

Executive Board
Regular Meeting Minutes
January 28, 2021

The meeting was held via an internet meeting service and was called to order at 11:00 a.m. PST with prayer and a reading from the Sermon on the Mount by Moderator Matt Paul.

A quorum of voting members were present:

Class of 2021
Linda Berkompas
George Eastman
Greg Ellis
John Mason

Class of 2022
JB Im
Matt Paul
Mark Terayama

Class of 2023
Becca Neimeyer
Susan Sprague

Voting members absent. Emily Mitchell, 2022 (excused), Darrell Kim, 2023, Steve Kinney, 2023. Also present: EP Corey Schlosser-Hall, AEP Jinsuk Kim, Stated Clerk Dean Strong. The agenda was approved as distributed.

Consent Calendar

The following items were approved by common consent, the full text of each appears in the appropriate section below:

- Moderator Rev. Matt Paul to preach at the Leadership Summit;
- That Board members to assist in Leadership Summit worship;
- Leadership Summit schedule and preliminary agenda;
- A bylaw amendment recommendation to allow church members to serve on Nominating Committee.
- Correction of the 2021 budget to include 5% of undesignated mission giving to be distributed to Campbell Farm, which was approved by the Board but erroneously omitted from the budget.

Strategic & Fiduciary Items

Intercultural Development. After discussion, the following was APPROVED, “*Resolved*, That Board members take the Intercultural Development Inventory with group results interpreted by Rev. Jihyun Oh of the Office of the General Assembly, a certified inventory interpreter, at a cost of \$21.00 per person.” The IDI is used to assess one's ability to shift cultural perspective and appropriately adapt behavior to cultural differences and commonalities.

Leadership Summit Preacher. The following resolution was APPROVED as part of the consent calendar, “*Resolved*, That Presbytery Moderator Rev. Dr. Matt Paul, pastor of the First Presbyterian Church of Port Angeles, preach at the Feb. 11th Leadership Summit.”

Leadership Summit Worship. The following resolution was APPROVED as part of the consent calendar, since there is no identified host congregation to lead worship, “*Resolved*, That Board members lead worship at the Feb. 11th meeting of the presbytery.” John Mason, Mark Terayama, Susan Sprague and Becca Neimeyer volunteered.

February 11, 2021 Leadership Summit. The was following meeting agenda was APPROVED as part of the consent calendar:

2:00pm *Open Space.* Sharing lessons learned from the pandemic experience. Background

reading: *COVID Eccesiology*, By Rev. Dr. Ross Lockhart in *Faithful Innovation* (2020).

3:00pm **Worship.** Rev. Matt Paul preaching. Revs. Matt Paul and Becca Neimeyer presiding at the Lord's Table

4:00pm: **Discern, Discuss, and Decide.**

5:30pm: **Adjourn.**

Reports. The following reports were received, reviewed, and placed on file: *Underground Ministries: Building a Resurrection Movement, Associate Executive's Report, Spring Church.*

Nominating Committee Bylaw Amendment. The following resolution was APPROVED as part of the consent calendar, "*Resolved, That the Board recommend to the presbytery the following bylaw amendment to allow church members who are not ruling elders to serve on Nominating Committee (as is consistent with the Book of Order); [deleted text stricken; added text underlined]:*

9.000 STANDING COMMISSIONS AND COMMITTEES

9.100 Membership, reporting, quorum.

a. ~~Commission and Committee~~ members and moderators must be teaching elder members of the Presbytery or ruling elders of a particular church, committee members must be members of a particular church; standing commissions and committees are elected by the Presbytery at the year's last stated meeting for three year terms beginning January 1 of the year following election. Members shall be divided into three equal classes, one of which shall be elected annually.

Correction to the 2021 Budget. The following resolution was APPROVED as part of the consent calendar, "*Resolved, That the 2021 budget be corrected to include 5% of undesignated mission giving to the presbytery to be distributed to Campbell Farm, as recommended by the Mission Partner Task Force and approved by the Board, but erroneously omitted from the budget approved by the presbytery, (which also included only 95% distribution of undesignated mission giving).*"

Sitka Property Sale. The Sitka Administrative Commission has accepted an offer of \$300,000 with no contingencies for the purchase the facility. The buyers wish to build affordable housing on the property with plans to preserve the sanctuary as community space.

Campbell Farm Reports. Year end financial reports and a summary of the recent board meeting were received and reviewed. It was noted that the farm ended the year in the strongest financial position in its history. Director Carmen Pimms and Assistant Director Dionna Pimms, and the Advisory Board were commended.

Treasurers Report. Preliminary, unadjusted statements of Activity and Financial Position for the year ending Dec. 31, 2020 were received and reviewed.

Generative Discussion

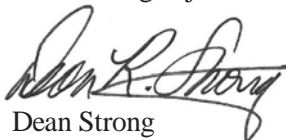
The Board continued its discussion of goals and priorities for the coming year, including the following, which remain in progress:

1. Advance tech panache and equipping through LMS, VERGE 2021 & Hybrid Competency.
2. Model and teach an alternative community to political divisiveness without diluting prophetic clarity.
3. COVID-19 Vaccine: promotion, distribution, support community immunity.
4. Presbytery leadership that more closely matches congregational racial, ethnic and gender makeup.

5. Enable congregations to better address environmental stewardship.
6. Equip congregations to embrace the Vital Congregations and Matthew 25 initiatives.

Meeting Schedule. The next regular meeting is April 15th at 11:00 a.m. The current regular meeting schedule is the 3rd Thursday of Sept., Jan., April; 1st Thur. of June.

The meeting adjourned with a prayer by the moderator at 12:13 p.m.

A handwritten signature in black ink, appearing to read "Dean Strong", written in a cursive style.

Dean Strong
Stated Clerk

Executive Board
Regular Meeting Minutes
April 15, 2021

The meeting was held via an internet meeting service and was called to order at 11:00 a.m. PST with prayer and a reading from the Sermon on the Mount by Moderator Matt Paul.

A quorum of voting members were present:

Class of 2021

George Eastman
John Mason

Class of 2022

JB Im
Matt Paul
Mark Terayama
Emily Mitchell

Class of 2023

Becca Neimeyer
Susan Sprague
Darrel Kim
Steve Kinney

Voting members absent. Linda Berkompas, Greg Ellis.

Also present: EP Corey Schlosser-Hall, AEP Jinsuk Kim, Stated Clerk Dean Strong.

The agenda was approved as distributed.

Generative Discussion

Congregational Mission Success. The Board discussed the following question: While the Church tends to stress membership and offerings as measures of success, other activities might better indicate the a congregation's faithfulness to its mission, including counting all those who participate, are facilitated by or encounter a congregation in some way, and those who are served or reached, but who may not formally join or contribute financially.

Executive Presbyter's Report

Recommended Reading. *Think Again* (2021) by Adam Grant, and *U.S. Church Membership Falls below Majority for First Time*, Gallup, Inc.

Learning Management System. The following resources are being developed for church leaders:

Non-Profit Leadership for Pastors, a six month live course for developing administrative competence is set to launch in May. It is based on Nine Marks of Healthy Administration written by Diana Bender for the Episcopal Diocese of Olympia; Ron Marks of FPC Bellingham will help Ms. Bender design a version for NWCP. The EP, Stated Clerk and others will participate.

Through Death and Resurrection to Abundant Life is a curriculum for existing and incoming elders and staff at Cordata PC being presented April 12-May 23 by Pastor Greg Ellis and E.P. Schlosser-Hall.

"On the VERGE" is a podcast that features in depth interviews with ministry leaders from around the presbytery hosted by EP Schlosser-Hall and produced by Jean Chaumont leader of Jazz Vespers at Lake Forest Park. Sixteen episodes will be available by summer.

Sabbatical Preparation (June 11-Sept. 6, 2021). Plans were received and reviewed, and the following was APPROVED, "Resolved, That Rev. Amy Delaney be contracted with for \$500 per month plus \$200 per engagement as the Acting Executive Presbyter while Dr. Corey Schlosser-Hall is on sabbatical from June 11 to Sept. 7, 2021. Dean Strong will continue as Budget Director/Treasurer through

Labor Day.

Strategic & Fiduciary Items

Objectives & Key Results (OKRs). The Board reviewed and evaluated its progress for the year.

Presbytery Staff. The Board directed the E.P. to explore combining the current Vital Congregations and New Expressions positions into a single half time position. An interested candidate has been identified.

PC(U.S.A.) Native-Indigenous Church Properties Report. The report was received and reviewed. Northern Light United Church is in the process of drafting a GA overture regarding the closure of the Alaska Natives' Memorial Church in Juneau, which is mentioned in the report, in the early 1960s.

Leadership Summit June 11, 2021. The following schedule was APPROVED,
2:00 pm, Open Zoom Space Explorations
3:00 pm, Worship.
4:00 pm, Discern, Discuss, and Decide
5:30 pm, Adjourn.

Treasurers Report. Financial statements were received and reviewed to be posted on the website. Income and expenses for operations for the first quarter were as anticipated. Since the Sitka property was valued at \$400,000 and was sold for \$300,000 less transaction costs, it was necessary to report a \$90,000 loss in net assets, which represents the net loss for the period.

Stated Clerk/Treasurer Reduction. Rev. Dean Strong is reaching retirement age and would like to relinquish the office of Treasurer and reduce to half time as Stated Clerk. He will continue in both positions until EP Schlosser-Hall completes his sabbatical this summer, while reducing hours when possible.

Commissioned Pastors Assessments Expense Authorization. The cost of assessments for Candidates has recently increased by more than \$1,000. COM has recently required Commissioned Pastors (CPs) who have never been assessed and CP Candidates to complete the same assessment so the training and qualifications of all those serving as pastors is consistent. The 2010 COM budget did not provide for these costs. Therefore, the following resolution was APPROVED, "*Resolved*, That and additional \$6,750 be authorized for "6100-30 CP Recruitment & Formation" (from \$1,500 to \$8,250) to accommodate Psychological and Spiritual assessments for Commissioned Pastors and CP candidates."

Wilson Creek PC Grant Request. An application was received from Wilson Creek to replace the wood shingled sanctuary roof, which is easily and frequently damaged by high winds, with a composition roof. Proposed funding is from congregational contributions, an MDC loan, and a presbytery grant. A grant of \$5,000 was APPROVED.

Tall Timber Ranch Investigation. A letter was received from the Tall Timber Board regarding the 2020 arrest and resignation of Dave Saugen for domestic assault and voyeurism while serving as camp director. A third party investigation to determine if related or similar activities occurred on camp property was completed which included interviews with anyone who came forward, forensics analysis of all electronics & digital devices and physical inspection of the facility. No evidence of misconduct with campers or guests has been discovered.

Meeting Schedule (all meetings 11am-1pm Pacific Time).

April 29 IDI Results with Jihun Oh

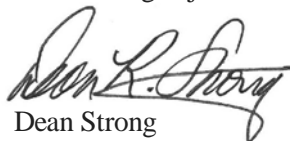
May 20 (pre-Leadership summit)

August 5 (as necessary, fiduciary)

September 16 (pre-leadership summit/Verge)

November 4 (Year end, Leadership Summit debrief)

The meeting adjourned with a prayer by the moderator at 12:35 p.m.



Dean Strong
Stated Clerk

Executive Board Regular Meeting
May 20, 2021
Minutes

The meeting was called do order with prayer at 11:04 a.m. by the moderator. A quorum of voting members was present as follows,

<u>Class of 2021</u>	<u>Class of 2022</u>	<u>Class of 2023</u>
George Eastman	JB Im	Becca Neimeyer
John Mason	Matt Paul	Susan Sprague
Greg Ellis	Mark Terayama	Darrel Kim
	Emily Mitchell	Steve Kinney

Voting members absent. Linda Berkompas,
Also present: EP Corey Schlosser-Hall, AEP Jinsuk Kim, Stated Clerk Dean Strong.
The agenda was approved as distributed.

Consent Calendar. The following items were APPROVED by unanimous consent, the full resolutions appearing below in their respective places.

