



149th Stated Meeting of the Presbytery of Arkansas

Meeting Held Electronically via Zoom

Presbytery Website: <https://www.presbyark.org>

Presbytery Facebook Group **PresbyArkConnect**: <https://tinyurl.com/4938rjb7>

Presbytery Database: <https://directory.in-c.net/arkansas/>

Passphrase: **presbyarkconnect**

To Receive the “Update,” the Presbytery’s email newsletter, contact Presbytery Connector, Julie Price at julietannerprice@gmail.com.

What You’ll Find in This Packet:

Letter from the General Presbyter Page 2

Meeting Schedule Page 3

Docket Page 4

Consent Agenda Page 6

Report of the Stated Clerk Page 7

Report from the Board of Pensions, Kevin Keaton Page 9

Worship Bulletin including the Installation of MWS Susan Arnold Page 11

Report of the Mission of the Church Committee Page 14

Covenant Agreement of the Synod of the Sun Partnership for Disaster Recovery Page 15

Report of the Committee on Ministry Page 28

Report of the Committee on Administration Page 32

December 31, 2021 Balance Sheet Page 33

December 31, 2021 Benevolence Page 34

December 31, 2021 Operating Income Statement Page 36

2022 Asking Budget Page 39

2020 Financial Statements Auditor’s Review Page 40

Report from Youth, Young Adult, and College Ministry Page 57

Presbyterian Helps (Acronyms & Parliamentary Procedure) Page 58



PRESBYTERY OF ARKANSAS

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February 22, 2022

Dear Friends in the Presbytery of Arkansas,

It is with great anticipation that I look forward to being with you at the 149th stated meeting of the Presbytery of Arkansas. We had hoped to gather in person at the University of the Ozarks, but due to the extremely high numbers of the omicron variant when the Coordinating Team last met, the decision was made to cancel the “in-person” component and meet electronically utilizing Zoom technology.

The meeting will be held on March 4-5 beginning at 6:30 pm on Friday evening. During that evening, we will hear from our Board of Pensions representative Kevin Keaton, former PCUSA missionary Cindy Morgan who will share her retirement work of lifestyle medicine here in Arkansas, and we will install Rev. Susan Arnold as our 2022 Moderator of Presbytery during the worship service. We thank Rev. Chip Hatcher and others from Westminster Presbyterian Church in Hot Springs who have helped coordinate our worship service on very short notice.

On Saturday, we will begin at 8:30 am and our morning worship will include the Sacrament of the Lord’s Supper and the installation of our Vice-Moderator, Ray Woodruff. We will consider a proposal to join a partnership between the 11 presbyteries which make up the Synod of the Sun, Presbyterian Disaster Assistance and the Synod of the Sun that would fund a position to have a person on the ground to prepare for and respond to disasters that take place within the synod’s boundaries. This is loosely modeled after a partnership among presbyteries in South Florida called “Flapdan”. Our theological discussion time will focus on the emerging issues related to church property in our presbytery and denomination. Paul Grier and Joseph Moore from the Presbyterian Foundation will join us and share observations and insights from around the denomination. The Administrative Committee will present an operating budget for 2022 that will keep committee expenditures the same as 2021. And we will have a report from Ferncliff highlighting its ministry and sharing plans for the upcoming summer camping season.

This is the meeting that we welcome youth from around the presbytery to attend and participate in the meeting as Youth Advisory Delegates. There will be two “watch parties” (one in Central Arkansas and one in Northwest Arkansas where youth can gather and watch the meeting together. Registration for the Presbytery meeting can be found [here](#). Registration for Youth at Presbytery can be found [here](#). Both registrations can also be found on the presbytery’s website (presbyark.org). I look forward to seeing you on the screen on March 4th and 5th!!!

We ask that everyone pre-register prior to the meeting, whether a commissioner, minister member, other voting member, or visitor, so that we can take attendance.

I look forward to seeing you on the screen!!

Stewart

J. Stewart Smith
General Presbyter & Stated Clerk

Kim Palmer
Administrator

Brianne Christiansen
Director of Youth Ministries

Carol Clark
Presbytery Builder

Julie Price
Presbytery Connector



Next Meetings

150th Stated Meeting
Zoom Technology
June 4, 2022

151st Stated Meeting
First United Presbyterian Church
Fayetteville
October 21-22, 2022

Meeting Schedule

Friday, March 4, 2022 – Zoom Technology

- 6:30 pm Call to Order/Opening Gavel
- 6:40 pm Consent Agenda
- 6:45 pm Report of Stated Clerk Stewart Smith
- 6:55 pm Report of Treasurer Tom Verdery
- 7:00 pm Report from Cindy Morgan, Ozark Center for Lifestyle Medicine
- 7:35 pm Report from Board of Pensions, Kevin Keaton
- 7:45 pm Announcements
- 7:55 pm Comfort Break
- 8:00 pm Worship led by Westminster Presbyterian Church-Hot Springs
- 8:55 pm Adjournment

Saturday, March 5, 2022 - Zoom Technology

- 8:30 am Call Back to Order with Prayer and Opening Worship
- 9:00 am Committee Reports from the Presbytery
 - Committee on Mission
 - Ferncliff
 - Disaster Preparedness & Response Subcommittee
 - Committee on Ministry
 - Future of the Church
 - Committee on Administration
- 10:00 am Order of the Day: Theological Discussion
 - Paul Grier and Joseph Moore from Presbyterian Foundation
- 11:00 am Comfort Break
- 11:05 am Continue with Committee Reports
 - Report from the General Presbyter
 - Announcements
- 11:45 am Benediction and Adjournment

Presbytery Leadership
Moderator MWS Susan Arnold
Vice-Moderator RE Ray Woodruff
Moderator of CT RE Julie Gillaspay
Treasurer RE Tom Verdery
General Presbyter MWS Stewart Smith
Stated Clerk MWS Stewart Smith

Moderator of Administration
RE Carolyn Willis
Moderator of COM MWS Leslie Belden
Moderator of CPM MWS David Clark
Moderator of Subcommittee on Disaster
Preparedness and Response
RE Ray Stephens
Moderator of Future of the Church
MWS Steven Kurtz
Co-Moderators of Subcommittee on Honduran
Ministry
RE Leah Woodruff
MWS Phil Butin
Moderator of Mission of the Church
CRE Mary Shaw
Moderator of Nominations
CRE Chuck Olson
Co-Moderators of Presbyterian Women
RE Patty Minga
RE Cathy Rogers
Moderator of Representation
MWS Marie Mainard O'Connell
Moderator of Youth, Young Adults, and
Campus Ministry - MWS Maggie Alsup



149th Stated Meeting of the Presbytery of Arkansas

Utilizing Zoom Technology

Docket

Friday, March 4, 2022

- 6:30 pm** **Call to Order/Opening Gavel**
Lighting of the Christ Candle and Opening Prayer
Preliminaries
Welcome – Moderator RE Julie Gillaspay
Explanation of Technology – Moderator RE Julie Gillaspay
Welcome to all in Attendance– General Presbyter & Stated Clerk
- 6:40 pm** **Consent Agenda**
Motion to approve the Consent Agenda - Stated Clerk Smith (requires a second) (Section A)
- 6:45 pm** **Report of the Stated Clerk (Stewart Smith)** (Section B)
- 6:55 pm** **Report of the Treasurer (Tom Verdery)**
- 7:00 pm** **Report from Retired PCUSA Missionary Cindy Morgan, Ozark Center for Lifestyle Medicine**
- 7:35 pm** **Report from the Board of Pensions, Kevin Keaton** (Section C)
- 7:45 pm** **Announcements**
- 7:55 pm** **Comfort Break**
- 8:00 pm** **Worship – including the installation of Moderator Susan Arnold** (Section D)
- 8:55 pm** **Adjournment**

- 8:30 am** **Opening Worship – Installation of the Vice Moderator**
We will celebrate the Lord’s Supper together, so please prepare with bread and juice/wine before the meeting.
- 8:50 am** **Committee Reports from the Presbytery**
- Committee on Mission (Moderator CRE Mary Shaw) (Section E)**
- Ferncliff (MWS Jocelyn Wildhack)**
- Disaster Preparedness & Response Subcommittee (Section F)**
- Committee on Ministry – Moderator MWS Leslie Belden (Section G)**
- Future of the Church – Moderator MWS Steven Kurtz**
- Committee on Administration – Moderator RE Carolyn Willis (Section H)**
- 10:00 am** **Order of the Day: Theological Discussion –**
Paul Grier and Joseph Moore from the Presbyterian Foundation
- 11:00 am** **Five Minute Comfort Break**
- 11:05 am** **Continue with Committee Reports**
- Report of the General Presbyter – MWS Stewart Smith**
- Announcements**
- 11:45 am** **Benediction and Adjournment**
Fellowship to follow with the chat function remaining on following adjournment.

Section A

Consent Agenda

MWS Stewart Smith
Stated Clerk

- 1. Motion to adopt the docket.**
- 2. Motion to approve the minutes of the 148th Stated Meeting of the Presbytery of Arkansas, October 8-9, 2021 , held through Zoom technology, with worship led by First Presbyterian Church of Fort Smith and with MWS Deborah Wright, co-founder of Pneumatrix, delivering the sermon.**
- 3. Motion to enroll corresponding members with voice but not vote.**
- 4. Motion to grant privilege of the floor (voice) to those persons registered, but without vote.**
- 5. Motion for the technology of Zoom Technology to count votes, serving as what the Presbytery of Arkansas has historically termed the “Tellers.”**
- 6. Motion for the Stated Clerk to record those absent and those present and include those names and numbers in the minutes, serving as what the Presbytery of Arkansas has historically termed the “Leaves of Absence Committee.”**
- 7. Motion to receive the minutes as the report of the Administrative Commission to commission RE Allan Huddleston as pastor of the Vaughn Presbyterian Church in Bentonville on February 6, 2022 at 11:00 am, and to dismiss them with thanks.**
- 8. Motion to receive the minutes as the report of the Administrative Commission to install MWS Blake Brinegar as Pastor of First Presbyterian Church of Searcy on February 20, 2022 at 3:00 pm, and to dismiss them with thanks.**

Section B

Report of the Stated Clerk

MWS Stewart Smith
Stated Clerk

For Information:

1. Documents have been signed related to deeding the property of the One-o-One Presbyterian Church in Gamliel to the Gamaliel Church of Grace. The congregation paid the presbytery the agreed sum of 52,353.21 according to the stipulations of the Weaver Trust and the agreement from the Administrative Commission working with the session.
2. Documents were signed to finalize the sale of First Presbyterian Church in Clarksville for the sum of \$150,000.00. The sale has been approved by the Administrative Commission working with the session of the church.
3. 51 congregations filled out annual statistical reports. Thanks to all of those congregations for taking time to fill out the reports. We have a limited time where the staff can fill out the report for any congregation that missed the deadline. Call Kim or Stewart next week at the presbytery office.

For Presbytery Action:

- 1. Motion to approve the sale of the church manse, located at 1700 Logan Street in Arkadelphia owned by West End Presbyterian Church of Arkadelphia for \$65,000. The action was approved at a called congregational meeting held on February 20, 2022. (See Attachment B-1).**
- 2. Motion to approve the sale of the church building owned by the First Presbyterian Church of Harrison, AR, located at 220 Arbor Drive, for the sum of 4 million dollars. The action was approved at a called congregational meeting held on February 13, 2020. (See Addendum Packet). The church will retain ownership of the 2.6 acres of land on the south side of the property.**

Attachment B-1

West End Presbyterian Church

Worship Service – (Virtual) Attendance (22)

Congregational Meeting (Virtual) – Attendance 13

February 20, 2022 – 11:25 a.m.

Elders Present: Mable Buckley, Gloria Fallin, Yvette Bragg, Patricia Wright, Tara Williams, & Joanne Buckley;
Moderators – Pastors Kenneth & Claire Rhodes

The meeting was opened with prayer by Pastor Kenneth Rhodes. The purpose of the meeting was to approve the sale of the church manse located at 1700 Logan Street, Arkadelphia, AR. The Clerk provided some background information regarding the sale and pending offer. The offer is from United Country Hometown Realty (Falicia Sanders, Realtor) representing her client. The cash offer is for \$65,000 as is and the buyer will be responsible for the Realtor's fee. The church will be responsible for the closing cost. The Pastors and Clerk have been in consultation with Stewart Smith, the General Presbyter and Interim Stated Clerk and Ed McCorkle, Attorney and an Elder at First Presbyterian Church, Arkadelphia.

After some discussion, it was moved, by role call vote, to accept the Council's recommendation from the February 13, 2022 meeting to sell the manse, second by Gloria Fallin. Motion carried. The meeting was closed with prayer by Pastor Kenneth Rhodes and the Benediction by Pastor Claire Rhodes.

