

MINUTES OF THE PRESBYTERY OF CAYUGA-SYRACUSE

The Presbytery of Cayuga-Syracuse held a Stated Meeting on Tuesday, August 15, 2017 at Robinson Elmwood United Church of Syracuse, New York. The meeting was called to order at 4:31 p.m. by the Rev. Shawn Reyburn, who opened with prayer.

The Moderator declared that a quorum was present, which was attested by the Stated Clerk. A motion was made and seconded to approve the docket. The motion passed. First-time elder commissioners were introduced to the Presbytery. Elder Charlie Smith (Marcellus) was appointed by the Moderator to serve as Chaplain of the Day.

The Rev. Janice Fitzgerald, Interim Pastor at Robinson Elmwood United Church, welcomed the Presbytery to the church for its meeting.

The minutes of the May 20, 2017 Stated Meeting of the Presbytery were approved as submitted.

The Presbytery entered into a time of worship. The Rev. Steve Plank preached, and elder Dave Valenza (Robinson Elmwood) and the Rev. Janice Fitzgerald led the Presbytery in celebrating the Sacrament of Communion. The offering collected was toilet paper, which will be used to support:

- Exodus 3 – domestic violence program
- Sarah's House – hospitality for out-of-town patients and family members
- Isaiah's Table – for their work with homeless individuals

The Presbytery adjourned for supper together. Following supper, the Presbytery stayed at tables and were led through Café Conversations by elder Dan DeBrucker.

The Presbytery reconvened in the sanctuary for announcements, business, and a program for discussion.

Announcements:

- Dates for this fall's review meetings for Session records and minutes were announced. The gatherings will be at 2:00 p.m. and 6:00 p.m. on the following dates and places:
 - October 5, 2017 United Church of Fayetteville (310 E. Genesee St.)
 - October 12, 2017 First United Church, Fulton (33 S. Third St.)
 - October 19, 2017 First Pres. Church, Liverpool (603 Tulip St.)
 - October 26, 2017 First Pres. Church, Auburn (112 South St.)
 - November 2, 2017 Westminster Pres. Church, Syracuse (1601 Park St.)
- Elder Becky Wind (Isaiah's Table) highlighted a handout that was distributed about a Synod-sponsored Anti-Racism Workshop led by Crossroads. This is being sponsored by the Presbyteries of Western New York, Genesee Valley, Geneva, and Utica.
- The Rev. Mario Bolivar introduced Mari Smith to the Presbytery. She is one of the adult leaders of the Presbytery Youth Connection in our presbytery. She is hosting a PYC event at her home in Tully, and all the youth from our churches are invited. The website, www.ourpyc.weebly.com, has information about this event.

- Vice-Moderator, elder Rita Hooper (Fulton), announced about the PW Retreat in September that's being held at Vanderkamp. Also, our mission coworkers in South Korea, the Rev. Kurt Esslinger and Hyeyoung Lee, will be visiting in our Presbytery in November 2-5, and will be at our November Stated Meeting in Whitelaw.
- Elder Charlie Smith (Marcellus) gave an announcement about the Synod's "Come to the Table" event. It will be on September 22-23, and will be held at Stony Point Center.

The Stated Clerk/Communicator, the Rev. Steve Plank, presented his report:

1. All correspondence received on behalf of the Presbytery has been assigned, referred, or answered.
2. As authorized at the May 2017 Presbytery meeting, Ms. Rebecca Chaffee was ordained as a Minister of Word and Sacrament on June 20. Pursuant to action at that Presbytery meeting, the Administrative Commission to ordain her was dissolved at the end of that worship service.
3. I move that we seat the Rev. Deborah Johnson, member of Trinity Presbytery, as a corresponding member of the Presbytery during her time of service as the Interim Pastor of Faith United Church in Oswego.

After discussion, the report was approved.

The Vice Moderator of the Leadership Team, the Rev. Mario Bolivar, presented the report of the Leadership Team:

Since papers distributed for the May 20, 2017 Stated Meeting of the Presbytery, the Leadership Team has held meetings on May 20 (special), May 25, June 22, and July 28, 2017.

The Leadership Team met for a special meeting on May 20, 2017 at the First Presbyterian Church of Auburn.

