and to consult with the council of employment of personnel, in accordance with the principles of unity and diversity in F-1.0403 A committee on representation should not be merged with another committee or made a subcommittee of another committee.

On August 20, 2020, Leadership Team shared with the assembly that they would be recommending to the assembly a first reading of bylaws to establish a new committee, C.A.R.E. (Committee on Accessibility, Representation, and Equity) to bring us into compliance with our constitutional responsibility to have an independent committee on representation. In that work, our keynote speaker for that meeting was Rev. Molly Casteel from the Office of the General Assembly and Assistant Stated Clerk for Equity and Representation, who shared on "The Value of Accessibility, Representation, and Equity in our Presbytery." As our consultant, she has since assisted us with the specific text and duties of this work and endorses this recommendation.

The duties under the bullet points each respectively focus on the vital work of RESOURCING, CAPACITY-BUILDING, NETWORKING, and SELF-ASSESSING. The duties named are consistent with Item 00-29 "On the Church in This Moment in History" approved by the 224<sup>th</sup> PCUSA General Assembly (2020) to "Recommend that PC(USA) congregations, mid councils, and all General Assembly entities develop and adopt an antiracism policy in their bylaws by engaging Item 02-137, "On Amending G-3.0106 to Add an Antiracism Policy with Suggested Training for All Members of Each Council." Item 02-137 was deferred to the 225<sup>th</sup> General Assembly due to the abridged schedule due to the pandemic. Approval of this action will permit us to get a head of the curve of General Assembly's potential recommendations. This committee would be tasked with further articulating our anti-racism policy in its committee's manual of operations.

Further details, specific procedures, anti-racism policies, anti-racism training requisites, and other processes will be articulated in the committee specific manual of operations, consistent with other committee handbooks and manuals of operations for different committees, which are typically not articulated in the bylaws.

The form, structure, and wording are consistent with much of the rest of the bylaws in how our committees are structured.

Here is a basic timeline of the history of the work of representation in Great Rivers Presbytery, based on written records:

- *On **February 27, 2007**, the Assembly granted a request from the Nominating Committee not to form a committee on representation for that year.*
- *On **January 18, 2012**, the Administration Team determined that constitutional “requirements for a Committee on Representation will be met by having a moderator’s review of committee members.”*
- *On **March 6, 2012**, a bylaw change was approved by the assembly to create a Consultation on Representation in which “Each year the Presbytery shall conduct a Moderator’s Consultation on Representation prior to the final meeting of the Presbytery. The purpose of the Consultation is to direct the “implementation and review” of the “church’s commitment to inclusiveness and representation” as expressed in F-1.043 and G-3.0103 in the Presbyterian Church USA Constitution...The members of the consultation shall be at the invitation of the Moderator and shall include the Chairs of the Nominating Committee, Personnel Committee, Visioning Team, Administration Team, Committee on Ministry, Committee on Preparation for Ministry and between three and six members at large.”*
- *On **March 5, 2013**, a completed consultation was reported, with recommendations for the presbytery for the year 2013 that included recommendations for committees, sessions, and pastors to make the life and work of the presbytery more accessible to all.*
- *In **2015**, the work of “ensuring fair and effective representation on Presbytery committees and agencies” became included on the job description of the Stated Clerk.*
- *At the **February 14, 2017** assembly, there was a “Motion, Seconded and Approved to recommend to the Administration Team to discuss a committee on representation.”*

- *On **May 13, 2017**, the Administration Team “discussed a Committee on Representation” and committed to “look further as to how our Presbytery nominates individuals for service.”*
- *On **August 12, 2017**, under new business at the end of the assembly, it was moved and seconded “to form a committee on representation. The motion was defeated.”*
- *On **October 19, 2017** at the Leadership Team meeting, the moderator-elect brought a report from the Mid Council Leaders Gathering about the denomination’s evolving understanding of representation beyond simply being a body-counting auditing body of Nominating Committee, and also the denomination’s encouragement to explore new approaches. After closer review, the Leadership Team documented its understanding that “it is very clear that this is a mandated committee. We, therefore, need to put this in place.” Moving into 2018, the Leadership Team committed to explore what a committee on representation might look like if implemented here, and informal conversations began with those who expressing interest in a new model.*
- *On **August 19, 2020**, Rev. Molly Casteel from the Office of the General Assembly and Assistant Stated Clerk for Equity and Representation, was invited to be the keynote speaker at our presbytery assembly on “The Value of Accessibility, Representation, and Equity in our Presbytery.” At that same meeting, the Leadership Team announced its goal to bring possible bylaws to the next assembly for consideration.*
- *Between **September 2020 and August 2021**, Molly Casteel collated samples from across the PCUSA on what a successful committee on presentation could look like, and the Lead Presbyter worked with a small group including the Moderator-Elect and a handful of volunteers (including people who were men, women, and of color) who had expressed interest as early as 2018 to offer feedback about the creation of the committee. In consultation with Molly Casteel, she offered feedback and suggestions on the working draft before it was brought to the Leadership Team.*
- *On **August 10, 2021**, the Leadership Team reviewed the working draft, strengthened it, and are now bringing it to the assembly.*
- ***August 24, 2021**: the bylaws will be presented for the first of two readings before bylaws can be changed, if the way be clear.*
- ***TBD: November 13, 2021**: The bylaws will be presented for a second reading before the new bylaws can be adopted, if the way be clear. (At the earliest), the Nominating Committee may present a slate following that action filling the committee so C.A.R.E. can be functional before 2022.*
- ***TBD: First Assembly, February 2022** (at the latest): the Nominating Committee will present a slate filling the committee so this committee can be functional for starting 2022.*