Patricia Wright, Clerk of Council, Date
Pastors Kenneth & Claire Rhodes



Kevin Keaton Church Consultant

m: 215-435-1301

kkeaton@pensions.org

We at the Board are working hard to support our ministers and employees of the Presbyterian Church (USA) in new and creative ways. If you have other ideas about how we can help, please let me know. I am happy to meet with presbytery and church committees to discuss your thoughts and hopes of how we can strengthen the benefits offered to those that serve the Church.

The Board of Pensions is a national agency of the Presbyterian Church (U.S.A.), offering a broad range of benefits to PC(USA) churches, agencies, and mid councils, as well as affiliated employers.

Member/Employer Services: 800-773-7752, M-F 8:30-7:00pm EST

Assistance Program

Through the Assistance Program, the Board of Pensions provides need-based grants to help active and retired members of the Benefits Plan and their families. Extensive changes effective January 2022 expand support available broaden eligibility to include more ministers and employees of the PC(USA) and affiliated organizations. [Read more](#)

Care Navigation

Starting April 1, 2022, the Board of Pensions, in partnership with Quantum Health, is providing a new Medical Plan feature, Care Navigation. This feature helps members and their covered family members navigate their healthcare and use their medical benefits. Care navigation will be included in the PPO, EPO, and HDHP at no additional cost to members or employers. [Read more](#)

Other important information:

- **Diversity, Equity, and Inclusion:** We are taking tangible, intentional steps to ensure a workplace culture that inspires a sense of belonging. And we are continuing to actively engage throughout the Church to ensure access to benefits plans and programs that provide wholeness. [Read more](#)
- **Retirement Savings Program:** This 403(b)(9) plan can help participants build savings and achieve long-term retirement goals. When offered to church employees, you provide them with a savings tool — with both tax-deferred and Roth after-tax contribution features. [Read more](#)
- **Medicare Supplement Plan:** The plan has added Employee Assistance Plan and vision coverage mirroring that provided to active members of the Medical Plan with no extra cost. [Read more](#)
- **Effective Salary:** Most of the Board benefits are based on [Effective Salary](#). Please make sure Effective Salaries are up to date on [Benefits Connect](#).



SELECT OTHER BENEFITS

Flexibility and choice to build your own package for employees and ministers in non-installed positions

Included in package and employer required to

Pastor's Participation ~

Minister's Choice +

RETIREMENT PROGRAMS

Defined Benefit Pension Plan ● ~ +

This defined benefit plan offers financial security in retirement as guaranteed monthly income, funded through employer dues and investment earnings.

Retirement Savings Plan ● ~ cost may be shared

Our 403(b)(9) plan can help participants build savings and achieve long-term retirement goals, with pre-tax and Roth after-tax contribution features. *Fidelity Investments*

FINANCIAL PROTECTION PROGRAMS

Death and Disability Plan ● ~ +

A comprehensive plan that offers peace of mind and financial security through salary continuation, lump-sum death benefit, monthly benefit in the event of a long-term disability, and more, as well as supplemental coverages.

Term Life Plan ●

A low-cost coverage option available in tiers from \$5,000 to \$50,000, or an income-based benefit amount, one times a member's effective salary, available at a lesser cost than your employees likely could secure on their own.

Temporary Disability Plan ● ~ +

For a disability up to 90 days, this benefit provides employees with up to 60 percent of effective salary capped at the IRS maximum (\$285,000 in 2020) after a 14-day waiting period. *Lincoln Financial Group*

Long-Term Disability Plan ●

This benefit offers financial protection during a long-term disability that extends beyond 90 days, providing a benefit of up to 60 percent of effective salary capped at the IRS maximum (\$285,000 in 2020) throughout their disability. *Lincoln Financial Group*

HEALTH PROGRAMS

Medical Plan ● ~

All three coverage options — a preferred provider organization (PPO), an exclusive provider organization (EPO), and a high deductible health plan (HDHP) — feature generous preventive care and prescription drug benefits, a telemedicine option, and Call to Health, our online well-being program. *Highmark Blue Cross Blue Shield*

Vision Eyewear Plan ● ~ cost may be shared

Save hundreds of dollars every year on the cost of eyeglasses, contacts, and more through this low-cost benefit. *VSP*

Dental Plan ● ~ cost may be shared

Provides coverage for a wide range of basic and major services and orthodontic treatment for children, saving members money on dental care and helping to support overall health and well-being. *Aetna*

TAX-ADVANTAGED ACCOUNTS

Flexible spending account: dependent care ●

Can be used to pay for eligible expenses for children under age 13 and certain older family members, such as in-home child care, before- and after-school programs, and adult day care. *Further*

Flexible spending account: healthcare ●

Pay for eligible medical, dental, and vision expenses, such as deductibles, copayments, and copay amounts — all with pretax dollars. *Further*

Health savings account ●

When offered along with the high deductible health plan (HDHP), these accounts can be used to pay for qualified healthcare expenses, including the annual HDHP deductible, copayments, dental treatments, and prescription drugs, for themselves or any eligible dependent. *Further*

Work requirement key

- 20 hours or more per week; no requirement for ministers in self-employed validated service
- 20 hours or more per week
- No hourly work requirement
- Requires participation in PC(USA) or other employer-sponsored plan



Section D

Worksheet-Presbytery Worship Service

Date: Friday, March 4, 2022

GATHERING AROUND THE WORD

GREETING AND OPENING PRAYER

PRELUDE For the Beauty of the Earth Westminster Joyful Ringers
Sara Ferril, flute

CALL TO WORSHIP from Psalm 95

ONE: O come, let us sing unto the Lord;

ALL: let us make a joyful noise to the rock of our salvation!

ONE: Let us come into God's presence with thanksgiving;

ALL: let us make a joyful noise to the Lord with songs of praise!

ONE: O come, let us worship and bow down,

ALL: let us kneel before the Lord our maker!

*HYMN *God of Grace and God of Glory* No. 307

¹God of grace and God of glory, on thy people pour thy power;
crown thy church's ancient story; bring its bud to glorious flower.
Grant us wisdom, grant us courage, for the facing of this hour,
for the facing of this hour.

³Cure thy children's warring madness; bend our pride to thy control;
Shame our wanton, selfish gladness, rich in things and poor in soul.
Grant us wisdom, grant us courage, lest we miss thy kingdom's goal,
lest we miss thy kingdom's goal.

⁴Save us from weak resignation to the evils we deplore.
Let the gift of thy salvation be our glory evermore.
Grant us wisdom, grant us courage, serving thee whom we adore,
serving thee whom we adore.

LITANY FOR THE CHURCH (adapted from The Book of Common Worship, 1946)

ONE: Almighty God, creator of all; Jesus Christ, head of the church; Holy Spirit,
bond of peace; O triune God, eternal love:

ALL: Have mercy on us.

ONE: By your ministry of healing and forgiveness; by your seeking and saving the lost; by
your words of eternal life:

ALL: Have mercy on us.

ONE: By your calling and training of the apostles; by your promise to build up

your church; by your institution of the holy sacraments:

ALL: Have mercy on us.

ONE: By the love shown in Christ's crucifixion; by the power of his resurrection and ascension; and by the indwelling of your Holy Spirit:

ALL: Have mercy on us.

ONE: O Lord, strengthen your church in every place and unite your people in faith, hope, and love:

ALL: Help us, O Lord.

ONE: Teach us to strive not for our own safety but for the salvation of the world and the righteousness of your realm:

ALL: Help us, O Lord.

ONE: Grant us wisdom, power, and love, and call us to the work of ministry:

ALL: Help us, O Lord.

ONE: Remove all hatred and prejudice from us so that we may rejoice in all that you reveal:

ALL: Help us, O Lord.

ONE: Guide us when we are perplexed, so that we may hold fast to our faith:

ALL: Help us, O Lord.

ONE: Lead us to worship you in spirit and truth, regardless of the world's praise or contempt:

ALL: Help us, O Lord.

ONE: Almighty God, as we pray for the Church universal, we ask for your blessing on the church in this place; through Jesus Christ our Lord. Amen.

PROCLAIMING THE WORD

SCRIPTURE LESSONS

John 15:1-5

Romans 12:4-5

1 Corr. 12:14-20

SERMON

"Connectionalism"

Moderator Julie Gillaspay

RESPONDING TO AND SEALING OF THE WORD

OFFERING (The offering benefits the Presbytery of Arkansas Scholarship at Lyon College)

Online contributions can be made here: <https://bit.ly/3F3AFhd> or mail a check to Presbytery of Arkansas, 9221 N Rodney Parham Rd., Little Rock, AR 72227.

INSTALLATION OF MODERATOR SUSAN ARNOLD

Call to Installation

RE Julie Gillaspay

Presentation of the Moderator Elect

Covenant Questions

Charge to the Moderator

RE David Stricklin

Installation Prayer	RE Julie Gillaspy
Declaration of Installation	
Presentation of the Symbols of Leadership	
Response by the New Moderator	Rev. Susan Arnold
Charge to the Presbytery	Rev. John Arnold

CHORAL MUSIC *Gracious Spirit, Dwell with Me* WPC Chancel Choir

AFFIRMATION from The Belhar Confession (1986) – *Book of Confessions* 10.5

ONE: Let us together affirm our common faith through the words of The Confession of Belhar:

ALL: We believe...

- **that God has entrusted the church with the message of reconciliation in and through Jesus Christ;**
- **that the church is called to be the salt of the earth and the light of the world, that the church is called blessed because it is a peacemaker, that the church is a witness both by word and by deed to the new heaven and the new earth in which righteousness dwells;**
- **that God’s life-giving Word and Spirit has conquered the powers of sin and death, and therefore also of irreconciliation and hatred, bitterness and enmity, that God’s life-giving Word and Spirit will enable the church to live in a new obedience, which can open new possibilities of life for society and the world; . . .**
- **“Now to the One who by the power at work in us is able to accomplish far more than all we can ask or imagine, to God be glory in the church and in Christ Jesus to all generations, forever and ever. Amen.” (Eph. 3:20-21)**

HYMN *We All Are One in Mission* No. 733

¹We all are one in mission; we all are one in call,
our varied gifts united by Christ, the Lord of all.
A single, great commission compels us from above
to plan and work together that all may know Christ’s love.

²We all are called for service to witness in God’s name.
Our ministries are different; our purpose is the same:
to touch the lives of others by God’s surprising grace,
so every folk and nation may feel God’s warm embrace.

³Now let us be united and let our song be heard.
Now let us be a vessel for God’s redeeming word.
We all are one in mission; we all are one in call,
our varied gifts united by Christ, the Lord of all.

BLESSING AND BENEDICTION

Section E
Report of the Committee on the Mission of the Church
CRE Mary Shaw
Moderator

For Information

Members of Mission of the Church for 2022 are: Rev. Paul Fulks, RE Renee Nestor, RE Peg Falls-Corbitt, RE Sally Roden, RE Vicky Rogerson, RE Dawn Dvoracek, CRE Mary Shaw, Moderator. Staff resources are Julie Price and Stewart Smith.

We hope to have the three vacancies for the Class of 2024 filled by our next meeting date.

Committee met via Zoom on December 12, 2021, January 13, 2022 and February 10, 2022.

In December Julie Price, representing the Resource Team, presented details of the Small Church Vitality Worship and the Small Group Retreat for pastors and church professionals. Both programs were well received by participants. The Resource Team plans to focus on leadership and preaching resources for 2022 with the funds provided by Mission of the Church.

We reviewed and approved grants request for the following programs:

- \$1,500 McGehee School Backpack Mission
- \$1,000 University of the Ozarks Spring Break Mission Trip
- \$1,000 Elkins Food Pantry
- \$2,000 Refugee Resettlement Program at Ferncliff

Mission of the Church Committee revised the Guidelines for Funding From the Unified Mission Emphasis Budget. Julie Price updated those guidelines on the Presbytery website

January's meeting was called to consider and approve a grant request from Dr. Cindy Morgan for the Ozark Center for Lifestyle Medicine in the amount of \$1,600.

At the February meeting Julie Price gave an update on the Small Church Vitality workshops, report from the Resource Team and shared some exciting new ideas the team is developing to provide online resources, (Bible Study, guest speakers, etc.) to churches in the Presbytery.

We reviewed and approved the following grant request:

- \$3,600 FPC in Huntsville Food Pantry

Meeting dates and times were set for May 12, 2022 @ 2:00 pm and September 8, 2022 @ 2:00 pm.

Respectfully submitted,
Mary Shaw

Section F

Disaster Preparedness & Response Subcommittee

Motion: To enter in the covenant agreement of the Synod of the Sun Partnership for Disaster Recovery (listed below) at a \$30,000 total contribution over the four year period.