1. Verge theme and speakers.
2. That the Stated Clerk be authorized & directed to complete the General Administrative Review.
3. Reduction of Stated Clerk's position and compensation.
4. That contracts executed by the Executive Presbyter be confirmed and recorded.
5. That a mortgage obtained and refinanced by Lord of Glory PC be acknowledged.
6. That the presbytery guarantee UPC of Seattle's refinance loan with PILP.

Executive Presbyter's Report

Hero Academy. Information about Community Church of Seattle's summer VBS program was received and is available on the church's website.

LMS (Learning Management System). Information was received about the *Non-Profit Leadership for Pastors Series* which is underway.

Cordata Elder Training Curriculum. Information was received about *Through Death and Resurrection to Abundant Life*, a Curriculum for existing and incoming elders and staff at Cordata PC.

"On the VERGE" Podcast is progressing well. Five episodes will be available by 28.

Sabbatical. Information was received regarding the Executive Presbyter's plans for a sabbatical scheduled from June 11 through Sept. 7. Rev. Amy Delaney is on call during the period (see contracts below). COM liaisons will be the first contact for churches.

Korean Language Ministry. It has been determined that the overture regarding a West Coast non-geographical Korean Language presbytery (NGP) submitted by the presbytery to the 224th (2020) General Assembly, which was deferred to the 225th (2022) assembly, has little chance of approval. AEP Jinsuk Kim, Rev. David Chai and Elder Moon Lee have been consulting with presbytery leaders, pastors and elders of Korean-speaking congregations, the GA Korean ministries staff, and leaders of the National Council of Korean Presbyterian Churches. All agree that justification for either a non-geographic Korean language presbytery or a hybrid presbytery needs to be strengthened before considering another overture.

The Korean community appears to favor pursuing the presbytery’s plan that was approved in principle October 25, 2019. The following resolution was APPROVED to pursue that plan,

Resolved, That the non-geographic Korean language presbytery overture to the 224th GA (item [02-026]) be withdrawn;

2) That the Board Moderator designate a Task Force on Korean Ministries consisting of nine (9) members, with the following responsibilities:

a) Develop a mission statement with goals and strategies regarding the ministry of Koreanspeaking congregations and their leaders that would enhance the sense of “self governance,” while promoting functional integration to the ministry and mission of the presbytery;

b) Implement the October 2019 plan, creating and recommending to the presbytery a concrete mission design that includes, but is not limited to, the examples provided in the Presbytery action. If separate entities are to be created by the presbytery, delineate their responsibilities, relationships and accountabilities to, existing commissions and committees and upon Presbytery’s approval, nominate members of each entity for designation;

c) Develop strategies to increase participation of women and the younger generation and action plans for interracial, intercultural ministries in the Presbytery and local communities;

d) Recommend the future course (and steps) for an independent NGP or a hybrid presbytery for the Korean language ministry;

e). Develop a strategy to recommend to the Executive Board to create a partnership ministry for Korean-American congregations with other presbyteries in the Synod of AK-NW and neighboring synods, which would provide a basis for a revised NGP overture to a future General Assembly, hopefully to the 226th GA (2024).

Stated Clerk Report

Nominating Committee Resignation. The Rev. Erv Roorda has resigned from the Nominating Committee. The Board nominates persons for that committee to the presbytery, and should submit a name for election to the next meeting. The nominating committee must contain “men and women and persons of differing ethnicity,” and may have members who are congregational members who are not elders.

General Administrative Review. The Stated Clerk has been conducting the required annual general administrative review of session minutes, rolls, registers and required policies per G3.018, which requires the presbytery to identify *irregularities* (unconstitutional or illegal actions) and *delinquencies* (failure to take required actions) and direct the session to “take corrective action if matters are determined to be out of compliance. (called a *directed response*).” It is likely that a review of this thoroughness has never been conducted in the history of the presbytery. Only the presbytery (not the stated clerk) has authority to order a directed response. Therefore, the following resolution was APPROVED, **Resolved, That the Stated Clerk is authorized and directed to continue the General Administrative Review and identify to sessions probable irregularities and delinquencies that, if uncorrected by the October 8th meeting of the presbytery, will be recommended for direct corrective action.**

Reduction in Stated Clerk Position. The following resolution was APPROVED, “*Resolved, That* the position of Stated Clerk be reduced in time and compensation (designated as housing) as follows:

	0.75 FTE		0.55 FTE	
	Annual	Mo.	Annual	Mo.
Cash	27,097.68	2,258.14	19,871.63	1,655.97
Housing	31,191.96	2,599.33	22,874.10	1,906.18
Effective	58,289.64	4,857.47	42,745.74	3,562.14
BOP Rate	37%	37%	10%	10%

BOP Dues	21,567.17	1,797.26	4,274.57	356.21
Total Cost	79,856.81	6,654.73	47,020.31	3,918.35
Jan-Apr	26,618.94			
May-Dec	31,346.83			
Total 2021	57,965.77			

The 2021 budget included \$53,030 for the Clerk's Compensation, but it contains an error. It takes the 2020 salary and for May-Dec, divides it in *half*. That would be $.75/2=.375$ FTE instead of .5 FTE. It also calculated 37% BOP dues for the whole year. With the two corrections the outcome is similar.

The reduction is possible because the mergers are complete, technology set up for meetings is much less, and travel is nonexistent. Priorities:

- Meeting agendas & minutes
- Annual reporting, reviews & compilations · Polity advice and interpretation as needed.
- Training & supporting clerks of session
- On-going electronic conversion of Congregation and Minister's records.
- Special Projects – billed at an hourly rate.

Rev. Strong anticipates serving until November of 2024 when his spouse retires, at the pleasure of the presbytery, and God willing.

Contracts. Service contracts with Ron Marks, Diana Bender (Non-Profit Leadership for Pastors) and Amy Delaney executed by the Executive Presbyter are available for review and are on file.

Treasurer

First Quarter Financial Reports. Reports were received and posted on the presbytery website. The budgeted loss for the period was \$48,410 and the actual loss was only \$20,885...but income includes \$32,293 in unrealized gains (increased value) of investments held by the Foundation, which increases assets but is not income which can be spent, since funds held in the Foundation can never be liquidated. Practically speaking the actual loss was \$53,178 compared to a budgeted loss of \$48,510 for a variance of \$4,668 which represents a budget variance of less than 2%. *That's good.*

Lord of Glory PC. The Administrative Commission working with the Seattle Lord of Glory PC discovered an outstanding revision to an earlier mortgage in the amount of \$420,000 with Bank of Hope with a maturity date of Jan. 9, 2022 which was obtained without the written permission of the presbytery as required by G-4.0205(a). While the revision states “Presbytery of North Puget Sound (U.S.A.) will be no longer as guarantor and has no liability and obligation under this Note,” the presbytery acknowledges the existence of this mortgage and revision, but relinquishes none of its rights, privileges or obligations established by G-4.0203 of the Constitution and hereby reiterates that “All property held by or for a congregation . . . is held in trust nevertheless for the use and benefit of the Presbyterian Church (U.S.A.)” This item will be reported to the next regular meeting of the presbytery.

United PC of Seattle Refinance. UPC of Seattle has applied to refinance its primary mortgage for \$3.3 million with a \$2.9 million loan from the Presbyterian Investment & Loan Program as recommended by the finance committee. The application was available for review with the agenda. The estimated value of the property securing the loan is \$11 million. The presbytery's risk is already included in the designated fund for this purpose. The following resolution was APPROVED, “*Resolved*, That the presbytery agrees to guarantee/co-sign the loan and assume repayment responsibility in the event of loan default.”

Strategic & Fiduciary Items

Apology & Reparations for the Closing of Memorial Church. The Rev. Faith McClellan & Barbara Searls of Northern Light United Church's Native Ministries Committee were welcomed to discuss the overture they are may present to the presbytery June 10th for referral to the 225th General Assembly, a draft of which was distributed with the agenda. After the discussion, a motion was APPROVED "that Board suggest that the Northern Light Council (i.e. session) overture the presbytery at the October meeting, and that the Board provide background educational resources and opportunities regarding the overture to prepare commissioners for a responsible discussion and vote." Steve Kinney, Susan Sprague, Jinsuk Kim and Dean Strong volunteered to coordinate this effort.

VERGE 3.0 Theme & Speakers. The following resolution was APPROVED, *Resolved*, **That the following theme be established and speakers be invited for the Oct. 9th 2021 conference,**

Theme: *THINK AGAIN* about church, what is God doing now, what new ways of connecting with each other, our neighbors and the world can we practice that will bring hope, help, and healing.

Speakers: Rev. **Dr. Grace Ji-Sun Kim**, Professor and Author of *Healing our Broken Humanity – Practices for revitalizing the church and renewing the world* (2018);

CP Chris Hoke, Underground Ministries author of *Wanted—a Spiritual Pursuit Through Jail, among Outlaws, and Across Borders* (2015);

Kristi and Grant Gustafson, of The INN University Ministries,

David Campt, *the Dialogue Guy*;

Cassandra Tate author of *Unsettled Ground—The Whitman Massacre and its shifting legacy in the American West* (2020).

COVID-19 Guidance. With vaccination readily available, government COVID-19 guidelines are rapidly being revised. The following resolution was APPROVED, *Resolved*, That the Presbytery's Guidance be revised by presbytery staff to be commensurate with new CDC and State guidelines.

Leadership Summit Preparation

The Board approved the Rev. Faith McClellan to preach during worship.

Schedule:

2:00 p.m. Open Space Zoom Conversations

3:00 p.m. Worship.

4:00 p.m. Discern, Discuss, and Decide

5:30 p.m. Adjourn

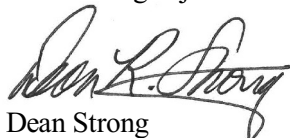
Meeting Schedule

July 15 (only if needed),

Sep. 16 (pre leadership summit)

Nov. 4 (summit debrief, year-end).

The meeting adjourned at 1:20 p.m. with a prayer led by Steve Kinney.



Dean Strong
Stated Clerk

Minutes approved per standing rule 5-30-2021

Executive Board Regular Meeting
July 15, 2021
Minutes

The meeting, held by Zoom Web Conferencing Software, was called to order with prayer by Vice Moderator Becca Neimeyer at 11:02 a.m. Pacific Daylight Time.

A quorum was present as follows:

Class of 2021
George Eastman
Greg Ellis
Linda Berkompas

Class of 2022
Mark Terayama
Emily Mitchell

Class of 2023
Becca Neimeyer
Susan Sprague

Absent:
John Mason

Matt Paul

Darrell Kim
Steve Kinney

Staff Present: Dean Strong, Stated Clerk. The agenda was approved as distributed.

Consent Calendar. The following items were APPROVED by unanimous consent, the full text of which appears below in their respective sections.

1. Tidelands Loan Guarantee Ratification;
2. Cordata Presbyterian Church Trail Easement;
3. Lord of Glory Administrative Commission dismissal.

Generative Discussion

Future in Person Meetings. The Board discuss whether a portion of the October Leadership Summit should be held in person, and when the next presbytery meeting might also be held in person.

The staff's recommendation was that it is too late to make logistical arrangements for accommodations, transportation, a site, meals, and tech.

Comments:

- There appears to be a desire for big in-person meeting once year, starting back in 2022.
- Need fewer travel complications and better bodily health, perhaps May or Oct. 2022.
- Presbytery meetings named 'leadership summits' continues to feel problematic (suggested instead 'presbytery gatherings: Discern, Discuss, Decide') since commissioners are not presbytery leaders. "Leadership summit" is a more appropriate title for the annual retreat with officers, Exec. Board, COM and CPM.
- Business meetings can be detached from in-person and should either be all in person or all on Zoom (could be on zoom the same weekend as an in-person gathering, for the sake of tech pieces)
- Verge and the annual leadership/Commissions retreat could be adjacent in a three or four day event.
- The Stated Clerk will research the implications of adopting a July to June service cycle so elections could be held in January, retreat for leaders in May, and add on Verge for everyone else.