Present: Linda Russell, James Moore, Sam Dance, Lennie Turner, Dan DeBrucker-Cota, Mario Bolivar, Dave Sandwick, Karen Green

Absent with notice:

Ex-officio: Rita Hooper, Steve Plank

The Leadership Team met on May 25, 2017 at Onondaga Hill Presbyterian Church.

Present: Linda Russell, Gordie Howard, Donna Hunt, Sam Dance, Lennie Turner, Karen Green, Howard Rose, Nancy Johnston, Dave Sandwick

Absent with notice: Nancy Wind, James Moore, Dan DeBrucker-Cota, Doug Russell, Mark Peters, Mario Bolivar

Absent without notice:

Ex-officio: Steve Plank, Shawn Reyburn

Guest: Lynn Jacques, newly elected member of the Leadership Team

The Leadership Team met on June 22, 2017 at Onondaga Hill Presbyterian Church.

Present: Linda Russell, Mario Bolivar, Donna Hunt, Dan DeBrucker, Beth DuBois, Howard Rose, Nancy Wind, Lynn Jacques

Absent with notice: Karen Green, Lennie Turner, Nancy Johnston

Absent without notice:

Ex-officio: Gordie Howard, Steve Plank, Shawn Reyburn, Rita Hooper

The Leadership Team met on July 27, 2017 at the home of the chairperson, elder Linda Russell.

Present: Linda Russell, Dan DeBrucker, Lennie Turner, Lynn Jacques, Karen Green,
Nancy Wind, Donna Hunt
Absent with notice: Mario Bolivar, Shawn Reyburn, Nancy Johnston, Beth DuBois,
Gordie Howard, Howard Rose
Absent without notice:
Ex-officio: Steve Plank, Rita Hooper
Guest: Diane Monger

Actions taken on May 20:

The purpose of this special meeting was to confirm the electronic votes taken by members of the Leadership Team on the following:

1. To recommend that the Presbytery approve the Joint Resolution of the Presbytery of Cayuga-Syracuse and Cayuga-Syracuse Presbytery Home for the Elderly (dba Westminster Manor).
2. To recommend that the Presbytery approve the amended By-Laws of Cayuga-Syracuse Presbytery Home for the Elderly (dba Westminster Manor).
3. To recommend that the Presbytery approve the proposed amendment to Article VI, paragraph one of the Bylaws, and the proposed amendment to section 11.01 of the Standing Rules.

The Leadership Team confirmed the electronic votes and presented their recommendations to the Presbytery at the May 20 Stated Meeting.

Actions taken on behalf of the Presbytery on May 25:

- A-1 Approved paying \$750 on a bill from Peters and Associates.
- A-2 Approved a new Job Description for the Presbytery Treasurer. (This is included at the end of this report.)
- A-3 Authorized the following individuals to sign checks: Gordie Howard, Nancy Johnston, Linda Russell, and Mario Bolivar.
- A-4 Notified the appropriate banks that, as he no longer is Treasurer, Mark Peters' name would be removed as an authorized signer.
- A-5 Approved the transfer of the membership of the Rev. Tracie Martin to Shenandoah Presbytery.
- A-6 Approved the Interim Ministry Agreement between the Rev. Kathleen Waters and the Henrietta United Church of Christ, Henrietta, NY. This is a part-time position (30 hours/week, $\frac{3}{4}$ time), beginning May 30, 2017.
- A-7 Approved an application for Use of Restricted Funds from General Assembly from the First Presbyterian of Skaneateles for work needed to be done at The Presbyterian Manor in Skaneateles, in the amount of \$1,373.00. This application is now sent to the Synod, and, if approved there, will be forwarded to the General Assembly for consideration.
- A-8 Approved an application for Use of Restricted Funds from General Assembly from the Korean Church of Syracuse for support of the Boaz Project through which they help spread the Gospel to refugees through a computer class, in the amount of \$1,700.00. This application is now sent to the Synod, and, if approved there, will be forwarded to the General Assembly for consideration.
- A-9 Received the 2015 audit of Presbytery finances. The audit concluded with this summary: "...the financial statements referred to above present fairly, in all

material respects, the financial position of Presbytery of Cayuga-Syracuse as of December 31, 2015, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.”

