

Executive Board Minutes
Tracey Levine Center, Arlington, WA
January 22, 2016

The meeting was called to order at 9:00 a.m. with Morning Prayer led by moderator Rev. Kurt Helmcke. The agenda had been distributed in advance with information regarding the annual retreat; there were no changes to the agenda. A quorum was present:

Elected Members Present:

<u>2016</u>	<u>2017</u>	<u>2018</u>
Janice Smith (R), Acme	Alan Dorway (T), Everett First	George Pasley (T), Ketchikan
Gustavo Carvajal (T), Parker Heights		Ted Schuldt (T), HR
Paul Kohler (T), HR	Claudia Rowe (T), Craig & Klawock	Clarence Antioquia (R), Northern Light
Scott Anthony (T), Cottage Lake	Warren Weber (R), Emmanuel	George Eastman (R), Neah Bay
Kathy Garde (R), Westminster	Dottie Villevik (R), Everett First	Kurt Helmcke (T), North Creek
Francie Irwin (R), Othello First		

Elected Members Absent: James Kwon (T), CC of Seattle, 2017

Ex-Officio Members, without vote, present: Corey Schlosser-Hall (R) *EP*, Jinsuk Kim (T) *AEP*, Dean Strong (T) *Stated Clerk*, Sarah Beard (R), *Synod Commissioner*, George Pasley (T), *Alaska Cluster Coordinator*, Kevin Nollette (T), *Central WA E.P.*, Mike Nixon (R), *Central WA Stated Clerk*

Stated Clerk/Correspondence

Deming Sale – Charles Burleigh, Superintendent of Mount Baker School District, has informed the presbytery that the district will not be purchasing the property since the septic system is unable to accommodate the planned day care use. Alternatives are being explored.

Executive Staff – E.P. Corey Schlosser-Hall

May Leadership Summit – At its last meeting, the Board commended the reading of *Wanted: A Spiritual Pursuit Through Jail, Among Outlaws, and Across Borders*, by Chris Hoke. Chris has accepted an invitation to speak at the May leadership summit tentatively schedule at Kennewick.

Merger Update – The merger is occurring in three areas: operational (in place), ecclesiastical (Synod and GA votes), and corporate (state forms to be filed after ecclesiastical approvals). E.P. Kevin Nollette and Stated Clerk Mike Nixon provided brief updates. All the Central Washington churches who requested dismissal to other Reformed Bodies have done so.

Finance and Corporate Affairs

Review of Financial statements – The board received and reviewed the financial statements.¹

Conflict of Interest Policy – **A resolution to adopt the proposed policy² was APPROVED.**

Oso Task Force

(Laura Jo Severson, Friday Harbor, Rev. Erv Roorda HR, Pat Sweeney, North Creek)

Flooring Replacement – ***The following resolution was APPROVED*** “That \$15,000 (of the \$34,869.87 Fund Balance) be allocated to J-Lee Floors, administered by David Johnstone, Long-Term Recovery Case Manager for a Oso area family to replace flooring in their home.

Background

This family of five with three daughters lived near the Oso mudslide. Their home was flooded as a

result of the slide, rendering the home uninhabitable; they moved to Arlington. One daughter has a disability and uses a wheelchair. New flooring will make the home accessible for the daughter.

The estimate was provided by J-Lee Floors and is for materials only; family, friends and perhaps some NWC Presbyterians will provide the labor.

David Johnstone has been a local case manager working with the long-term recovery team from this disaster. This is the only need that has come up in recent months.

Unfinished Business

Focus & Infrastructure Task Force³ – **The following resolution was APPROVED, “That the following four at-large members persons be appointed to this task force, “to report and offer recommendations at the regular meeting preceding the May presbytery leadership summit meeting, to assess the new landscape of NWC Presbytery and recommend infrastructure (facility, technology, policy, and staffing) that will catalyze us to move fully into and through this new day to be assertive in pursuing God's calling for us according to the proposal approved at the December 10, 2015 Board Meeting:**

RE Gail O'Dell, Northern Light United Church, Juneau and current chair of Alaska Funds committee of EB. Former Chair of Alaska Pby COM.

RE Warren Weber, Emmanuel PC, Bothell. Exec Board member and closely involved in CW/NWC merger.

TE Stephanie Hankey, Pastor of Westminster PC in Anacortes and member of Personnel Committee of EB. Former Moderator of North Puget Sound Presbytery and EB.

TE Gustavo Carvajal, Pastor of Parker Heights PC, immediate past chair of Central WA Presbytery's Council.”

New Business

Board Committee Appointments – The following persons were be appointed for the year 2016 (note: the bylaws require at least one Board member son each Board committee, moderators listed first):

Finance & Corporate Affiars

Bill Grosse (R), Everett First

Ken Davenny (R), Port Townsend

David Rood (R), Calvin

Roy Yates (R), Everett First

Ted Schuldt, (T), HR

Clay Antioquia (R)

Personnel

Bill Palmer (R), Bellingham First,

Stephanie Hankey (T), Westminster

Joe Bettridge (T) Friday Harbor

Scott Anthony (T), Cottage Lake

Barbara Sandford (R) Birchwood

Grants

Bill Grosse (R), Everett First,

Francie Irwin (R), Othello

Sarah Beard (R), North Creek

Heidi Saikaly (R), Mukilteo

Alaska Funds

Gail O'Dell (R), Northern Light

Matt Royston (T), Chapel by the

Nettie Covalt (R), Wrangell

Joe Bettridge (T) Friday Harbor

George Pasley (T), Ketchikan

February 11, 2016 Presbytery Meeting – This is a “hybrid” meeting. Air travel and accommodations will be paid only for Alaska members of the Board and COM members if COM determines that it is necessary for those certain members to attend in person. Mileage will be reimbursed for Western and Eastern Washington commissioners. Online attendance will be provided.

Current Items – 1) New members: Ordination Examination, Two Teaching Elder exams, Two receptions of Teaching Elders already examined by Central Washington, 2) Concurrence vote on one or more GA overtures from other presbyteries.

Proposed Schedule:

11:30 lunch

12:30 worship – Preacher: Mike Souza, Candidate for Ordination, Pastor Elect Sunnyside,
NWCP Candidate

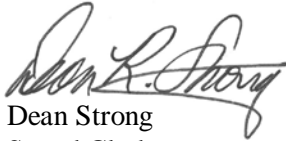
1:00 Discern and Decide (business)

2:30 adjourn

Presbytery Meetings – It was determined that evening meetings for all but the annual meeting would allow for greater attendance, with possible workshops in the later afternoon, a dinner break, worship and business.

2016 Board Meeting Schedule: 3rd Thu. Sept, Jan, April, June (1st Thu). 11-2p w/lunch.

Adjournment – The meeting adjourned at 11:40 a.m., with a closing service of prayer and communion.



Dean Strong
Stated Clerk

Attachments:

1. Statement of Activity; Statement of Financial Position, December 31, 2016.
2. *Ethics/Conflict of Interest Policy*, 2nd Draft
3. *Board Task Force to Develop Focus and Infrastructure: Proposal*, approved 12-10-2015.

**Presbytery of the Northwest Coast
Statement of Financial Position
December 31, 2015**

ASSETS

Current Assets	
Cash in Bank Accounts	671,218
Total Accounts Receivable	43,794
Investments (MDC's, Stocks, Foundation)	<u>1,349,462</u>
Total Current Assets	2,064,474
Fixed Assets	
Real Property & Improvements	223,379
Computer Equipment	2,013
Accumulated Depreciation	<u>(46,601)</u>
Net Fixed Assets	178,791
TOTAL ASSETS	<u>\$ 2,243,264</u>

LIABILITIES AND NET ASSETS

Liabilities	
Accounts Payable	21,024
Accrued Payroll and Taxes	4,731
Mission Payables	<u>34,870</u>
Total Liabilities	60,625
Net Assets	
Unrestricted (Various Funds and Reserves)	1,206,476
Temporarily Restricted (Donor Restricted Uses)	133,970
Permanently Restricted (Presbyterian Foundation)	537,973
Net Assets (Jan 1 - CY vs PY)	(49,550)
Net Change in Assets (Income/loss)	<u>353,770</u>
Total Net Assets	2,182,640
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 2,243,264</u>

Presbytery of Northwest Coast
Statement of Activity, Jan 1 to Dec. 31, 2015

	Unrestricted	Restricted	Total
Revenue			
Per Capita	420,714		420,714
GA Mission-Offerings		110,089	110,089
Presbytery Mission Offerings		65,545	65,545
From Alaska (Merger)	331,728		331,728
Other Income	8,959	8,100	17,059
Investment Income	11,514	1,028	12,543
Synod Dispersement- K House Sale	182,909		182,909
Interest on Restricted Funds		114,177	114,177
Losses on Foundation Fund Values		(46,238)	(46,238)
Net assets released from restrictions	362,428	(362,428)	0
Total Revenue	1,318,253	(109,728)	1,208,525
Expenses			
Per Capita Paid to Synod & GA	84,145		84,145
GA Mission & Special Offerings	109,348		109,348
Presbytery Mission & Covenant Partners	58,408		58,408
Scholarships, Internships, Grants	65,491		65,491
Staff Salaries	412,140		412,140
Office Expenses	64,049		64,049
Leadership Summits	43,839		43,839
Board, Commissions, Committees	17,336		17,336
Total Expenses	854,756	0	854,756
Change in Net Assets	463,497	(109,728)	353,769
Net Assets Beginning	1,156,926	671,944	1,828,870
Net Assets, End	\$1,620,423	\$562,216	\$2,182,639

Presbytery of the Northwest Coast
Executive Board Conflict of Interest and Disclosure Policy
Approved by the Board January 22, 2016

Introduction: This policy applies to all elected and appointed members of the Executive Board (the “Board”) and its committees, task forces and workgroups (“Members”), in matters relating to the performance of Board duties and responsibilities and for the Presbytery of the Northwest Coast (“Presbytery”).

All funds and property received and administered by the Board are entrusted to the organization by God through the faithful financial support of members and friends. The highest degree of stewardship and fiduciary responsibility is expected of all Member, including the receiving, reporting, and use of funds, property, and time. Members are responsible for complying with policies, procedures and governing documents of the Presbytery, Board and the Presbyterian Church (U.S.A.).

What does this Ethics Policy Require?

1. Duty of Loyalty and Care. The duty of loyalty and care as well as the obligation of good stewardship requires all elected members to act first in the best interests of the Board rather than that of the Member’s own interests or the interests of another entity or person. All Members shall exercise reasonable efforts to inform themselves of the mission and ministry of the Presbytery and the Board. Members shall act as a reasonable member would act under the same or similar circumstances. These responsibilities are set forth below.

2. Conflicts of Interest. Members shall avoid conflicts of interest, potential conflicts of interest, and situations that give the appearance of a conflict of interest.

A. Definition. “Conflict of interest” means a situation in which the Member may be influenced or appear to be influenced in decision-making or business dealings by any motive or desire for personal advantage other than the mission and well-being of the Presbytery and/or the Board. Personal advantage means a financial interest or some other personal interest, whether present or potential, whether direct or indirect. This standard applies to both actual and contemplated transactions. When in doubt, the elected member is to assume there might be a conflict and should raise the question pursuant to this Conflict of Interest Policy.

B. Employment Ineligibility. No elected Board Member shall be eligible to become an employee of the presbytery or otherwise render compensable services to the presbytery for the duration of their term. This prohibition does not apply to a member serving as an ex-officio member of the Board. For purposes of this paragraph, resignation does not result in the premature end of term. Exceptions are allowed for the following two circumstances by a two-thirds vote of the Board:

- 1) To facilitate development of specified projects through limited contracts of less than 12 months in duration. A Member may be compensated under the contract.
- 2) To fill an officer or employee position on an “interim” or “acting” basis for two years or less. The Member may be compensated for such service but must first resign his/her elected position.

C. Disclosure Deadlines. All present and potential conflicts of interest issues must be disclosed in writing annually and thereafter as they arise (see Attachment). If the conflict is known in advance of any meeting, decision, business transaction, contract, or other activity at which issues may be discussed or on which the issues may have a bearing on the elected member’s approach, whether directly or indirectly, it

shall be disclosed ahead of time and the Member shall abstain from participation in the discussion or decision. If the conflict is not known in advance, it shall be disclosed when the actual or potential conflict becomes apparent. All disclosures are to be made promptly in writing to the moderator of the Board and the Executive Presbyter.

D. Potential Conflicts of Interest. All elected members are likewise to disclose promptly, in writing, matters and relationships that have the potential for giving rise to the appearance of a conflict of interest in any matter under the Board's consideration. Examples include, but are not limited to grants or potential grants¹ to congregations, ministry partners, ecclesiastical organizations, community organizations, or other ministries; financial interests, leadership roles, or board membership with vendors and other organizations engaged in ministry business with the Presbytery.

The Presbytery's business dealings with an elected member's friends and family are particularly sensitive and are to be disclosed and carefully evaluated because of the potential for inferences of tangible or intangible personal advantage and the appearance of impropriety. All disclosures are to be made promptly in writing to the moderator of the Council, Commission or Committee.