Covenant Agreement of the Synod of the Sun Partnership for Disaster Recovery (Covenant Theology of the Synod PDR)

This document describes a network within a covenant theology, which recognizes the connectional and relational nature of the church and the importance of serving the denomination, presbyteries, and their constituent churches to strengthen the entire body of Christ. A covenant is rooted in relationships and trust with specific responsibilities for each covenant partner. It is agreed each covenant partner will assume sole responsibility for its own actions and inactions. It is also agreed the creation and signing of this covenant does not hold the partners legally liable for the actions of the other. Covenant Partners of the Synod Partnership for Disaster Recovery (SPDR) are Synod of the Sun (Synod); its 11 presbyteries (Presbyteries); and Presbyterian Disaster Assistance (PDA), operating for corporate purposes via Presbyterian Church (U.S.A.), A Corporation (hereinafter referred to as PDA). Synod of the Sun, its 11 presbyteries, and PDA are distinct entities. They are independent, neither are they being controlled by the other. They are not in a legal partnership, joint venture, or similar legal relationship. Synod of the Sun, its 11 presbyteries, and PDA may be referred to in this Covenant as a “Party” and collectively as “Parties”.

Introduction

Synod Partnership for Disaster Recovery (SPDR) is a four-year pilot initiative that seeks to connect the ongoing needs of the Covenant Partners to prepare for, respond to, recover from, and mitigate against disaster events.

General Statement of the Initiative

SPDR:

- Provides Cooperation, Communication, Coordination and Collaboration (the 4C’s) of and between relationships and operational mechanisms with the Covenant Partners (Synod, Presbyteries and PDA)
- Identifies and develops resources and recommends protocols to be used by Presbyteries in times of disaster
- Leads and supports training for disaster preparedness and response for Presbyteries and their member congregations in serving their people and their communities
- Communicates and coordinates with other disaster organizations, including community and faith-based organizations; the private sector; and governments at all levels.

Covenant Partners Commitments

PDA agrees to:

- Recognize SPDR as co-equal covenant partners in effecting PDA's mission in Synod of the Sun
- Make annual contributions based on the draft budget developed by Synod of the Sun (Appendix A) for four years in support of SPDR's creation, development, initial operations, and assessment as follows: Year 1: 75%; Year 2: 70%; Year 3: 60%; Year 4: 50%.
- Continue to provide disaster grants as needed to the Synod and the Presbyteries based on qualified applications
- Provide church-wide visibility for SPDR through PDA's website, "Mission Mosaic" magazine, and emergency appeals
- Make available PDA's Associate for Disaster Response, U.S. (or designee) to serve as member of the SPDR Leadership Group
- Make available PDA's Associate for Disaster Response, U.S. (or designee) to serve as member of the group charged with recruitment, recommendation, and evaluation of SPDR director
- Include SPDR's director in all organizational, operational, and communication decisions pertaining to SPDR partnership with PDA as detailed in the director's position description
- Participate in a review of the SPDR initiative at 36 months to evaluate its contributions, gaps, possible remedies, and continuation prospects

Synod of the Sun agrees to:

- Recognize PDA as a co-equal covenant partner in effecting SPDR's mission
- Make annual contributions based on the draft budget (Appendix A) and remaining balance after PDA contribution for four years in support of SPDR's creation, development, initial operations, and assessment as follows: Year 1: 50%; Year 2: 25%; Year 3: 15%; and Year 4: 10%.
- Develop robust relationships, policies and practices that inspire presbyteries to participate and make contributions to Synod of the Sun in support of SPDR
- Keep Presbyteries informed and engaged in the long-term disaster recovery taking place within their bounds

- Provide Synod-wide visibility for PDA within its Presbyteries and external partnerships through internal and external written and oral reports
- Provide for synod-wide disaster liaising and incident coordination for PDA through SPDR
- Provide Synod-wide visibility for PDA within congregations through effective communication such as testimonials from volunteers, short videos, pastors' commendations from the pulpit, PDA, committee member's experiential reports and invitations to volunteer, etc.
- Encourage Presbyteries, congregations, and individuals to support the One Great Hour of Sharing and promote special PDA appeals
- Provide full financial accountability and transparency to PDA via an annual SPDR budget, quarterly revenue and expense report, and an at least bi-annual, end of year financial review
- Include PDA's Associate for Disaster Response, U.S. (or designee) to serve as a member of the SPDR Leadership Group
- Include PDA's Associate for Disaster Response, U.S. (or designee) to serve as a member of a committee or group charged with recruitment, recommendation, and evaluation of SPDR Director
- Include PDA's Associate for Disaster Response, U.S. (or designee) in all organizational, operational, and communication decisions pertaining to SPDR's partnership with PDA
- Participate in a review of the SPDR initiative at 36 months to evaluate its contributions, gaps, possible remedies, and continuation prospects
- Act in accordance with the Memorandum of Partnership (Appendix B) provided to presbyteries who have made an investment over and above the annual contribution.
- When/If the program ends, partner presbyteries will have the opportunity to either re-designate the gift, or have funds returned to them based on the percentage of participation in the overall program. That percentage will be figured based on total monetary investment (investment and annual contribution).

Presbyteries agree to:

- Recognize the Synod and PDA as co-equal covenant partners in effecting their respective, disaster-related missions

- Make significant annual contributions for four years in support of SPDR’s creation, development, initial operations, and assessment; In the event of financial hardship, a presbytery may request assistance from other presbyteries and/or the synod in covering their portion of the annual contribution; No presbytery covenant partner will be neglected by the SPDR for non-payment
- Encourage congregations and individuals to support the One Great Hour of Sharing and promote special PDA appeals
- Recruit people for their SPDR Liaison who are passionate about and committed to disaster preparedness, response, recovery, and mitigation
- Provide presbytery-wide visibility for SPDR within congregations through effective communication such as testimonials from volunteers, short videos, pastors’ commendations from the pulpit, PDA, committee member’s experiential reports and invitations to volunteer, etc.
- Include SPDR staff and/or representatives on the agenda of regular meetings of the presbyteries
- Participate in a review of the SPDR initiative at 36 months to evaluate its contributions, gaps, possible remedies, and continuation prospects

Organization

SPDR is a four-year pilot initiative of its Covenant Partners and overseen by Synod of the Sun’s Assembly. A Leadership Group, consisting of at least the Synod Leader, leaders from three Presbyteries, and PDA’s Associate for Disaster Response, U.S. (or designee), function as a *de facto* executive committee of the Synod’s Assembly. As with a wheel with a hub and spokes, SPDR is the Synod-based hub, connecting with the Presbyteries for the 4C’s (Cooperation, Communication, Coordination and Collaboration) before, during, and after a disaster.

SPDR staff consist of a paid full-time director (Appendix D), who is employed by the Synod of the Sun and who reports for employment purposes to the Synod leader. PDA is not a joint employer of the full-time director. Presbyteries-based staff, called SPDR Liaisons, paid or volunteer, report to a Presbytery leader. Synod-based staff recruitment, hiring and performance evaluation is led jointly by the Leadership Group and representation from synod’s Personnel Committee.

Programs

SPDR projects and programs will include at least:

- Development and implementation of a *blue-sky* (when the daily operations are executed when natural disasters aren’t occurring) and a *gray sky* (when a natural disaster occurs, and all hands are on deck assisting with disaster survivors) communication network and protocols between the Presbyteries

- Development and implementation of a human and material resource database
- Volunteer management protocols and deployment
- Material resource management protocols, development, storage, and deployment
- Blue sky disaster training
- Marketing initiatives and fundraising appeals
- Communication and cooperation with other groups active in disaster

Modification

This Covenant may be modified upon the mutual written consent of all Parties.

Effective Date

The terms of this Covenant will be effective from date of signature to December 31, 2025.

Termination

Each Party may terminate this Covenant for any reason upon 30 business days' notice to the other Parties.

Indemnity

Each Party shall, to the extent allowed by law, defend, indemnify and hold harmless the other Parties from and against any and all claims, losses, causes of action, judgments, damages and expenses to the extent caused by the negligent actions or omissions of the indemnifying party, its employees, officers, or agents for which the indemnifying Party would be liable in law or equity.

Entire Agreement

This Covenant represents the entire understanding and agreement between the Parties with respect to the subject matter hereof and supersedes all previous negotiations, representations, and writings between the Parties relating hereto.

Assignment

This Covenant cannot be assigned by a Party without the prior written consent of the other Parties.

Governing Law and Venue

It is understood and agreed by the Parties that this Covenant shall be construed in accordance with the laws of Kentucky and that any litigation in connection with this Agreement shall be determined

by a court proceeding in Louisville, Kentucky.

Review and Renewal

Renewal of the Synod of the Sun Partnership for Disaster Response pilot initiative will begin at 36 months from the date of the Director hire. Review of the Covenant and its renewal will begin in 2025. As part of the review process, consideration should be given to the frequency and severity of disasters in the vast geography of the synod, the continued interest of volunteers, and to the progress being made toward the programs purpose(s).

같이 갑시다! Gachi Gapsida! Go Together!

We enter this missional, nonlegal, partnership as a sign of our hope for the future, our willingness to work with and for one another, in trust and in love for one another, our communities, and as siblings in Christ.

We believe when we work together across boundaries, we make visible the Good News and find wholeness as the Body of Christ. In our common calling, we impact lives together.

ADOPTED BY:

Synod of the Sun

Printed Name/ Position: Valerie Young Synod Leader & Stated Clerk

Signature: *Valerie Young*

Date: 1/21/2022

Presbytery of Arkansas

Printed Name/ Position: _____

Signature: _____

Date: _____

Cimarron Presbytery

Printed Name/ Position: _____

Signature: _____

Date: _____

Eastern Oklahoma Presbytery

Printed Name/ Position: _____

Signature: _____

Date: _____

Grace Presbytery

Printed Name/ Position: _____

Signature: _____

Date: _____

Indian Nations Presbytery

Printed Name/ Position: _____

Signature: _____

Date: _____

Mission Presbytery

Printed Name/ Position: _____

Signature: _____

Date: _____

Presbytery of New Covenant

Printed Name/ Position: _____

Signature: _____

Date: _____

Palo Duro Presbytery

Printed Name/ Position: _____

Signature: _____

Date: _____

Pines Presbytery

Printed Name/ Position: _____

Signature: _____

Date: _____

Presbytery of South Louisiana

Printed Name/ Position: _____

Signature: _____

Date: _____

Presbytery of Tres Rios

Printed Name/ Position: _____

Signature: _____

Date: _____

Presbyterian Church (U.S.A.), A Corporation

Printed Name/ Position: _____

Signature: _____

Date: _____

Presbyterian Disaster Assistance, Director

Printed Name: _____

DocuSigned By:
Laurie Kraus
Laurie A Kraus
3A4B13159A1C44A...

Signature: _____

Date: 1/13/2022 _____

Appendix A Draft Budget

Item	Annual (Synod Policies)
Personnel	
Director, 1.0 FTE	\$55,000.00
BOP	\$20,000.00
FICA Share	\$4,500.00
Prof Development (Con Ed)	\$1,500.00
Travel: 50,000 miles @.58/mile	\$29,000
Total Personnel	\$110,000.00
Telephone: 12 months @\$130/month	\$1,560.00
Internet: 12 months @\$120/month	\$600.00
Equipment & Furniture	\$3,000.00
Office supplies	\$500.00
Leadership Group expenses	\$5,000.00
TOTAL Expenses	\$10,660.00
	\$120,660.00

Appendix B



445 E FM 1382 Ste 3-778
 Cedar Hill, TX 75104214.390.1894 ·
 Fax 214.390.0755
 www.synodsun.org

MEMORANDUM OF OPPORTUNITY & PARTNERSHIP

As a good faith effort toward establishing and funding the presence of Presbyterian Disaster Assistance at a consistent, regional and/or synod-wide level into the future, the synod commits to the following as of June 15, 2021:

- Setting aside \$150,000.00 in a separate, board designated fund at Texas Presbyterian Foundation in 2021. *(Approved by synod Coordinating Team, June 14, 2021)**
- Establishing a separate fund at Texas Presbyterian Foundation in 2021, where any funds received from presbyteries designated for said partnership will be set aside. Presbytery donations will be kept in sub-accounts so as can be easily tracked. *(Approved by synod Coordinating Team, June 14, 2021)*
- Maintaining both funds, untouched and allowed to build until such time as they are needed to fund the partnership between synod, PDA, and the 11 presbyteries of the synod (or their successor(s)). *(Approved by synod Coordinating Team, June 14, 2021)**
- If the designated funds are not utilized, whether in part or in whole, by the end of the 2025 calendar year, donors have the option to re-designate the gift and interest, or all funds will be returned with appropriate interest to the partner presbytery or its successor.*
- Providing partners with regular accounting of funds available at Texas Presbyterian Foundation.
- Prior to the implementation of any plan, partners will develop and establish a Covenant Agreement. The Covenant Agreement will include partner responsibilities, methods of accountability, and funding that is equitable, ideally requiring as little additional annual funds from partners as possible. Thereby reducing the impact on future budgets. *