Actions taken on behalf of the Presbytery on June 22:

- A-10 Approved the Moderator’s selection of the following sites to host upcoming Presbytery meetings:
- a) August 15, 2017 – Robinson-Elmwood
 - b) November 4, 2017 – Whitelaw
 - c) February 10, 2018 – Skaneateles
 - d) May 15, 2018 – Vanderkamp (perhaps with Parish assisting them)
 - e) August 14, 2018 – Scipioville
- A-11 Authorized the Treasurer to serve as the signer for the Presbytery with Presbyterian Investment and Loan Program (PILP), the Presbyterian Foundation, and Vanguard.
- A-12 Authorized the Treasurer to engage Cook CPA to do a financial review of the Presbytery’s 2016 books for the cost of approximately \$3,000.
- A-13 Approved the proposed sale of property owned by the First Presbyterian Church of Baldwinsville as proposed by a contract for sale dated June 1, 2017:
- To sell to Mr. James P. McHale of Syracuse, NY the property, including all buildings, improvements and appurtenances thereto known as 331 Village Boulevard North in the town of Van Buren, County of Onondaga, State of New York, being a one family dwelling identified by Tax Map #31-1018.0/331, including all plumbing, heating, lighting, bathroom and kitchen cabinets, mantels, doors, garage door openers and respective remotes, venetian blinds, shades, shrubbery, fencing, tool shed, built-in dishwasher, garbage disposal unit, built-in ranger and/or oven, built-in air conditioning equipment and installations, wall to wall carpeting, and all other fixtures and fittings belonging to or used in the operation of the Premises.
 - Purchase price is forty five thousand five hundred dollars (\$45,500), payable as follows:
 - \$1,000 in the form of a check to be held by Seller’s attorney,
 - \$8,100 cash on closing,
 - \$36,400 balance by Buyer obtaining, at his cost and expense, a conventional mortgage
- A-14 Approved the Rev. Kathleen Griffin’s request to retain her membership here and also join the *Asociación La Iglesia de Dios* (ALIDD). ALIDD is a member denomination of the World Council of Churches, as well as the Latin American Council of Church (*Consejo Latinoamericano de Iglesias* – CLAI); the PCUSA holds membership in both of these Councils as well.
- A-15 Approved recommending the request of the King Ferry Presbyterian Church to call the Rev. Dan McCollister as their pastor, with the same terms as his service as their Stated Supply Pastor, and that the Presbytery’s policy prohibiting this action be set aside in this instance.
- A-16 Approved contract between the Session of Westminster Presbyterian Church in Syracuse and the Rev. Sandy Sanderson to serve as Temporary Supply Pastor,

beginning June 1, 2017, for the period of one year. This agreement may be terminated by the Presbytery or the Session upon 60 days written notice, or by the pastor upon 30 days written notice. The agreement may be renegotiated and extended for a one-year period.

This is a part-time position, at 15 hours per week, providing the following services:

- lead worship and preach all Sundays per month.
- do pastoral calling on sick, shut-ins, and prospective members.
- officiate at weddings and funerals as requested.
- plan and moderate session and congregational meetings.

The terms of this agreement are as follows:

Cash Salary \$ 13,920

Effective salary \$ 13,920

Travel at \$0.535/mile (IRS rate recommended) \$2,400

- A-17 Approved contract between the Commission (Session) of Faith United Church of Oswego and the Rev. Deborah Johnson to serve as Interim Pastor, beginning July 15, 2017, for the period of one year. This agreement may be terminated by the Presbytery or the Commission upon 60 days written notice, or by the Interim Pastor upon 30 days written notice. The agreement may be renegotiated and extended for a one-year period.

The Interim Pastor:

- will not become a member of this Presbytery, but is a member of Trinity Presbytery.
- will serve as moderator of the Session.
- will assist in the mission study process, working in conjunction with COM
- will assist in preparation of the Ministry Information Form in conjunction with COM and/or Church Information Form in conjunction with the UCC

The Interim Pastor shall:

- lead worship and preach all Sundays per month.
- do pastoral calling on sick, shut-ins, and prospective members.
- officiate at weddings and funerals as requested.
- plan and moderate session and congregational meetings.
- work with boards and committees to assist them in carrying out their assigned tasks.
- train newly elected officers.
- perform other administrative duties as requested by the Session.
- teach and/or provide resources for Confirmation Class. The terms of this agreement are as follows:

Understandings:

- It is understood that the Interim Pastor will not be involved in any way with the search for or selection of the new Pastor. Any suggestions that the Interim pastor has regarding prospective candidates are to be submitted to the Committee on Ministry.