Strategic Items

Task Force on Education re: Northern Light United Church Overture. The task force met on June 24th in order to plan for gathering educational resources, materials and opportunities to support understanding and engagement with the Northern Light Overture that will be presented in the fall. The purpose is for shifting individual and community worldviews and not solely to ensure a positive

endorsement of the overture. Five areas for assisting in deeper learning were indentified: Apology, Reparations, Native Christianity, White Supremacy, and Moving Forward Together. Resources to be offered will be submitted by Sept. 1st. The next meeting is August 19th.

Appointment of a Youth Triennium Registrar. Postponed to the next meeting

New Church Expression/RMNW Grant & Application. The application was reviewed and the following resolution was APPROVED, “*Resolved*, That the presbytery allocate \$10,000 for a seed grant to Renewal Ministries Northwest for the Compline Worshipping Community and endorse it as a New Worshipping Community of the Presbytery; and endorse the application to the Presbyterian Mission Agency for a matching \$10,000 grant.” North Creek PC is the partner congregation.

New Church Expression/Resurrection Fellowship. Commission Pastor Chris Hoke of Underground Ministries continues to work with former jail prisoners served by the ministry, and this is naturally growing into an ongoing fellowship, now named Resurrection Fellowship. Mt. Vernon PC is the sponsoring congregation. The following resolution was APPROVED, “*Resolved* That the presbytery endorse a PCUSA New Worshipping Communities seed grant application for \$10,000 of PCUSA funds for Resurrection Fellowship.”

Klukwan AK Property. It has been recently discovered that the presbytery owns, as a result of the merger with former Alaska Presbytery, a church building and property in the Chilkat Indian Village of the Klukwan Tribe near Haines Alaska. The church was established in 1903 and closed in 1980. Since 1985 the property has been leased to the Assemblies of God, who supplies a pastor, and who leases the property on a 20 year lease (expires 2027) for \$1.00 a year. Current Pastor Jami Campbell recently inquired if the “In light of your efforts and many others efforts for racial justice I am asking you to consider the ownership and rights of the building in Klukwan,” that is to deed the property to the tribe, who would assume the lease to the church. The following resolution was APPROVED, “*Resolved*, That the Stated Clerk be authorized to return ownership without coast and legally transfer the title of the Klukwan Presbyterian Church property to the Chilkat Indian Village of Klukwan.”

Stated Clerk Report

General Administrative Review. The Stated Clerk has been conducting the required annual general administrative review of session minutes, rolls, registers and required policies per G3.018, which requires the presbytery to identify *irregularities* (unconstitutional or illegal actions) and *delinquencies* (failure to take required actions) and direct the session to “take corrective action if matters are determined to be out of compliance. (called a *directed response*).”

Lord of Glory Administrative Commission. The final report was reviewed and will be distributed to the presbytery. The Commission was dismissed with thanks.


Synod Commissioners. Board members Rev. Emily Mitchell and Susan Sprague were designated as commissioners to the Synod (two year term)..

Tidelands Loan Guarantee Ratification. The presbytery purchased the Tidelands Property in 2015 with cash and a loan from the Mission Development Certificate Program (MDC). Since chartering Tidelands has made the loan payment to the presbytery, which passes it on to MDC. The property has now been deeded to the congregation (held in trust for the PCUSA) and the loan has been transferred. All MDC loans to congregations require a presbytery guarantee. The following resolution was APPROVED, “*Resolved*, That the guarantee dated March 4th between the presbytery and MDC be ratified.”

Cordata Trail Easement. Cordata PC has been working with the City of Bellingham for some time to grant an easement, which is an encumbrance, to the city for a border strip of its land to be used to complete a pedestrian/bike trail in the area. The following resolution was APPROVED, “*Resolved, That Cordata Presbyterian Church be permitted to encumber its land by granting an easement to the City of Bellingham per the attached Public Trail Easement*”

Adjournment

The meeting was adjourned with prayer at 12:08 p.m. The next meeting of the Board is September 16th.



Dean Strong
Stated Clerk

Attachment: *Coradata Trail Easement*

After recording return to:

City of Bellingham
 Parks and Recreation Department
 210 Lottie Street
 Bellingham, WA 98225

PUBLIC TRAIL EASEMENT

Grantor: Cordata Presbyterian Church

Grantee: City of Bellingham

Abbreviated

Legal Description: BAKERVIEW ADD TO BELLINGHAM-THAT PTN OF BLK 73
 DAF-BEAP OF W LI OF BLK 73 299.35 FT S OF NW COR OF
 BLK 73-TH SLY ALG SD W LI OF BLK 73 658.68 FT TAP
 299.34 FT NLY OF SW COR OF BLK 73-TH ELY 633.34 FT
 TAP 299.03 FT NLY OF S LI OF BLK 73-TH NLY 658.04 FT

Assessor's

Tax Parcel No.: Geo ID 3802010272000000

THIS PUBLIC TRAIL EASEMENT ("Easement") is entered into by and between CORDATA PRESBYTERIAN CHURCH, a Washington State public benefit corporation ("Grantor"), and the CITY OF BELLINGHAM, a first-class city and municipal corporation of the State of Washington ("Grantee"), ("the City"). Hereinafter, Grantor and Grantee may be referred to collectively as the "Parties."

RECITALS

WHEREAS, Grantor is the sole owner of certain real property located in Whatcom County, Washington, which is legally described in Exhibit A (the "Property"); and

WHEREAS, prior to the granting of this Easement, an east-west oriented, gravel-surfaced trail was constructed on the Property within the historic roadbed for the former "Wilder Ranch Road;" and

WHEREAS, Grantor wishes to grant to the City a perpetual, nonexclusive easement over, across, under and within the portion of the Property containing said trail, referred to as "The Cordata Church Trail," which is legally described in Exhibit B ("Easement Area") and depicted in Exhibit C, for inspection, operation, maintenance, repair, and replacement of a public trail and appurtenances.

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

TERMS AND CONDITIONS

1. **Recitals.** The above recitals are a part of this Easement, and the Parties represent and warrant that they are true and correct.

2. **Grant of Easement.** Grantor hereby grants to the City a perpetual, non-exclusive easement on, across, under and within the Easement Area for inspection, operation, maintenance, repair, and replacement of the public trail and appurtenances within the Easement Area.

3. **Grantor's Continued Use of the Easement Area.** Grantor may continue to use the surface of the Easement Area provided such use does not interfere with the City's rights contained in this Easement. Grantor shall not place any structures or trees in the Easement Area. Any landscaping in the Easement Area shall be of such a character as to be easily removed or replaced when maintenance or excavation is required. Grantor shall not perform any grading work or allow any other utilities within the Easement Area without the prior written consent of the City.

4. **Maintenance and Restoration.** The City shall be solely responsible for the maintenance of the public trail and appurtenances located within the Easement Area, including but not limited to, the installation of bollards at each end of the trail. On each occasion that the City performs work within the Easement Area, The City shall, at its own expense and to the extent reasonably practicable, restore the surface of the land to the same conditions that existed prior to such work. Notwithstanding the foregoing, Grantor shall immediately reimburse the City for any costs incurred to investigate and repair any damage to public infrastructure located in the Easement Area caused by the actions or inactions of Grantor or its agents, invitees, or contractors.

5. **Indemnity.** Grantee agrees to indemnify and hold harmless Grantor from any and all claims for injury to person or property resulting from use of the Easement Area by members of the general public, unless such claim was caused by the intentional act or negligence of Grantor or an occupant, invitee or licensee of Grantor's.

6. **Running Covenants.** This Easement shall be deemed a covenant running with the land and shall be binding upon and inure to the benefit of the owner of the Property and his/her/its successors and assigns.

7. **No Termination Upon Breach.** No breach of this Easement shall entitle either Party to cancel, rescind or otherwise terminate this Easement; provided, however, that this provision shall not limit or otherwise affect any other right or remedy which such party may have hereunder by reason of any breach of this Easement.

8. **Enforcement.** If either party allegedly violates the terms of the Easement and the other party employs or uses an attorney or sues to enforce the terms of the Easement, the prevailing party shall be awarded its reasonable costs and attorney's fees in addition to such other relief as may be allowed.

9. **Notices.** Any notices required under this Easement shall be in writing and shall be provided by certified mail or personal delivery to the Parties at the following addresses:

To Grantor: Cordata Presbyterian Church
Attn: Pastor
400 Meadowbrook Ct.
Bellingham, WA 98226-7365

To Grantee: City of Bellingham Parks and Recreation Department
Attn: Parks Director
210 Lottie Street
Bellingham, WA 98225

With copy to:

City of Bellingham Legal Department
Attn: City Attorney
210 Lottie Street
Bellingham, WA 98225

Notice shall be deemed received upon the earlier of three business days following deposit into the United States mail or upon actual receipt, whichever is sooner.

10. **Jurisdiction and Venue.** Any dispute arising out of or relating to this Easement shall be governed by the laws of the state of Washington, and venue shall lie exclusively in the Superior Court for the State of Washington, Whatcom County.

11. **Amendment.** This Easement may be amended only by written instrument executed by all Parties.

EXECUTED this _____ day of _____, 2020 for Grantor, **CORDATA PRESBYTERIAN CHURCH**, by:

Greg Ellis
Pastor

Glenn Crowe
Clerk of Session

EXECUTED this _____ day of _____, 2020 for Grantee, **CITY OF BELLINGHAM**, by:

Departmental Approval:

Seth Fleetwood
Mayor

Nicole Oliver
Department Head

Attest:

Approved as to Form:

Andrew Asbjornsen
Finance Director

Office of the City Attorney

STATE OF WASHINGTON)
) ss.
COUNTY OF WHATCOM)

I certify that I know or have satisfactory evidence that **GREG ELLIS** is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the **PASTOR** of **CORDATA PRESBYTERIAN CHURCH** to be the free and voluntary act of such party for the uses and purposes mentioned in this instrument.

DATED this ____ day of _____, 2020.

NOTARY PUBLIC in and for the State of Washington
My appointment expires: _____

STATE OF WASHINGTON)
) ss.
COUNTY OF WHATCOM)

I certify that I know or have satisfactory evidence that **GLENN CROWE** is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the **CLERK OF SESSION** of **CORDATA PRESBYTERIAN CHURCH** to be the free and voluntary act of such party for the uses and purposes mentioned in this instrument.

DATED this ____ day of _____, 2020.

NOTARY PUBLIC in and for the State of Washington
My appointment expires: _____

STATE OF WASHINGTON)

) ss.

COUNTY OF WHATCOM)

I certify that I know or have satisfactory evidence that **SETH FLETWOOD** is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the **MAYOR** of the **CITY OF BELLINGHAM** to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED this ____ day of _____, 2020.

NOTARY PUBLIC in and for the State of Washington
My appointment expires: _____

EXHIBIT "A"

LEGAL DESCRIPTION

FOR

BURDENED PROPERTY

Whatcom Land Title Insurance Company Subdivision Guarantee – No. 81030-217870014,
Dated: October 1, 2019.

That portion of Block 73, Plat of Baker View Addition to the City of Bellingham, according to the plat thereof, recorded in Volume 7 of Plats, Pages 40 to 45, inclusive, records of Whatcom County, Washington, described as follows:

Beginning at a point on the Westerly line of said Block 73, a distance of 299.35 feet Southerly of the Northwest corner of said Block 73; Thence Southerly, along the Westerly line of said Block 73, a distance of 658.68 feet, to a point 299.34 feet Northerly of the Southwest corner of said Block 73; Thence Easterly 633.34 feet to a point 299.03 feet Northerly of the Southerly line of said Block 73; Thence North 658.04 feet, to a point 299.03 feet Southerly of the Northerly line and 632.32 feet Easterly of the Westerly line of said Block 73; Thence Westerly in a straight line, 632.32 feet to the **Point of Beginning**; except Aldrich (called Home Road on the plat) along the West line thereof.

Situate in Whatcom county, Washington.