This action today honors our past commitments towards representation, build on our collective work of those who have gone before us, and would sustainably consolidate this work in one clear, consistent, and central place.

**2. AMEND TEXT, ADJUSTING LEADERSHIP TEAM**

ARTICLE VII – LEADERSHIP TEAM. Section 2 Membership  
(Insert “**Committee on Accessibility, Representation, and Equity**” within members of the Leadership Team

*Rationale for Part 2:*

*The following routinely adds the chair of C.A.R.E. to the Leadership Team, consistent with our structure in which every committee has presence on the Leadership Team.*

**3. AMEND TEXT, ADJUSTING NOMINATING COMMITTEE**

ARTICLE X- COMMITTEES, Section 1 Nominating Committee, b Membership

“The Nominating Committee shall be composed of ~~nine~~ **[ten]** members who shall be nearly equal representation of minister members and ruling elders[, **including one voting representative from the Committee on Accessibility, Representation, and Equity, chosen by C.A.R.E.**]

*Rationale for part 3:*

*Per recommendation from Molly Casteel as our consultant, it is good to bring in a member of C.A.R.E. into any spaces where leaders are selected to participate in official positions of the presbytery. As an alternative to overlooking the slate **after** much work has already been done by the Nominating Committee, this would change would permit the C.A.R.E. to have presence from the beginning of Nominating Committee’s deliberations, and will hopefully make relations between the Nominating Committee and our committee on representation more collaborative.*

**4. AMEND TEXT, ADJUSTING ADMIN**



ARTICLE X- COMMITTEES Section 1 Nominating Committee, b. Membership

b. Membership The Nominating Committee shall be composed of nine members who shall be nearly equal representation of minister members and ruling elders. The membership, to include the chair, shall be nominated by the Administration Team in consultation with the Nominating Committee[;] **[a representative from the Committee on Accessibility, Representation, and Equity, chosen by C.A.R.E., shall also serve as a corresponding member for the purpose of nominating the Nominating Committee members.]** [T]he election by the Presbytery Assembly **[will ordinarily take place]** at the last stated meeting of the year to begin serving January 1 of the year following election. At the first meeting of the year the Committee shall elect from its membership a Vice Chair. No member shall serve more than two consecutive terms or portions of terms.

Rational for part 4:

*Per recommendation from Molly Casteel as our consultant, it is good to bring in a member of CARE into any spaces where leaders are selected to participate in official positions of the presbytery. Since the Nominating Committee cannot nominate themselves, that duty has been tasked to Administration Team. Having C.A.R.E. present during those deliberations would assist Admin in considerations of representation in the recruitment of new membership to Nominating.*

**5. INSERT TEXT TO PROPOSED AMENDMENT WITH NUMBER CORRECTIONS, ADJUSTING PERSONNEL\***

ARTICLE X- COMMITTEES, Section 6 – PERSONNEL COMMITTEE, Part 3 Corresponding Members

**[3. Corresponding Members. A representative from the Committee on Accessibility, Representation, and Equity, will be a corresponding member, chosen by C.A.R.E.”]**

**3.[4] Committee Meetings:**

Meetings shall be held monthly and as needed if special circumstances dictate.

**4: [5] Quorum:**

The quorum shall be a majority of its membership.

**5: [6] Staff:**

The Presbytery may provide staff services, as needed through permanent employed staff, short-term contractual services or by using available personnel with special skills.

Rationale for part 5:

*Rationale: Per recommendation from Molly Casteel as our consultant, it is good to bring in a member of C.A.R.E. into any spaces where leaders are selected to participate in official positions of the presbytery. This change would mean having C.A.R.E.'s voice alongside the responsible creation of job descriptions, the hiring of new staff, and our evaluation process. The renumbering is simple editorial upkeep.*

*\*This part assumes the passage of the first reading of the bylaw change to make Personnel an independent committee.*

**6. AMEND TEXT, WITH NUMBERING ADJUSTMENTS**

ARTICLE X- COMMITTEES Section-~~5~~ [7] Other Committees

Rationale for part 6:

*This is basic editorial upkeep.*