- It is understood that the Interim Pastor will be kept informed of the progress of the Pastor Nominating Committee as far as dates are concerned, and will be available to the PNC should questions arise concerning the time line of calling a new Pastor. When the search has narrowed to two or three candidates, the Interim Pastor will be available to talk with the prospective candidates.

This is a full-time position.

The terms of this Agreement are as follows:

Cash Salary	\$ 30,000
Housing/utilities	\$ 22,000
Effective salary	\$ 52,000
Full medical, pension, disability, and death benefit coverage	
Social Security Offset	\$ 3,931.20
Travel at \$0.535/mile (IRS rate recommended)	
Continuing Education reimbursement	\$ 900
Paid vacation of four weeks annually	
Paid continuing education leave of two weeks annually (cumulative up to six weeks)	
Moving expenses – ½ of actual cost to \$ 6,000 maximum	

The Ministry Work Group attests that the Commission followed AAEEEO guidelines in their search.

A-18 Elected the following upon nomination by the Nominating Committee:

To the Permanent Judicial Commission (class of 2023)

The Rev. Lorrie Cooney

The Rev. James Moore

Elder Neil Rotach (King Ferry)

To the Vanderkamp Board (to a term which ends 2020)

Elder Mark Peters (Cazenovia)

For information:

At the June 22 meeting of the Leadership Team, the chairperson, elder Linda Russell, presented a summary of some of the work that was done at the Synod-sponsored Central New York Presbytery Convention that was held in Auburn on June 8-9. During the report, Mario Bolivar talked about conversations he's been having with Larry Beasley, the Stated Clerk of Utica Presbytery, about increasing needs for use of technology and social media. Linda reported that cooperative sharing is being discussed around the areas of Preparation for Ministry and Lay Academy training. Boundaries Awareness Training is being offered for all minister members of all four of the presbyteries. Linda also mentioned that Utica and Northern New York Presbyteries are interested in conversations with us about staff sharing possibilities.

Actions taken on behalf of the Presbytery on July 27:

A-19 Approved proposing to the Presbytery an amendment to Article VII, paragraph 5, of the Bylaws, to add the words, "or Vice Moderator" after "previous Moderator," so that the sentence would read:

"The Nominating Committee shall consist of nine persons: the five members of Leadership Team, who have just finished their three-year

term, to then serve a one-year term on Nominating Committee; the Nominating Committee chair shall be a previous Moderator *or Vice Moderator* of Presbytery,..."

- A-20 Approved the sale by the Whitelaw Presbyterian Church of the manse located in the Town of Lenox and County of Madison, commonly known as 8662 North Main Street, Canastota, NY, 13202, to Duane and Janice Schiebler for \$49,920, subject to the terms and conditions of the Contract to Purchase dated June 15, 2017.
- A-21 Approved a revised resolution regarding the merger of Robinson Memorial and Elmwood Presbyterian Churches which made minor modifications to the original due to wording requirements in NYS law, and approved the request of both congregations to change the name of the merged congregation to "Robinson Elmwood United Church," effective January 1, 2018.
- A-22 Approved the financial reports submitted by the Treasurer. (These are included as an appendix to the minutes of this Presbytery meeting.)
- A-23 Approved appointing no more than five (5) people, not on the Leadership Team, to develop a position description for a Stated Clerk, to report back to the Leadership Team at the August 24 meeting. Three people already agreed to serve: elders Jill Fandrich (Westminster, Auburn), Sam Dance (Onondaga Hill), and Charlie Smith (Marcellus).
- A-24 Authorized the Visioning for the Future and the Human Resources Work Groups to seek a Stated Clerk for the Presbytery for an interim period, who would serve for no longer than one year, beginning May 1, 2018.
- A-25 Approved the Rev. Garrett Anderson's plan for sabbatical study.
- A-26 Approved adding elder Lynn Jacques (East Syracuse) to the Pulpit Supply list.
- A-27 Approved naming the Rev. Janice Fitzgerald as the Moderator of the Elmwood Session, effective July 30.
- A-28 Approved the contract between the Session of Taunton Memorial Presbyterian Church in Syracuse and the Rev. Lorrie Day Anson to serve as Temporary Supply Pastor, beginning July 9, 2017, for the period of one year. This agreement may be terminated by the Presbytery or the Session upon 60 days written notice, or by the pastor upon 30 days written notice. The agreement may be renegotiated and extended for a one-year period.
- The Temporary Supply Pastor shall:
 - lead worship and preach all Sundays per month
 - do pastoral calling on sick, shut-ins, and prospective members
 - officiate at weddings and funerals as requested
 - plan and moderate session and congregational meetings
 - work with boards and committees to assist them in carrying out their assigned tasks
 - train newly elected officers
 - teach and/or provide resources for Confirmation Class
 - This is a part-time position, at 10 hours/week
 - The terms of this agreement are as follows:
 - Cash Salary \$7,546.25
 - Housing allowance \$4,300.00