Prepared by Larry Steele & Associates, Inc.
Land Surveyors
1334 King Street, Ste. 1
Bellingham WA 98229
360-676-9350
Job #09719
October 16, 2019

EXHIBIT "B"**LEGAL DESCRIPTION****FOR****30 Foot Wide Trail Easement**

A Trail Easement Thirty (30) feet wide, lying over, under and across a portion of Lots 7 and 8, Block 73, Bakerview Addition to Bellingham as recorded in Volume 7 of Plats, Pages 40 to 45, records of Whatcom County, Washington, and lying within the Northwest Quarter of the Southwest Quarter, Section 1, Township 38 North, Range 2 East of W.M., said Thirty (30) foot wide easement being Fifteen (15) feet each side of the following described centerline:

Commencing at a Brass Plug Monument marking the Southwest corner of said Section 1; Thence North $01^{\circ}46'30''$ East along the west line of said Section 1, for a distance of 1861.44 feet; Thence at right angles to said section line, South $88^{\circ}13'30''$ East, for a distance of 30.00 feet to the Easterly Right of Way line of Aldrich Road and to the **Point of Beginning**; Thence North $68^{\circ}30'43''$ East for a distance of 88.45 feet; Thence North $88^{\circ}34'32''$ East for a distance of 67.10 feet; Thence South $79^{\circ}18'41''$ East for a distance of 176.61 feet; Thence South $71^{\circ}21'52''$ East for a distance of 137.29 feet; Thence South $77^{\circ}10'08''$ East for a distance of 131.03 feet to a point hereinafter known as "**Point A**"; Thence North $86^{\circ}26'08''$ East for a distance of 50.62 feet to the East line of said Lots 7 and 8 and the **Terminus** of the herein described centerline.

The sidelines of the above easement being lengthened or shortened to intersect with the West Right of Way line of Aldrich Road and the East line of said Lots 7 and 8.

Together with a Trail Easement Thirty (30) feet wide, being Fifteen (15) feet each side of the following described centerline:

Beginning at the above said "**Point A**"; Thence South $17^{\circ}37'38''$ East for a distance of 54.63 feet; Thence South $57^{\circ}22'18''$ East for a distance of 28.17 feet; Thence North $89^{\circ}45'59''$ East for a distance of 8.18 feet to the East line of said Lot 7 and the **Terminus** of herein described centerline.

The sidelines of the above easement being lengthened or shortened to intersect with the East line of said Lot 7.

Together with and subject to easements, agreements, covenants, conditions, rights, restrictions, and reservations of record.

Situate in Whatcom County, Washington.

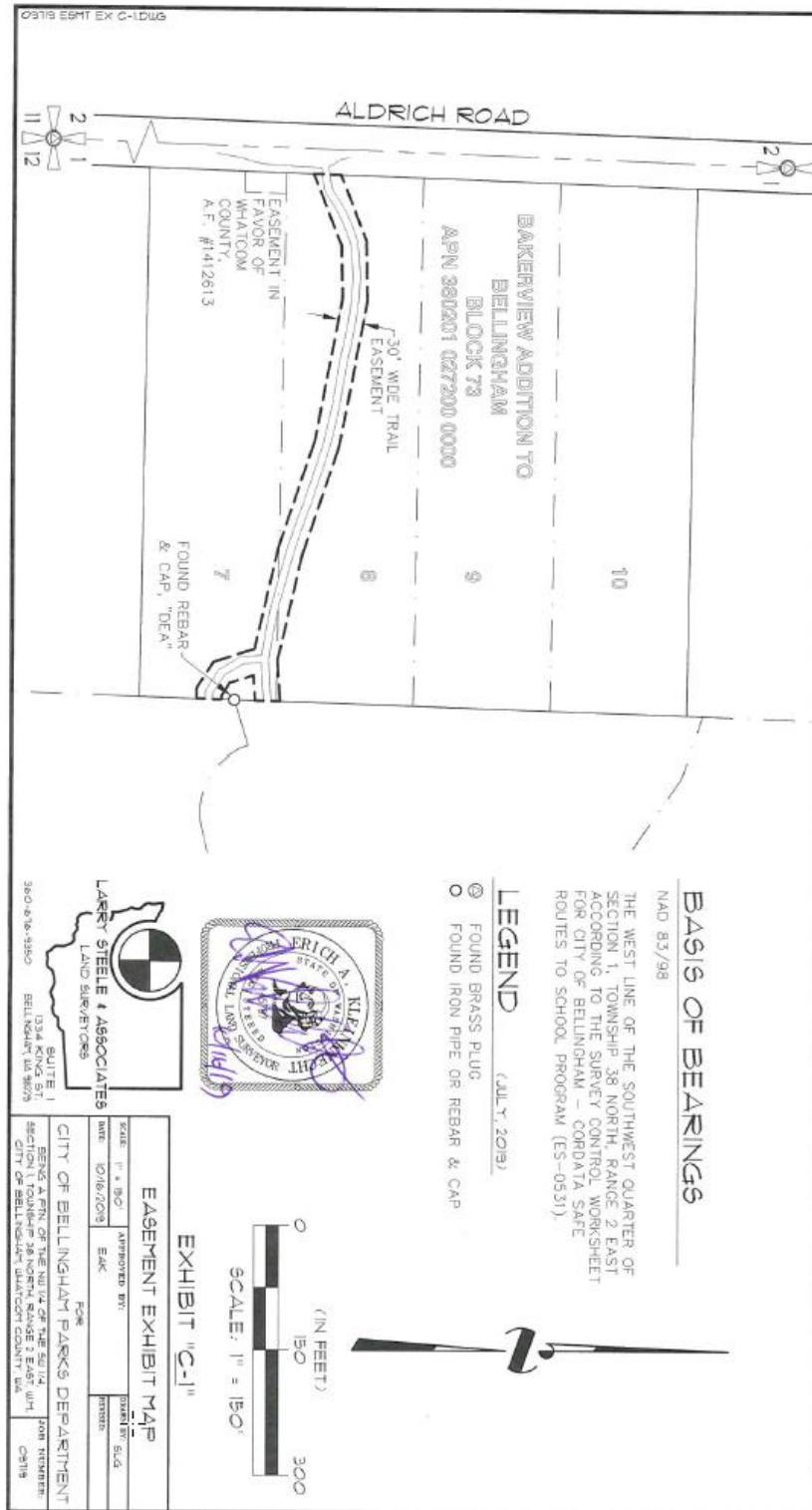
Basis of Bearings of this description is the NAD 83/98 bearing of the West line of the Southwest quarter of Section 1, Township 38 North, Range 2 East according to the survey control worksheet for City of Bellingham - Cordata Safe Routes to School Program (ES-0531). Being North $01^{\circ}46'30''$ East.

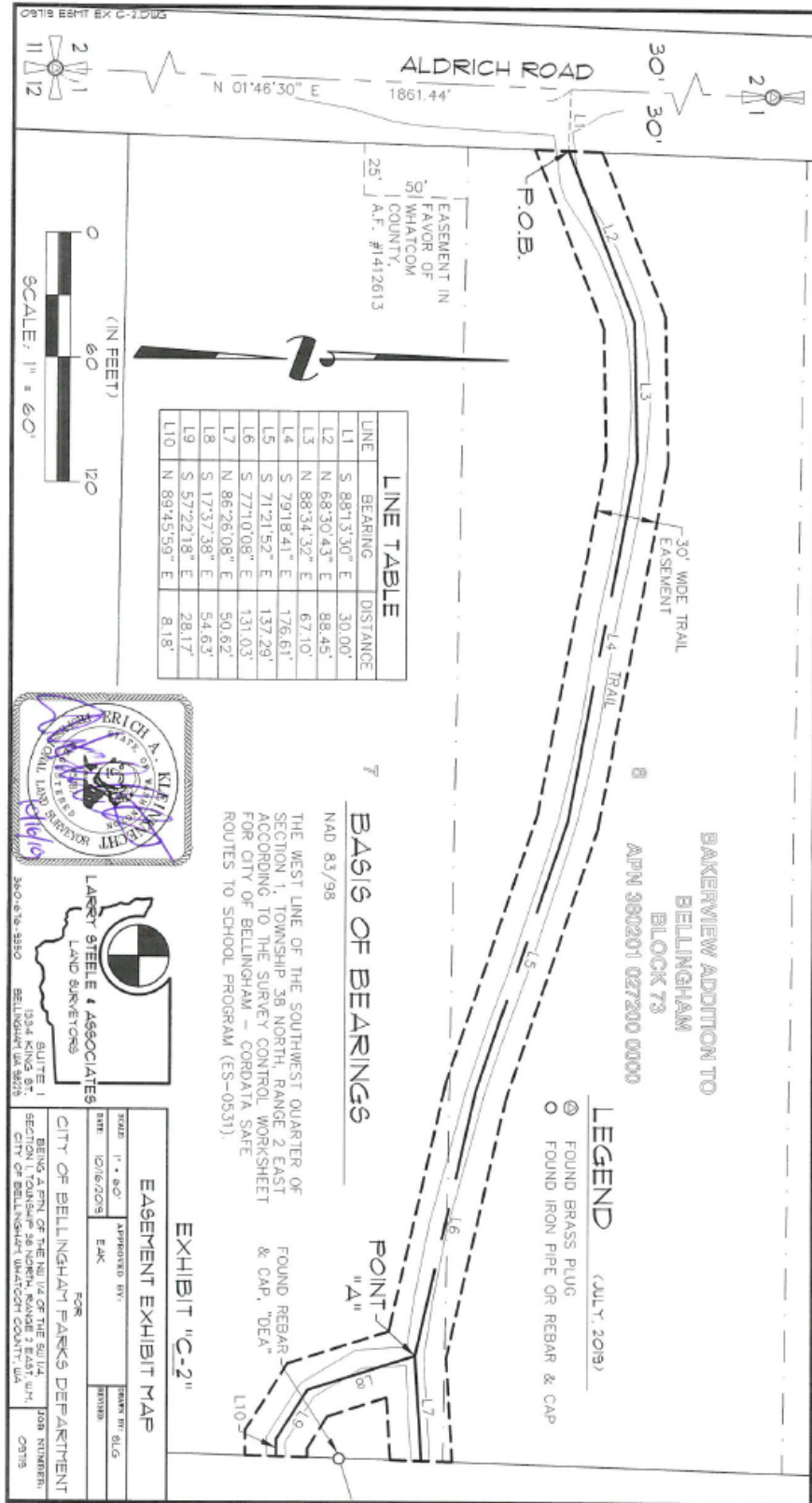
Prepared by Larry Steele & Associates, Inc.
Land Surveyors
1334 King Street, Ste. 1
Bellingham WA 98229
360-676-9350
Job #09719
October 16, 2019



S:_LSA Project Files\2019 Projects\2019-097 City of Bellingham Parks & Rec\Birchwood-Trail-Easement\Legal Descriptions\09719 Trail Easement B (101519).doc

EXHIBIT C Depiction of Trail Easement





Executive Board
Minutes of the Regular Meeting
September 16, 2021

The meeting was called to order with mutual sharing and prayer by the moderator at 11:04 a.m. PDT. The following were present, which constituted a quorum:

2021	2022	2023
Linda Berkompas	JB Im	Darrell Kim
George Eastman	Rev. Emily Mitchell	Steve Kinney
Rev. Greg Ellis	Rev. Matt Paul	Rev. Becca Neimeyer
Rev. John Mason	Rev. Mark Terayama	Susan Sprague

Nonvoting members present: Corey Schlosser-Hall, EP, Rev. Jinsuk Kim, Associate EP, Rev. Dean Strong, Stated Clerk. The agenda approved as amended.