E. Gifts and Relationship Building. To avoid appearances of impropriety, any gifts, gratuities, special favors, and hospitality offered by any person or organization that sells, delivers, or receives goods, materials, or services to or from the Presbytery shall not be accepted by a Member. No monetary gifts of any amount shall be accepted. This prohibition includes persons or organizations that desire to enter into such relationships with the Presbytery or the Board. There are four exceptions to this rule:

1. Gifts, meals, outings, and relationship-building activities provided by Presbyterian Church (U.S.A.) churches, Councils, partner churches or related organizations in connection with Presbytery business.
2. Gifts that primarily benefit the Board and not an individual Member, such as gifts of complimentary rooms given to the Board by hotels, conventions, and conferences in relation to official Board business.
3. Occasional small gifts, less than \$50.00 in value, such as flowers or foodstuffs, to an individual Member. Where gifts are shared with other elected members or Presbytery staff (e.g., foodstuffs set out for all to partake), then the gift is not deemed to be to an individual Member.
4. Luncheons, dinners, outings, and relationship-building activities in connection with Presbytery or Board business may be received. If an activity permitted under this section results in a value of over \$100 to the Member, the Member shall promptly report this in writing to the moderator of the body. The written report will include a description of the activity, the dollar value, the name of the person and/or organization providing it, and the business that person and/or organization conducts with the Presbytery. The Stated Clerk shall maintain a log that includes all of the written reports submitted under this section, which will be available at all times to the Board Moderator, the Executive Presbyter and the Presbytery Moderator.

3. Confidentiality. Board Members shall not disclose information about the Board that is not known outside of the Board or is not known by public means. It is expected that Members will share certain Board information with other members of the Presbytery, related entities and the public when requested by the Board. Questions regarding information disclosure may be directed to the Board Moderator,

¹e.g. Community Blessing Grants or other grant requests; a member shall recuse himself or herself when a proposed grant to his or her congregation is under consideration.

Stated Clerk, or Executive Presbyter.

4. Transactions, Reporting, and Document Retention. Each Member has a duty to prepare, process, maintain, and report complete, accurate, and timely records pertaining to their role, including, but not limited to, expense reports. This also includes safeguarding all physical, financial, informational, and other Presbytery and Board assets and records. Members shall comply with the Records Retention Schedule of the Office of the General Assembly's Department of History and related schedules as part of the normal course of business and use the schedules in a consistent and accountable manner for both records retention and destruction purposes.² Any document relevant to actual or anticipated internal investigations, legal proceedings or governmental investigations (civil or criminal) must be preserved in a manner that would ease accessibility and retrievability of the document. Members shall not direct or participate in the establishment or maintenance of undisclosed or unrecorded funds or assets, nor shall a Member direct the making of any artificial or false entries in the financial or other records of the Presbytery.

5. Process and Resolution. All conflict of interest disclosures, reports, or questions are to be made promptly and in writing to the Board Moderator and Executive Presbyter who will consult with the Stated Clerk, as appropriate. The Moderator will make a recommendation to the Board who will provide the final decision on any Member's matter's of conflict of interest.

6. Violations. Violation or noncompliance with this policy may result in discipline by the Board, or any committee or commission of the Presbytery with jurisdiction over the Member as provided by the Presbytery bylaws or the Constitution of the Presbyterian Church (U.S.A.).

²See www.history.pcusa.org/national/schedules.html.

Presbytery of the Northwest Coast
1/22/2016

Executive Board
2.4000

Attachment

Executive Board
Conflict of Interest and Disclosure Policy

Member Annual Report

This form is to be completed annually and signed by all elected members of the Board as defined in the Conflict of Interest and Disclosure Policy (“the Policy”). Completed reports are to be submitted to the Stated Clerk.

Please initial:

- _____ I acknowledge I have received a copy of the Policy for elected members of the Board.
- _____ I understand it is my responsibility to read and comply with the Ethics Policy and any revisions made to it.
- _____ I understand that I am responsible for reporting immediately in writing any possible or real violations of the Policy that involves me or that I observe.
- _____ I am responsible for reporting immediately in writing any whistle blower reports I receive under the Ethics and Conflict of Interest Policy, as well as any other violations I observe.

Report of Violation

Initial all of the following statements that apply:

- _____ I am not aware of any possible or real violations of the Policy that involve me nor have observed possible or real violations by others.
- _____ I am aware of a possible or real violations of the by me, or I have observed a possible or real violation by others. By submitting the information below, I am reporting the alleged violation.

Name of employee, elected member, or organization with the possible violation:

Description of involvement or observation:

Printed Name

Signature

Date

Task Force to Develop Focus and Infrastructure

Approved December 10, 2015

Executive Presbyter, Executive Board Moderator and Stated Clerk recommend that the Executive Board establish a task force to assess the new landscape of NWC Presbytery and recommend infrastructure (facility, technology, policy, and staffing) that will catalyze us to move fully into and through this new day to be assertive in pursuing God's calling for us. Their recommendations should address these questions:

1. In light of our new presbytery (55 churches throughout NW and Central WA and SE Alaska) what are key foci and functions that will help us be faithful to God's call to us now?
2. Is our current mission statement still clear enough and congruent with what God is doing to guide our discernment or are there modifications to recommend? Please recommend a mission statement.
3. Will our current facility advance our mission? Or should we look elsewhere? Please recommend a facility plan.
4. What investments in technology will advance our connectivity and mission together? Please recommend a technology plan.
5. Will our current staffing configuration advance our mission and/or what adjustments should we make to align our staffing and position descriptions with God's mission now? Please recommend a staffing plan.
6. Please make any other recommendations salient to advancing our effectiveness for the Gospel of Jesus Christ together!

The task force is empowered to hold any conversations and consultations with congregations, staff, teaching/ruling elders, ministries, committees that will help them answer these questions; and make recommendations to the Executive Board regarding these questions. Their work will **begin following the Executive Board Retreat January 22, 2016**. All of their **recommendations should be made to the Executive Board prior to the May 2016 leadership summit in Kennewick** so that we can implement those recommendations through the remainder of 2016.

The task force will consist of 5 members, plus three ex-officio participants:

1. Executive Board Moderator
2. Four at-large members (see footnote for selection criteria)¹
3. Executive Presbyter, Corey Schlosser-Hall
4. Stated Clerk, Rev. Dean Strong
5. Presbytery Moderator, Rev. James Kwon

The task force will dissolve upon the Executive Board's action regarding their recommendations.

¹ Selected by suitability of gifts for the task, guided by the following considerations: 1) Seek current or past members of standing committees/commissions: Personnel, Finance, COM, CPM. 2) Seek at least one representative from both SE Alaska & Central Washington regions.

North Puget Sound Presbytery Executive Board
Seattle New Life Building, 3700 Monte Villa Parkway, Bothell
April 21, 2016 - 11:00 a.m.

The meeting was called to order at 11:07 a.m. by Moderator Rev. Kurt Helcke who led a service of Morning Prayer. The following quorum was present:

2016	2017	2018
Janice Smith (R), Acme	Alan Dorway (T), Everett First	
Gustavo Carvajal (T), Parker Heights	James Kwon (T), CC of Seattle	Ted Schuldt (T), HR
Paul Kohler (T), HR	Claudia Rowe (T), Craig & Klawock	Carence Antioquia (R), Northern Light
Scott Anthony (T), Cottage Lake	Warren Weber (R), Emmanuel	George Eastman (R), Neah Bay
Kathy Garde (R), Westminster	Dottie Villevik (R), Everett First	Kurt Helmke (T), North Creek
Francie Irwin (R), Othello First		

Members Absent: George Pasely (T), Ketchikan

Ex-Officio without vote Present : Corey Schlosser-Hall (R) *EP*, Jinsuk Kim (T) *AEP*, Dean Strong (T) *Stated Clerk*, Sarah Beard (R), Synod Commissioner, *Alaska Cluster Coordinator*, Kevin Nollete (T), *Central WA E.P.*, Mike Nixon (R), *Central WA Stated Clerk*.

Stated Clerk/Correspondence

Schwab Account Name Change – The following resolution was APPROVED: **“That the owner’s name of the presbyter’s Schwab investment account, managed by Marshall & Sullivan, be changed from ‘The Presbytery of North Puget Sound’ to ‘The Presbytery of the Northwest Coast.’”**

Central Washington Presbytery Council – Minutes of the March 18 meeting were received and will be distributed to the presbytery at its May 19th meeting.

Moderator

Focus and Infrastructure Task Force – Rev. Helmcke reported that the Task Force is meeting on April 29th to develop its recommendations, which will be presented at the June 9th Board meeting. A survey of the presbytery has been completed, including Covenant Partners, all Commissioners and Committees.

Executive Staff

Interim Executive Central Washington – The attached report from Rev. Kevin Nollete was received and reviewed.¹

Associate Exec. Rev. Jinsuk Kim – For the remainder of 2016, Rev. Kim will be serving Korean congregations throughout synod to develop and deepen their presbytery relationships, supported by a \$15,000 grant awarded by the Synod of Alaska-Northwest at its March 16th meeting.

Northwest Coast Presbytery Executive:

Covenant Partnerships Review – **The following resolution was APPROVED: “That a task force be appointed comprised of at least three members, one from each of the three predecessor presbyteries, and to be identified at the June 9th meeting by E.P. Corey Schlosser-Hall, Board Moderator and Board Member Gustavo Carvajal, to review all mission partners/covenant partners and report to the August 25th meeting, including:**

- 1) Covenant Partners that should be renewed;

- 2) Identify potential and/or recommend new Covenant Partners;
- 3) Recommend if, how, and to whom the presbytery should provide financial support;
- 4) Review and recommend revisions to the current criteria for evaluating covenant mission partners.”

Central Washington – Council Minutes are in Dropbox. Thanks were expressed to Kevin Nollette, Mike Nixon and Debbie Dawson for excellent work concluding operations.

Deming Property – Has been listed for \$334,940 with Greg Grant of Coldwell Banker/Bain. Property care and management is being provided by Shirley Schroeder and family (donated) and Eric Score, nearby neighbor and member of former Deming PC at \$100/month.

New Church Expressions

The Revs. Paul Kim and Ken Lucas were welcomed and spoke with the Board regarding their visions for planting new churches in the region.

Tidelands Grant – Rev. Brandon Bailey of Tidelands was welcomed by the Board and reported on the progress of the ministry and its current request for assistance through this year of transition to financial sustainability. Tidelands had an increase in giving of 79% in 2014 and 67% in 2015. Grants from the Presbyterian Mission Agency have ended; 2016 is first year with a building and related expenses; plans are to apply for a charter by year end. Support from Mountain View Presbyterian will taper in 2017.

The following resolution was APPROVED as amended: **“That a \$10,000 grant be awarded to Tidelands from the Armenta Merchant Fund for 4th year of development.**

Tidelands Report – **The Board reviewed and APPROVED the Tidelands annual Report to Presbyterian Mission Agency.**

Community College Outreach Ministry Grant Application – **The Board reviewed and APPROVED the Community College Outreach’s *New Worshiping Communities Growth Grant Application*, dated March 4, 2016, submitted to the Presbyterian Mission Agency.**

Finance and Corporate Affairs

Central Washington Financial Review – The review was conducted by Moss Adams LLP CPAs and was received by the Board; , there were no irregularities or recommendations.

Northwest Coast 2015 Financial Review – Battershell & Nichols has been retained for the review.

Grants

Pateros Building Project – The committee recommended that a \$20,000 grant be awarded to North Creek for this project. Fourteen were built in 2015; thirteen are planned for 2016, and fifteen are planned for 2017. Each house, when completed (including site preparation, necessary recovery of utilities, appliances, etc.) costs an average of \$92,000, for a total of \$1.3 million in 2015. North Creek PC provided two houses, and assisted with three more that were being built by a Mennonite group of young people from the US and Canada. The committee was unanimous in their conclusion that the vast and unique scale of this disaster recovery effort was sufficient to justify exceeding the limits contained in the guidelines. Fundraising for this second year of recover has been more difficult than the first because among some potential donors the need is presumed to have been met.

The board **APPROVED** the recommendation “That a second year grant of \$20,000 be awarded to North Creek Presbyterian Church for this project.”

Presbytery Meeting

Agenda – The proposed agenda for the leadership summit was **APPROVED**.

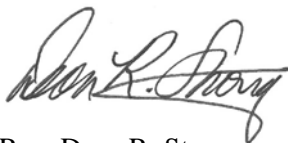
Leadership Summit Preachers and Verge – Presbytery Moderator Rev. James Kwon would like to host a trip to Korea for our presbytery October 4-15, so that participants would experience first-hand the life of the country and the church in Korea. He also requested that CCS host the annual fall leadership summit and would welcoming preaching. The line-up of speakers to be approved at June 9th board meeting. **The Board APPROVED,**

1) rescheduling the Rev. James Kwon as preaching at the May 18th meeting to preaching at the October Leadership Summit, and designated Rev. Ashley Birk, Associate Pastor, Kennewick Presbyterian Church as the first choice for preaching at the May 18th meeting, and named Rev. Gustavo Carvajal as an alternate, and

2) rescheduling the October 14-15 meeting to November 4 & 5, to be held at Community Church of Seattle, with Rev. James Kwon, Presbytery Moderator preaching, and a Verge theme of inter/multi-generational and inter/multi-cultural ministry.”

Fall Leadership Summit Design – The Board briefly discussed who is responsible for the design of the fall leadership summit, recognizing that the bylaws provide for the Presbytery Moderator, Moderator Elect, Stated Clerk and Executive Presbyter (currently all males) as responsible for proposing presbytery meeting agendas to Board, but also recognizing that it might be good to broaden representation to the new regions of the presbytery. Claudia Rowe (*Craig & Klwock, AK*), Kathy Garde (*Westminster, Anacortes, WA*) and Gustavo Carvajal (*Parker Heights, Wapato, WA*) indicated that they are interested and willing to help with the design of the meeting.

Adjourn – The meeting adjourned with prayer at 1:53 p.m.