- Effective salary \$11,846.25
 - Full medical, pension, disability, and death benefit coverage
 - Travel at \$0.535/mile (IRS rate) \$300.00
 - Continuing education reimbursement \$450.00
 - Paid vacation leave of six weeks annually
 - Paid continuing education leave of two weeks annually
- A-29 Named the Rev. Karen Green as the chairperson of the Committee on Representation, and elder Dan DeBrucker as a member of COR.
- A-30 Approved reimbursing Dan DeBrucker, an Inquirer under care of our Presbytery, \$700 grant for expenses from the Mission Initiative Fund for his attendance at the 1001 New Worshiping Communities Conference.

TEASURER JOB DESCRIPTION

(Approved by the Leadership Team, May 25, 2017)

1. The Treasurer position is a volunteer position.
2. The Treasurer of the Cayuga-Syracuse Presbytery is the sole individual responsible to the Presbytery for the accounting of Presbytery funds.
3. The Treasurer is nominated by the Nominations Committee and elected by the Presbytery to a term set by the By Laws with no term limits.
4. The Treasurer is an ex officio member of the Leadership Team with voice but without vote.
5. The Treasurer is an ex officio member of the Finance and Properties Workgroup with voice but without vote.
6. The Treasurer regularly reports to the Finance and Property Workgroup, the Leadership Team and the Presbytery on the financial condition of the Presbytery.
7. The Treasurer is responsible for monies to be available to pay all bills.
8. The Treasurer will establish, administer, and facilitate review by the Finance and Property Workgroup, accounts at financial institution consistent with Presbytery investment policy and cash flow requirements.
9. The Treasurer will ensure Presbytery finances are reviewed annually in accordance with the *Book of Order*, Presbytery Bylaws, and Standing Rules and completed by August 31 of the following year.
10. Treasurer is a Presbytery check signing official consistent with Presbytery funds accountability policy developed by Finance and Property Work Group.
11. The Treasurer oversees the bookkeeping functions done by independent contractor and acts as the contract administrator.
12. The Treasurer will not disburse any funds or enter into any contracts unless authorized by the Finance and Property Workgroup in the name of the Presbytery.
13. Treasurer performance will be reviewed annually by the Chair of the Leadership Team in the name of the Presbytery.

As reported in item A-19, the Leadership Team proposed an amendment to the Bylaws of the Presbytery. After discussion, the proposed amendment was approved by the requisite 2/3 affirmative vote.

After discussion, the report of the Leadership Team was approved as presented.

Elder Charlie Smith, vice chairperson of the Ministry Work Group, presented the report of the work group:

1. The Presbytery recognized the upcoming retirement of the Rev. Stuart Hayes.
2. Elder Gail Banks was recommissioned to serve as the Commissioned Lay Pastor of the Amboy Belle Isle congregation.

The report of the Nominating Committee was presented:

Due to the lack of an available Nominating Committee chairperson, the Leadership Team instructed the Stated Clerk/Communicator to convene the present members of the Committee. Members met on June 1 and July 24.

The Nominating Committee presented names of individuals to the Leadership Team for election to different positions. However, Standing Rule 12.0202 specifies that vacancies on the Leadership Team may only be filled by election by the Presbytery itself.

The Nominating Committee nominates the following individuals to serve on the Leadership Team in the classes indicated:

The Rev. Linda Even – class of 2019

The Rev. Diane Monger – class of 2020

The Rev. Banu Moore – class of 2020

Submitted by the Nominating Committee:

Elder Sam Dance (Onondaga Hill)

Elder Gordie Howard (Otisco)

The Rev. James Moore (Scipioville)

Elder Doug Russell (Syracuse, Westminster)

Elder Dave Sandwick (LaFayette)

There being no nominations from the floor, the nominees to serve on the Leadership Team were elected as presented.