**Approved/Affirmed by Synod Assembly, October 25, 2021.*

Appendix C Partner Request

Partner \$	140,000.00	Year 1	Year 2	Year 3	Year 4	Total In
PDA 75/70/60/50		\$105,000.00	\$98,000.00	\$84,000.00	\$70,000.00	\$357,000.00
Balance after PDA		\$35,000.00	\$42,000.00	\$56,000.00	\$70,000.00	\$203,000.00
Synod 50/25/15/10		\$17,500.00	\$10,500.00	\$8,400.00	\$7,000.00	\$43,400.00
11 Presbyteries		\$17,500.00	\$31,500.00	\$47,600.00	\$63,000.00	\$159,600.00
		\$140,000.00	\$140,000.00	\$140,000.00	\$140,000.00	\$560,000.00

Arkansas	\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
Cimarron	\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
Eastern Oklahoma	\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
Grace	\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
Indian Nations	\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
Mission	\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
New Covenant	\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
Palo Duro	\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
Pines	\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
South Louisiana	\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
Tres Rios	\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
Total	\$17,500.00	\$31,500.04	\$47,599.97	\$63,000.08	\$159,600.09

Request:

\$5, 000 per Presbytery per year	\$55,000.00	\$55,000.00	\$55,000.00	\$55,000.00	\$220,000.00
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Position Description: Director of SPDR

Name of Employer: Synod of the Sun

Reports To: Synod leader (during PDA National Response Team deployments, coordinates with, but does not report to for employment purposes, the PDA Associate for Disaster Response, U.S. related to NRT missions)

Responsibilities:

- Leadership:
 - Lead SPDR in a manner that supports and guides its mission as defined by the Synod Assembly
 - Communicate effectively with the Synod Leader and provide, in a timely and accurate manner, all information necessary for their oversight role
- Financial
 - Oversee fundraising and other revenue development necessary to support SPDR's mission while honoring Synod procedures
 - Works closely with and assists Presbyteries to identify, monitor, and report on PDA disaster grants
 - Develop annual budget in collaboration with Synod Leader
 - Submit to the Synod leader monthly financial statements that accurately reflect the financial condition of the initiative
 - Operates within the approved budget, ensures maximum resource utilization, and maintenance of the initiative in a positive financial position
- Organization Mission and Strategy
 - Develop a first year 30-day, 90-day, and annual program plan
 - Develop and implement SPDR programs and initiatives
 - Advance SPDR's communication, image, and advancement of its mission by working closely with Covenant Partners, congregations, external partners, and government officials
 - Empower Presbyteries' SPDR Liaisons to be primary SPDR liaisons within presbyteries
 - Coordinate with educational and training events within the Presbyteries
- Organization Operations
 - Responsible for effective administration of SPDR operations
 - Serve as Synod disaster liaison and incident coordinator for SPDR and PDA in disasters, including:
 - Promoting the 4Cs (Cooperation, Communication, Coordination and Collaboration) with Presbyteries' staff/volunteers, key faith-based, community, business, and government sectors at local, state, and national levels
 - Communicating and coordinating with PDAs National Response Team members assigned to the Presbyteries
 - Managing volunteers to work with response and recovery groups in close partnership with PDA's National Call Center
 - Communicate and collaborate with PDA-sponsored, presbytery-based staff when an event warrants their addition

- Collaborate with Presbyterian Women to develop, train, and empower groups within presbyteries during blue sky periods to lead disaster response initiatives
- Other Duties
 - Attend PDA-sponsored national training events, as assigned
 - Perform other duties that may be assigned by the Synod Leader

Essential Position Requirements:

Education

Bachelor's degree required, master's degree preferred, in human service field such as social work, community organizing, international development, ministry, etc.

Experience

Minimum of one year in disaster management; direct experience with the PC(USA) required

Required Skills

Public speaking; fundraising; competence in MS Office applications; social media; video conferencing platforms; must be able to travel extensively

Required Competencies

Collaborative: Works together with all stakeholders in an inclusive community, invites input, shares ideas and seeks the best ways to accomplish common goals and easily adapts to a dynamic work environment

Accountable: Takes responsibility for actions and works with integrity, transparency, and compassion

Responsive: Responds to the voice and needs of the Covenant Partners by being timely, helpful, enthusiastic, and mission-oriented

Resiliency, flexibility, change management: Shows an openness to and a readiness for the dynamic changes in a disaster environment

Organization: Strong organizational skills and the ability to take the lead in office organization

Communication: Outstanding written, phone, and verbal skills

Excellence: Works with passion, energy, intelligence, and imagination *Cultural Proficiency:* Understands and values differences in various cultures within and outside the organization. Manages dynamics of cultural differences

within a work group. Adapts to cultural diversity by continuously learning about differences and creates opportunities for staff to learn about one another.

Understanding of and sensitivity to refugee, immigration, and migrant issues. *Ecclesiastical Relationship:* Familiarity and understanding of PC(USA) structures and governance and the role of presbyteries.

Life / Work Balance: Recognizes the importance of rest and renewal and the need to maintain an appropriate balance between work life and personal life by adapting to changing needs at work, taking time to pursue personal interests, seeking others' help and discernment when needed and responding appropriately when overcommitted or when faced with stressful or dynamic situations.

Physical Requirements

Must possess the ability to perform above job-related duties.

Section G
Report of the Committee on Ministry

MWS Leslie Belden
Moderator

For Action

- 1. Motion to approve the call of MWS Robert Lowry as Pastor of Westover Hills Presbyterian Church of Little Rock, and enroll him as a member of the Presbytery of Arkansas, requesting that the Presbytery of Mississippi dismiss him, with the following terms of call:**

Total Compensation: \$87,447.00

Effective Salary	
Cash Salary	\$12,000.00
Housing Allowance	\$36,000.00
Deferred Compensation	\$9,500.00
Reimbursable Expenses (by voucher)	
Business/Professional Expenses	\$3,000.00
SECA Supplement (up to 50%)	\$3,672.00
Continuing Education	\$2,000.00
Full Board of Pensions	\$21,275.00
Paid Vacation	4 weeks
Paid Continuing Education	2 weeks
Paid Parental Leave	6 weeks

In the 7th year of service, the congregation shall provide for a three-month Sabbatical leave, reviewed and approved by the COM, continuing the salary and benefits for that period, and providing for pulpit supply.

And the worship service to install to be set for April 10, 2022 at 3:00 pm, with the offering recipient designated to be Solar Under the Sun, and the following to be elected to serve on the Administrative Commission with the specified duties:

MWS Leslie Roper to Charge the Pastor
MWS Brian Brock to Preside at the Table
MWS Susan Arnold to Moderate and Propound the Constitutional Questions
RE Catherine Lowry, Second Presbyterian Church of Little Rock
RE Ann Patterson, Westover Hills Presbyterian Church of Little Rock
RE Cindy Lanphear, Harmony Presbyterian Church of Clarksville to Charge the Congregation
MWS Martha Moore-Keisch, Greater Atlanta Presbytery, to sit with the Commission and Preach
With the provision to provide for flexibility in case there is a need.

- 2. Motion to approve the call of MWS Blake Brinegar as Pastor of First Presbyterian Church of Searcy with the following terms of call:**

	Total Compensation: \$84,481.28
Effective Salary	\$54,100.00
Cash Salary	\$36,100.00
Housing	\$18,000.00
Reimbursable	\$9,480.00
Mileage	\$3,000.00
Cell Phone	\$1,080.00
Continuing Education	\$1,200.00
403(b) Match	\$4,200.00
Board of Pension + Dental and Vision	\$20,901.28

And the worship service to install to be set for February 20, 2022 at 3 pm, with the offering recipient to be the Presbytery of Arkansas' Scholarship Fund of Lyon College, and the following to be elected to serve on the Administrative Commission:

MWS Elizabeth Brinegar to Preach
MWS Michael Vinson to Charge the Pastor
MWS Rebecca Spooner
MWS Maggie Alsup
MWS Susan Arnold to Moderate and Propound the Constitutional Questions
RE Julie Sharp, FPC, Yellville
RE Mike Szabo, FPC, Searcy to Charge the Congregation
RE Bob Fischer, FPC, Jacksonville
With the provision to provide for flexibility in case there is a need.

- 3. Motion to approve the following as Temporary Members in the Presbytery of Arkansas:**
 - a. Rev. Jason Smith – serving as the Stated Supply of First Presbyterian Church of Arkadelphia, and is a member of the First Alliance Baptist denomination.**
 - b. Rev. Michael Qualls – serving as the Interim Pastor at Graham Memorial Presbyterian Church in Forrest City, and is a member of the Cumberland Presbyterian denomination.**
 - c. Rev. David Schrier – serving as the Part-Time Stated Supply of Mountainburg Presbyterian Church in Mountainburg, and is a member of the American Baptist denomination.**

All three have been serving in their current temporary pastorates for a number of years, or were serving in the same congregation previously, under the mentorship of PC(USA) pastors in our Presbytery and under the guidance and approval of the Examinations Subcommittees of the COM.

For Information

1. The following were approved to serve in leadership rolls on the COM:
 - a. RE Jane Webb was approved as Vice Moderator
 - b. MWS Blake Brinegar was approved as Clerk
 - c. MWS Kade Curry was approved as the Validated Ministry Overseer
 - d. MWS Alisa Secrest and MWS Phil Butin were approved as Examinations Subcommittee Moderators of the Central and NWA Subcommittees respectively, and with permission to co-opt subcommittee members as needed.
 - e. RE Kelly Pearson and MWS Blake Brinegar were approved as CRE Overseers
2. RE Jan Enke was granted authority to celebrate the sacraments at First Presbyterian Church of Alma.
3. The covenant between CRE Mary Shaw and Elkins Federated Presbyterian Church was renewed, effective January 1, 2022 through December 31, 2022.
4. The covenant between MWS Becky Purcell and Mount Comfort Presbyterian Church for MWS Purcell to serve as their “Targeted Transitional Pastor” from January 1, 2022 through May 31, 2022, in a 15 hour per week position at \$1,500 per month, was renewed.
5. The covenant between Rev. Brian Timmons and Mount Vernon Presbyterian Church of Pea Ridge to serve as Temporary Supply was renewed from January 1, 2022 through December 31, 2022, for a 19 hour per week position with a salary of \$350 a month and housing at \$1,200 a month.
6. The end-of-service agreement between Rev. John Landis and First Presbyterian Church of Pine Bluff was approved.
7. The dissolution of call of MWS Emily Hook as Pastor of Graham Memorial Presbyterian Church was approved, and MWS Hook was granted permission to transfer her membership from the Presbytery of Arkansas, and the PC(USA) denomination, to the Covenant Order of Evangelical Presbyterians (ECO), with regret.
8. The COM affirmed the six-week leave of absence of MWS Marie Mainard-O’Connell at Park Hill Presbyterian Church in North Little Rock and the covenant agreement between the session of Park Hill and MWS Howard Reed to serve temporarily during that six week period at a salary of \$5,000.
9. MWS Bill Galbraith, HR, was approved to serve as Interim Pastor of Second Presbyterian Church of Little Rock from November 15, 2021 through December 26, 2021.
10. MWS Jody Welker was approved to serve as Interim Pastor of Second Presbyterian Church of Little Rock with an effective date of January 1, 2022 through December 31, 2022, with the following terms of call:

Total Compensation: \$127,500.00

Effective Salary		Reimbursable Expense (by voucher)	
Cash Salary	\$73,500.00	Car Allowance	\$11,000.00
Housing Allowance	\$28,000.00	Professional Expenses	\$3,000.00

Fidelity Investments/Board of Pensions	\$26,000.00	Continuing Education	\$1,500.00
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Board of Pensions and supplemental medical insurance			\$18,600.00
Paid Vacation	4 weeks	Moving expenses paid in full	
Paid Continuing Education	2 weeks		

11. The covenant between CRE Michelle Hall and First Presbyterian Church of Lincoln was renewed with the beginning date of January 1, 2022 through December 31, 2022, reviewable and renewable prior to the expiration date, with the compensation to be \$250.00 per Sundays preached, \$.50 for mileage and lodging costs to attend Presbytery meetings when receipt submitted, and four weeks vacation leave.

12. The covenant between CRE Michelle Hall and First Presbyterian Church of Prairie Grove was renewed with the beginning date of January 1, 2022 through December 31, 2022, reviewable and renewable prior to the expiration date, with the compensation to be \$300.00 per Sundays preached, \$.50 for mileage and lodging costs to attend Presbytery meetings when receipt submitted, and four weeks vacation leave.