Rev. Dean R. Strong
Stated Clerk

Attachments:

1. Central Washington Interim Executive Report.

Central Washington Presbytery
Interim EP report to the Executive Board
April 2016

Since the beginning of the year we have sought to operate as one presbytery in all practical circumstances. For example the following steps have been taken.

We have operated as a single staff with Corey as Head of Staff.

The Council of Central Washington Presbytery approved a budget for the first ½ of 2016. From that budget they awarded some final grants.

The financial records keeping for Central Washington Presbytery has already been consolidated into the process used by the merged presbytery. The finances for 2015 have been closed and a financial review has been conducted. A report should be forthcoming shortly. The preliminary report was favorable.

The Central Washington Council urges the merged presbytery, in the coming years, to thoughtfully support the small church ministries within the bounds of Central Washington Presbytery and to give every opportunity for Tall Timber Ranch and Campbell Farm to flourish in their ministries.

The Council of Central Washington Presbytery have arranged for the transfer of assets to the merged presbytery as available. Some transfers will take place after the action of the General Assembly.

The Council of Central Washington Presbytery has also recommended to the Executive Board a grant (after July 1, 2016) of up to \$ 15,000. for additional support to Campbell Farm to assist them in the implementation of a long-range approach to ministry.

The actions of COM have been coordinated in a single COM.

The Executive Board members from the area of Central Washington have begun service on the Executive Board.

Mike Nixon, Stated Clerk has been emptying the old office building. He has arranged for transfer of the building to the church on which it sits. He has arranged for the transfer to Whitworth University of some records and ephemeral, he is also distributing office equipment and fixtures to churches and non-profits in the area. Key records are being prepared for shipment to the merged presbytery office.

The bulk of my work for Central Washington Presbytery through March was in dealing with wrapping up the work of Council.

The bulk of my work for Central Washington through June will relate to assisting Campbell Farm in preparing for the future. This work will continue in the months following the end of my formal employment with the merged presbytery. With your permission I will be requesting reimbursement to Seattle Presbytery for the cost of mileage and (when needed) lodging to complete that work with Campbell Farm. The total expense is unlikely to exceed the already budgeted expenses.

My professional work with Seattle Presbytery will end December 1, 2016. I anticipate that my work with Campbell Farm will end by that time as well.

There are some areas still left hanging.

There is an Administrative Commission working on the dissolution of the Coulee Dam church and distribution of its assets.

The role of very small congregations (like Wilson Creek) needs to be explored and perhaps addressed in new ways.

COM has already engaged the Interim process in Kennewick, and is working with other churches in traditional transitions. Quincy continues to be a church in need of a pastor. It is small and new possibilities for its future will have to be explored.

Special thanks are owed to Mike Nixon for his stalwart work in closing the office. Also thanks to Corey and Dean for making the transition come together in such a smooth fashion.

Kevin Nollette, Interim E.P., Central Washington Presbytery

North Puget Sound Presbytery Executive Board
Regular Meeting
June 9, 2016

The Board met at the New Life Building of the Community Church of Seattle, in Bothell, and was called to order at 11:12 a.m. by Moderator Rev. Kurt Helmmcke who led a service of Morning Prayer. The following quorum was present:

2016	2017	2018
Janice Smith (R), <i>Acme</i>		
Gustavo Carvajal (T), Parker Heights	James Kwon (T), CC of Seattle	Ted Schuldt (T), HR
Paul Kohler (T), HR	Claudia Rowe (T), Craig & Klawock	Carence Antioquia (R), Northern Light
Scott Anthony (T), Cottage Lake	Warren Weber (R), Emmanuel	George Eastman (R), Neah Bay
Kathy Garde (R), Westminster	Dottie Villevik (R), Everett First	Kurt Helmke (T), North Creek
Francie Irwin (R), Othello First		

Members Absent: Alan Dorway (T) *Everett First*, Dottie Villevik (R) *Everett First*, George Pasely (T), *Ketchikan*.

Ex-Officio without vote Present : Corey Schlosser-Hall (R) *Dean Strong* (T) *Stated Clerk*, Sarah Beard (R), *Synod Commissioner*, Mike Nixon (R), *Central WA Stated Clerk*.

Stated Clerk

Leadership Summit Evaluation – Members of the Board reflected briefly on what they believed worked well at the recent Kennewick summit, and what could be improved at future meetings.

Correspondence: Triennium – In a memo to the Board dated June 6, 2016, Rev. Alan Dorway made the following request: **That the Presbytery allocate \$3,750.00 to send five adult chaperones to Triennium, in addition to a third of the cost of sending students, for a total cost to the presbytery for Triennium of \$7,750.00 After being moved and seconded, the request was APPROVED.**

Mukilteo Administrative Commission – **The Board, at the request of the presbytery at its last stated meeting, APPOINTED the teaching elders Janet Sonnanburg and Paul Hines to the subject commission, if they agree to serve.**

Financial Review – Rev. Strong reported that the review is underway but has been delayed slightly since the accounting firm has requested some additional records and information.

Financial Statements¹ – The statements were received and reviewed.

Moderator

Focus and Infrastructure Task Force Report – Board moderator Rev. Kurt Helmmcke reviewed the process that the task force had used to obtain input from the presbytery during the lunch recess.

Executive

E.P. Corey Schlosser-Hall had been recruiting speakers for Verge, and shared his list with the Board, who also made further suggestions. **A motion was APPROVED to invite the following speakers:**

Rev. Doug Bunnell, multi-generational ministry,
Rev. Janice Smith, multi-generational in a village,
Rev. Rodger Nishioka, Prof of Christian Education at Columbia Seminary, Multi-
generational and multi-cultural ministry,
Rev. Gustavo Carvajal, Parker Heights PC, multi-cultural,
Rev. Paul Kim, CCS Seattle New Life, multi-cultural,
Rev. Eliana Maxim, Seattle Presbytery, multi-cultural,
Rev. Claudia Rowe, Craig & Klawock, multi-cultural,
Rev. Fred Choy, Seattle Community Church,
Chris Hoke, author of *A Spiritual Pursuit Through Jail, Among Outlaws, and Across Borders*
Rev. Lena Thompson, a south Seattle Pastor associated with World Vision, of Samoan
background.

COM Request for Special Administrative Review Costs – A conflict between the treasurer and the session of Metlakatla has existed for some time, and financial information has been withheld. Before the merger a grant from the Alaska fund of \$90,000 was given for building and roof repairs. \$50,000 of those funds are now unaccounted for. COM has ordered a Special Administrative Review per G-3.0108b, including hiring an outside firm to conduct an independent financial review. Those conducting the review will obtain whatever records they need to account for the mission Alaska Funds Grant, research and direct IRS documentation and/or payment that may be needed, financial operations of the church, etc. The presbytery attorney will be available as a resource for the review (which may incur fees). Gail O'Dell, of the Alaska Funds Committee and a professional banker, is willing to conduct the review, Linda Mickelson from Ellensburg (CPA familiar to CW) has also been recommended. Costs should come from the COM budget, and possibly the budgeted for \$40,000 for Alaska/CW Travel & Communication. The Board was informed that COM may exceed its annual budget, which would draw on reserves.

COM Request for Mukilteo Redevelopment Pastor – COM has authorized a full or part time position for a teaching elder to redevelop a congregation in Mukilteo. This position would be initially be called by the presbytery as an organizing pastor until the congregation can sustain leadership.

Infrastructure Task Force Report² and Recommendations – The report was received and reviewed by Gustavo Carvajal. It contained recommendations in five areas: mission statement, facilities focus, technology, and staffing.

The Board APPROVED a motion to address each of the areas as follows:

Mission Statement – Kathy Garde and Stephanie Hankey were appointed to propose a revision of the mission statement according to the recommendations in the report.

Facilities – Board member Warren Weber, and a person to be named, were appointed to consult with the presbytery staff regarding meeting locations and facilities, and to determine the need for an office and/or records storage, while considering that the lease on the current office building expires on December 31, 2016.

Focus – The three areas of focus for the presbytery as discerned by the Board at its annual retreat was affirmed by the survey of the presbytery. Gustavo Carvajal, Claudia Rowe, Dave Rohr and Corey Schlosser-Hall were appointed to develop a means of educating the wider presbytery in regards to the three areas.

Technology – The following people were identified, if willing to serve, as a task force to determine and address the needs for equipment, technical advice, operations, and developing resources for users: Dean Strong, Nathan Young (current I.T. consultant/contractor), E.J Lee, Zack Wigton, Roger Noar, Stan Adams, Scott Anthony, and Sarah Beard.

Staffing – The existing Personnel Committee with the addition of Becky Anderson and Clay Antioqua have been requested to consult with the current staff to determine future staffing levels.

Unfinished and/or Continuing Business

Covenant Partners Review Task Force – The following people were APPOINTED to a task force to:

- 1) Identify the Covenant Mission Partners that should be renewed;
- 2) Identify potential and/or recommend new Covenant Partners;
- 3) Recommend if, how, and to whom the presbytery should provide financial support;
- 4) Review and recommend revisions to the current criteria for evaluating covenant mission partners;

Rev. Mike Souza *Sunnyside*, Rev. Ashley Birk, *Kennewick First*, Linda Colby *Cashmere*, Jeff Smith, *Friday Harbor*, Rev. Dan Jones, *Mountain View*, Judy Hammond, *Mukilteo*, and an Alaskan, to be recruited by the E.P.

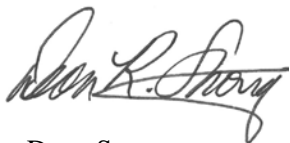
Future Meetings

August 25th – The emphasis of the meeting will be on finances; to receive the financial review, propose the annual budget, and review the reporting system.

September 29th – This regular meeting will address current business and review plans for the November Leadership Summit.

Adjourn

It was acknowledged that this was the final meeting for Mike Nixon, Central Washington Presbytery Stated Clerk. Thanks and appreciation for his years of service were expressed. The meeting was adjourned with prayers at 2:37 p.m.



Dean Strong
Stated Clerk

List of Attachments:

1. Statements of Activity, Financial Position, and Designated Funds, for the period ending May 31, 2016.
2. Infrastructure Task Force Report.

**Presbytery of Northwest Coast
Statement of Financial Position
June 1, 2016**

ASSETS

Checking & Cash	228,092
Savings	995,907
Accounts Receivable	20,284
MDC's	510,841
Community Blessing Investments	859,730
Presbyterian Foundation	487,095
Meadow Springs Loan	91,534
Fixed Assets (Bldgs, Land, Equip, Deprec)	314,555
TOTAL ASSETS	3,508,038

LIABILITIES AND NET ASSETS

Accounts Payable	13,513
Charles Schwab Cash Flow Payable -- for Tidelands	125,000
Stanwood MDC Loan	131,872
Oso Disaster Relief	19,870
TOTAL LIABILITIES	290,254

NET ASSETS

Unrestricted Reserves	72,375
Board Designated Funds	1,863,514
Temporarily Restricted	539,962
Permanently Restricted	496,996
Net Assets difference previous 12 months	206,168
Net Income	38,769
TOTAL NET ASSETS	3,217,784
TOTAL LIABILITIES AND NET ASSETS	3,508,038

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**Presbytery of Northwest Coast
Fund Balances**

BOARD DESIGNATED FUND BALANCES

3000-09 Bicentennial-Neah Bay Bldg	33,103
3000-12 Gala Video & Publicity	3,000
3000-15 Youth Triennium-Events	1,600
3000-18 TT Camper Scholarships	7,828
3000-21 Homeless Task Force Funds	353
3000-24 Stewardship Development	1,761
3000-27 NCD Capital Campaign	4,001
3000-30 Pastors & Cong Care - COM	10,776
3000-33 SE Alaska Fund	299,512
3000-34 Central WA Funds	518,367
3000-36 Mod Elect to Mod Training	3,472
3000-39 Presbytery Mod to GA	6,342
3000-42 Alt Commissioner to GA	13,550
3000-45 EP Continuing Education	1,584
3000-48 SC Continuing Education	988
3000-51 CC Continuing Education	3,000
3000-54 Mediation Needs for Pres	209
3000-57 Synod Disbursement - Undesignated	89,182
3100-03 CBG Investment Fund	804,480
3100-06 CBG Fund for Making Grants	48,113
3100-30 Reserves	72,375
3200-27 Synod Higher Education	15,632
3200-30 Synod Higher Ed - New Ministries	35,000
3203-01 Central WA MDC Investments	234,230
3204-01 SE Alaska MDC Investments	137,452
	<hr/>
	2,345,911

Temporary Restricted by Donors

3000-69 Katie Allen Scholarship	12,292
3200-03 Peacemaking Presbytery	3,718
3200-24 Flood Support PDA	4,214
3200-33 Village Ministries	2,483
3202-09 MS Mathes Fund 0617/1744	38,689
3202-11 A Merchant Fund 0675/5347	19,418
3202-21 A Merchant 0675 Tidelands	7,800
3202-54 MS Mathes Whitworth Internships	14,000
3204-03 Phoebe Bakken Fund 5580	134
3204-18 J Earl Jackman Fund 2126	11,672
3204-21 Henry & Vineta Fawcett Fund 2890	4,627
3204-24 SE Alaska Mission Fund 2006	5,250
	<hr/>
	124,296

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Presbytery of the Northwest Coast
Statement of Activity
Year to Date ending May 31, 2016