The Rev. Patrick Heery presented a brief Minute for Mission regarding the Theological Education Fund of the denomination. Patrick noted that this is the only denomination-wide financial support of our ten seminaries. A more in-depth presentation about the TEF will be given at the November 4 Stated Meeting of the Presbytery.

The Rev. Beth DuBois presented a resolution of thanks to the saints at Robinson Elmwood United Church for the exceptional hospitality they've shown in hosting this meeting of the Presbytery. The Presbytery unanimously affirmed this resolution.

The Rev. Steve Plank then led the Presbytery in a program called, "A New Church – A New Day." Different theological and biblical words were explored that are key to describing what the Church should be like and what we should be doing. Also, a variety of models were presented about how different faith communities are being the church in new ways.

There being no further business, the Moderator called on the Chaplain of the Day, elder Charlie Smith (Marcellus), to close with prayer. The Moderator then adjourned the meeting at 8:45 p.m.

Steven W. Plank,

Stated Clerk/Communicator

Roll –

Minister members present: Mary Anderson, Lorrie Day Anson, Bryan Bedell, Mario Bolivar, Beth DuBois, Pamela Gnagy, Patrick Heery, Yong Ju Jee, Diane Monger, James Moore, Tom Oak, Steve Plank, Shawn Reyburn, Sandy Sanderson, Debra Thomas, Kathleen Waters

Minister members absent with notice: Linda Even, Karen Green, Garrett Anderson, Craig Lindsey, Roger Martin, Tracie Martin, Banu Moore

Commissioned Lay Pastor present: Gail Banks

Commissioned Lay Pastor absent with notice: Donna Chapman

Elder commissioners present:

Amboy Belle Isle – Robert M. Armstrong
Auburn, First – David Lee
Auburn Westminster (2) – Roger Dilmore, Bob Davenport
Aurora – Steve Zabriskie
Baldwinsville (2) –
Cazenovia (2) – Sharye Skinner
Chittenango – Charlie Albee
Collamer – Jim Schuyler
Dewitt, Pebble Hill (2) –
East Syracuse –
Fayetteville –
Fulton (2) – Rita Hooper, Tina Casella
Hannibal (2) –
Jamesville (2) – Martha Lacy, Dick Lacy
King Ferry (2) – Neil Rotach
LaFayette (2) –
Liverpool (2) –
Marcellus (3) – Charlie Smith
Mexico (2) – Susan Silliman Smith
Morrisville (2) – Sylvia McKinnon
North Syracuse, Northminster (2) –
Oswego (2) –
Otisco –
Parish, New Hope –
Port Byron –
Scipioville – Linda VanBuskirk
Sennett –
Skaneateles (4) –

Syracuse, Isaiah’s Table – Karen Wolff
Syracuse, Korean –
Syracuse, Onondaga Hill – Ryan Collins
Syracuse, Park Central (3) – Craig Williams
Syracuse, Robinson Elmwood – Mary Browne
Syracuse, South Valley –
Syracuse, Taunton –
Syracuse, Westminster –
Weedsport – William Smith
Whitelaw –

Leadership Team elders present: Donna Hunt, Dan DeBrucker, Nancy Wind, Lennie Turner

Leadership Team elders absent with notice: Linda Russell

Total present and eligible to vote:

Minister members	16
Commissioned Lay Pastors	1
Elder commissioners	21
Leadership Team elders	4

Total **42**

Corresponding Members: the Rev. Charlie Vollmer (serving the Chittenango church), the Rev. Janice Fitzgerald (serving the Robinson Elmwood church), the Rev. Debbie Johnson (serving the Oswego church), the Rev. Bryan Bedell (serving the Aurora church), and Bill and Penny James (Executive Directors of Vanderkamp).

Candidates/Inquirers present: Shavonn Lynch, Dan DeBrucker

Visitors present: Mary Ellen Brzezowski

(Minutes approved by Presbytery as submitted – November 4, 2017)

CAYUGA-SYRACUSE PRESBYTERY TREASURER REPORT

(July 22, 2017)

- I am now signatory for Vanguard accounts. Mark is off. Online access still needs to be set up due to issue with Vanguard web site.
- I am signatory for PILP and Presbyterian Foundation.
- Still need to get Nancy as alternate on M&T Bank online access.
- Attached monthly reports and investment analysis intended for working group, leadership team, and Presbytery meeting.
- Cash in Bank is good but needs monitoring.
- Per Capita payments about normal but not as prompt as hoped.
- Generally expenses are as expected (exception is Professional CPA Fees)
- I have engaged Cook CPA to do a review of our finances by the end of August. Ms. Cook thought it was a good idea to do a review instead of an audit.
- I am still working on how to display data for your use. Please let me know if you have suggestions for improvements.