13. The covenant between CRE Ronnie Prevost and First Presbyterian Church of Springdale was renewed from November 3, 2021 through May 3, 2022, with the following terms of call:

Salary	\$26,000.00	Automobile Expenses	\$3,600.00
Professional Expenses	\$400.00	Vacation	2 weeks paid

14. The covenant between RE Allan Huddleston and Vaughn Presbyterian Church of Bentonville for RE to serve as the Commissioned Ruling Elder (CRE) with permission to celebrate the sacraments and moderate the session effective January 1, 2022 through December 31, 2022 for a salary of \$15,000 annually was approved. The following were approved by the Coordinating Team to serve on the Administrative Commission to commission him on February 6, 2022:

- MWS Stewart Smith
- MWS Kade Curry to Charge the CRE
- MWS Joyce Daniels to Charge the Congregation
- RE Debbie Munroe Vaughn of Vaughn Presbyterian Church of Bentonville
- RE Stowe Hoffius of First Presbyterian Church of Springdale

Section H
Report of the Committee on Administration

RE Carolyn Bean Willis
Moderator

For Action

Motion #1 The Committee on Administration moves the approval of the 2022 operating budget (on Page 39).

Motion #2 The Committee on Administration moves the approval of the following terms of call for General Presbyterian Stewart Smith. The terms of call reflect a four percent cost of living increase and a reduction of professional expenses of \$2,000.

**General Presbyterian’s Proposed Terms of Call
For the Year 2022 – 4% Effective Salary Increase**

Salary	53,082.32
Housing	32,700.00
FICA	6,562.35
Pension/Medical	17,362.05 *
Continuing Education (Reimbursable up to)	1,500.00
Professional Expenses (Reimbursable up to)	13,000.00 **
	=====
	124,206.72
Continuing Education	2 weeks
Vacation	4 weeks
Sabbatical Leave and Paternity leave per presbytery policy.	

* Estimated – Board of Pensions will calculate new amount

** Professional Expenses reduced 2,000.00 due to no General Assembly expenses in the future.

For Information:

Upon approval of the 2022 operating budget, the Committee on Administration will instruct the Texas Presbyterian Foundation to transfer \$71,173.65 from 1100-04-50 (TPF Mark to Market) to 1100-04-01-03 (Church Development Fund).

The “Mark to Market” account accumulates the gain from our investments in the Balanced Mutual Fund. As of January 31, 2022, the fund had a balance of \$1,942,537.60. Both accounts are in the Balanced Mutual Fund. This action will not impact the total balance of the fund. The journal entry will repay the balance owed on the mortgage of the Presbytery Office building on Rodney Parham Road.

This action will free up \$24,000.00 in the 2022 operating budget and future years and will allow committees to continue operating at their same level of funding and provide the opportunity for the staff to receive a four percent cost of living increase.

PRESBYTERY OF ARKANSAS

Balance Sheet December 31, 2021

ASSETS

Current Assets

Cash TPF - undesignated	181,220.08
TPF Investment Cash - designated	797,578.74
TPF Investments	4,551,099.83
N/R Ministers	13,291.67
N/R Churches	35,000.00
TPF Mark to Market 52190	<u>1,942,537.60</u>

Total Current Assets **7,520,727.92**

Property and Equipment

Furniture & Fixtures	65,651.89
Land	285,908.89
Buildings	<u>961,516.12</u>

961,516.12

Accumulated Depreciation (427,125.79)

Net Property and Equipment **8,341,027.14**

TOTAL ASSETS **\$ 8,341,027.14**

LIABILITIES AND CAPITAL

Current Liabilities

Payroll & Other Withholdings 0.00

Total Current Liabilities **0.00**

Total Long-Term Liabilities **0.00**

TOTAL LIABILITIES **0.00**

Fund Balance

Equity Beginning Balance	\$ 4,343,422.31
Fund Balance	3,294,810.74
Unrealized Gains/Losses	733,645.36
Net Income	<u>(30,851.27)</u>

Total Fund Balance **8,341,027.14**

TOTAL LIABILITIES & CAPITAL **\$ 8,341,027.14**

Unaudited - For Management Purposes Only

PRESBYTERY OF ARKANSAS

Benevolence

December 31, 2021

LOCATION	2019 Benevolence	2020 Benevolence	2021 Benevolence
Alma	-	-	-
Amity	-	-	-
Arkadelphia, First	1,500.00	1,500.00	1,500.00
Arkadelphia, West End	1,106.00	1,106.00	1,110.00
Atkins	-	-	-
Batesville	10,000.00	10,000.00	10,000.00
Beebe	900.00	600.00	1,200.00
Bella Vista	30,000.00	24,999.96	20,000.00
Benton	9,600.00	8,600.00	8,600.00
Bentonville, First	29,500.00	32,000.00	33,500.00
Bentonville, Vaughn	-	2,000.00	-
Brinkley	-	-	-
Bull Shoals	-	-	50.00
Cane Hill	-	-	-
Clarksville, First	-	-	-
Clarksville, Harmony	-	-	-
Conway	8,125.00	7,700.00	7,500.00
Dardanelle	6,000.00	6,000.00	5,500.00
Elkins	1,000.00	1,000.00	1,000.00
Eureka Springs	3,000.00	2,550.00	2,750.00
Fairfield Bay	700.00	350.00	350.00
Fayetteville, First United	41,000.00	41,000.00	41,000.00
Fayetteville, Mt. Comfort	1,660.00	1,660.00	1,660.00
Forrest City	8,250.00	9,000.00	9,000.00
Ft. Smith, Central	16,000.00	16,000.00	16,000.00
Ft. Smith, First	5,000.00	5,000.00	5,000.00
Greenwood	2,000.00	-	-
Gurdon	1,200.00	300.00	-
Hardy	250.60	297.00	-
Harrison	-	-	-
Heber Springs	800.00	525.00	950.00
Helena	500.00	500.00	-
Holiday Island	6,200.00	6,200.00	6,200.00
Holly Grove	500.00	500.00	500.00
Horseshoe Bend	3,000.00	3,000.00	2,290.00
HSV, Kirk	27,270.00	27,270.00	27,270.00
H. Springs, First	20,000.00	20,000.00	20,013.00
H. Springs, Westminster	8,013.04	10,012.04	8,012.04
Huntsville	2,400.00	2,200.00	2,400.00
Jacksonville	2,655.00	2,800.00	3,250.00
Jonesboro	3,000.00	3,000.00	3,000.00
Lincoln	1,000.00	1,000.00	1,000.00
LR, Allison	657.05	-	-
LR, First	-	-	-
LR, Grace	5,625.00	7,900.00	7,900.00
LR, Pulaski Heights	3,228.00	3,636.00	3,636.00
Little Rock, Second	200,000.00	200,000.00	200,000.00
LR, Trinity	7,333.33	8,000.00	8,000.00
LR, Westminster	300.00	400.00	400.00
LR, Westover Hills	10,500.00	10,500.00	7,500.00
Malvern	5,241.72	5,241.71	5,241.72
Marianna	-	-	-
McGehee	2,520.00	2,520.00	2,520.00
Mena	5,000.00	5,000.00	5,000.00
Morrilton, First	-	1,200.00	1,200.00

PRESBYTERY OF ARKANSAS

Benevolence

December 31, 2021

LOCATION	2019 Benevolence	2020 Benevolence	2021 Benevolence
Morrilton, Hopewell	-	-	-
Mountain Home	1,000.00	1,000.00	750.00
Mountainburg	-	-	-
Newport	4,800.00	3,225.00	2,700.00
Norman	-	2,000.00	-
NLR, First	-	-	-
NLR, Park Hill	16,000.00	16,000.00	17,250.00
Paragould, First	-	-	-
Pea Ridge	3,000.00	3,000.00	3,000.00
Pine Bluff, Central	-	-	-
Pine Bluff, Faith	500.00	-	-
Pine Bluff, First	4,999.92	4,999.92	4,583.26
Prairie Grove	7,700.00	7,150.00	6,960.00
Rogers	7,000.00	6,999.96	6,999.96
Russellville	-	-	-
Searcy	2,000.00	2,000.00	-
Springdale	30,000.00	30,000.00	30,000.00
Van Buren	4,000.00	-	-
Walnut Ridge	-	6,400.00	-
Wynne	7,500.00	7,500.00	6,250.00
Yellville	6,000.00	6,000.00	6,000.00
Total	588,601.33	589,342.59	566,495.98

THE PRESBYTERY OF ARKANSAS							
Operating Income Statement							
For the Twelve Months Ending December 31, 2021							
		Current Month Actual	Current Month Budget	Over/(Under) Budget	Year to Date Actual	2021 Budget	Over/(Under) Budget
6000-01	Mission Acceptance	\$ 270,055.89	231,666.63	38,389.26	\$ 563,875.12	580,000.00	(16,124.88)
Misc. (Acct. 6015)	Investment Spend Rate	17,439.59	16,970.47	469.12	206,404.12	203,645.64	2,758.48
6000-01-1-101	Previous Years Pledges	0.00	0.00	0.00	4,000.00	2,000.00	2,000.00
6001-00-1-000	Miscellaneous Revenue	1,275.00	1,333.33	(58.33)	15,300.00	16,000.00	(700.00)
	Total Revenues	288,770.48	249,970.43	38,800.05	789,579.24	801,645.64	(12,066.40)
Expenses							
7000-01-1-000	Coordinating Team--Meeting Exp, Meals, Worship	0.00	100.00	(100.00)	1,382.00	1,200.00	182.00
7000-06-1-000	Coordinating Team--Gifts	0.00	4.17	(4.17)	0.00	50.00	(50.00)
7000-09-1-000	Coordinating Team--Moderator's Expense	0.00	37.50	(37.50)	0.00	450.00	(450.00)
7000-10-1-000	Coordinating Team--Vice moderator's Expense	0.00	91.67	(91.67)	0.00	1,100.00	(1,100.00)
7000-20-1-000	Coordinating Team--Presbytery Workshop/Speaker	0.00	33.33	(33.33)	825.00	400.00	425.00
7000-31-1-000	Coordinating Team--Background Checks	0.00	25.00	(25.00)	21.45	300.00	(278.55)
		0.00	291.67	(291.67)	2,228.45	3,500.00	(1,271.55)
7100-01-1-000	Administration--Meeting Expense, Financial Review	5,800.00	583.33	5,216.67	6,712.71	7,000.00	(287.29)
7100-04-1-000	Administration--Debt Reduction Contingency (e.g. land appraisal)	0.00	0.00	0.00	0.00	0.00	0.00
7100-05-1-000	Administration--Ferndiff General Site Support	14,000.00	2,333.33	11,666.67	28,000.00	28,000.00	0.00
8400-46-1-000	Repay CCD -- Building mortgage	2,000.00	2,000.00	0.00	24,000.00	24,000.00	0.00
		21,800.00	4,916.66	16,883.34	58,712.71	59,000.00	(287.29)
7200-01-1-000	Min. of the Church--Cmte on Prep. for Ministry--Travel, food, lodging, suppl	0.00	41.25	(41.25)	0.00	495.00	(495.00)
7200-02-1-000	Min. of the Church--Cmte on Prep. for Ministry--ConEd--Emergency Fund, Etc.	0.00	83.33	(83.33)	0.00	1,000.00	(1,000.00)
7700-01-1-000	Committee on Ministry--travel,food,mtg. support	0.00	416.67	(416.67)	0.00	5,000.00	(5,000.00)
8000-01-1-000	Min. of the Church--Cmte on Prep. for Ministry--Mtg. Expenses, etc.	0.00	42.08	(42.08)	0.00	505.00	(505.00)
8000-09-1-000	Min. of the Church--Cmte on Prep. for Ministry--Eval, Retreat, Support, Bkg Checks	0.00	250.00	(250.00)	1,450.00	3,000.00	(1,550.00)
8400-08-1-000	Min. of the Church--Wellspring Contract	0.00	644.58	(644.58)	8,330.00	7,735.00	595.00
		0.00	1,477.91	(1,477.91)	9,780.00	17,735.00	(7,955.00)
7300-29-1-000	Youth, Collegiate, and Young Adults--Campus Ministry/Program Support	2,356.66	2,500.00	(143.34)	28,279.92	30,000.00	(1,720.08)
7300-71-1-000	Youth, Collegiate, and Young Adults--YAT--Planning Retreats & Materials	0.00	83.33	(83.33)	980.56	1,000.00	(19.44)
7300-73-1-000	Youth, Collegiate, and Young Adults--YAT Scholarships	0.00	41.67	(41.67)	250.00	500.00	(250.00)
7300-74-1-000	Youth, Collegiate, and Young Adults--YAT Denomination Trips	2,000.00	166.67	1,833.33	2,000.00	2,000.00	0.00
7300-75-1-000	Youth, Collegiate, and Young Adults--YAT-Youth @ Presbytery	0.00	41.67	(41.67)	560.74	500.00	60.74
7300-76-1-000	Youth, Collegiate, and Young Adults--YAT YouthQuake	610.78	416.67	194.11	6,832.59	5,000.00	1,832.59
7300-78-1-000	Youth, Collegiate, and Young Adults--YAT Montreat	1,000.00	208.33	791.67	5,352.49	2,500.00	2,852.49
7300-79-1-000	Youth, Collegiate, and Young Adults--YAT--JrHi Jubilee	0.00	208.33	(208.33)	8.45	2,500.00	(2,491.55)
7300-80-1-000	Youth, Collegiate, and Young Adults--YAT--Matthew 25 Account	0.00	208.33	(208.33)	1,200.00	2,500.00	(1,300.00)
7300-84-1-000	Youth, Collegiate, and Young Adults--Young Adult Ministries	0.00	208.33	(208.33)	0.00	2,500.00	(2,500.00)
7300-86-1-000	Youth, Collegiate, and Young Adults--YAT--Student Leadership Development	0.00	41.67	(41.67)	325.71	500.00	(174.29)
7300-99-1-000	Youth, Collegiate, and Young Adults--Campus Ministry-Special Event Support	6,000.00	1,250.00	4,750.00	9,019.75	15,000.00	(5,980.25)
		11,967.44	5,375.00	6,592.44	54,810.21	64,500.00	(9,689.79)