	Actual	Budget as of 5-31-16	Variance	Annual Budget
Income				
5100-00 Per Capita	245,094	162,828	82,267	390,786
5100-10 GA Mission-Offerings	76,391	76,391	-	0
5100-50 Extra & Directed Commitment	11,970	11,970	-	0
5200-00 Extra Commitment Presby	1,260	1,260	-	0
5300-00 Presbytery Mission	160	160	-	0
5300-50 Presbytery Unified Missions	20,721	20,721	-	0
5300-60 Covenant Partner Donations	4,556	4,556	-	0
5400-00 Other Income	10,790	-	10,790	0
5400-50 COM Income	765	-	765	0
5450-00 Investment Income	10,006	1,250	8,756	3,000
5500-00 Temporarily Restricted Income	133,521	24,917	108,604	59,800
5900-00 Permanently restricted income	(9,900)	-	(9,900)	0
Total Income	505,333	188,994	316,339	453,586
Expenses				
6100-00 Per Capita Expenses (to Synod & GA)	27,864	27,864	0	0
6100-10 GA Mission & Special Offerings	76,391	76,391	-	0
6100-50 Extra & Directed Expenses	34,122	34,122	-	0
6200-00 Extra Commitment Presb	1,260	1,260	-	0
6300-00 Presbytery Mission Expense	160	-	(160)	0
6300-50 Covenant Partner Exp from Unified	16,577	16,577	-	0
6300-60 Covenant Partner Designated Expenses	4,745	4,745	-	0
6400-00 Purchases for reimbursement	1,836	-	(1,836)	0
6400-50 Projects CBG N.Creek Peteros Housing	20,200	-	(20,200)	0
7200-00 Office Staff Expenses	160,305	119,941	(40,365) a	287,858
7200-50 Office Expenses	31,661	25,125	(6,536) b	60,300
7300-00 Presbytery	17,724	24,500	6,776	58,800
7300-30 COM Expenses	10,975	7,917	(3,059)	19,000
7300-50 CPM Expenses	348	1,875	1,527	4,500
7400-00 Triennium	9,188	-	(9,188)	0
7500-00 Grants from Merchant & Synod Higher Ed	33,500	8,333	(25,167)	20,000
7800-00 Tidelands Pastor & AEP	52,694	19,530	(33,164) c	46,871
7900-00 New Worshipping Communities	-	17,500	17,500	42,000
Total Expenses	499,551	224,720	(274,830)	539,329
Net Operating Income	5,782	(35,726)	(41,509)	(85,743)

a - CW Salaries not budgeted - \$37,006

b - CW Office Expense, not budget - \$8,100

c- Includes \$29,000 Tidelands Pastor, not budgeted

Focus & Infrastructure Task Force

Northwest Coast Presbytery. Recommendations – June 9, 2016. Task Force Members: Gustavo Carvajal, Stephanie Hankey, Kurt Helmcke (chair), Gail O'Dell, Warren Weber.

Findings & Background

FOCUS

Recommendation: Wholeheartedly encourage and invest in the three initiatives:

1. Renewal of Congregations open to renewal
2. New Expressions of the Church
3. Village Ministries

Direct each agency of the presbytery (commission, committee, task force, or team) to identify how their arena of ministry will advance these initiatives.

Background: Each of these received feedback from the survey indicating they are all "Vital." Perception of relative importance varies by region. For instance, "Village Ministries" are a core commitment for our SE Alaska region, & "New Expressions of the Church" is particularly important to the former North Puget Sound and Central WA regions. Financial & staff implications of this recommendation are unclear at this time.

MISSION STATEMENT

Recommendation: Maintain the existing mission statement, with the one exception of considering a minor addition/revision that addresses the "heart" dimension (motivational/inspirational). The revision shall result in a mission statement that is colloquial, personal, and tangible (avoid ambiguous and universal language). Those called to do this revision should apply the principles of the video titled *"How to write a mission statement that doesn't suck."*

Recommendation: Establish and distribute an authoritative version of the new revised Mission Statement.

Background: General appreciation for the existing Mission Statement was expressed in the survey results. The three “E” words were affirmed and resonated with many respondents, being descriptive of NWC Presbytery as well as poetic and proactive. The Task Force also noted that the Mission Statement is ‘Congregation-Focused’ which accurately reflects our Presbytery’s goals and mission. However, some survey feedback indicated the statement may be missing a spiritual-passion, or “heart” element for them. The Task Force requests the Mission Statement be revised for this recommended “tweak.” The revision may offer clarification as to the agency of transformation, how God’s role and our role work together. Because a question arose during Task Force discussion regarding the exact wording of the existing Mission Statement we are presently using, it will be important to establish one authoritative version.

FACILITIES

Recommendation: Change the facility plan with regard to both presbytery meeting space and staff office/records space. Conduct this change in concert with the presbytery office lease agreement renewal period in December 2016.

1. **Meeting Space:** Move away from the conference room at the current presbytery office as a meeting solution, securing effective & reliable meeting space in congregations in all regions of the presbytery.
2. **Staff Office/Records Space:** Work with staff to determine actual minimum office needs and consider alternate solutions, including space in presbytery congregational facilities. Consideration of financial stewardship shall be given, especially because the present office space is so affordable and benefits one of our congregations.

Background: The survey results communicated both appreciation for having an actual office (for actual use or for positive identification purposes) as well as a willingness to explore a decentralized approach to facilities. Of those using the presbytery office, there was widespread agreement that the current conference room is inhospitable (size, space, comfort, etc.). Attention should be given to the lease agreement with Cascade View PC, which comes up for renewal December 2016. One consideration is how having a presbytery office reinforces old-school hierarchical understanding and “we/they” thinking within the people and churches of the presbytery. Moving presbytery staff to local congregations may help in this regard; however, a downside of this may be the potential overburdening of churches with appropriate infrastructure and the perception of favoritism. Recognizing that the survey did not propose an alternative to current facilities (only asked for comments on what currently exists), it may be appropriate to invite a vision for facilities, make a proposal and seek presbytery-wide buy-in.

TECHNOLOGY

Recommendation: Continue the present path of increasing the use of technology that allows for remote meeting participation. Offer training and support to remote participants prior to and during meetings so that they can participate effectively and efficiently. Consider this need in relation to increasing staff resources (see next section).

Background: In recent years there has been a dramatic change in the way presbytery members connect with one another in discernment and decision-making, with an increase in the use of technology and remote meetings. In "hybrid" meetings (live & remote) and Verge Conferences we are able to connect and communicate with people during and after meetings and events. We have sufficient tools for team-based communication and collaboration. We need training resources that help our participants to function adeptly with the technology we use. Attention should be given to where we are and where we want to be in the near future in terms of technology. Technology expenditures should clearly leverage the pursuit of our mission statement and leverage the development of the three key focus areas.

STAFFING

Recommendation A: Maintain the Executive Presbyter and Stated Clerk positions while providing sufficient support resources in terms of paid staff, contract arrangements, and volunteer staff. Evaluate current and future need for support resources in the following areas:

1. **Technology** (Equipping people to serve well in tech-mediated environments and facilitating the use of video technology in equipping)
2. **Communication** (Facilitating contact among a geographically and culturally diverse group of presbyters)
3. **Event Coordination** (Increased need for coordination of travel, publicity and distribution of resources)

Recommendation B: Complete an assessment of staff-related needs in each of our regional areas, giving particular attention to those who are more distant from the North Puget Sound corridor, and develop initiatives to meet these needs.

Background: The new reality of different geographic regions uniting in one presbytery has created a "*math problem*" of 55 churches being served by a staff designed for fewer. Assessment should address both the temporary needs that accompany the merger transition and ongoing/emerging needs that accompany long-term pursuit of our mission.

While the Alaska Cluster Group Coordinator position has been effective, it is not considered a one-size fits all model to be applied to other geographic areas.

Recommendation for Implementation

1. That the Executive Board appoint a work group for each one of the five named areas to implement these recommendations, that each may be addressed immediately with equal priority.
 - a. These task force recommendations provide a clear sense of direction to the Executive Board; it is up to the Board to follow up and develop a plan for resource allocation in light of these recommendations.
 - b. It is suggested that a first option be the delegation of this responsibility to existing groups whose charter aligns with the recommendation area, with a second option being the formation of task forces for this particular purpose.

North Puget Sound Presbytery Executive Board
Special Meeting
July 7, 2016

The Special Meeting of the Board via Adobe Connect began at 3:00 p.m. Modertator Kurt Helmcke opened the meeting meeting with prayer.

The meeting had been called by the Moderator according to the bylaws.

The agenda for the called meeting included two items of business: A proposed grant to Sitka Presbyterian Church from the Alaska Fund, and the designation of an Administrative Commission to assume limited original jurisdiction of the session of the United Presbyterian Church of Seattle.

A quorum of voting members were present as follows: Rev. Scott Anthony *Cottage Lake*, Warren Weber *Emmanuel*, CRE George Eastman, *Neah Bay*, Kathy Garde *Westminster*, Dottie Villevik *Everett First*, Rev. Kurt Helmke *North Creek*, Francie Irwin *Othello First*.

Also Present: Rev. Jinsuk Kim, *AEP*, Rev. Dean Strong, *Stated Clerk*, Sarah Beard, *Synod Commissioner*.

Absent: CRE Janice Smith *Acme*, Rev. Gustavo Carvajal *Parker Heights*, Rev. James Kwon , *CC of Seattle*, Rev. Ted Schuldt *HR*, Rev. Paul Kohler *HR*, Rev. Claudia Rowe *1st Craig & Klawock*, Clarence Antioquia *Northern Light*.

Moderator Rev. Kurt Helmcke opened the meeting with prayer at 3:05 p.m.

Alaska Fund Request¹ – The Alaska Funds Committee recommended that a grant of \$58,765.00 be awarded to the First Presbyterian Church of Sitka to replace the roof. The recommendation was APPROVED.

United Presbyterian Church of Seattle Administrative Commission – A letter dated June 6, 2016 was received from the session of the United Presbyterian Church of Seattle asking that the presbytery assume original jurisdiction of the session in the area of finance. A written letter of alleged offense dated July 2, 2016 was received by the Stated Clerk in regard to a ruling elder which also requested that the presbytery assume jurisdiction and power of the session to determine work disapproved for a ruling elder. The following resolution was APPROVED:

Be it Resolved, That David Rood, Calvin PC; Randy Finson, Mountain View PC; Rev. Ted Schuldt; (Moderator) be designated as an Administrative Commission with the following responsibilities and powers in regard to the United Presbyterian Church of Seattle, a member congregation of the Presbytery of the Northwest Coast:

1) determine whether the church is "affected with disorder, and inquire into and settle difficulties therein [G-3.01 (b)(5)]. . . hearing all persons on matters at issue."

"When an administrative commission has been designated to settle differences within a particular organization or council, it shall, before making its decision final, afford to all persons affected by its decision fair notice and an opportunity to be heard on matters at issue." G-3.01 (b)(6) paragraph 7.

2) In the area of finance, conduct a Special Administrative Review (G-3.0108), requiring the session to produce any records the Commission desires, investigate to see if there have been any irregularities or delinquencies, and order the session to take any corrective actions that might be necessary. The Commission is authorized to use the services of a Certified Public Accountant, and if it elects to do so, the selected firm, service or individual should be reasonably agreeable and acceptable to all concerned parties.

3) Assume original jurisdiction of the session, as provided by G-3.03(e), and as requested by the session, in the area of church finances specifically delineated in G-3.0205, including but not limited to providing information to the congregation. Current day to day operations, procedures, and management of all financial transactions are to continue exactly as they presently are and have been; there should be no immediate changes in any process or personnel except by order of the Commission. The Commission will review operations, management and personnel and will recommend or order any needed corrections or improvements.

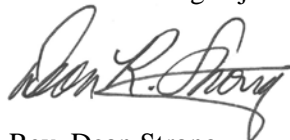
4) Keep a record of its proceedings, findings, orders, and decisions, to be included in the minutes of the presbytery and published accordingly. (G-3.01(b)(6) para. 3.

5) If, in course of its investigation, the Commission discovers or has reason to believe that a person or persons in an ordered ministry (elder or deacon) or a church member, has committed an act or omission that is contrary to the Scriptures or the Constitution of the Presbyterian Church (U.S.A.), submit to the Stated Clerk of the Presbytery a written statement of alleged offense, with any supporting information, for investigation, judicial process, and censure if warranted, as provided by D-10.0100.

6) Assume the original jurisdiction of the session to determine whether a ruling elder or deacon has persisted in disapproved work as determined by the Administrative Commission as provided by G-2.0407:

. . . When a ruling elder or deacon persists in work disapproved by the session [Commission], the session [Commission] shall consult with him or her and shall give notice of its disapproval. If, after having been provided opportunity for consultation and upon written notice of its disapproval, the ruling elder or deacon persists in the work, the session [Commission] may then conclude that the ruling elder or deacon has renounced the jurisdiction of this church. Renunciation of jurisdiction shall remove the ruling elder or deacon from membership and ordered ministry and shall terminate the exercise of the ministry.

The meeting adjourned with prayer at 3:21 p.m.



Rev. Dean Strong
Stated Clerk

Attached:

1. Alaska Funds Grant Application, May 14, 2016, 1st Presbyterian Church of Sitka.

Alaska Funds Grants Application

To Accompany Alaska Funds Grants Initiative

DATE: 5//14/16

CHURCH requesting: 1st Pres., Sitka**PROJECT CONTACT PERSON:** Dr. George Gilchrist, Temporary Interim Pastor & Kristy Miller, 1st Pres. Building and Ministry Coordinator**CONTACT PERSONS' PHONE:** 510-207-6972 & ~~541-231-2725~~ 907-747-3356**CONTACT PERSONS' EMAIL:** georgegilchrst@gmail.com & millerkris50@gmail.com**KEY ISSUE:** What is the key issue that the project/initiative is designed to address?