Consent Calendar. The following items were APPROVED:

Cordata Land Sale. *“Resolved, That Cordata PC be permitted to sell a .23 acre strip of its real property consisting of unusable wetlands to the adjacent property owner, as an act of goodwill, “so he can satisfy county minimums to construct an “Accessory Dwelling Unit” to accommodate his aging mother.”*

Triennium Registrar. *“Resolved, That Sarah VanderVort of Westminster PC be appointed the presbytery’s 2022 Triennium registrar;” a group from Westminster is planning to attend.*

Approval of Minutes. *“Resolved, That the minutes of May 20 and July 15th be approved” (includes a minor clarification regarding the Cordata trail easement supplied by Greg Ellis).*

EP Report & Generative Discussion

Report on Sabbatical. EP Schlosser-Hall shared images and stories from his sabbatical leave.

Spiritual Leadership. The following question was posed to the members for reflection and discussion: What becomes possible if every congregation/new expression had a well developed high quality spiritual leadership (elders) development process and content?

2022 Operating Budget. A complete proposed budget may not be completed in time for the presbytery meeting, but a preliminary budget that includes per capita (recommend no change from 2021) and COLA (forthcoming from Personnel/COM) recommendations will be submitted. The following areas were discussed and will be included in the proposed budget:

1. Ruling elder/Session Leadership Development (\$20,000).
2. Continued development of Presbytery 3.0/Digital Ministry (\$25,000).
3. Continuation of financial support for Campbell Farm (\$20,000) & Mending Wings (\$14,000)

The following motion was APPROVED, “That the Board would recommend to the presbytery the adoption of an overall total budget that not to exceed a 10% increase over the 2021 budget, and that the Board be empowered to determine the line items, and post the complete narrative, summary, and schedules on the presbytery website; subject to revision or amendment at the following meeting of the presbytery.”

Strategic Items

Northern Light Overture. The draft of the overture has been completed and submitted by the Board (session) of Northern Light United Church to the Stated Clerk for inclusion on the agenda for the presbytery meeting. Since the Board has supported the effort and provided educational materials, the following resolution was APPROVED, **“Resolved, That the Executive Board endorse and commend the overture to the presbytery.”** Steve Kinney prayed for the effort.

Review of 2021 Objectives and Key Results. The Board review its progress. George & Susan volunteered to compile some stats regarding the racial ethnic make up of the presbytery.

Educational Task Force Report. Emily Mitchell & JB Im reported that they had met and that CP Kerri Baur at Bellingham 1st had received training from author Tracy Smith (*Faithful Families*). In order to provide better resources, and to help reframe the educational culture within the presbytery, the following motion was APPROVED, “That \$2,000 be include in the 2022 operating budget for Christian Education; specifically for online and/or video training and resources from Traci Smith.”

New Ministries/New Church Development

CSS Satellite Campuses. On Aug. 4th, the Stated Clerk was contacted by Seattle Presbytery, via Co-E.P. Eliana Maxim, that she had recently discovered two extension worshipping communities of Community Church of Seattle, in Bellevue and the University District, thus operating within their bounds, and that Seattle Presbytery had no prior knowledge of their existence. Seattle Presbytery has a Korean congregation in Bellevue and over half of their members have moved to the CSS extension campus; the church is allegedly in danger of closing as a result of the loses. This is a violation of the Constitution, as the General Assembly approved an authoritative interpretation in 2016 that states simply “No presbytery shall start ministries within the geographic bounds of other presbyteries and synods without the approval of those councils.”¹ There is no record that Seattle Presbytery nor the Synod of Alaska Northwest have approved these ministries.

A Zoom meeting was held August 23rd with Dean Strong, Jinsuk Kim, Eliana Maxim, Scott Lumsden and Laurie Griffin, OGA Manager of Constitutional Services. The facts of the situation were established and it was clarified that the existence of the worshipping communities is in violation of the Constitution and that NWC Presbytery is subject to judicial process (I.e. Seattle Presbytery could ask the Synod PJC for a stay of enforcement immediately halting the operations which almost certainly be granted until trial). No further action was taken with all parties agreeing that a meeting would be set up as soon as possible upon Corey’s return from sabbatical.

Internal records show that the COM moderator, Amy Delaney, raised concerns about communicating with Seattle Presbytery at the new communities with the EP by email, with a cc to Karen and Dean. A full report was made regarding the establishment of the satellite campuses by both Jinsuk Kim and Corey at the July 6, 2017 COM meeting. The final entry in the minute’s states: “Seattle Presbytery has been informed, and communications continue, regarding both communities. If they eventually become chartered churches, they will join the local presbytery.”

A meeting has been scheduled for September 16th among the executive staff and stated clerks of both presbyteries. A request from Seattle Presbyter for contact information for the two pastors leading these ministries to “allow the Seattle Presbytery to start the process of fulfilling its responsibilities as to these pastors and congregations pursuant to G-3.0301” has been denied, as church case law establishes that the presbytery of membership remains responsible for its members even when the presbytery has erred in allowing them to labor within the bounds of another presbytery. *Jackson v. Pby of Susq. Valley, Remedial Case 208-9, 1996.*

Fiduciary Items

Financial Report. Financial statements for the second quarter were received and reviewed and will be posted on the presbytery website.

Personnel. Staff reviews will be completed later this fall.

October 8th Meeting of the Presbyery

Emily Mitchell, Matt Paul and Greg Ellis were tasked with contacting Kevin and Danielle Riley, and Chris Hoke about leading worship and providing music. Rev. Becca Neimeyer accept an invitation to preach.

Major Agenda Items:

- NLUC Overture re: Closure of Memorial PC in Juneau, AK
- Administrative Review Progress Report (Stated Clerk)
- GA Commissioner Selection
- Election of Officers, Commissions and Committees
- 2022 Operating Budget/Per Capita
- COM and CPM reports

Adjourn

Linda Berkompas closed the meeting with prayer at 12:55 p.m.



Dean Strong
Stated Clerk

Attachment:

1. Exhibit A: Legal Description for 16' Wide Strip of Land, Cordata Presbyterian Church.

 **DRAFT**

"EXHIBIT A"

**LEGAL DESCRIPTION
FOR
16' WIDE STRIP OF LAND**

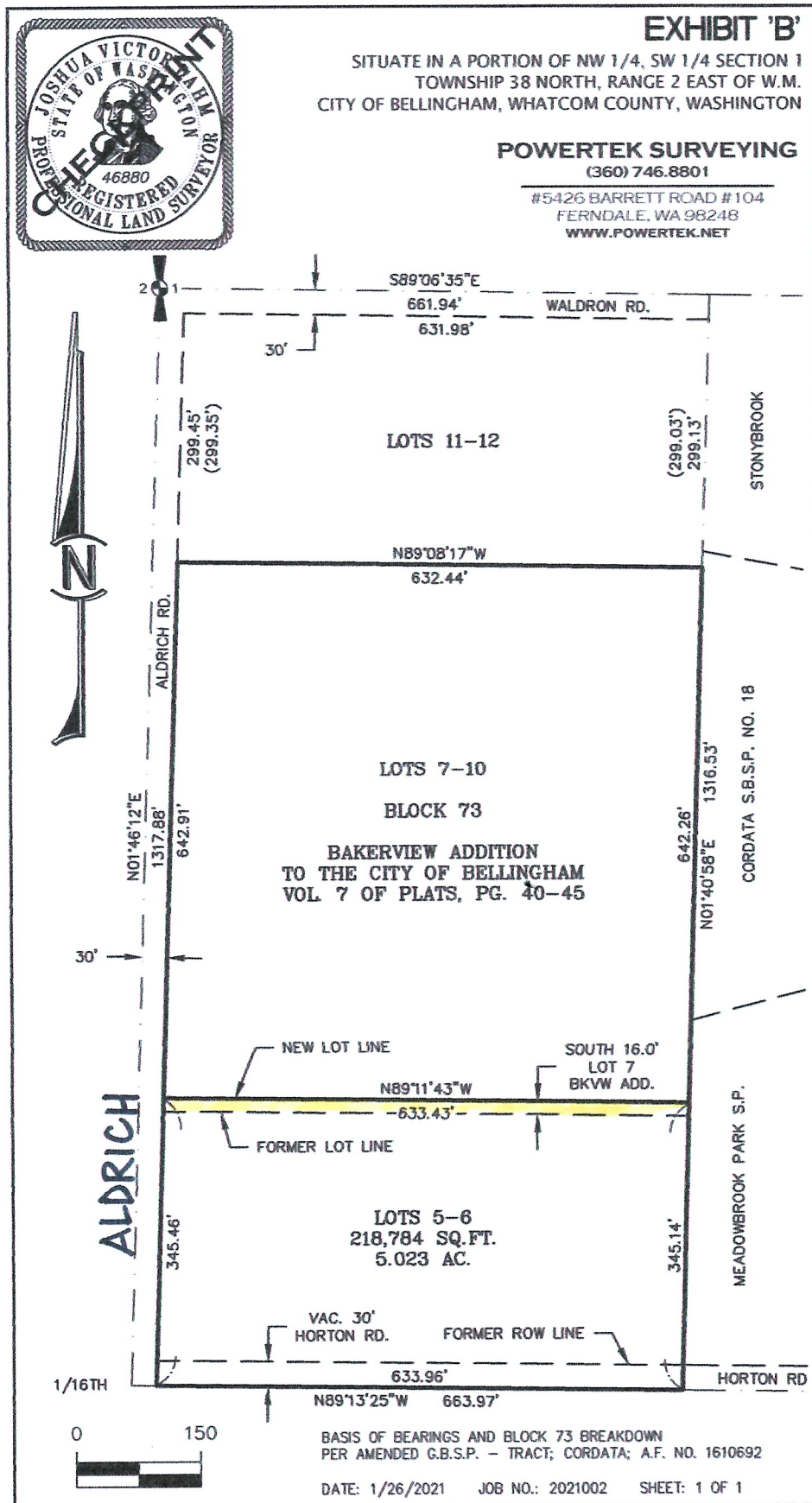
THE **SOUTHERLY SIXTEEN FEET (16')** OF THAT TRACT OF LAND DESCRIBED IN QUIT CLAIM DEED RECORDED UNDER AUDITOR'S FILE NO. 960920121, RECORDS OF WHATCOM COUNTY WASHINGTON, DESCRIBED AS FOLLOWS

THAT PORTION OF BLOCK 73, PLAT OF BAKER VIEW ADDITION TO THE CITY OF BELLINGHAM, ACCORDING TOT THE PLAT THEREOF, RECORDED IN VOLUME 7 OF PLATS, PAGES 40 TO 45, INCLUSIVE, RECORDS OF WHATCOM COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE WESTERLY LINE OF SAID BLOCK 73, 299.35 FEET SOUTHERLY OF THE NORTHWEST CORNER OF SAID BLOCK 73; THENCE SOUTHERLY, ALONG THE WESTERLY LINE OF SAID BLOCK 73, 658.68 FEET, TO A POINT 299.34 FEET NORTHERLY OF THE SOUTHWEST CORNER OF SAID BLOCK 73; THENCE EASTERLY 633.34 FEET TO A POINT 299.03 FEET NORTHERLY OF THE SOUTHERLY LINE OF SAID BLOCK 73; THENCE NORTH 658.04 FEET, TO A POINT 299.03 FEET SOUTHERLY OF THE NORTHERLY LINE AND 632.32 FEET EASTERLY OF THE WESTERLY LINE OF SAID BLOCK 73; THENCE WESTERLY, IN A STRAIGHT LINE, 632.32 FEET, TO THE POINT OF BEGINNING, EXCEPT ALDRICH (CALLED HOME ROAD ON THE PLAT) ALONG THE WEST LINE THEREOF.

SITUATE IN WHATCOM COUNTY, WASHINGTON.





Executive Board Minutes

November 18, 2021

The regular meeting was called to order at 11:03 a.m. by the moderator who prayed for the members and the churches. The agenda was approved as distributed. All voting members were present as follows:

2021 Linda Berkompas, George Eastman, Rev. Greg Ellis, Rev. John Mason

2022 JB Im, Rev. Emily Mitchell, Rev. Matt Paul, Rev. Mark Terayama

2023 Darrell Kim, Steve Kinney, Rev. Becca Neimeyer, Susan Sprague

Non-voting members present: Corey Schlosser-Hall, Jinsuk Kim, Dean Strong.