THE PRESBYTERY OF ARKANSAS

Operating Income Statement

For the Twelve Months Ending December 31, 2021

		Current Month Actual	Current Month Budget	Over/(Under) Budget	Year to Date Actual	2021 Budget	Over/(Under) Budget
7500-01-1-000	Future of the Church--CCD--Admin., Listening	0.00	83.33	(83.33)	2,169.46	1,000.00	1,169.46
7500-06-1-000	Future of the Church--CCD--Black Caucus--AI Branch	0.00	64.33	(64.33)	0.00	772.00	(772.00)
7500-21-1-000	Future of the Church--CCD--West End Operation Support	3,375.00	1,125.00	2,250.00	13,500.00	13,500.00	0.00
7500-25-1-000	Presbytery Technology Needs	0.00	625.00	(625.00)	3,500.00	7,500.00	(4,000.00)
7500-51-1-000	Future of the Church--CCD--New Ministries' Development	0.00	2,208.33	(2,208.33)	32,500.00	26,500.00	6,000.00
7500-53-1-000	Future of the Church--Laotian Ministry support	900.00	300.00	600.00	3,600.00	3,600.00	0.00
7500-98-1-000	Future of the Church--Faith Presbyterian Operation Support	1,782.00	594.00	1,188.00	7,128.00	7,128.00	0.00
		6,057.00	4,999.99	1,057.01	62,397.46	60,000.00	2,397.46
7300-01-1-000	Christian Education--Meeting Expenses	0.00	37.50	(37.50)	0.00	450.00	(450.00)
7300-10-1-000	Christian Education--Special train. Events/presb	455.00	166.67	288.33	1,634.95	2,000.00	(365.05)
7300-21-1-000	Christian Education--Ferncliff. Prog/Supt. Summer Camp	0.00	2,000.00	(2,000.00)	24,000.00	24,000.00	0.00
7300-24-1-000	Mission of the Church--Ferncliff--Block Grant	0.00	416.67	(416.67)	5,000.00	5,000.00	0.00
7300-30-1-000	Christian Education--Presbyterian Pilgrimage	0.00	166.67	(166.67)	0.00	2,000.00	(2,000.00)
7300-41-1-000	Christian Education--Diversity--Scholarship	0.00	31.25	(31.25)	0.00	375.00	(375.00)
7300-90-1-000	Christian Education--Resource Center Resources	0.00	166.67	(166.67)	1,833.98	2,000.00	(166.02)
7300-91-1-000	Christian Education--Resource Center. Admin.	0.00	91.67	(91.67)	392.45	1,100.00	(707.55)
7600-03-1-000	Mission of the Church--Scholarship for Mission Trip	1,000.00	83.33	916.67	1,000.00	1,000.00	0.00
7600-05-1-000	Mission of the Church--International Mission Emphasis	2,000.00	166.67	1,833.33	2,000.00	2,000.00	0.00
7600-26-1-000	Mission of the Church--Arkansas Interfaith Conference	875.00	291.67	583.33	3,500.00	3,500.00	0.00
7600-44-1-000	Mission of the Church--Lyon College	250.00	83.33	166.67	1,000.00	1,000.00	0.00
7600-45-1-000	Mission of the Church--Presby. Village Support	125.00	41.67	83.33	500.00	500.00	0.00
7600-49-1-000	Mission of the Church--Univ. of Ozarks	250.00	83.33	166.67	1,000.00	1,000.00	0.00
7600-51-1-000	Mission of the Church--Vera Lloyd Mission	625.00	208.33	416.67	2,500.00	2,500.00	0.00
7600-62-1-000	Mission of the Church--Unified Mission Emphasis	4,100.00	1,172.92	2,927.08	14,000.00	14,075.00	(75.00)
7600-96-1-000	Mission of the Church--Solar Under the Sun	250.00	83.33	166.67	1,000.00	1,000.00	0.00
8300-01-1-000	Mission of the Church--PW Exp., travel, postage, etc.	0.00	41.67	(41.67)	502.39	500.00	2.39
8300-07-1-000	Mission of the Church--PW--Spring & Fall Retreats, Synod Gathering	0.00	291.67	(291.67)	1,629.79	3,500.00	(1,870.21)
9400-01-1-000	Mission of the Church--Disaster Preparedness	0.00	41.67	(41.67)	50.00	500.00	(450.00)
		9,930.00	5,666.69	4,263.31	61,543.56	68,000.00	(6,456.44)
7800-01-1-000	Nominations--travel, food	0.00	25.00	(25.00)	0.00	300.00	(300.00)
8100-01-1-000	Representation--Meeting Expenses	0.00	3.75	(3.75)	0.00	45.00	(45.00)

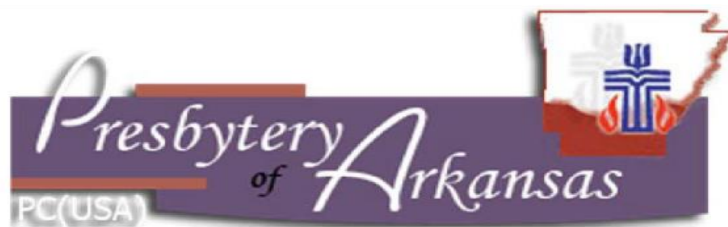
THE PRESBYTERY OF ARKANSAS								
Operating Income Statement								
For the Twelve Months Ending December 31, 2021								
		Current Month Actual	Current Month Budget	Over/(Under) Budget		Year to Date Actual	2021 Budget	Over/(Under) Budget
8400-01-1-000	POA/Supplies & Office Exp.	174.00	291.67	(117.67)		2,004.62	3,500.00	(1,495.38)
8400-02-1-000	Utilities/Telephone	629.22	625.00	4.22		7,274.51	7,500.00	(225.49)
8400-03-1-000	Copy Machine	485.67	500.00	(14.33)		6,039.16	6,000.00	39.16
8400-05-1-000	Technology	2,510.54	1,233.33	1,277.21		17,078.09	14,800.00	2,278.09
8400-07-1-000	Replace Equipment	0.00	83.33	(83.33)		0.00	1,000.00	(1,000.00)
8400-09-1-000	Insurance	0.00	683.33	(683.33)		16,238.00	8,200.00	8,038.00
8400-10-1-000	Miscellaneous Expenses	0.00	41.67	(41.67)		630.00	500.00	130.00
8400-12-1-000	Maintenance(Grounds, Bldg Upkeep)	1,359.16	833.33	525.83		10,065.62	10,000.00	65.62
		5,158.59	4,291.66	866.93		59,330.00	51,500.00	7,830.00
8400-22-1-000	K. Palmer/Travel	326.54	41.67	284.87		326.54	500.00	(173.46)
8400-25-1-000	S. Smith/Professional Ex	653.65	1,250.00	(596.35)		8,029.87	15,000.00	(6,970.13)
8400-29-1-000	Salaries	14,933.35	18,500.00	(3,566.65)		204,583.56	222,000.00	(17,416.44)
8400-30-1-000	Pension/Major Medical	1,458.00	1,598.83	(140.83)		17,496.00	19,185.96	(1,689.96)
8400-31-1-000	S. Smith/Continuing Ed.	0.00	125.00	(125.00)		1,500.00	1,500.00	0.00
8400-33-1-000	Payroll Taxes	849.78	1,122.64	(272.86)		12,139.25	13,471.68	(1,332.43)
8400-34-1-000	Housing	2,975.00	2,975.00	0.00		35,700.00	35,700.00	0.00
8400-40-1-000	S. Smith/FICA	526.66	583.33	(56.67)		6,319.92	7,000.00	(680.08)
8400-41-1-000	Builder/Connector Professional Expenses	0.00	833.33	(833.33)		4,897.39	10,000.00	(5,102.61)
8400-49-1-000	B. Christiansen Professional Expenses	0.00	125.00	(125.00)		1,163.00	1,500.00	(337.00)
8400-53-1-000	TPF Bookkeeping Fees	2,056.22	916.67	1,139.55		9,154.32	11,000.00	(1,845.68)
		23,779.20	32,363.13	(3,425.34)		301,309.85	336,857.64	(35,547.79)
8600-01-1-000	General Assembly	4,858.33	2,425.00	2,433.33		29,100.00	29,100.00	0.00
8700-01-1-000	GA Per Capita	14,500.52	7,250.67	7,249.85		87,007.22	87,008.00	(0.78)
8800-01-1-000	Synod Mission	4,025.03	2,008.33	2,016.70		24,100.00	24,100.00	0.00
		23,383.88	11,684.00	11,699.88		140,207.22	140,208.00	(0.78)
	Total Expenses	102,076.11	66,803.80	35,272.31		750,319.46	801,645.64	(51,326.18)
	Net Income	\$ 186,694.37	\$ 183,166.63	\$ 3,527.74		\$ 39,259.78	\$ 0.00	\$ 39,259.78

PRESBYTERY OF ARKANSAS

Budget Summary

For the Year 2022

Revenues	2020 Budget	2021 Budget	2022 Asking Budget
Mission Acceptance	590,000.00	580,000.00	560,000.00
Miscellaneous Revenue	14,600.00	16,000.00	15,900.00
Income from Investments	195,060.00	203,645.64	205,000.00
Prior Year Revenue	-	-	2,350.88
Previous Year Pledges	-	2,000.00	2,620.86
Total Revenues	799,660.00	801,645.64	785,871.74
Expenses			
Coordinating Team	3,500.00	3,500.00	3,500.00
Administration	59,000.00	59,000.00	34,000.00
Ministry of the Church, CCM & CLD	17,735.00	17,735.00	14,245.00
Youth Collegiate and Young Adult	64,500.00	64,500.00	64,500.00
Future of the Church	60,000.00	60,000.00	60,000.00
Church and its Mission	68,000.00	68,000.00	68,000.00
Nominations	300.00	300.00	300.00
Representation	45.00	45.00	45.00
Administrative Commissions	5,000.00	-	-
Presbytery Office	45,300.00	51,500.00	60,300.00
Staff Salaries	253,525.00	264,700.00	275,008.00
TPF Bookkeeping Fees	11,000.00	11,000.00	11,000.00
Payroll Taxes	18,850.00	13,471.68	13,471.68
Staff Pension/Medical	19,750.00	19,185.96	19,185.96
Staff Continuing Ed/Travel	28,500.00	28,500.00	26,500.00
General Assembly Per Capita - OGA	90,655.00	87,008.00	84,816.10
General Assembly Benevolence	29,500.00	29,100.00	28,000.00
Synod of the Sun Benevolence	24,500.00	24,100.00	23,000.00
Total Expenses	799,660.00	801,645.64	785,871.74
Surplus / (Deficit)	-	-	-



**Financial Statements
and
Supplementary Schedule
For the year ended December 31, 2020**

(With Independent Accountant's Report Thereon)

Presbytery of Arkansas

TABLE OF CONTENTS

	<u>Page</u>
INDEPENDENT ACCOUNTANT’S REVIEW REPORT	1
FINANCIAL STATEMENTS	
Statement of Assets, Liabilities and Net Assets – Modified Cash Basis	4
Statement of Revenues, Expenses and Changes in Net Assets – Modified Cash Basis	5
Notes to Financial Statements	6
SUPPLEMENTARY SCHEDULE	
Schedule of Designated Revenues and Expenses – Modified Cash Basis	13



INDEPENDENT ACCOUNTANT'S REVIEW REPORT

Committee on Administration
Presbytery of Arkansas
Little Rock, Arkansas

We have reviewed the accompanying modified cash basis financial statements of **Presbytery of Arkansas** (a not-for-profit organization hereinafter referred to as the Presbytery), which comprise the statement of assets, liabilities, and net assets – modified cash basis as of December 31, 2020, and the related statement of revenues, expenses and changes in net assets – modified cash basis for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of company management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting described in Note 1 to the financial statements; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Accountant's Responsibility

Our responsibility is to conduct a review engagement in accordance with *Statements on Standards for Accounting and Review Services* promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with the modified cash basis of accounting. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with the modified cash basis of accounting.

