

**Leadership Team of the Presbytery of Cayuga-Syracuse
October 3, 2012 5:00 p.m.
Pebble Hill Presbyterian Church**

Present: Lorrie Day Anson (ex-officio), Dave Graham, Jean Harshaw, Gordie Howard, Karen McDonough, Sarah McTyre, Pete Shidemantle, Caroline Simmons, Sharye Skinner, Charlie Smith, Steve Thomas (ex-officio), Craig Williams

Excused: Bill Grossman, Sandi Kreplin, Barb Wright

Welcome

Opening devotional – Lorrie Day Anson

Minutes

The minutes of September 6 were approved with a corrected spelling of Caroline's name.

Reports and recommendations

Finance and Property

- The work group recommended that the 2013 per capita remain at \$40.00. The team discussed the budget planning process and expressed a great desire to bring the per capita down. For the sake of churches' preliminary budget planning, we will report that per capita will not go above \$40.00 and that we hope to lower it as the Finance and Property group continues to work on the budget
- The work group recommended that the presbytery make a monthly donation of \$100 to the synod for the gracious use of their space. The team approved the recommendation.
- The work group recommended that Renee Perry's severance agreement be revised to allow her to work extra hours for Peters CPA through December 31, 2012. The team referred the matter to the HR Work Group to draft a written severance agreement with Renee.
- The work group recommended that the presbytery guarantee a \$300,000 loan from PILP for Onondaga Hill Presbyterian Church. The team approved the recommendation.
- The work group recommended that the presbytery guarantee a \$75,000 PILP loan for Liverpool Presbyterian Church (if the way be clear following the church's vote). The team approved the recommendation.

- The work group reported that the insurance coverage will be changed to delete Peters and Associates and to add the Synod of the Northeast.
- The work group reported on ongoing efforts to sell the properties of churches that have closed.
- The Leadership Team appointed Dave Graham as pro tem Stated Clerk for the purpose of signing loan papers.

Calling, Validating Ministries, Moderators of Session (Committee On Ministry Work Group)

- The team approved an Administrative Commission to install the Rev. Mary Anderson on January 13 (if the way be clear). The members of the commission will be:
Patricia Simmons (Teaching Elder - Westminster), Charlie Smith (Ruling Elder - Marcellus), Tina Buzak (Ruling Elder - Liverpool), Garrett Anderson (Teaching Elder - Liverpool), Jean Smith (Ruling Elder - Weedsport). The Rev. Laurel Nelson from Genesee Valley Presbytery will be preaching.
- The team voted to recommend to the presbytery a 1.75% increase in the minimum terms of calls for 2013 to \$35,486. This was based on the cost of living increase. There is a .75% increase in pension dues that is mandatory. The dollar amount of the Housing or Allowance is 30% of the Cash Salary plus Social Security offset.

Preparation for Ministry

- The work group was authorized to use budgeted funds for their work with inquirers and candidates.
- The work group reported that Rebecca Chaffee is a potential inquirer. After Rebecca has received approval from the Pebble Hill session, the work group will recommend her to the presbytery.
- Caroline also reported that the synod's Early Ministry Institute program is very helpful to pastors who are in their first years of parish ministry. She suggested that the team begin to think about ways to develop more ongoing peer group support for clergy. The team will provide a place for ideas about clergy support at an interactive table during the upcoming presbytery meeting.

Nominating Committee

- Pete reported that two additional nominees are needed from the presbytery to serve on the Nominating Committee. Sharye Skinner

volunteered to assist Pete and Sarah in developing a potential list of people who might serve.

Committee on Representation

- Dave and Craig volunteered to serve on the Committee on Representation along with Pete.

Human Resources Work Group

- Gail Banks is no longer able to serve as the Acting Stated Clerk. The team decided to ask Sandi K. if she might be willing to serve at the upcoming presbytery meeting. If she is not able, Pete will ask the clerk from Pebble Hill or clerks from other churches.
- The work group gave a brief report on the Stated Clerk search. They are forming a search committee and beginning to work on the job description and compensation package.
- The work group stated affirmatively that we are current in our pay to our employees and all tax obligations.

Leadership Development

- Pete noted that Leadership Development will be a second stage piece of the team's work and noted that there will be opportunities for people to offer ideas in this area at the upcoming presbytery meeting.

Records and Overtures

- The team will invite Sandy Sanderson to bring the proposed amendments from the General Assembly to the presbytery meeting for pick up.

Camping ministry

- Bill Smith is working on providing clarity on what the VanderKamp mortgage demands for our 2013 budgeting process and for interpretation to the presbytery.

Presbytery meeting

- The team discussed the upcoming presbytery meeting on October 13 at Pebble Hill and talked about focusing on mission and relationship with the sense that it is a holy gathering of God's people.
- The following items were suggested for the purpose of sharing more information:

- A list of M&M teams and an explanation of how mission funding is working
- Who is on the Leadership Team and what responsibilities/areas of service do we each have
- An explanation of the by-laws
- A team member during the interactive time who can show people where various items are on the website (perhaps Bill Grossman?)
- The team approved the celebration of communion during worship. Caroline will offer the Words of Institution. Jean, Karen and Dave will be servers.
- Sharye Skinner will help with finding people to make homemade desserts for lunch.
- The team discussed how to identify ourselves so that everyone will easily know who we are. Several ideas were brought up, but the decision was left to the officers as they plan.
- The team members will help with registration (Karen and Jean) and also will be present at the various tables during the interactive segment in the morning. The planning group will send out the list of tables so that team members can look at it ahead of time and make choices about where they would like to serve.

Special meeting

- The team decided to call a special presbytery meeting for the purpose of presenting the 2013 budget and voting on nominations. That date will be set once more information is in place.

Next meeting date: Wednesday, November 14 at 5:00 at Pebble Hill
Snacks – Sharye; Devotional - Charlie

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