- Stopping further building deterioration via replacement of leaking roof over sanctuary and other areas.

DOLLAR AMOUNT REQUESTED: 58,765**✓ Is the project something new that the church is going to endeavor – or does it support an existing ministry/activity?**

- Yes, it provides good stewardship of existing 1st Pres. building property and enhances the usability of the facility.

✓ What is your greatest hope of what this project could accomplish? Indicate how your local community will be positively impacted by this project.

- The roof project will provide greater usability of whole facility for 1st Pres. membership and friends plus community faith groups and events.

✓ How will you evaluate its effectiveness?

- It will be effective when the roof stops leaking and interior is dry and usable again.

✓ In addition to money from the Alaskan Funds, where else will financing for this project come? (i.e. church budget, special gift, community support, etc.)

- Additional funding will come from a "1st Pres., Capital Campaign & membership designated giving.

✓ What are the potential roadblocks to the success of this project/initiative?

- A roadblock would be still insufficient funds after doing the above application process for the work that needs to be done. Also, weather could be problematic.
- Unforeseen additional building problems.

HOW THE COMMITTEE will evaluate Grant requests:

1. **Has the session clearly sought the direction of the Holy Spirit in the process of considering this project/initiative?** Yes, through prayer and discussion over many months.
2. **Does this proposal encourage the congregation to thrive in ministry, or simply survive?** (Yes, it encourages both thriving and surviving. It enables us to increase programing for our congregation as well as with other faith groups and activities.
3. **Is the project/initiative something new to the community?** No, but it may create jobs not otherwise available.
4. **Name the goals & objectives**
 - o Enhancing the usability of the whole 1st Pres. building.
 - o Creating a "warmer," more welcoming place of worship and fellowship.

Name the strategies

- o Assessment of the roofing project by a competent, trusted roofing contractor.
 - o Communication to congregation.
 - o Capital funds campaign.
5. **Is there strong support from the church leadership?** The need was communicated in the recent Annual Meeting. At the May 2916 meeting, after much research and discussion, Session voted totally in favor.
 6. **Are there multiple sources of funding?** Yes, listed above.
 7. **How is the congregation equipped to successfully execute the project/initiative?** With the guidance of the Holy Spirit, Session, Presbytery, and Synod, we are equipped. Listed Session and staff leaders will also give guidance.
 8. **Who is the clear leader/champion of the project who is committed to managing its implementation?** (The 1st Pres., Session (Moderator, Dr. George Gilchrist) & Kristy Miller, "Worship and Building Use Director" in consultation with Session.

Date of application:

Signature - Clerk of Session or Church Pastor

*on elder**- Interim pastor**Greg Gilchrist 5/16/16*

(This was added by the Committee – May 2016) GRANT REQUIREMENTS after Grant is received:

- 1. In keeping with general accounting practices, all expenditures must be properly documented with paid receipts, invoices, time sheets, etc. Copies must be turned in to the Alaska Funds Committee. Photos or additional documentation may be requested.**

- 2. Funds not documented or unused must be returned to the Presbytery within the Grant Deadline, so they may be utilized by another church.**

- 3. Grant utilization deadline is 6 months from receipt. One 6 month extension possible for legitimate project delays, and must be requested and approved in advance by the Alaska Funds Committee.**

DUMAGS ROOFING CO.

114 JACOBS CIRCLE
 SITKA, ALASKA
 99835
 738-7070 OR 747-3054

Estimate

Date	Estimate #
5/25/2016	159

Name / Address
FIRST PRESBYTERIAN CHURCH KRISTI 541-231-2725 BRIAN PIERCE 738-3423 SITKA

			Project
Description	Qty	Rate	Total
ESTIMATE INCLUDES THE FOLLOWING: -TEAR OFF OF OLD SHINGLED ROOFING -INSTALL NEW 50 YEAR LEGACY SHINGLES -INSTALL SHIELD GUARD ON OVERHANGS -INSTALL 30# FELT UNDERLAYMENT -INSTALL NEW DRIPEDGE FLASHING -INCLUDES FLAT ROOF REPAIR WHERE NEEDED -DUMP FEE INCLUDED -ANY OTHER CARPENTRY WORK NEEDED IS NOT INCLUDED IN BID -PLUS TAX		58,765.00	58,765.00
		Total	\$58,765.00

EXECUTIVE BOARD
Minutes of the Regular Meeting
August 25, 2015
CCS New Life Fellowship, Bothell, WA

Moderator Rev. Kurt Helmke opened the meeting with a Service of Daily Prayer at 11:07 a.m.

Voting members present: Rev. Scott Anthony, Clarence Antioquia, Rev. Gustavo Carvajal, Rev Alan Dorway, CRE George Eastman , Kathy Garde, Rev. Kurt Helmcke, Francis Irwin, Rev. Paul Kohler, Rev. Ted Schuldt, CRE Janice Smith, Dottie Villevik, Warren Weber.

Voting Members Absent: Rev. George Pasely, Rev. James Kwon, Rev. Claudia Rowe.

Also Present: EP Corey Schlosser-Hall, E.P., Stated Clerk Rev. Dean Strong, Synod Commissioner Sarah Beard.

The minutes of June 9th and July 7th were approved as distributed.

Written Letter of Alleged Offense has been received by the Stated Clerk and has been referred an Investigating Committee according to D-10.01023 of the Rules of Discipline.

Friday Harbor Easement – Friday Harbor has been in a lengthy dispute with its neighbor, Harbor Village, a commercial property, over the shared border of their parking lot; the owner has filed numerous lawsuits. The neighbor is now willing to drop the most recent lawsuit in exchange for a utilities easement that will serve the business property. **The following resolution was APPROVED; “that Friday Harbor Presbyterian Church be permitted to grant a utilities easement on their property to Harbor Village Properties, Inc.”**

Correspondance from Nominating Committee – **The following motion was APPROVED, “that the Board place in nomination Elder Kathy Turnbull (Friday Harbor PC) to serve on Nominating Committee, to be elected by the presbytery.”**

Executive Presbyter

Verge 2.0 Speakers – The following have accepted an invitations to speak; E.J. Lee will again serve as the event coordinator:

Rev. Fred Choy, Seattle Community Church, Seattle
Rev. Janice Smith, Acme PC, Acme
Rev. Doug Bunnell, First PC Bellingham
Rev. Gustavo Carvajal, Parker Heights PC
Rev. Claudia Rowe, Craig-Klawock PC in Craig and Klawock, AK
Rev. Paul Kim, Seattle New Life, Bothell
Rev. Eliana Maxim, Seattle Presbytery, Seattle

2017-2021 Strategic Plan & Budget Draft – A first draft was received and reviewed.

Covenant Partners Review Group – Report postponed to the next meeting.

Infrastructure Work Groups – Reports postponed to the next meeting.

AEP Rev. Jinsuk Kim – Rev. Kim reported on the Korean Churches within our Synod. Several Korean pastors have requested moving their memberships, and the memberships of their congregations to

Northwest Coast because they desire the fellowship and connections that our Korean pastors and congregations seem to enjoy. The possibility is being explored; constitutionally the way appears to be clear. Negotiations with Olympia and Inland Northwest Presbyteries is underway.

Finance

Annual Financial Review¹ – The completed report was received and is attached to these minutes.

Financial Statements – Were received and reviewed.

Balance Sheet Accounts Revisions – **The following recommendations were APPROVED; “that 1) bookkeeper Kris Green revise the net asset accounts as delineated (or as closely as GAAP allows) on “NWCP Net Assets as of 8-24-2016 Recommended Adjustments²” and**

2) that the Stated Clerk and E.P. be authorized to work with the bookkeeper to continue the process of simplifying, clarifying and correcting the chart of accounts and reports, which will be incorporated into the 2017 budget.”

Cash Management/Bellingham First – **A motion was APPROVED to permit and guarantee Bellingham First to borrow up to \$250,000 (a line off credit) from MDC at 4% annually, for 20 years according to the letter dated July 27, 2016 from Dean Mielke to the Clerk of Session, and for the presbytery to invest \$50,000 for three years from the presbytery Wells Fargo Savings Account (currently \$891,051) in a Mission Development Certificate.**

Bellingham First is applying for a \$250,000 line of credit from MDC to address significant facility needs. If the presbytery (who will need to approve and co-sign the line of credit) hold deposits with MDC, the church can obtain a 1% lower interest rate. A \$50,000 MDC achieves a higher interest rate for the presbytery as a “saver” and a lower interest rate for the church, a “borrower.”

Grants

First PC Bellingham, The INN University Ministries. – In a letter dated July 5, 2016, Rev. Doug Bunnell requested that \$4,370 balance of CBG funds awarded to *Serving Whatcom County* be given to The INN University Ministries. The committee discussed the long history of The INN University Ministries in the presbytery, and their partnership with First PC Bellingham and other congregations, but believes this is an improper use of CBG funds. The higher education funds, 3200-27 and 30 could be used in this way.

The following recommendation from the Committee was DISAPPROVED; “to authorize the transfer of \$4,370 from 3200-27 Synod Higher Education to 3100-06 CBG Fund for Making Grants, resulting in award of higher education funds to The INN University Ministries.”

The following motion was APPROVED; “that \$4,370 be allocated to the Inn from the Synod Higher Education Fund to FPC Bellingham for the Inn Ministries.” “

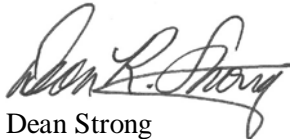
Higher Education Grants Application – **A motion to instruct the Grants Committee to draft application for grants of higher education funds was APPROVED.**

Tierra Nueva, Emerging Leaders Program – **A first year request of \$10,000.00, submitted by Rev. Mike Neelley, was APPROVED.**

Tierra Nueva has a vision for raising up leaders out of the contexts in which they serve. They believe and see God rescuing, recruiting, and raising up leaders from the margins of society who manifest a living hope for the church. They seek to partner with Jesus in His work of calling the marginalized 'beloved' and walking with them into a new calling. While this is not new to them, their strategic

emphasis on it is. These 'Emerging Leaders', formerly incarcerated, gang and Mexican immigrant people, are uniquely equipped to bring the light of the Gospel into the very places from which Jesus has rescued them. They can connect with people on the margins with the light of Christ in a unique and powerful way, because they have been in that very place. They also become great teachers and bridges for Tierra Nueva staff and for local churches – particularly for people who have not come from the margins.

The meeting was adjourn 2:04 p.m with closing prayer by the moderator.



Dean Strong
Stated Clerk

Attachments:

1. Annual Financial Review
2. NWCP Net Asssets as of 8-24-2016 Recommended Adjustments



Financial Statements

December 31, 2015

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INDEPENDENT ACCOUNTANTS' REVIEW REPORT

Executive Board
Presbytery of the Northwest Coast
Everett, Washington

We have reviewed the accompanying financial statements of Presbytery of the Northwest Coast (the Presbytery), which comprise the statement of financial position as of December 31, 2015, the related statements of activities and cash flows 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 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 accounting principles generally accepted in the United States of America; this includes 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 the 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 accounting principles generally accepted in the United States of America. 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 accounting principles generally accepted in the United States of America.

Supplementary Information

The supplementary information included in the Schedule 1 (Schedule of Functional Expenses) is presented for purposes of additional analysis and is not a required part of the basic financial statements. The information is the representation of management. We have reviewed the information and, based on our review, we are not aware of any material modifications that should be made to the information in order for it to be in accordance with accounting principles generally accepted in the United States of America. We have not audited the information and, accordingly, do not express an opinion on such information.

Battershell & Nichols

Federal Way, Washington
June 21, 2016

Presbytery of the Northwest Coast
Statement of Financial Position
December 31, 2015

Assets

Current Assets

Cash and cash equivalents	\$ 371,122
Cash restricted by donors	<u>316,862</u>
Total Cash	687,984
Accounts receivable net of allowance of \$0	43,794
Unrestricted certificates of deposit	276,189
Board designated investments	710,901
Prepaid expenses	<u>3,342</u>
Total Current Assets	<u>1,722,210</u>

Property and Equipment

Furniture and equipment	2,013
Leasehold improvements	8,000
Buildings	232,152
Land	<u>79,827</u>
	321,992
Accumulated depreciation	<u>(51,424)</u>
Total Property and Equipment	<u>270,568</u>

Other Assets

Endowment funds	496,996
Real estate held for sale	<u>38,154</u>
Total Other Assets	<u>535,150</u>

Total Assets	<u><u>\$ 2,527,928</u></u>
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See accompanying notes and independent accountants' review report.

Presbytery of the Northwest Coast
Statement of Financial Position
December 31, 2015

Liabilities and Net Assets

Current Liabilities

Accounts payable	\$ 22,079
Accrued payroll and taxes	4,730
Current portion of note payable	<u>4,907</u>
Total Current Liabilities	<u>31,716</u>

Long-Term Debt

Note payable	133,912
Mission and special offering payables	34,870
Current portion of note payable	<u>(4,907)</u>
Total Long-Term Debt	<u>163,875</u>

Total Liabilities

195,591

Net Assets

Unrestricted Net Assets:

Undesignated	108,599
Community Blessing Grant Fund designated by board	852,593
Other board designated purposes	<u>557,287</u>
	<u>1,518,479</u>

Temporarily Restricted Net Assets Restricted for:

Missions and other miscellaneous purposes	215,273
Temporarily restricted portion of endowments	<u>22,448</u>
	<u>237,721</u>

Permanently Restricted Net Assets Restricted for:

Endowments	<u>576,137</u>
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Total Net Assets

2,332,337

Total Liabilities and Net Assets

\$ 2,527,928

See accompanying notes and independent accountants' review report.