Gordie Howard

315-436-5982

PRESBYTERY OF CAYUGA-SYRACUSE
Balance Sheet Prev Year Comparison
 As of June 30, 2017

	Jun 30, 17	Jun 30, 16
ASSETS		
Current Assets		
M & T BANK CHECKING		
PRESBYTERIAN FOUNDATION (Endowment)	279,791.03	0.00
PILP (Endowment)	32,000.00	32,000.00
VANGUARD (Benevolent Care)	130,210.46	0.00
VANGUARD (Fay Giddings)	30,932.12	0.00
VANGUARD (Endowment)	175,055.84	385,189.33
PRESBYTERIAN FOUNDATION (Weil Fund)	35,565.48	34,514.68
PRESBYTERIAN FOUNDATION (Mission Initiatives Fund)	348,554.74	335,411.24
ACCOUNTS RECEIVABLE	21,471.38	15,934.87
LOANS RECEIVABLE (Auburn First Presbyterian)	16,927.55	22,716.84
TOTAL ASSETS	1,100,644.06	1,045,569.26
 TOTAL LIABILITIES AND EQUITY		
Total Liabilities	-3,291.67	-500.90
 Equity		
FUND BALANCE - UNRESTRICTED		
OPERATING	-59,978.01	-36,367.37
BENEVOLENT CARE	135,717.71	122,442.21
FAY GIDDINGS	23,744.83	22,084.45
YOUTH TRIENNIUM	7,770.83	9,384.40
ENDOWMENT	565,243.93	522,233.26
CARE FUND	934.00	934.00
TOTAL FUND BALANCE - UNRESTRICTED	673,433.29	640,710.95
 FUND BALANCE- TEMP RESTRICTED		
MISSION INITIATIVES FUND	19,703.30	0.00
FUND BALANCE- TEMP RESTRICTED	19,703.30	6,227.91
 FUND BALANCE PERM RESTRICTED		
FAY GIDDINGS	24,210.66	24,210.66
MISSION INITIATIVES FUND	386,588.48	369,925.92
Total FUND BALANCE PERM RESTRICTED	410,799.14	394,136.58
Total Equity	1,103,935.73	1,046,070.16
 TOTAL LIABILITIES & EQUITY	1,100,644.06	1,045,569.26

PRESBYTERY OF CAYUGA-SYRACUSE
Profit & Loss Budget Performance

June 2017

	<u>Jan - Jun 17</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Income			
PER CAPITA	82,748.00	82,219.50	164,439.00
MISCELLANEOUS REVENUE			
PRES. FOUNDATION - ENDOWMENT	2,995.40	0.00	0.00
PRES. FOUNDATION- MISSION INIT.	3,773.10	7,544.60	15,089.19
VANGUARD - ENDOWMENT	3,028.92	0.00	0.00
WEIL MEM.- MISSION	385.00	769.83	1,539.66
AUBURN 1ST LOAN	466.09	0.00	0.00
PILP	267.55	0.00	0.00
Total MISCELLANEOUS REVENUE	10,916.06	8,314.43	16,628.85
Total Income	93,664.06	90,533.93	181,067.85
Expense			
PER CAPITA EXPENSE	25,041.55	25,041.55	50,083.11
BENEVOLENT CARE GRANT FUND	7,500.00	0.00	0.00
MILEAGE REIMBURSEMENT	0.00	25.00	50.00
COMMITTEE ON MINISTRY	303.43	700.00	1,400.00
PREPARATION FOR MINISTRY	800.00	225.00	450.00
EARLY MINISTRIES INSTITUTE	400.00	225.00	450.00
LEADERSHIP TEAM EXPENSES	0.00	1,000.00	2,000.00
LEADERSHIP DEVELOPMENT	-463.59	250.00	500.00
PRESBYTERY MEETINGS	8.45	100.00	200.00
WAGES & BENEFITS	52,863.40	53,085.14	106,170.28
OFFICE SUPPLIES	127.58	250.00	500.00
RENT	600.00	600.00	1,200.00
TELEPHONE	730.41	700.00	1,400.00
WEBSITE/TECHNOLOGY/INTERNET	1,192.70	1,250.00	2,500.00
POSTAGE	23.75	75.00	150.00
PO BOX RENTAL	356.00	250.00	500.00
RESOURCES	284.50	0.00	0.00
PROFESSIONAL FEES-CPA	982.62	125.00	250.00
EQUIPMENT REPAIRS & MAINT	0.00	125.00	250.00
PAYROLL SERVICE	636.80	420.00	840.00
INSURANCE-LIABILITY	-52.13	1,001.50	2,003.00
AUDIT	0.00	1,250.00	2,500.00
BOOKKEEPER EXPENSE	3,802.98	4,000.00	8,000.00
Total Expense	95,138.45	90,698.19	181,396.39
Other Income			
UNREALIZED GAIN(LOSS) ON INV			
PRES. FOUNDATION- ENDOWMENT	8,839.41	0.00	0.00
PRES. FOUNDATION- MISSION INIT.	11,200.48	0.00	0.00
PRES. FOUNDATION-N.WEIL FUND	1,142.87	0.00	0.00
VANGUARD - ENDOWMENT	25,778.56	0.00	0.00
Total Other Income	46,961.32	0.00	0.00
Net Income	45,486.93	-164.26	-328.54