Committee on Administration
Presbytery of Arkansas

Supplementary Information

Our review was made primarily for the purpose of expressing a conclusion about whether any material modifications should be made to the financial statements in order for them to be in accordance with the modified cash basis of accounting. The accompanying supplementary information included in the Schedule of Designated Revenues and Expenses – Modified Cash Basis is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the financial statements. The supplementary information has been subjected to the review procedures applied in our review of the financial statements. We are not aware of any material modifications that should be made to the supplementary information. We have not audited the supplementary information and do not express an opinion on such information.

Emphasis of Matter

As discussed in Note 1 to the financial statements, certain beginning balances have been restated to correct prior period misstatements. Our opinion is not modified with respect to these matters.

Basis of Accounting

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared in accordance with the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our conclusion is not modified with respect to this matter.

A handwritten signature in black ink that reads "Landmark PLC". The signature is written in a cursive, flowing style.

Little Rock, Arkansas
January 25, 2022

Financial Statements

Presbytery of Arkansas

Statement of Assets, Liabilities and Net Assets

Modified Cash Basis

December 31, 2020

ASSETS	
Cash and cash equivalents - unrestricted	\$ 458,671
Cash and cash equivalents - designated	785,639
Investments - unrestricted	3,445,009
Investments - designated	2,560,118
Notes Receivable	35,000
Property held for sale	91,686
Property and equipment, net	<u>754,143</u>
TOTAL ASSETS	<u><u>\$ 8,130,266</u></u>
NET ASSETS	
Without Donor Restrictions	\$ 7,859,563
With Donor Restrictions	<u>270,703</u>
TOTAL NET ASSETS	<u><u>\$ 8,130,266</u></u>

See accompanying notes to financial statements.

**Statement of Revenues, Expenses and Changes in Net Assets –
Modified Cash Basis
Year Ended December 31, 2020**

	Without Donor Restrictions	With Donor Restrictions	Total
SUPPORT, REVENUES, AND GAINS			
Undesignated contributions	\$ 584,677	\$ -	\$ 584,677
Designated contributions	253,529	-	253,529
Donated property	497,604	-	497,604
Miscellaneous income	79,437	-	79,437
Investment return	<u>836,507</u>	<u>3,510</u>	<u>840,017</u>
	<u>2,251,754</u>	<u>3,510</u>	<u>2,255,264</u>
Total Support, Revenues and Gains			
PROGRAM EXPENSES			
Administration	43,430	-	43,430
Christian education	60,500	-	60,500
Congregational care and development	69,368	-	69,368
Designated payments	132,924	-	132,924
General council	879	-	879
Ministry	172	-	172
Mission	160,925	-	160,925
Presbyterian women	<u>282</u>	<u>-</u>	<u>282</u>
Presbytery office	<u>474,270</u>	<u>-</u>	<u>474,270</u>
Total Expenses	<u>942,750</u>	<u>-</u>	<u>942,750</u>
INCREASE IN NET ASSETS	<u>1,309,004</u>	<u>3,510</u>	<u>1,312,514</u>
NET ASSETS, BEGINNING OF YEAR	<u>6,550,559</u> ⁽¹⁾	<u>267,193</u>	<u>6,817,752</u>
NET ASSETS, END OF YEAR	<u>\$ 7,859,563</u>	<u>\$ 270,703</u>	<u>\$ 8,130,266</u>

(1) Amount restated from prior year reported amounts. See Note 1.

See accompanying notes to financial statements.

Organization and Operations

The Presbytery of Arkansas (the Presbytery) exists as a religious entity under the Constitution of the Presbyterian Church (U.S.A.). As such, their mission is to inspire, challenge and help the congregation, agencies, ministers, and leaders to fulfill the call to service as faithful followers of Jesus Christ.

The Presbytery is made up of 76 Presbyterian churches located throughout Arkansas. The membership of the Presbytery includes all Ministers of member churches and ruling elders elected by member congregations. The Committee on Administration oversees the budget, financial operations of the Presbytery and may designate certain assets to be used first as support for certain programs and activities and, if not needed, then for general operations. Principal revenues of the Presbytery are primarily from benevolence received from the member churches. All of the Presbytery's expenditures are for the programs which benefit these churches and members.

Basis of Accounting and Financial Statement Presentation

The financial statements are prepared using the modified cash basis of accounting. Under this basis, certain revenues and related assets are recognized when cash is received rather than when earned and certain expenses are recognized when they are paid rather than when the obligation is incurred. This basis differs from generally accepted accounting principles primarily because these financial statements do not include promises to give from church members or amounts due to vendors and employees for goods and services received prior to year-end for which payment had not been made as of year-end.

Basis of Presentation

The Presbytery presents information regarding financial position and activities according to the following two classes of net assets:

Net Assets without Donor Restrictions—Net assets that are not subject to or are no longer subject to donor-imposed stipulations.

Net Assets with Donor Restrictions—Net assets whose use is limited by donor-imposed time and/ or purpose restrictions.

Cash and Cash Equivalents

Cash and cash equivalents consist of demand deposit accounts maintained with financial institutions and cash and highly liquid investments with maturities of three months or less held by the Texas Presbyterian Foundation (TPF).

Investments

The Presbytery's investments are reported at fair value. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly fashion between market participants at the measurement date. See Note 3 for further discussion of fair value measurements.

Investments (Continued)

Investment return includes realized and unrealized gains and losses and interest income received. Investment income and gains restricted by donors are reported as increases in net assets without

donor restrictions if the restrictions are met (either a stipulated time period ends or a purpose restriction is accomplished) during the reporting period in which the income and gains are recognized and are appropriated for expenditure. Otherwise, income and gains are reported as increases in net assets with donor restrictions.

Notes Receivable

Notes Receivable consist of unsecured emergency pandemic loans to two churches within the region governed by the Presbytery. Notes remaining at December 31, 2020, include one note in the original amount of \$10,000 at zero percent interest dated April 2020 and another note in the original amount of \$25,000 at zero percent interest dated March 2020, both of which are due within 24 months of the date of the note or upon sale of the church property, whichever occurs first.

Property and Equipment

Property and equipment are stated at historical cost or, if donated, at the approximate fair value at the date of donation. Major renewals and betterments in excess of \$1,000 are capitalized, while normal repairs and maintenance are expensed in the period incurred. Depreciation of these assets is calculated using the straight-line method over the estimated useful lives of the assets, ranging from five to forty years. Property donated and held for sale is not depreciated.

Revenue Recognition

Contributions received are recorded as with donor restrictions or without donor restrictions depending on the existence and nature of the donor-imposed stipulations.

Contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restriction expires in the reporting period in which the support is received. All other donor-restricted contributions are recorded as increases in donor restricted net assets. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of revenues, expenses and changes in net assets as net assets released from restrictions.

Donated Services and In-Kind Contributions

Donated services are recognized as contributions only if the services (a) create or enhance nonfinancial assets or (b) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Presbytery. Although a substantial number of uncompensated volunteers have donated significant amounts of their time to the Presbytery, the value of such donated services has not been recognized as contributions in the financial statements as the recognition criteria was not met.

Presbytery of Arkansas

Notes to Financial Statements

December 31, 2020

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Functional Expenses

The Presbytery considers all disbursements to be related to its programs and therefore does not allocate disbursements between program, general and administration and fundraising for financial statement presentation.

Income Taxes

The Presbytery is exempt from income tax under Section 501(c)(3) of the U.S. Internal Revenue Code (the Code). The Presbytery has been classified as a publicly supported organization which is not a private foundation under Section 509(a) of the Code.

Accounting standards require the Presbytery to evaluate tax positions and recognize a tax liability (or asset) if the Presbytery has taken an uncertain position that more likely than not would not be sustained upon examination by the Internal Revenue Service. The Presbytery has analyzed the tax positions taken and has concluded that as of December 31, 2020, there are no uncertain positions taken or expected to be taken that would require the recognition of a liability (or asset) or disclosure in the modified cash basis financial statements. The Presbytery may be subject to audit by the Internal Revenue Service; however, there are currently no audits for any tax periods in progress.

Recently Issued Accounting Standards

In September 2020, Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) No. 2020-07, *Presentation and Disclosure by Not-for-Profit Entities for Contributed Nonfinancial Assets*. The new guidance is intended to improve transparency in the reporting of contributed nonfinancial assets, also known as gifts-in-kind, for not-for-profit organizations. The ASU requires a not-for-profit organization to present contributed nonfinancial assets as a separate line in the statement of revenues, expenses, and changes in net assets – modified cash basis, apart from contributions of cash or other financial assets. It also requires a not-for-profit entity to enhance disclosures about the valuation of those contributions and their use in programs and other activities, including any donor-imposed restrictions on such use. The amendments of this update will be effective for the Presbytery on January 1, 2022. Management of the Presbytery is currently evaluating the effect that implementation of the amendments in this update will have on the financial statements.

Use of Estimates

The preparation of financial statements in conformity with the modified cash basis of accounting requires management to make estimates and assumptions that affect certain reported amounts and disclosures in the financial statements. Accordingly, actual results could differ from those estimates.

Presbytery of Arkansas

Notes to Financial Statements December 31, 2020

Restatement of Amounts Reported in Previously Issued Financial Statements

The Presbytery has restated amounts previously issued in the 2019 financial statements as described in the following table:

	As Previously Reported	Adjustment ^A	As Restated
Property and equipment, net	\$ 660,609	\$ (144,667)	\$ 515,942
Beginning net assets			
without donor restrictions	\$ 6,695,226	\$ (144,667)	\$ 6,550,559

^A Property was gifted to the local church prior to January 1, 2020.

NOTE 2: DEPOSITS AND INVESTMENTS

Cash and Cash Equivalents

At December 31, 2020, cash and cash equivalents consist of the following:

Demand deposit accounts at financial institutions	\$ 389,550
Cash and cash equivalents held by TPF	<u>854,760</u>
	<u>\$ 1,244,310</u>

Investments

The Presbytery maintains cash balances in accounts with several financial institutions. The balances in these accounts may exceed applicable insured limits. Management believes that such accounts are maintained with reputable financial institutions and the Presbytery has not experienced any losses in these accounts to date. Cash balances held by TPF are not insured, however, the Presbytery does not believe that it is subject to any unusual risk beyond the normal credit risk associated with other commercial banking relationships. Also, it is the opinion of management that solvency of the TPF is not of particular concern at this time.

The Presbytery invest its funds in the Balanced Pooled Fund administered by the TPF. The TPF manages the assets and maintains separate accounts for each participating entity. The Fund is a balanced fund and assets may be invested in equities, fixed income and cash equivalent securities. Investments are available to be withdrawn upon written notice to TPF and may be

Presbytery of Arkansas

Notes to Financial Statements

December 31, 2020

Investments *(Continued)*

restricted to withdrawal on the first business day of the calendar month following ten days written notice. Investments held at TPF have been valued based on the Presbytery's interest in the pooled funds managed by the TPF, which are evidenced by a unit. The value of a unit is calculated based on the fair value of the underlying assets, adjusted for the effects of such transactions as administrative fees and

NOTE 2: DEPOSITS AND INVESTMENTS

investment income that has not been reinvested in the underlying assets, as reported by TPF, because there is no ready market for the assets. Valuation based on net asset value used as a practical expedient is permitted and the pooled investments held at TPF are not required to be reported under the investment classification hierarchy.

NOTE 3: PROPERTY AND EQUIPMENT, NET

Property and equipment, net consists of the following at December 31, 2020:

Land and Improvements \$	128,571
Buildings and improvements	961,516
Furniture, fixtures and equipment	65,652
	<hr/>
	1,155,739
Less accumulated depreciation and amortization	<hr/> (401,596) <hr/>
	<hr/> <u>\$ 754,143</u> <hr/>

Depreciation expense totaled approximately \$121,000 during the year ended December 31, 2020 and is included in Presbytery office expense.

The Presbytery leases office equipment under operating leases. Total rent expense totaled approximately \$6,700 for the year ended December 31, 2020.

NOTE 4: RETIREMENT ARRANGEMENT WITH STAFF EMPLOYEES

The full-time employees of the Presbytery participate in the benefit plans of the Presbyterian Church (U.S.A.). Contributions are based on percentage of salary and totaled approximately \$9,500 during the year ended December 31, 2020.