**Presbytery of the Northwest Coast
Statement of Activities**

For the Year Ended December 31, 2015

Change in Unrestricted Net Assets**Revenue and Support**

Support ministry income	\$ 458,050
Special event income	8,700
Interest income	31,488
Synod income	182,909
Lease income from related party	5,551
Total Revenue and Support	<u>686,698</u>
Net assets released from restrictions	<u>201,422</u>

Total Unrestricted Revenue, Support, and Net Assets Released from Restrictions

888,120

Expenses

Missions and other	167,926
Extending our ministry	187,059
Total Programs	<u>354,985</u>
Management and general	507,738
Total Expenses	<u>862,723</u>

Increase in Unrestricted Net Assets Before Gains and Losses

25,397

Unrealized loss on unrestricted investments	<u>(13,729)</u>
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Increase in Unrestricted Net Assets

11,668

Temporarily Restricted Net Assets

Missions	151,268
Other restricted contributions	96,741
Interest and dividends earned on endowments	20,604
Investment losses on permanently restricted assets	(40,978)
Net assets released from restrictions	<u>(201,422)</u>
Increase in Temporarily Restricted Net Assets	<u>26,213</u>

Increase in Net Assets

37,881

Presbytery of Alaska merger net assets as of December 31, 2014

708,089

Net Assets, Beginning of Year

1,586,367

Net Assets, End of Year

\$ 2,332,337

See accompanying notes and independent accountants' review report.

Presbytery of the Northwest Coast
Statement of Cash Flows
For the Year Ended December 31, 2015

Cash Flows Provided (Used) by Operating Activities:	
Cash received for mission purposes	\$ 151,268
Cash received from restricted contributions	96,741
Cash received from support ministry	458,050
Cash received from Synod	189,853
Cash received from interest and other income	40,188
Cash received from permanently restricted funds	20,604
Cash disbursed for general supporting expenses	(516,533)
Cash disbursed for program expenses	<u>(354,232)</u>
Net Cash Flows Provided by Operating Activities	<u>85,939</u>
Cash Flows Provided (Used) by Investing Activities	
Property sale proceeds payable to others	(50,762)
Expenditures for property and equipment	(261,500)
Net change in marketable equity securities	45,061
Net change in other investments	40,000
Cash received with merger	<u>337,786</u>
Net Cash Flows Provided by Investing Activities	<u>110,585</u>
Cash Flows Provided (Used) by Financing Activities	
Proceeds from new long-term debt	<u>136,500</u>
Net Cash Flows Provided by Financing Activities	<u>136,500</u>
Net Increase in Cash	333,024
Cash - January 1, 2015	<u>354,960</u>
Cash - December 31, 2015	<u><u>\$ 687,984</u></u>

See accompanying notes and independent accountants' review report.

Presbytery of the Northwest Coast
Statement of Cash Flows
For the Year Ended December 31, 2015

Reconciliation of Changes in Net Assets to Net Cash Provided by Operating Activities**Cash Flows Provided (Used) by Operating Activities:**

Increase in Total Net Assets	\$	37,881
Adjustments to Reconcile Increase in Total Net Assets to Cash Provided by Operating Activities:		
Depreciation		4,823
Unrealized loss on endowments		40,978
Unrealized loss on unrestricted investment		13,729
Noncash lease income and interest expense		(2,588)
Changes in Assets and Liabilities:		
Decrease in Accounts receivable		6,945
(Increase) in Prepaid expenses		(2,742)
Increase in Accounts payable		16,595
(Decrease) in Accrued payroll and taxes		(4,798)
(Decrease) in Mission and special offering payables		<u>(24,884)</u>
Total Adjustments		<u>48,058</u>
Net Cash Flows Provided by Operating Activities	\$	<u>85,939</u>

Supplemental Cash Flow Information

Interest expense paid by related party	\$	2,963
Noncash investing and financing transactions:		
Noncash principal payments made by related party	\$	2,588

See accompanying notes and independent accountants' review report.

**Presbytery of the Northwest Coast
Notes to Financial Statements
For the year ended December 31, 2015**

Note 1 - Nature of Activities and Summary of Significant Accounting Policies

Nature of Activities

Presbytery of the Northwest Coast is located in northwest Washington State and southeast Alaska with offices in Everett, Washington and is organized for the purposes of carrying on the affairs and ministries of a regional Presbytery body. The Presbytery was originally incorporated as a not for profit religious corporation under the laws of the State of Washington in July 1911 as Presbytery of Bellingham, which later became the Presbytery of the North Puget Sound, then in 2014 became Presbytery of the Northwest Coast.

In January 2015, the Presbytery of Alaska merged its operations with this Presbytery. In January 2016, the Central Washington Presbytery merged its operations as well. See Subsequent Events Note 12 for details.

Basis of Accounting

The Presbytery presents financial statements in accordance with accounting principles generally accepted in the United States of America. This basis of accounting involves the application of accrual accounting; consequently, revenues and gains are recognized when earned, and expenses and losses are recognized when incurred.

Basis of Presentation

The Presbytery is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

Unrestricted net assets - Net assets that are not subject to donor-imposed stipulations.

Temporarily restricted net assets - Net assets subject to donor-imposed stipulations that may or will be met either by actions of the Presbytery and/or the passage of time.

Permanently restricted net assets - Permanently restricted net assets must be maintained by the Presbytery in perpetuity, the income of which is expendable for operations. Permanently restricted net assets increase when the Presbytery receives contributions for which donor-imposed restrictions limiting the Presbytery's use of an asset for its economic benefits neither expire with the passage of time nor can be removed by the Presbytery meeting certain requirements. The Presbytery had \$576,137 of permanently restricted net assets at December 31, 2015.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates. Significant estimates include allowance for losses on uncollectable per capita receivables, useful lives of property and equipment, allocation of expenses to programs, original cost of real property, and current portion of long term debt.

Cash

For purposes of the statements of cash flows, cash includes time deposits, certificates of deposit,

See accountants' review report.

Presbytery of the Northwest Coast
Notes to Financial Statements
For the year ended December 31, 2015

and all highly liquid debt instruments with original maturities of three months or less which are not restricted by the donor for long-term purposes.

Buildings, Equipment, Improvements, and Depreciation

Buildings, equipment, and improvements purchases are stated at cost. Donated assets are stated at fair market value at date of receipt. Donated services that enhance non-financial assets are capitalized at fair market value at the date the services are provided. Depreciation is provided by use of the straight line method over the estimated useful lives of the related assets ranging from five to ten years for equipment and twenty to forty years for buildings and improvements. Leasehold improvements are depreciated over the shorter of the noncancelable lease term or their estimated useful lives. The original cost of land and buildings purchased prior to 2015 was estimated using the original purchase dates, the current county assessed value, and the published inflation rate since the purchase date to calculate the net present value of the original purchase. All acquisitions of property and equipment in excess of \$1,000 and all expenditures for repairs, maintenance, renewals, and betterments that materially prolong the useful lives of assets are capitalized. Depreciation expense for the year ended December 31, 2015 was \$4,823.

Marketable Securities

In accordance with generally accepted accounting principles, the Presbytery reports its investments at market value determined using published quotes as of the close of business. Unrealized gains and losses are included in the statement of activities as increases or decreases in unrestricted net assets unless the use of the assets received is limited by donor imposed restrictions. Donor restricted investment income is reported as an increase in temporarily restricted net assets or permanently restricted net assets, depending on the type of restriction. Gains or losses upon disposition of securities are based on the net proceeds and the adjusted stated amount of the securities sold, using the specific identification method. At December 31, 2015, board designed marketable securities were \$710,901 and permanently restricted marketable securities were \$496,996.

Board designated equity and fixed income	\$	710,901
Permanently restricted equity and fixed income	\$	496,996
Unrealized and realized losses on securities	\$	(54,707)
Interest and dividends earned on securities	\$	52,099

Fair Value Measurement

Generally accepted accounting principles uses a fair value hierarchy that prioritizes the inputs to valuation approaches into three broad levels. The hierarchy gives the highest priority to quoted prices in the active markets (Level 1) and the lowest priority to unobservable inputs (Level 3). Assets and liabilities valued using Level 1 inputs are based on unadjusted quoted market prices within active markets. Assets and liabilities valued using Level 2 inputs are based primarily on quoted prices for similar assets or liabilities in active or inactive markets. Assets and liabilities using Level 3 inputs were primarily valued using management's assessment of the assumptions market participants would utilize in pricing the asset or liability. Valuation techniques utilized to determine fair value are consistently applied. See Note 4 for the valuation in each level.

See accountants' review report.

**Presbytery of the Northwest Coast
Notes to Financial Statements
For the year ended December 31, 2015**

Restricted Contributions

The Presbytery receives contributions for a variety of different funds and purposes. The Presbytery reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or restricted purpose is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets. Restricted contributions are expendable only for the purposes specified by the donor and are accounted for as restricted until specified conditions are met.

Accounts Receivable and Allowance for Doubtful Accounts

The Presbytery records a receivable for cash advances provided to ministries or churches for which there is an agreement to pay back in full or for costs associated with items or fees for participation and other programs and per capita contributions required from each church in the Presbytery. An allowance for doubtful accounts is provided based on management's best estimate of probable losses inherent in the accounts receivable balance. Management primarily determines the allowance based upon review of specific accounts, historical loss experience, and current economic conditions, then writes off old receivables that are no longer considered collectible. The allowance for doubtful accounts as of December 31, 2015 was \$0.

Accrued Compensated Absences

Employees are entitled to paid vacation depending upon job classification, length of service, or other factors. Vacations are not cumulative and must be used within the calendar year, except by special provision. Sick pay is also paid but is not accrued since it does not vest. As of December 31, 2015, accrued vacation was \$0.

Federal Income Tax

The Presbytery is exempt from federal income tax under Internal Revenue Code Section 501(c)(3) except to the extent of unrelated business taxable income, if any.

Contributions Received

Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and/or nature of any donor restrictions. Gifts received of long-lived assets, in the absence of donor-imposed use restrictions, are reported as unrestricted support.

Support that is restricted by the donor is reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the Statement of Activities as net assets released from restrictions.

Donated Services and Materials

The Presbytery recognizes donated services that create or enhance nonfinancial assets. Donated services that require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation are also recognized.

The Church has recognized contributed services of \$0 for the year ended December 31, 2015.

See accountants' review report.

**Presbytery of the Northwest Coast
Notes to Financial Statements
For the year ended December 31, 2015**

Advertising Costs

Costs of advertising are charged to expense as they are incurred, or when the advertising takes place for the first time, and include costs for production of advertising materials and delivery of advertising messages through the mail or other media. Advertising expenses for the year ended December 31, 2015 were \$0.

Note 2 - Concentration of Credit Risk

The Presbytery maintains cash balances at financial institutions located in Washington. Accounts at each institution are insured by the Federal Deposit Insurance Corporation up to \$250,000. Bank balances on deposit in excess of insurance limits were \$437,984 as of the year ended December 31, 2015.

During the year ended December 31, 2015, contributions over \$50,000 made by individuals were \$0. A concentration is defined as any financial transaction or group of transactions or relationships with a contributor, vendor, or other party for which a financial impact would be recognized in the absence of the transactions or relationship for the year under consideration. No other concentrations were identified during the years ended December 31, 2015.

Note 3 - Endowments

The Presbytery's endowments consist of \$852,593 in board designated endowments and \$576,137 in permanently restricted endowments as well as \$22,448 of temporarily restricted funds that were established for a variety of Presbytery purposes. The temporarily restricted balance is reduced by the deficit amount caused by declines in market value of the permanent endowment funds because, since the deficit must be replenished, the amount available for distribution classified as temporarily restricted is reduced. As required by generally accepted accounting principles, net assets associated with endowment funds, including quasi endowments, are classified and reported based on the existence or absence of donor imposed restrictions.

Permanently Restricted Endowments

Presbytery of the Northwest Coast has eleven funds listed below which are considered permanently restricted endowments. The first three funds belonged to the Presbytery in 2014 and the remaining eight funds were obtained with the merger of the Presbytery of Alaska. The endowment principle for all of these funds is held at Presbyterian Foundation (www.presbyterianfoundation.org), a foundation created to safeguard the long-term financial interest of the Presbyterian Church. The Presbyterian Foundation sends quarterly income on these funds to the Presbytery for use in accordance with the donors' restricted purposes.

The Miriam Snow Mathes Memorial Internship Fund is for the purpose of supporting congregations to host a student intern. The intern and internship must include a focus on helping the intern discern whether they may be called to pastoral ministry.

The John and Armenta Merchant Memorial Fund was given for the purpose of supporting small churches in the presbytery with a preference for Neah Bay PC and Clallam Bay PC and for new

See accountants' review report.

**Presbytery of the Northwest Coast
Notes to Financial Statements
For the year ended December 31, 2015**

church development in the Northwest Coast Presbytery.

The Everson Endowment Fund was given for the purpose of furthering the mission of the Church.

The Phoebe R. Bakken Fund was given to aid mission churches.

Income from the The Lesch Memorial Fund is be to used at the discretion of the Presbytery without restriction.

The Miriam Snow Mathes Internship Fund is to be used only in support of one or more seminary students, to have internship experiences of up to one year in local congregations within the bounds of the Presbytery of Alaska and the Presbytery of Yukon, which is now part of the Presbytery of the Northwest Coast.

The L. Embert and Edith K. Demmert Memorial Fund was established for working with or assisting Native Americans of Southeast Alaska in such ways as the Presbytery shall determine from year to year. If this purpose is no longer practicable, then the Presbytery shall use the said income for such other purposes of need.