Presbytery of Cayuga-Syracuse Per Capita/Mission Giving Report

June 2017

PIN #	Church	2014	Per Capita	Per Capita	% Paid
		Mem.	Apport.	Pd to Date	Per Capita
5924	Amboy Belle	28	\$1,057.00	\$528.50	50%
5400	Auburn First	109	\$4,114.75	\$2,057.38	50%
9454	Auburn Westminster	209	\$7,889.75	\$4,733.88	60%
5404	Aurora	42	\$1,585.50	\$528.48	33%
5923	Baldwinsville	225	\$8,493.75	\$3,539.05	42%
5927	Cazenovia	258	\$9,739.50	\$4,869.76	50%
5928	Chittenango	169	\$6,379.75	\$3,828.00	60%
10355	Collamer	83	\$3,133.25		0%
5929	Dewitt Pebble Hill	208	\$7,852.00	\$3,926.04	50%
10070	East Syracuse	115	\$4,341.25	\$2,172.00	50%
5932	Fayetteville	120	\$4,530.00	\$974.50	22%
5933	Fulton	42	\$1,585.50	\$951.30	60%
5934	Hannibal- God's Vision	16	\$604.00	\$604.00	100%
5936	Jamesville	68	\$2,567.00	\$855.67	33%
5412	King Ferry	27	\$1,019.25	\$510.00	50%
5937	LaFayette	129	\$4,869.75	\$1,217.44	25%
5938	Liverpool	132	\$4,983.00	\$4,983.00	100%
5939	Marcellus	150	\$5,662.50	\$4,257.00	75%
5940	Mexico	44	\$1,661.00		0%
9633	Morrisville	106	\$4,001.50		0%
5957	Northminster	209	\$7,889.75		0%
11123	Oswego- Faith United	53	\$2,000.75	\$2,000.75	100%
5955	Otisco	58	\$2,189.50	\$1,094.75	50%
11724	Parish/Hastings	19	\$717.25	\$717.25	100%
5415	Port Byron	22	\$830.50		0%
5416	Scipioville	72	\$2,718.00	\$2,718.00	100%
5417	Sennett	43	\$1,623.25	\$1,623.25	100%
5944	Skaneateles	703	\$26,538.25	\$6,625.74	25%
5948	Syr- Elmwood	25	\$943.75		0%
11006	Syr- Korean	107	\$4,039.25		0%
5954	Syr- Onon. Hill	126	\$4,756.50	\$2,378.28	50%
5951	Syr- Park	126	\$4,756.50	\$2,378.25	50%
0598	Syr- Robinson	168	\$6,342.00	\$1,948.00	31%
15004	Syr- South Valley	53	\$2,000.75	\$2,000.75	100%
4131	Syr- Westminster	57	\$2,151.75	\$1,151.75	54%
0640	Taunton	83	\$3,133.25		0%
5419	Weedsport	64	\$2,416.00		0%
5926	Whitelaw	88	\$3,322.00		0%
	Totals	4356	\$164,439.00	\$65,172.77	40%