Generative Discussion

IDI (Intercultural Development Inventory). Members discussed their experiences with the inventory. The Vice Moderator will bring a proposal to the Board regarding participation of all those serving presbytery. Members were encouraged to complete the individual interpretation with Jihyun Oh; jihyun.oh@pcusa.org.

Reports & Correspondence

A written report from Rev. Jinsuk Kim, AEP was received and is attached.¹

The minutes of the Sept. 18th Campbell Farm Advisory Board were received.

A letter from Synod Treasurer Scott Lumsden was received stating that the Synod had dispersed \$4,617.52 to the presbytery of restricted earnings from Presbytery Foundation investments; the various restrictions are delineated in the letter; attached.²

Business Items

Personnel Committee: Staff reviews were completed October 19, 2021.

Personnel Committee: Full Time Associate EP. Since Pastoral Associate Jan Smith is retiring soon, and AEP Jinsuk Kim and Stated Clerk Dean Strong will retire in two to three years, the committee has been discussing a new staffing plan to “advance some of the key ministries we have developed in the last 5 years that are providing new life, energy, and vitality in NWC Presbytery and develop a presbytery-wide field of vision and care.” The committee recommended that a full-time Associate EP position be formed according to the with the position description and salary range that was received and reviewed which included emphasis on Vital Congregations, New Expressions, Commissioned Ministries, and inter-cultural ministry beyond Korean-American.

After discussion, the following motion was APPROVED, “to include the position in the 2022 operating budget, but to refer the position description back to the Personnel Committee to enhance the multi-cultural component, to be submitted to the Board report at a December 9th special meeting.”

2022 Operating Budget. The following resolution was APPROVED after discussion, “That the DRAFT 2022 Operating Budget be adopted and commended to NWC Presbytery for confirmation at the February 2022 meeting of the Presbytery.”

Background: This budget does not exceed the 110% expense budget threshold set in October 2021. But IF it includes a recommendation for a new AEP position. EP, Corey Schlosser-Hall suggests the whole presbytery should consider and approve it. That is a significant addition.

2022 Board/Commissions Retreat. The retreat will be held January 13-14, 2022 via Zoom.

Thursday, Jan 13th, 2-4pm Pacific/1-3pm Alaska: Presbytery Mission, Ministry, and Culture.

Friday Jan. 14th 9-11am Pacific/8-10am Alaska. Respective commission conducting their orientation and planning for 2022.

NLUC Overture Update. Inland NW Presbytery has concurred with the overture. Invitations have been extended to Yukon, Olympia, DeCristo and Grand Canyon and Dakota presbyteries. Concurrences must be posted by presbytery on PC Biz by April 19, 2022 (60 day deadline).

2021 Objectives and Key Results: Were briefly reviewed. **Susan Sprague reported on the** racial/ethnic composition of sessions research completed by her and George Eastman. A motion was APPROVED to refer this data to the Nominating Committee for consideration.

Financial Report. Reports were received and reviewed. Treasurer Dean Strong reported that there are no significant variances from the current operating budget and that none are anticipated for the rest of the year (until the property management expenditures below).

Sedro-Woolley Property Repairs. A section of sidewalk concrete has cracked and uplifted, creating a significant trip hazard and liability. The following was APPROVED, “*Resolved*, that the repair estimate of \$18,987.50 from Cody Sedgwick be accepted.”³

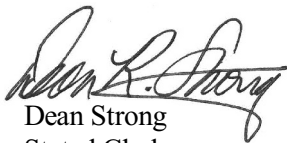
Sedro-Woolley Property Appraisal. Sunrise Skagit Church has expressed interest in purchasing the property. A resolution to employ McKee & Schalka for \$6,500.00 to provide an appraisal of the property for a fee of \$6,500 as a basis for a potential sales price was APPROVED.

GA Commissioners. An application was received from Sam Dechter of Kennewick First. No teaching elder applications have been received. Selection was postponed to the next meeting.

Presbytery: Discern & Decide February 10. Selection of worship leaders and the preacher was postponed to the next meeting. Becca Neimeyer, Greg Ellis, Emily Mitchell, and Matt Paul volunteered to recruit.

Next Meeting. A regular meeting was scheduled for Dec. 9th, 11:00 a.m. Pacific Standard Time.

The meeting adjourned with prayer by the moderator at 1:03 p.m.



Dean Strong
Stated Clerk

Attachments:

¹ AEP Report.

² Letter dated Nov. 15, 2021, Scott Lumsden, Treasurer, Synod of Alaska-Northwest to Presbytery of the Northwest Coast, Re: distribution of Presbyterian Foundation Funds.

³ Cody Sedgwick Estimated dated Sept. 15, 2021.

AEP Report to Nov 18, 2021 EB

KPC Retreat, which represents the Korean churches in our synod, was held on September 13-15 at Port Ludlow, WA. Two speakers were invited (Rev. Dr. Hwangbo Kab on ecclesiology and Rev. Dr. David Chai). David Chai who is a member-at-large of NWCP explored cooperation from the Korean churches on his plan to develop the Korean church officers' training curriculums. The debate was well engaged by the pastors. With pastor's spouses, 26 attended. It was funded \$ 6,000 by NWCP and the participants were greatly appreciated.

Baker Community Church celebrated the 15th church anniversary on September 19th. Rev. Paul Strawn was invited to preach, who was honored as a "church father" who wholeheartedly helped the church establish and grow. With the new pastor, Rev. Daesun Jeong, the church is gaining back to the previous status. I have felt somewhat a new atmosphere.

Installation of Rev. Jongil Lee was held on October 3 after the two years of waiting to find a right time to celebrate in person since the pandemic hit. Corey Schlosser-Hall came to lead the installation and the two neighboring pastors, Elizabeth O'Conner and Hanna Shearer, gave the charges.

Last October Leadership Summit and Verge 3.0 was quite a significant event for the Korean community as well. The overture we passed has significant implications for the Korean and other immigrant churches as well for their future which is becoming increasingly diverse. Thanks to the Northern Light Church and our presbytery who overwhelmingly supported it. I am also grateful to have been a part of the overture educational team who had worked diligently during the summer. They were very insightful and talented. Verge 3.0 provided much wisdom and hope to meet the challenges we are directly facing in the church and society today and opened our eye sights wider to look at the path way forward for the future. It was so special.

Community Church of Seattle celebrated its 50th anniversary (Jubilee) this year with the special emphasis on the next 50 years. As they were so grateful to the devoted the church adults, they are committed to hand the church leadership over to the next generations, and the world missions in which they have already planted churches over multiple countries by sending their own members as missionaries.

National Caucus of Korean Presbyterian Church met on October 18-20 on celebrating its 50th anniversary (NCKPC 50th Jubilee Symposium). The theme of the conference was also focusing on next generations. It invited for the first time in history all English speaking Asian church leaders to give a deliberate attention to the next generations. Two of the Asian EPs from PCUSA were among the speakers. Many participants were in fact the church leaders who were born in the USA awaiting to take batons from the first generation. This took a significant symbolism in which we welcome to empower the church leadership to the next generations foreseeing that the future generational churches will build into the new integrated church. Although we have to think more carefully on how we practically yet gracefully hand in our resources to the next generations so that they may flourish, this event definitely has provided a direction for the Korean churches to which they will strive.

Rev. John Park of EM associate pastor at UPCS and Rev. Timothy Yi of youth associate pastor at CCS will be added to our presbytery membership presumably before the end of 2021.

Respectfully submitted by Jinsuk Kim



Synod of Alaska Northwest

Presbyterian Church (U.S.A.)

November 15, 2021

Dear Presbytery of Northwest Coast,

At its meeting on October 20, 2021, the Synod of Alaska-Northwest approved the distribution of remaining cash and Presbyterian Foundation earnings (based on donor restrictions) to its presbyteries. The total amount you should have received is: \$4,617.52.

The restricted amount of \$4,617.52 is to be used according to the restrictions below. The Presbyterian Foundation Funds are disbursed annually to your presbytery.

Presbyterian Foundation Funds

These are the Foundation funds applicable to your presbytery:

Housing Ministry Fund - Restriction: Restriction: for housing ministry or homeless ministries within bounds of a presbytery
\$168.25

Mission Fund (NMPF) - Restriction: for mission needs, as determined by your presbytery
\$86.73

Elias Foundation (4052) - Restriction: scholarship assistance in WA for students and for select leaders; teacher training; CE lay leaders where need is greatest/WA only
\$251.90

Elias Foundation (2305) - Restriction: scholarship for WA students for Christian service, and for select leaders; teacher training, CE lay leaders, where need greatest/WA only
\$160.76

Elias Foundation (0028) - Restriction: Christian Ed. within Synod for scholarship or program, where need greatest
\$141.19

Armenta Merchant Fund (0676) - Restriction: mission support for small cong in AK, consult w Presby w/in AK
\$2,047.26

Armenta Merchant Fund (5348) - Restriction: for small congregations and missions in AK

\$437.57

Janette Hansen Fund - Restriction: camps in your presbytery
\$121.92

Underwood Fund - Restriction: aviation mission w/in Synod/AK/Yukon travel
\$164.10

Devries Scholarship Fund (5469) - Restriction: for Christian higher Ed in former
Presbytery of AK
\$117.30

Devries Scholarship Fund (1740) - Restriction: evangelism focus, outlines grant process, AK
only
\$129.71

Devries Scholarship Fund (1944) - Restriction: for Christian higher ed in former Presby
of AK
\$46.14

Morris Evangelism - Restriction: evangelism focus
\$592.88

Schaffer Family Foundation - Restriction: as determined by your presbytery leadership
\$151.84

Record keeping and reporting requirements

Your presbytery is required to send us a brief written description annually about how the Presbyterian Foundation funds were used. The Synod will request this information each year after the funds are distributed. Please send the information to: finance@synodnw.org.

A sample letter could read:

“Dear Synod of Alaska Northwest,

We are grateful for the Foundation funds that were distributed last year to our presbytery. The appropriate leadership body of our presbytery utilized the funds within our presbytery according to the purposes for which those funds were given.

Thank you for your faithfulness in the stewardship of these funds.”

Grace and peace,

Scott Lumsden

Cody Sedgwick
 Old world home and garden LLC
 20448 Penne lane
 Burlington WA 98233

ESTIMATE

Date: 9/15/2021

Prepared for: Sonrise Skagit

Description:

Remove and replace existing uneven concrete slab areas to the north and south of the foyer

COSTS:

Labor to demo concrete	\$4,000.00
Labor to set up, pour and finish new concrete	\$6,000.00
Estimated 40 tons of concrete recycle fee @ \$15 per ton	\$ 600.00
Dumpster rental and hauling	\$ 800.00
20 yards of 5/8" minus gravel	\$ 800.00
#4 rebar	\$1,000.00
Form boards	\$ 300.00
20 yards 6sack concrete	\$3,000.00
Equipment rental	\$1,000.00
 Total estimated amount:	 \$17,500.00
 Tax if applicable	 add \$1,487.50

Executive Board Minutes

December 9, 2021

The regular meeting was held via Zoom web conferencing software and was called to order at 12:03 p.m. by the moderator, who prayed for the members and the churches. The agenda was approved as distributed. All voting members were present as follows:

2021 Linda Berkompas, George Eastman, Rev. Greg Ellis, Rev. John Mason

2022 JB Im, Rev. Emily Mitchell, Rev. Matt Paul, Rev. Mark Terayama

2023 Darrell Kim, Steve Kinney, Rev. Becca Niemeyer, Susan Sprague

Non-voting members present: Corey Schlosser-Hall, Jinsuk Kim, Dean Strong.