Income from the Ruth Allington Memorial Fund is be to used at the discretion of the Presbytery without restriction.

The J. Earl Jackman Leadership Development Fund is to be used for the development of lay pastoral leadership.

The Henry E. Fawcett and Venita E. Fawcett Fund is to be used for expenses related to securing leadership for a seminar program designed to challenge pastors and elders theologically, educationally, and spiritually.

Income from the Mission Fund for the Presbytery of Alaska is to be used for the mission program of the Presbytery of Alaska, now part of the Presbytery of the Northwest Coast, as they shall determine.

Board Designated Community Blessing Fund--The Community Blessing Investment Fund (CBIF) was established by the Presbytery of the Northwest Coast in 2008 with designated purposes. The proceeds of this investment fund can be used by the Presbytery to fund projects and initiatives that pursue one of four purposes:

1. To engage, equip, and encourage innovative attempts to develop and expand hands-on ministries that serve the people of our local communities in Christ-like ways.
2. To encourage congregations to grow more indispensable to the health and wholeness (shalom) of their communities.
3. To embrace new immigrants, people on the margins of white, middle class life, and others at our doorsteps.
4. To foster risk-taking innovation in new church development in order to push the boundaries, ideas, and expectations about how God sends new missional communities/congregations into ministry.

See accountants' review report.

Presbytery of the Northwest Coast
Notes to Financial Statements
For the year ended December 31, 2015

The principle of the CBIF can be used to fund capital projects such as property acquisition or loans/equity sharing arrangements in housing for pastors. The fund may also be used for cash flow needs. Its design is flexible and the Finance and Corporate Affairs Committee of the Executive Board of the Presbytery manages this fund through an investment and loan policy.

Interpretation of Relevant Law

The Executive Board of the organization has interpreted the Washington State Uniform Prudent Management of Institutional Funds Act (UPMIFA) as requiring the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary. As a result of this interpretation, the organization classifies as permanently restricted net assets (a) the original value of gifts donated to the permanent endowment, (b) the original value of subsequent gifts to the permanent endowment, and (c) accumulations to the permanent endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund.

The remaining portion of the donor-restricted endowment fund that is not classified as permanently restricted net assets is classified as temporarily restricted net assets until those amounts are appropriated for expenditure by the organization in a manner consistent with the standard of prudence prescribed by UPMIFA. In accordance with UPMIFA, when in making a determination to appropriate or accumulate donor-restricted endowment funds, the organization considers the duration and preservation of the fund, the purposes of the organization and the donor-restricted endowment fund, general economic conditions, the possible effect of inflation and deflation, the expected total return from income and the appreciation of investments, other resources of the organization, and the investment policies of the organization.

Changes to endowment net assets for the year ended December 31, 2015 are as follows:

	Board Designated for Community Blessing	Temporarily Restricted	Permanently Restricted	Total
Endowment net assets, December 31, 2014	\$ 867,236	\$ 27,160	\$ 348,736	\$ 1,243,132
Beginning balance merged assets	0	60,669	227,401	288,070
Endowment investment return:				
Interest and dividends	22,884	20,604	0	43,488
Realized and unrealized gains(losses)	(13,729)	(40,978)	0	(54,707)
Total endowment investment return	9,155	(20,374)	0	(11,219)
Principal decline on permanently restricted funds	0	(79,141)	0	(79,141)
Unspent earnings carried forward	0	34,134	0	34,134
Appropriation of endowment for expenditure	(23,798)	0	0	(23,798)
Endowment net assets, December 31, 2015	<u>\$ 852,593</u>	<u>\$ 22,448</u>	<u>\$ 576,137</u>	<u>\$ 1,451,178</u>

See accountants' review report.

**Presbytery of the Northwest Coast
Notes to Financial Statements
For the year ended December 31, 2015**

Funds with Deficiencies

From time to time, the fair value of assets associated with individual donor restricted endowment funds may fall below the level that the donor requires the Presbytery to retain as a fund of perpetual duration. In accordance with generally accepted accounting principles, deficiencies of this nature that are reported in unrestricted net assets were \$79,141 as of December 31, 2015. These deficiencies resulted from unfavorable market fluctuations that occurred shortly after the investment of new permanently restricted contributions by the Presbyterian Foundation. Subsequent gains that restore the fair value of the assets of the endowment fund to the required level will be classified as an increase in temporarily restricted net assets.

Return Objectives and Risk Parameters

All permanently restricted endowment funds are managed by the Presbyterian Foundation and the Presbytery allows the Foundation to use the parameters established by the Foundation to safeguard assets for the Presbyterian Church universal.

Strategies Employed for Achieving Objectives: Community Blessing Investment Fund

To satisfy its long term rate of return objectives, the Presbytery relies on a total return strategy in which investment returns are achieved through both capital appreciation, realized and unrealized, and current yield, such as interest and dividends. The Presbytery targets a diversified asset allocation that places a greater emphasis on equity securities and debt securities in a 50-50 ratio with a range for each to provide the investment manager flexibility in allocation decisions to achieve its long term return objectives within prudent risk constraints.

The Presbytery has retained Marshall & Sullivan Inc. as an Investment Manager who has worked with Northwest Coast Presbytery since 2009.

Spending Policy and How the Investment Objectives Relate to Spending Policy: Community Blessing Investment Fund

The Presbytery has a policy of appropriating for distribution each year 5% of its Community Blessings Investment Fund's (CBIF) average fair value over the prior 12 quarters through the fiscal year end preceding the fiscal year in which the distribution is planned. In addition the Presbytery may provide up to 10% of the CBIF value for property acquisition in any given year. It may also loan up to 5% for an individual pastor's property acquisition but not exceed a total of 15% of the CBIF value for pastor property loans/agreements. In establishing this policy, the Presbytery considered the long term expected return on its endowment. Accordingly, over the long term, the Presbytery expects the current spending policy to allow its invested funds to grow at an average of 5% annually after its planned payouts. This is consistent with the Presbytery's objective to maintain the purchasing power of the invested assets as well as to provide additional real growth through new gifts and investment return.

See accountants' review report.

Presbytery of the Northwest Coast
Notes to Financial Statements
For the year ended December 31, 2015

Note 4 - Fair Value Measurements

	Fair Value	Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)	Gain (Loss) Recognized
Board designated marketable securities	\$ 710,901	\$ 710,901	\$ 0	\$ 0	\$ (13,729)
Permanently restricted marketable securities	<u>\$ 496,996</u>	<u>\$ 496,996</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ (40,978)</u>
Total assets	<u>\$ 1,207,897</u>	<u>\$ 1,207,897</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ (54,707)</u>

Generally accepted accounting principles requires disclosures about the methods used in determining the fair value of non-financial assets that are valued on a recurring or nonrecurring basis. Marketable securities are reported at fair value measured using quoted prices in active markets on a recurring basis.

Note 5 - Notes Payable

Note payable consists of the following:

Bank note payable with original balance of \$136,500 and an annual interest rate of 3.5%. Note is payable in monthly installments of \$793 based on an amortization schedule of twenty (20) years with a maturity date of May 15, 2020. The loan is secured by property of the Presbytery.

\$ 133,912

Less Current Portion

(4,907)

Notes Payable--Long-Term

\$ 129,005

Principal payments required for the next five years ending December 31 are as follows:

2016	\$ 4,907
2017	5,081
2018	5,262
2019	5,449
2020	113,213
Subsequent years	<u>0</u>
	<u>\$ 133,912</u>

See accountants' review report.

Presbytery of the Northwest Coast
Notes to Financial Statements
For the year ended December 31, 2015

Note 6 - Contingent Liabilities Related to Mortgages and Other Loans

The Presbytery guarantees payment on loans and mortgages with various financial institutions to finance the purchase and/or improvements of church facilities for member churches throughout the Northwest Coast Presbytery. These notes are secured by church facilities and are recorded in the name of the congregation or organization which they benefit. Repayment of these notes are made by the member church; however the payments are expressly guaranteed by the Presbytery of the Northwest Coast. At December 31, 2015, the churches of the Presbytery had \$1,293,169 outstanding on these loans, with interest rates ranging from 3.5% to 5.0%. The total 2015 assessed value for tax purposes of the properties was \$7,466,600. The notes have stated maturity dates from one year to thirty years with various terms remaining.

Some loans and mortgages of member churches are not expressly guaranteed by the Presbytery, as the organization does not co-sign the loan forms with the financial institution providing the loans. However, because in the Presbyterian Church (USA) all property is held in trust for the mission of the Presbyterian Church (USA), there is an implied relationship with the mortgages and loans. The notes are secured by church facilities and are recorded in the name of the member congregation. Repayment of the loans is made by the member churches and is not expressly guaranteed by Presbytery. However, there is an implied guarantee through a "trust" covenant. As of December 31, 2015, the churches of the Presbytery had \$10,962,945 outstanding on the loans with interest rates ranging from 4.15-5.75%. The total 2015 assessed value for tax purposes of the properties was \$22,233,705. The notes have stated maturity dates from 10 to 30 years with various terms remaining.

Given the low balances on the outstanding loans in relation to the estimated values of the properties securing them, management believes that the likelihood is remote that the Presbytery would be required to repay the loans.

Note 7 - Leases

Operating Leases

Personal property is leased under operating leases expiring in various years through 2016. Minimum future rental payments under non-cancelable operating leases having remaining terms in excess of one year as of December 31, 2015 for each of the next five years and in the aggregate are:

<u>Year ending December 31,</u>	<u>Amount</u>
2016	\$ 13,268
2017	0
2018	0
2019	0
2020	0
Subsequent to fiscal 2020	0
Total minimum future rental payments	<u>\$ 13,268</u>

Operating lease payments and facility lease payments included in expense for the year ended December 31, 2015 were \$16,078. Certain operating leases provide for renewal options for

See accountants' review report.

Presbytery of the Northwest Coast
Notes to Financial Statements
For the year ended December 31, 2015

periods from one to five years at their fair rental value at the time of renewal. In the normal course of business, operating leases are generally renewed or replaced by other leases.

Note 8 - Related Party Transactions

The Presbytery obtained a loan of \$136,500 (see Note 5) to purchase property for a member of its Presbytery. The member pays the mortgage payments directly to the lender on behalf of the Presbytery. The Presbytery records the interest and principal on the mortgage using a noncash transaction with a credit to lease income and a debit to interest expense and the loan payable. Total lease income through December 31, 2015 was \$5,551, total interest expense was \$2,963, and total principal payments were \$2,588.

Note 9 - Merger with the Presbytery of Alaska

In 2014, the former Presbyteries of North Puget Sound and Alaska concluded they would better meet the needs of the Presbyterian churches in northwest Washington State and southeast Alaska if they merged to form one Presbytery. The surviving corporation was the Presbytery of North Puget Sound and the new entity is called the Presbytery of the Northwest Coast. The merger was implemented on January 1, 2015 and completed by March 2015. As of January 1, 2015, the major classes of assets, liabilities, and net assets of the Presbytery of Alaska and the Presbytery of the Northwest Coast were as follows:

	Presbytery of the North Puget Sound	Presbytery of Alaska	Combined
Assets			
Cash and cash equivalents	354,960	337,786	692,746
Accounts receivable	50,739		50,739
Unrestricted certificates of deposit	130,134	137,447	267,581
Board designated investments	778,302		778,302
Inter-organizational trust receivable	30,000		30,000
Prepaid expenses	600		600
Property and equipment, net of accumulated depreciation	52,044		52,044
Other investments	40,000		40,000
Endowment funds	305,118	232,856	537,974
Total Assets	1,741,897	708,089	2,449,986
Liabilities			
Accounts payable and accrued expenses	155,529		155,529
Net Assets			
Permanently restricted	348,736	227,401	576,137
Temporarily restricted	150,841	60,669	211,510
Unrestricted	1,086,791	420,019	1,506,810
	1,586,368	708,089	2,294,457
Total Liabilities and Net Assets	1,741,897	708,089	2,449,986

See accountants' review report.

**Presbytery of the Northwest Coast
Notes to Financial Statements
For the year ended December 31, 2015**

Note 10 - Defined Contribution Plan

Employees who are not eligible for the pension plan provided by the Board of Pensions of the Presbyterian Church are eligible to contribute to a 403(b) plan managed by the Board of Pensions. The employees can allocate, at their discretion, up to 20% of their salary to the 403(b) plan and a healthcare flexible spending account. For the year ended December 31, 2015, the amount of retirement plan expense representing contributions made by the Presbytery, not through salary reduction agreements, was \$16,723.

Note 11 - Defined Benefit Retirement Plan

All clergy and certain lay employees that are scheduled to work twenty or more hours per week are eligible to participate in a pension plan provided through the Presbyterian Church (USA), which manages the defined benefit retirement plan. Regular pension benefits including supplemental medical benefits are available at age 65 generally and may be available early under disability provisions. For the year ended December 31, 2015, the amount of retirement plan expense representing pension plan payments made by the Presbytery was \$18,363. The funding status as of December 31, 2015 for retirement apportionment in 2016 was 123.7%.

Note 12 - Subsequent Events

Management considered and found no subsequent events requiring disclosure in the financial statements occurring after the balance sheet date until June 21, 2016, the date the financials were available to be issued, except as follows:

Subsequent to the year ended December 31, 2015, Central Washington Presbytery merged with Presbytery of the Northwest Coast and began operating as one unit.

See accountants' review report.