Presbytery of Arkansas

Notes to Financial Statements December 31, 2020

NOTE 5: NET ASSETS

Net assets with donor restrictions consist of the Irene W. Meredith Trust and the Hispanic Ministry contributions received by the Presbytery. Contributions and income earned on these contributions are available to be used for specific program activities. At December 31, net assets with donor restrictions are as follows:

Irene W. Meredith Trust	\$ 123,881
Hispanic Ministry	<u>146,822</u>
	<u><u>\$ 270,703</u></u>

Presbytery of Arkansas

Notes to Financial Statements

December 31, 2020

NOTE 6: COMMITMENTS AND CONTINGENCIES

The Presbytery is a guarantor of a loan totaling \$350,000 from the Presbyterian Church (U.S.A.) to a church. The loan is secured by a first mortgage on the real estate owned by the church. This guarantee would require the Presbytery to make the required loan payments in the event the church is unable to do so. Upon default, the real estate would revert to the Presbytery, who could sell the property to pay off the outstanding loan balance. As of December 31, 2020, the total outstanding balance was approximately \$113,000. The church was current with the required payments at December 31, 2020.

NOTE 7: RISKS AND UNCERTAINTIES

As of the date of the independent accountant's report, the COVID-19 pandemic has had an adverse impact on both domestic and global financial markets. Management is unable to accurately predict how the COVID-19 pandemic will affect the results of the Presbytery's operations due to uncertainties surrounding the severity of the disease and the duration of the outbreak. However, it is presumed that Presbytery operations will be impacted.

NOTE 8: LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

The Presbytery monitors its liquidity so that it is able to meet its operating needs and other contractual commitments while maximizing the investment of its excess operating cash. The Presbytery has unrestricted cash and cash equivalents and investments of approximately \$3,900,000 at December 31, 2020, that could readily be made available within one year of the statement of assets, liabilities and net assets – modified cash basis to fund expenses without limitations.

NOTE 9: FUNCTIONAL EXPENSES BY NATURAL CLASSIFICATION

The Presbytery's functional expenses by natural classification for program activities are as follows for the year ended December 31, 2020:

Committees	\$ 1,308
Congregational care	54,503
Education	63,714
Facilities	184,191
Missions	160,925
Other expense	9,120
Other programs	16,309
Pass through gifts	132,924
Salaries and benefits	<u>316,461</u>
Travel	3,295
	<u>\$ 942,750</u>

10: SUBSEQUENT EVENTS

The Presbytery has evaluated events that occurred after December 31, 2020, but prior to January 25, 2022, the date the financial statements were available to be issued.

Supplementary Schedule

Presbytery of Arkansas

Schedule of Designated Revenues and Expenses – Modified Cash Basis

Year Ended December 31, 2020

	Revenues	Expenses
	<hr/>	<hr/>
Special Designated		
One Great Hour	\$ 20,729	\$ 20,972
Joy Offering	16,822	15,815
Theological Education	19,300	17,950
Witness	3,536	3,623
Peacemaking	3,889	4,488
Disaster Relief	10,440	400
Two Cents a Meal	615	-
Other	178,198	69,676
	<hr/>	<hr/>
	253,529	132,924
Other Designated		
Irene W. Meredith Trust	3,510	-
	<hr/>	<hr/>
	<u>\$ 257,039</u>	<u>\$ 132,924</u>
	<hr/>	<hr/>

See Independent Auditor's Report.

Section I

Report from Youth, Young Adult, and College Ministry

MWS Margaret Alsup
Moderator of Committee

We started off 2022 with the Montreat College Conference in January. It was great to be back in the mountains of North Carolina and to gather with other students and campus ministry leadership. This year we had 20 students from University of the Ozarks, Lyon College, and 2nd Presbyterian Church in Little Rock.

As a reminder, we are working on gatherings for the young adults in our presbytery. Our committee noted the importance of staying connected to this age group as they move from college life into adulthood. If you are or someone you know is a young adult and looking to stay connected with the presbytery through these events, please contact our committee moderator, Maggie Alsup (margaret.alsup@lyon.edu).

While the Youth Advisory Team had success with fall events, they now turn their attention to the summer trips and opportunities for youth. We have three trips for our youth this summer:

- Junior High Jubilee (July 2-7) at Mo-Ranch. This trip is for all 6th-8th graders.
- Montreat Youth Conference (July 16-23) at Montreat Conference Center. This trip is for all 9th-12th graders.
- Presbyterian Youth Triennium (July 24-27) in Indianapolis. This trip is for all 8th-12th graders.

For more information and pricing, visit: <https://www.presbyark.org/ministries/youth-a-team/>.

As always, we continue to seek ways to be a resource for the presbytery and to support our youth, young adults, and college aged students. If you ever have questions, ideas for programming, or need to connect with the committee, please do not hesitate to reach out to Maggie Alsup.

Presbyterian to English Cheat Sheet

From time to time abbreviations and acronyms will be peppered through the meeting. The following is a quick primer on Presby-speak. If you have questions about any of these terms or the way they fit into the larger picture of the life of the church, feel free to ask the Stated Clerk!

- **AC-** An Admistrative Commission is a group of Ministers of the Word and Sacrament and Ruling Elders given specific responsibilities and authority to act on behalf of the presbytery between meetings. They are typically formed to ordain and/or install pastors, perform the tasks associated with dismissing, closing, or merging congregations, deal with difficulties in a particular church, or assist a church in times of transition.
- **Board of Pensions-** The General Assembly agency charged with overseeing the benefits plans for pastors and some other church employees.
- **Candidate-** A person in the latter portion of the ordination process for the ministry of Minister of the Word and Sacrament.
- **COM-** The Committee on Ministry provides oversight and advocacy for congregations and Ministers of the Word and Sacrament. It receives Ministers of the Word and Sacrament from other presbyteries, approves calls for pastoral services, oversees congregations without pastors, dissolves pastoral relationships, dismisses Ministers of the Word and Sacrament to other presbyteries, determines the criteria for validating ministries of non-parish clergy, and oversees Commissioned Ruling Elders serving congregations.
- **CPM-** The Committee on Preparation for Ministry oversees the process of preparation for the ministry of Ministers of Word and Sacrament, training of Commissioned Ruling Elders, and the process of certification for Christian Educators.
- **Council-** In the context of Presbyterian polity and governance, a council is a governing body of the church. The councils of the PC(USA) are the session, the presbytery, the synod and the General Assembly.
- **CT-** The Coordinating Team of the presbytery acts on the presbytery's behalf on routine matters between stated meetings, coordinates the ministries of the presbytery, and plans for presbytery meetings.
- **GA-** The General Assembly of the PC(USA) is the highest council of the church. It meets in even numbered years for a week. The 2020 meeting will be held June 16-23 in Baltimore, Maryland.
- **HR-** Honorably Retired is a designation for Ministers of the Word and Sacrament retired from active service to the church who remain in good standing with the PC(USA).
- **Inquirer-** A person in the initial phase of the process of preparation for ministry as a Minister of the Word and Sacrament.
- **MIF-** A Ministry Information Form is the standardized format for advertising certain church professional positions through the PC(USA) Church Leadership Connection.
- **MWS -** Minister of the Word and Sacrament is an ordained Presbyterian minister member of the clergy, formerly called a Teaching Elder.
- **Moderator-** The Moderator is the person elected to keep order and chair the meetings of the presbytery. The pastor or CRE of a local congregation serves as the moderator of the local session, or a moderator will be appointed for that church.

- **NCD- New Church Developments** are new ministries of the presbytery engaged in a formal process to work toward establishing a new congregation.
- **PDA- Presbyterian Disaster Assistance** is an agency of the Presbyterian Church (USA) Mission Agency. PDA assists communities coping with natural and human-caused disasters.
- **PJC- Permanent Judicial Commission** implements the disciplinary procedures required by the *Book of Order*. There is a Judicial Process Manual which gives details on these duties.
- **PMA- The Presbyterian Mission Agency** is part of the larger PC(USA) and is located at the national church headquarters in Louisville, Kentucky.
- **PNC- A Pastor Nominating Committee** is a search committee elected by a congregation to seek, interview, and recommend a new pastor.
- **RE/Ruling Elder-** A **Ruling Elder** is a lay member of a congregation who has been elected, ordained and installed to serve on the session of a church. Ruling Elders are eligible for election as commissioners to presbytery, synod and General Assembly. Once ordained as a ruling elder one maintains that office whether serving on a session or not.
- **Stated Clerk-** The Stated Clerk is the officer elected by the presbytery to maintain the official records, provide extracts when asked, prepare the docket for presbytery meetings, and answer questions about the records, Presbyterian polity, policies, procedures and history. The Stated Clerk is authorized to certify ministers and congregations are in good standing and qualify under the tax exemption of the PC(USA).
- **Synod of the Sun-** The governing body council which includes all the presbyteries in Texas, Oklahoma, Arkansas and Louisiana. It coordinates the work of the PC(USA) in this region.
- **TPF-** The **Texas Presbyterian Foundation** is a financial service organization for Presbyterian members, councils and institutions. It invests funds and provides bookkeeping services for Arkansas Presbytery.
- **Validated Ministries-** Positions served by chaplains, professors and other Ministers of the Word and Sacrament who are not currently serving a congregation. Sometimes they are referred to as non-parish clergy.

Tips on Parliamentary Procedure

Parliamentary procedure enables the presbytery to become a deliberative assembly, to seek the will of God, and to witness to our faith in Jesus Christ. It is never an end in itself. Parliamentary gamesmanship is never appropriate. The will of the majority shall prevail, but the rights of the minority shall always be protected. Parliamentary principles balance individual conscience with the will of the majority. It takes seriously the following rights of individual members:

- (1) the right to know (due notice)
- (2) the right to speak (rules of debate)
- (3) the right to vote (membership)
- (4) the right to hold office (fair representation)

The Moderator represents the unity of the body. The Moderator preserves decorum and protects the rights listed above.

Parliamentary procedure allows discussion of a subject only when a motion about that subject has been made. To speak during the meeting, first go to a microphone. When recognized by the Moderator, state your name, church, city and status – such as Minister of the Word and Sacrament, Ruling Elder, or Honorably Retired. You may speak to a pending motion or ask a question. The person making the motion will have the first opportunity to speak to the motion. Only motions coming from individuals need a second. A motion made on behalf of a committee already has a second because it is the majority vote of the committee.

Ordinarily, only commissioners may speak and vote on motions. That includes Minister of the Word and Sacrament members of the Presbytery; Ruling Elders elected by their Session; Ruling Elders elected as General Presbyter, Stated Clerk, Treasurer, Moderator, Vice Moderator; Commissioned Ruling Elders in current service; members of the Coordinating Team; current commissioners to General Assembly; and Ruling Elders who are Certified Christian Educators.

At the Spring meeting of the Presbytery Youth Advisory Delegates and Young Adult Advisory Delegates have “privilege of the floor,” meaning that they have permission to speak to motions, and they take an advisory vote prior to the vote by commissioners. At any meeting someone in attendance may be given privilege of the floor, allowing that person to speak to the body, which is ordinarily given near the beginning of the meeting. Privilege of the floor does not mean that person may vote.

It is advisable to speak only once on a subject, but you may seek to speak a second time only after everyone who wishes to speak has spoken. All remarks during debate shall be addressed to the Moderator. Questions seeking information from a person who has the floor shall be addressed to the Moderator. Speeches to an individual or the whole presbytery are not permitted during debate. Reading reports or documents out loud requires the permission of the body. In debate, remarks shall be confined to the pending motion. Remarks shall not impugn another commissioner or that person’s motives. Commissioners’ names shall not be used.

To end debate, a commissioner must go to a microphone at an in-person meeting, or in the case of a technology aided meeting raise one’s hand, and, when recognized by the Moderator, state: “I

move the previous question.” It is not appropriate to call the question without going to a microphone or raising your hand electronically. If you offer a substitute motion or a new item of business, you should give the Moderator and Stated Clerk advance notice and written copy. An electronic copy is preferred – using Microsoft Word on a memory stick or thumb drive, or sent as an attachment to an email or within the chat function of a technology-aided meeting. Not only will this help these officers facilitate the work of presbytery, they may also be able to help you with suggestions as to how and when it would be appropriate to make the motion. The Stated Clerk and the Moderator are available to advise commissioners on the wording of any motion so that it can clearly express the concerns of the commissioner. When in doubt, ask. The Moderator and the Stated Clerk are eager to help you understand and use the process.

Commissioners should always read all information provided in the packets and subsequent information provided at the registration table. Whenever possible questions concerning reports or motions should be directed to the Moderator of a committee making the report or motion prior to the meeting. Contact info on moderators may be obtained through the presbytery office. Often concerns may be cleared up prior to a meeting rather than on the floor of presbytery.