2022 Board Co-Moderators –The Board ELECTED Matt Paul and Becca Niemeyer as co-moderators for 2022.

Distribution of PDA funds for floods. Corey Schlosser-Hall reported that the Presbyterian Disaster Assistance (PDA) had awarded a \$7,500 grant to the presbytery for flood relief in Whatcom and Skagit counties. A motion to allocate the grant as follows was APPROVED, \$2,500 to Acme PC, \$1,500 to Mt. Baker PC, \$1,500 to the presbytery for the Everson property, \$1,000 to Cordata PC and \$1,000 to FPC Bellingham.

GA Commissioners. Ruling Elder Sam Dechter of Kennewick First and Teaching Elder Becca Niemeyer were ELECTED as commissioners to General Assembly.

Budget Revision. Following a brief discussion, the following resolution was APPROVED, “*Resolved*, That the 2022 budget be amended to include to \$15,000 benefits support for Acme Presbyterian Church who is in conversation with a pastoral candidate who needs Board of Pensions benefits; that the same amount be included in the 2023 and 2024 forecasts, and that the entire budget be submitted to the presbytery at the next stated meeting with no recommendations (no further approval is required; a motion to rescind, amend, or refer would be in order). Note: later in the meeting after the announcement of EP Schlosser-Hall’s resignation the proposed Associate EP salary was also deleted from the 2022 budget.¹”

Campbell Farm Director & Clarity of Board Relationships Campbell Farm is wholly owned by the presbytery and the Executive Board are the Directors under state law since it is not incorporated separately. The “Campbell Farm Advisory Board,” however, has been acting as a Board of Directors, having recently named Dionna Bennet as Director without the appropriate legal or ecclesiastical authority. E.P. Schlosser-Hall is working with the Advisory Board to clarify their role. Meanwhile, the following resolution was APPROVED, “*Resolved*, That Dionna Estrada Bennet be named Executive Director of Campbell Farm.”

E.P. Resignation. Executive Presbyter Corey Schlosser-Hall announced that he is resigning to accept a new position with the Presbyterian Mission Agency, effective January 15, 2022.

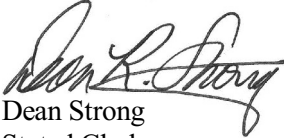
Feb. 10 Presbytery Meeting Design Team. Becca Niemeyer, Greg Ellis, Emily Mitchell, and Matt Paul, who had volunteered to recruit the preacher and musicians for the meeting, will continue to design, with staff, the entire meeting. Corey was invited to preach and he accepted.

2022 On Boarding Retreat January 13-14, 2022. The focus of the retreat may change to an emphasis on leadership transition.

Immediate Transition Team. Stephanie Hankey, JB Im, Becca Niemeyer (moderator), George Eastman, Steve Kinney, Mark Terayama, and Dean Strong were appointed to address the immediate leadership needs of the presbytery in light of the E.P. resignation (see attached resource document²). Rev. Amy Delaney will be contacted as a candidate to serve as Acting Executive while a transition plan is created.

AEP Position Description. A resolution to adopt the revised position description, as referred to the personnel committee at the previous meeting, was postponed indefinitely, and funding for the position was deleted from the 2022 operating budget.

The meeting adjourned with prayer at 1:25 p.m.



Dean Strong
Stated Clerk

Attachments:

¹ *2022 Operating Budget and 5 Year Forecast*

² *Executive Presbyter (EP) Transition Team (2022).*

Presbytery of the Northwest Coast
2022 Operating Budget, 2023-2026 Pro Forma
Revised and Approved by Exec. Board 12/9/2021

BUDGET SUMMARY

	Schedules	12/31/2020	Approved 2021	Actual YTD 10/31/2021	2022	2023	2024	2025	2026
Income									
Unrestricted	(1)	622,990	480,732	566,142	479,117	469,216	460,082	451,703	450,065
Designated Income (CBG)		65,403	-	-	-	-	-	-	1
Restricted Income	(2)	281,141	264,058	165,853	206,107	212,152	198,238	214,367	200,542
Real Property Values	(a)					200,000	200,000	200,000	200,000
Endowment Principle Value Gain (loss)		-	-	-	-	-	-	-	-
Total Income		969,534	744,791	731,995	685,224	881,368	858,320	866,070	850,608
Expenses									
Vital Congregations: Renewal	(3)	22,052	15,850	5,000	9,000	-	-	-	-
Village & Small Church Ministries		73,667	79,901	19,468	75,499	54,497	38,865	23,865	23,866
Multi-Cultural Integration	(4)	71,929	64,706	49,908	64,828	59,815	9,500	9,500	9,500
New Expressions of the Church	(7)	73,208	84,000	20,000	70,000	82,000	50,000	82,000	52,000
Mission In & Beyond NWCP	(8)	255,993	219,000	161,693	173,000	160,000	160,000	160,000	160,000
Governance & Management	(9)	369,369	94,367	84,562	107,664	94,557	92,055	96,653	87,347
Distributed Officing/Tech Expenses	(10)	51,869	30,120	35,765	51,658	42,092	46,533	42,984	47,444
Presbytery 3.0 (\$30K, mostly software)			30,000		see office expense				
Operating Staff Expenses	(11)	339,448	306,729	288,676	301,013	307,305	312,194	278,218	282,307
Real Estate & Property Management		139,813	20,000	33,177	27,901	28,738	29,600	30,489	31,403
Church Asst: Per capita, loans, grants		-	-	-	-	-	-	-	-
Total Expenses		1,397,348	944,673	698,250	880,563	829,004	738,747	723,708	693,866
				837,900	12/31/2021 forecasted expenses				
Change in Net Assets (Net Income - Loss)		(427,814)	(199,883)	33,746	(195,339)	52,364	119,573	142,362	156,742
				(105,904)	12/31/2021 forecasted net loss				
USABLE Net Assets, Dec 31, 2020			3,399,583	3,433,329	3,204,244	3,256,608	3,376,181	3,518,543	3,675,284
Total Change in Net Assets 2019-2024									
(a) Assumes 1 congregation may close each year, assets revert to the presbytery.									

Overhead Funding & Expenses

	2021	10/31/2021	2022	2023	2024	2025	2026
Presbytery Per Capita (Traditionally funds overhead)	286,821	286,821	285,930	274,493	263,513	252,973	248,850
Less: Management & Support Services							
Presbytery Meetings & Commissions	29,000	27,528	35,500	29,500	29,500	29,500	29,500
Office Expenses	30,120	35,765	51,658	42,092	46,533	42,984	47,444
Presbytery Staff							
Executive (Salary, Taxes, Benefits, Travel)	167,617	169,106	164,285	167,341	170,458	173,637	176,880
EAP for Korean Ministries	51,706	42,882	51,328	52,315	-	-	-
Stated Clerk/Budget Manager	54,280	59,811	48,330	49,272	50,232	12,250	12,251
Admin	54,832	54,832	56,054	56,798	57,556	58,329	59,120
Bookkeeping	27,500	19,044	27,500	27,500	27,500	27,500	27,500
Web, Tech (EJ Lee)			2,500	2,500	2,500	2,500	2,500
Alaska Coordinator	8,865	7,298	8,865	8,865	8,865	8,865	8,865
CP Coordinator	7,500	7,785	-	-	-	-	-
Vital Congregations	6,000	-	-	-	-	-	-
Total Management & Support Services	437,420	424,052	446,021	436,181	393,144	355,565	364,060
Gain/(Loss)	(150,599)	(137,231)	(160,091)	(161,689)	(129,631)	(102,593)	(115,210)

INCOME SUBSCHEDULES

Schedule 1 - Unrestricted Income	2020	2021	10/31/2021	2022	2023	2024	2025	2026
Membership (a)	9,295	7,082	7,082	7,060	6,778	6,506	6,246	5,996
Per Capita Assessment	\$ 40.50	\$ 40.50	\$ 40.50	\$ 40.50	\$ 40.50	\$ 40.50	\$ 40.50	\$ 41.50
Presbytery Per Capita	376,448	286,821	286,821	285,930	274,493	263,513	252,973	248,850
Synod Per Capita (\$.25)		1,771	1,771	1,765	1,694	1,627	1,562	1,499
GA Per Capita 2021-22 \$8.98	-	63,596	63,596	63,399	60,863	58,428	56,091	53,848
5000-10 Per Capita Income	364,579	352,188	353,041	351,094	337,050	323,568	310,625	304,197
5000-30 Fees, Registrations, Books, Etc (b)	4,180	6,000	5,273	3,000	3,000	3,000	3,000	3,000
5000-40 Investments Interest & Earnings	85,235	78,974	120,166	81,423	85,494	89,769	94,257	98,970
5000-65 Tideland Lease	9,515		1,586					
5000-70 Rent Received (e)	50,075	40,000	45,850	40,000	40,000	40,000	40,000	40,000
5000-80 Miscellaneous Income (Synod)	109,406	3,570	40,226	3,600	3,672	3,745	3,820	3,897
Total Unrestricted, Income	622,990	480,732	566,142	479,117	469,216	460,082	451,703	450,065

notes:

(a) 2022 = 7060 then forecasting 4% decline per year, national average

(b) Includes Triennium, Misconduct Prevention, CCLI, Checking interest, etc.

(c) Interest on MCDs, New Covenant Funds, Savings, Loans

(e) /mo; Trinity \$2,200; Everson \$1,250

Schedule 2 - Restricted Income, 5200	2020	2021	10/31/2021	2022	2023	2024	2025	2026
5210-10 Temporarily Restricted Income from Foundation (4%)								
Alaska Mission		1,386	1,441	1,558	1,620	1,685	1,753	1,823
Allington		2,434	2,532	2,737	2,846	2,960	3,079	3,202
Bakken (mission churches, PFxxx5580)		201	209	209	218	227	236	245
Demmert (Native Americans SE Alaska, PF 5691)		217	226	244	254	264	274	285
Fawcett (leadership seminar, PFxxx2890)		1,477	1,536	1,660	1,726	1,795	1,867	1,942
Jackman (lay pastoral leadership, PF2126)		627	652	705	733	763	793	825
Lesch		91	95	103	107	111	116	120
Mathes (Seminary Interns), PFxxx1744)		6,009	6,250	6,757	7,027	7,308	7,601	7,905
Merchant (Small Churches & NCD, PFxxx0675)		6,615	6,880	7,439	7,737	8,046	8,368	8,703
Pisgah		91	95	95	99	103	107	111
Synod of AK NW Endowments	21,728	-	-	-	-	-	-	-
Subtotal			4,618	4,600	4,784	4,975	5,174	5,381
Sub-total Permanently Restricted Income from Fo	21,805	19,058	22,578	26,107	27,152	28,238	29,367	30,542
5250-00 Restricted Grants								
Elective Gifts from Congregations for NWC Mi (a)		10,000		5,000	5,000	5,000	5,000	5,000
PCUSA Grants/other foundations/corporations (b)		40,000	10,000	35,000	40,000	25,000	40,000	25,000
Sub-total Total Restricted Grants	65,000	55,000	10,000	40,000	45,000	30,000	45,000	30,000
5300-00 GA Mission-Offerings (pass throughs)	101,007	120,000	85,144	80,000	80,000	80,000	80,000	80,000
5400-00 Presbytery Mission (pass throughs)	71,601	70,000	48,131	60,000	60,000	60,000	60,000	60,000
Total 5200-00 Restricted Income	281,141	264,058	165,853	206,107	212,152	198,238	214,367	200,542

Notes:

(a) A new opportunity for congregational giving.

(b) PC (USA) grants for new church expression startups will usually match the amount NWC provides.

EXPENSE SUBSCHEDULES

Schedule 3 - Vital Congregations & Renewal	2021	10/31/2021	2022	2023	2024	2025	2026
6000-05 Studio E3 Catalyst/Vital Cong Coordinator" in 2021		6,000	-	-	-	-	-
6000-10 Congregational Resources (Cap Improve	-	9,850	5,000	9,000	-	-	-
Sub-total	22,052	15,850	5,000	9,000	-	-	-
Schedule 4 Village & Small Church Ministries							
6100-05 Pastoral Associate (CP Program only)		7,500	7,785	-	-	-	-
6100-30 CP Recruitment & Formation		1,500	4,385	3,500	-	-	-
Sub-total		9,000	12,170	3,500	-	-	-
6100-05 Salary Support							
Mt. Baker (Concrete) (a)		47,036		33,134	15,632	-	-

Acme PC			15,000	15,000	15,000			
Other Churches	15,000	-	10,000	10,000	10,000	10,000	10,000	10,000
6100-25 Alaska Cluster Meetings	-	-	5,000	5,000	5,000	5,000	5,000	5,001
Alaska Coordinator & Expenses	8,865	7,298	8,865	8,865	8,865	8,865	8,865	8,865
Total Village & Small Church Ministries	73,667	79,901	19,468	75,499	54,497	38,865	23,865	23,866

(a) MBPC Support is on target from MBPC 2020 Proposal approved by the Board 9/16/20

Schedule 5 - Multicultural Integration 6200-00	2021	10/31/2021	2022	2023	2024	2025	2026
AEP for Korean Ministry (.5 FTE 2021) 6200-06	51,600	33,834	28,195	34,985	35,684	-	-
BOP Benefits 6200-07	18,537	12,519	13,669	12,944	13,203	-	-
Payroll Taxes 6200-08	699	1,353	555	1,399	1,427	-	-
Reimbursable Prof Exp.(Inc. Big Tent, NCKPC)	459	3,000	463	1,500	1,500	-	-
Continuing Education 6200-10 (Big Tent & NCKP <i>Intepretation & Translation 6200-05</i>)	43	1,000	-	500	500	-	-
<i>Fellowship & Education 6200-20</i> (a)	224	7,000	6,676	13,000	7,000	7,000	7,000
Total Multicultural Inclusion and Integrati	71,929	64,706	49,908	64,828	59,815	9,500	9,500

(a) For 2022 this includes \$8000 for fellowship/retreat and \$5000 for Officer Education partnership with Confluence

Schedule 6 -New Expressions of Church	2021	10/31/2021	2022	2023	2024	2025	2026
New Church Expressions (NCE) Grants	72,715	80,000	20,000	70,000	80,000	50,000	80,000
Leader Assessments 6200-65		4,000	-	2,000		2,000	2,000
Staff & Ops for (Cyclical Catalyst) 6200-75	493	-	-	-	-	-	-
Total New Church Expressions	73,208	84,000	20,000	70,000	82,000	50,000	82,000

Schedule 7 - Mission In & Beyond NWCP	2021	10/31/2021	2022	2023	2024	2025	2026
<i>GA Mission & Offerings, 6300-01 (Pass-Throug(a)</i>	101,007	120,000	85,144	80,000	80,000	80,000	80,000
<i>Presbytery Mission 6400-00 (Pass-Throughs)</i>	63,942	70,000	47,349	60,000	60,000	60,000	60,000
<i>Eagle Wings (20%), Mending Wings (5%), Renewal Ministries NW (20%), Tall Timber (30%), TT Scholarships (10%), Underground Ministries (10%)</i>							
Grants to Mission Partners (6700-05)							
Campbell Farm Ministry of NWC Presbytery (b)	23,544	16,000	16,000	20,000	20,000	20,000	20,000
Mending Wings Yakama Youth Ministry (c)		13,000	13,000	13,000	-	-	-
Collide			200				
Sub-Total Direct Grants to Mission Partners (6700-05)	67,500	29,000	29,200	33,000	20,000	20,000	20,000
Total Mission In & Beyond NWCP	255,993	219,000	161,693	173,000	160,000	160,000	160,000

(a) Special Offerings, unified and designated giving to PCUSA ministries, etc.

(b) in 2022 begin regular grant support of CF as "Ministry of" NWC Presbytery

(c) Mending Wings requested 1 more year of grant support at same level as 2021 to move through COVID-19 season

Schedule 9 - Governance & Congregational Support	2021	10/31/2021	2022	2023	2024	2025	2026
GA Per Capita Expense, 70000-02	65,496	63,596	52,997	63,399	60,863	58,428	56,091
Synod Per capita expense, 7000-03	1,830	1,771	1,771	1,765	1,694	1,627	1,562
Written Off Per capita	56,946						
<i>GA and OGA Events, 7000-05</i> (a)		-	-	2,500	2,500	2,500	2,500
Triennium (b)		-	-	7,000	-	-	7,000
Sub-total	124,272	65,367	54,767	72,164	65,057	62,555	67,153
Presbytery Leadership Summit							
Supplies & Food, 7000-20	5,237	500	3,636	500	500	500	500
Travel - Airfare 7000-23 (c)	46			1,000	7,500	7,500	7,500
Lodging, 7000-24 (d)				1,000	3,500	3,500	3,500
Speakers & Verge Expenses, 7000-25 (e)	2,475	5,000	4,564	8,000	8,000	8,000	8,000
Sub-total	7,758	5,500	8,201	10,500	19,500	19,500	19,500
<i>Executive Board & Subcommittees, 7000-30</i> *	173	2,000	2,389	1,000	1,000	1,000	1,000
<i>Administrative Commissions, 7000-35</i>		500	-	500	500	500	500
<i>Commission on Ministry (COM) 7000-40</i> * (f)	39,513	17,500	12,638	20,000	5,000	5,000	5,000
<i>Commission on Prep for Ministry (CPM), 7000-50</i> *	5,628	3,000	4,300	3,000	3,000	3,000	3,000
Nom, COR, PJC, IC		500	-	500	500	500	500
Stanwood Loan Expenses	3,883	-	2,266	-	-	-	-
Grants to Churches	188,142	-	-	-	-	-	-
Total Governance and Congregational Su	369,369	94,367	84,562	107,664	94,557	92,055	87,347

Notes:

- (a) Staff to GA, Moderator's Conference, etc. 2022 will be virtual. OGA may resume travel in 2023
 - (b) Triennium is every 3 years. This includes budgeting for presbytery's one-third share.
 - (c) Starting in 2023 10 AK airfare @ \$475 three times a year
 - (d) Lodging YTD costs + 40 nights @ \$125.
 - (e) Based on actual VERGE 2021 expenses for nation-wide speakers and conference "virtual" hospitality
 - (f) COM plans to host "Non-Profit Leadership for Pastors" again in 2022 = \$12,000 & support for Pastor Spiritual Direction groups = \$3000.00
- *Travel included

Schedule 10 - Distributed Office Expenses	2021	10/31/2021	2022	2023	2024	2025	2026
7100-16 Bank Charges	287	379	196	386	394	402	418
7100-20 Books & Resources (formerly riembursal	585	2,387	1,912	2,435	2,483	2,533	2,635
7100-24 Copier Lease	3,892	7,036	3,354	7,177	7,320	7,467	7,769
7100-26 Equipment Purchase a)	7,193	-	819	8,000	-	4,000	4,000
Internet service staff supplement (b)				1,500	1,530	1,561	1,592
7100-30 Insurance (Office)	3,546	4,547	906	1,000	1,020	1,040	1,061
7100-34 Legal Fees	2,375	1,530	-	1,561	1,592	1,624	1,689
7100-36 Supplies, Utilities	16,567	816	4,135	1,000	1,020	1,040	1,061
7100-38 Postage	1,014	796	558	600	612	624	649
7100-40 Financial Review		3,060	-	3,000	3,060	3,121	3,184
7100-44 Reimbursables	3,324	3,570	2,624	3,000	3,060	3,121	3,247
<i>Software: Basecamp, Calendly, Database, Docusign, Google, Intuit, Knowledge Anywhere, Microsoft, Simplecast, Squarespace, Zoom</i>	13,088	6,000	21,262	22,000	20,000	20,000	20,000
Total Office Expenses	51,869	30,120	35,765	51,658	42,092	46,533	47,444

- (a) includes new laptops for staff. Printer/scanner for new AEP
- (b) Work from home agreements include provision for reimbursing staff \$25/month for internet service.

Schedule 11 Operating Staff Expenses	2021	10/31/2021	2022	2023	2024	2025	2026
7200-02 Operating Salaries	203,431	178,730	184,153	187,583	191,334	195,161	166,718
7200-03 Employee Benefits	86,771	66,597	63,189	57,228	58,000	58,787	56,778
7200-08 Payroll Taxes	12,774	10,502	10,516	10,859	11,076	11,297	11,754
7200-20 Continuing Education/Books	305	10,400	4,922	2,500	4,000	4,000	4,000
7200-46 Financial Services (Bookkeeping)	32,186	27,500	19,044	27,500	27,500	27,500	27,500
7200-48 Admin Services Contractor (E.J. Lee)	2,663	2,500	5,320	2,500	2,500	2,500	2,500
7200-32 Staff Travel & Business Expenses	1,318	10,500	1,533	12,843	12,895	12,948	13,057
Total Operating Staff	339,448	306,729	288,676	301,013	307,305	312,194	282,307

Staff (c)	2021	10/31/2021	2022	2023	2024	2025	2026
Executive Presbyter Salary (1 FTE Exempt)	106,584	107,969	110,208	112,412	114,660	116,953	119,292
Benefits	33,639	33,639	34,312	34,998	35,698	36,412	37,140
Payroll Taxes (7.5%)	7,994	8,098	8,266	8,431	8,600	8,771	8,947
Business/Travel Expenses	10,000	10,000	10,000	10,000	10,000	10,000	10,000
<i>Continuing Ed. (2021 included \$8000 for sabb(a))</i>	9,400	9,400	1,500	1,500	1,500	1,500	1,500
Total Executive Presbyter	167,617	169,106	164,285	167,341	170,458	173,637	176,880

(a) 2021 inc. \$8,400 for sabbatical approved by EB 9/26/19

Stated Clerk/Treasurer (.75 to .50 FTE) (d)	38,708.08	42,745.00	42,800	43,656	44,529	10,000	10,001
Benefits (BOP 10% 22)	14,322	15,816	4,280	4,366	4,453	1,000	1,000
Reimbursable Expenses	250	250	250	250	250	250	250
Continuing Ed	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Total Stated Clerk	54,280	59,811	48,330	49,272	50,232	12,250	12,251
Admin Assistant/Presbytery Connector (.8 FTE)	33,438	33,438	34,575	35,267	35,972	36,691	37,425
Benefits (30%)	18,636	18,636	18,636	18,636	18,636	18,636	18,637
Payroll Taxes (7.5%)	2,508	2,508	2,593	2,645	2,698	2,752	2,807
Business Expenses	250	250	250	250	250	250	251
Total Admin Assistant	54,832	54,832	56,054	56,798	57,556	58,329	59,120

Executive Presbyter (EP) Transition Team (2022)

*On behalf of the Executive Board (EB) and NWC Presbytery, the EP Transition Team (PTT) will, with the guidance of Holy Spirit and in consultation with transitional consultant: [Corey suggests inviting a nearby EP to consult with the presbytery through this transition...]"transitional consultant." **Rev. Shari Jackson Monson** of Olympia Presbytery would be fantastic and has expressed a willingness to do so]*

1. Organize and oversee a farewell celebration for Corey and NWC Presbytery in [date TBD]. This is to ensure a healthy spiritual and emotional process of celebrating and giving thanks to God for what we have engaged together. It is also to be able to express a healthy good-bye so that coming together with new presbytery leadership can be wholehearted.
2. Provide ample opportunity for the Presbytery to become aware of the transition and understand the EP selection process, ask questions, and participate in that process as appropriate.
3. Communicate and facilitate presbytery messages, virtual forums and informational meetings designed to communicate transitional needs and update progress.
4. Make recommendations to the EB for a transitional leadership plan, model and approach.
5. Work with the transitional consultant through the process of selecting a transitional leader based on the recommendations approved from #4.
6. Encourage prayer in support for all aspects of the EP transition.
7. Assist the NWC Presbytery staff and volunteer leadership (including standing committees and EB committees) in preparing the Presbytery to receive and champion transitional leadership.
8. Keep the EB fully informed and aware of developments until a transitional leader is onboarded and operating well.
9. Once a transitional NWC Presbytery EP is identified the transition team can conclude their work unless the EB modifies their purpose and direction.