Presbytery of the Northwest Coast
Schedule 1
Schedule of Functional Expenses
For the Year Ended December 31, 2015

	TOTAL	Program Services		Support Services
		Missions and other	Extending our ministry	Management and general
Personnel	\$ 393,886	\$	\$ 141,450	\$ 252,436
Missions and outreach	167,494	159,206		8,288
Grants and benevolence	84,500	8,720	32,339	43,441
Per capita costs	84,145			84,145
Professional costs	36,002			36,002
Events, classes, and activities	18,463		10,783	7,680
Facilities	18,019		1,736	16,283
Education, training, and appreciation	14,823			14,823
Office expense and supplies	13,550			13,550
Equipment, technology, and communication costs	13,224			13,224
Travel expense	10,281			10,281
Depreciation	4,823		465	4,358
Interest	2,963		286	2,677
General expenses	550			550
	<u>\$ 862,723</u>	<u>\$ 167,926</u>	<u>\$ 187,059</u>	<u>\$ 354,985</u>
				<u>\$ 507,738</u>

See accountants' review report.

NWCP NET ASSETS as of 8-24-2016: Recommended Adjustments

	<u>1-Jan</u>	<u>YTD Δ</u>	<u>42,606</u>		<u>24-Aug</u>
NET ASSETS				NET ASSETS	
<u>3000-00 Unrestricted, Board Designated</u>				<u>3000-00 Unrestricted, Board Designated</u>	
3000-03 Transformation Grant- Verge	0 a		0	3000-09 Bicentennial-Neah Bay Bldg	33,103
3000-09 Bicentennial-Neah Bay Bldg	33,103		33,103	3000-18 TT Camper Scholarships	7,828
3000-12 Gala Video 7& Publicity	3,000 a		3,000	3000-33 SE Alaska Fund	241,600 b
3000-15 Youth Triennium-Events	1,600 a		1,600	3000-34 Central WA Funds	902,304.55 b
3000-18 TT Camper Scholarships	7,828		7,828	3100-00 Community Blessing Grants	852,815
3000-21 Homeless Task Force Funds	353 a		353	3200-27 Synod Higher Education	15,632
3000-24 Stewardship Development	1,761 a		1,761	3200-30 Synod Higher Ed - New Ministries	10,000
3000-27 NCD Capital Campaign	4,001 a		4,001	3204-01 SE Alaska MDC Investments	140,388
3000-30 Pastors & Cong Care - COM	10,776 a		10,776	3250-00 Community Blessing Grants	643
3000-33 SE Alaska Fund	299,512	(57,912)	241,600		
3000-34 Central WA Funds	518,367		518,367		
3000-35 Central WA New Cov Investments	145,663		145,663		
3000-36 Mod Elect to Mod Training	3,472 a		3,472		
3000-39 Presbytery Mod to GA	6,342 a		6,342		
3000-42 Alt Commissioner to GA	13,550 a		13,550		
3000-45 EP Continuing Education	1,584 a		1,584		
3000-48 SC Continuing Education	988 a		988		
3000-51 CC Continuing Education	3,000 a		3,000		
3000-54 Mediation Needs for Pres	209 a		209		
3000-57 From Synod - Undesignated	89,182 a		89,182		
3000-66 Salary Pool	0 a		0		
3100-00 Community Blessing Grants	837,593	15,222	852,815		
3100-33 Operating Reserve	61,533 a		61,533		
3100-36 Legal Reserve	10,842 a		10,842		
TOTAL UNRESTRICTED BOARD DESIGNATED	2,054,261	(42,691)	2,011,570	TOTAL UNRESTRICTED BOARD DESIGNATED	2,204,312
<u>3200-00 Temporarily (Donor) Restricted1</u>				<u>3200-00 Temporarily (Donor) Restricted1</u>	
3200-03 Peacemaking Presbytery	3,718		3,718	3200-03 Peacemaking Presbytery	3,718
3200-06 Katie Allen Scholarship	12,292	(449)	11,843	3200-06 Katie Allen Scholarship	11,843
3200-xx DeVies Scholarship Fund		2,027	2,027	3200-xx DeVies Scholarship Fund	2,027
3200-22 Morris Evangelism Fund		9,684	9,684	3200-22 Morris Evangelism Fund	9,684
3200-24 Flood Support PDA	4,214		4,214	3200-24 Flood Support PDA	4,214
3200-27 Synod Higher Education	15,632 b		15,632	3200-33 Village Ministries	2,483
3200-30 Synod Higher Ed - New Ministries	35,000 b	(25,000)	10,000	3202-09 MS Mathes Fund 0617/1744	33,184
3200-33 Village Ministries	2,483		2,483	3202-11 A Merchant Fund 0675/5347	29,528
3202-09 MS Mathes Fund 0617/1744	38,689	(5,505)	33,184	3202-21 A Merchant 0675 Tideland	10,850
3202-11 A Merchant Fund 0675/5347	19,418	10,110	29,528	3202-54 MS Mathes Whitworth Internships	15,673
3202-21 A Merchant 0675 Tideland	7,800	3,050	10,850	3204-03 Phoebe Bakken Fund 5580	242
3202-54 MS Mathes Whitworth Internships	14,000	1,673	15,673	3204-18 J Earl Jackman Fund 2126	12,192
3203-01 Central WA MDC Investments	234,230 b	4,044	238,274	3204-21 Henry & Vineta Fawcett Fund 2890	7,327
3204-01 SE Alaska MDC Investments	137,452 b	2,936	140,388	3204-24 SE Alaska Mission Fund 2006	5,250
3204-03 Phoebe Bakken Fund 5580	134	108	242		
3204-18 J Earl Jackman Fund 2126	11,672	521	12,192		
3204-21 Henry & Vineta Fawcett Fund 2890	4,627	2,700	7,327		
3204-24 SE Alaska Mission Fund 2006	5,250		5,250		
3250-00 Community Blessing Grants	643 b		643		
TOTAL TEMPORARILY (DONOR) RESTRICTED	547,253	5,898	553,151	TOTAL TEMPORARILY (DONOR) RESTRICTED	148,214
PERMANENTLY RESTRICTED (Foundation)	780,074		780,074	PERMANENTLY RESTRICTED (Foundation)	780,074
3900-00 UNRESTRICTED, UNDESIGNATED	225,061		111,037	3900-00 UNRESTRICTED, UNDESIGNATED	323,231.57 a
Net Income (Loss)	(150,817)				
TOTAL NET ASSETS	3,455,832		3,455,832	TOTAL NET ASSETS	3,455,832

(a) Moved that these funds be combined and moved to 3900-00 Unrestricted Undesignated
 (b) Moved that these funds be corrected to Unrestricted, Board Designated and consolidated as indicated

EXECUTIVE BOARD MINUTES
September 29, 2016, 11:00 a.m.
New Life Fellowship, Bothell Washington

Members of the Board:

<u>2016</u>	<u>2017</u>	<u>2018</u>
<i>Janice Smith (R), Acme</i>	<i>Alan Dorway (T), Everett First</i>	<i>George Pasely (T), Ketchikan</i>
<i>Gustavo Carvajal (T), Parker Heights</i>	<i>James Kwon (T), CC of Seattle</i>	<i>Ted Schuldt (T), HR</i>
<i>Paul Kohler (T), HR</i>	<i>Claudia Rowe (T), Craig & Klawock</i>	<i>Clarence Antioquia (R), Northern Light</i>
<i>Scott Anthony (T), Cottage Lake</i>	<i>Warren Weber (R), Emmanuel</i>	<i>George Eastman (R), Neah Bay</i>
<i>Kathy Garde (R), Westminster</i>	<i>Dottie Villevik (R), Everett First</i>	<i>Kurt Helmcke (T), North Creek</i>
<i>Francie Irwin (R), Othello First</i>		

Ex-Officio Members without vote: Corey Schlosser Hall, Executive Presbyter, Jinsuk Kim, Associate Executive Presbyter, Dean Strong, Stated Clerk.

The meeting was called to order at 11:05 by Moderator Kurt Helmcke, and opened with a Service of Daily Prayer. A quorum was present. The agenda was approved as distributed, noting that the consent agenda was placed at the end.

Present: Alan Dorway, Gustavo Carvajal, Ted Schuldt, Paul Kohler, Warren Webber, George Eastman, Dottie Villevik, Kurt Helmcke, Francie Irwin, E.P. Corey Schlosser-Hall, A.E.P. Jinsuk Kim, Stated Clerk Dean Strong, Synod Commissioner Sarah Beard.

Absent: Janice Smith, George Pasley, James Kwon, Claudia Rowe, Clarence Antioquia, Scott Anthony, Kathy Garde.

Tidelands Charter – Organizing Pastor Brandon Bailey was welcomed by the Board. He provided background and an update regarding *Tidelands*, a new worshipping mission community, located in Stanwood, WA; birthed by Mountain View Presbyterian Church of Marysville, WA. After discussion **the Board APPROVED the following resolution,**

- 1. That, The Executive Board recommend to the presbytery that it receive the Tidelands organizing covenant and “declare them an organized congregation of the presbytery. The congregation shall then proceed, with the Brandon Bailey as moderator of the congregational meeting, to the election of ruling elders and, if they so decide, deacons” (G-1.0201);**
- 2. That, An Administrative Commission “prepare, examine, ordain and install these newly elected persons;”**
- 3. That, The following Administrative Commission install, if elected by the congregation, Brandon Bailey, as Pastor: John Mason (Moderator), ruling elder Jason Kreutz (*Mountain View*), Commission Ruling Elder Janice Smith, ruling elder _____, and two of the following teaching elders : Paul Strawn, Denise Easter, James Kwon. (*An AC must be composed of an equal number of teaching and ruling elders*).**

2017-2021 Strategic Plan & Budget Draft¹ – **the following resolution was APPROVED: That the 2017 budget and strategic plan be recommended to the presbytery for its approval; acknowledging that the 2018-2021 budgets are pro forma forecasts only and will be revised as needed each year.**

Stated Clerk/Treasurer – The Stated Clerk’s position was revised last year to include communicating the financial activity and position of the presbytery, and it has continued to grow. The Treasurer, E.P. and

Finance Committee recommended the following further revision, which was APPROVED:

Resolved, That the Stated Clerk's position be revised to include the duties of Budget Director and Treasurer (if elected as Treasurer by the presbytery), remaining at the current .75 FTE for the presbytery, .25 FTE as Synod Stated Clerk (Synod to be billed for its prorated share of salary and benefits, 32.8%, based on salary); employment revised to clergy self employed serving a validated ministry of the church, including full Board of Pensions benefits:

Presbytery, Salary + Housing, .75 FTE	46,666.68	67.2%
Synod, Salary + Housing, .25 FTE	22,778.64	32.8%
BOP Effective Salary	69,445.32	
Retirement Savings Plan	24,000.00	
Housing Allowance	45,445.32	
BOP Dues (36.5% of Effective Salary)	25,347.54	

Budget Director general duties, to be more fully described in a position description to be developed by Personnel Committee: Draft the annual budget, supervise bookkeeper making category adjustments as needed, approve the payment of and assign budget categories for all presbytery expenditures and allocations, assist the bookkeeper with and/or prepare the financial statements from Quickbooks software; provide timely financial data to the Board and the Presbytery.

Focus and Infrastructure Workgroups.

Mission Statement Recommendation – **The following resolution was APPROVED: That, the Board recommend to the presbytery that Section 2.100 of the bylaws be amended as follows: strike and replace:**

2.100. Mission Statement: ~~To engage, equip and encourage Congregations as together they Serve Jesus Christ to transform the world; encouraging partnerships within and between our sub-regional groups of churches to develop a common bond and shared direction, nurturing those called to leadership and service training, support, renewal, and enrichment.~~

“Guided by the triune God, the mission of the Northwest Coast Presbytery is: To engage, equip and encourage Congregations and their leaders, dispersed yet connected throughout the region, as together they faithfully serve Jesus Christ to transform the world.”

Kathy Garde and Stephanie Hankey who submitted the resolution were thanked by the Board.

Technology – Sarah Beard and Dean Strong provided an oral update. The current Logitech system with a high-end camera and three microphones seems to be working well for board and committee meetings. Additional equipment may be needed for presbytery meetings. A tech person will also be needed to run the system during presbytery meetings.

Consulting with the task force, Stated Clerk will attempt to build an integrated database with Zoho, an online database management system that is compatible with Gmail and Google contacts.

Facilities – Corey gave an oral update. The lease at Cascade View expires Dec. 31st. New Life Community is being considered as a possible new site. Warren has measured the New Life Space.

Initiatives Education – No report at this time.

Campbell Farm Deferred Maintenance and Planning Proposal² – The board discussed the history of Campbell Farm and its current situation. Board member Warren Weber had visited the farm and provided a report with recommendations. The discussion was tabled for the personnel group report whose members

joined the meeting online. The Campbell Farm discussion was then taken from the table. After further discussion **the following motion was APPROVED: That the presbytery employ Warren Weber to address current state, future possibilities, physical improvements and administration as delineated in the memo dated August 29, 2016, \$41,500 for labor, up to \$60,000 for materials, for a total cost not to exceed \$101,500, contingent upon review and agreement of the Campbell Farm Advisor Board.**

Staffing Work Group – the personnel work group submitted a progress report the morning of the meeting which the board received and discussed. **The board DIRECTED the workgroup to continue to developing details, including positions descriptions, prioritizing positions and their sequence, costs and funding. The financial implications will be modeled in the presbytery budget for further consideration by the Board before submitting the budget to the presbytery for its approval.**

Task Force on Covenant Partnerships – A draft was distributed by placement in the Board dropbox folder. The board discussed the draft document, and provided oral feedback to the task force through Corey.

Consent Agenda

The following items appeared on the consent agenda to be approved by common consent. Item 5 was removed from the consent agenda at the request of a board member and was discussed and voted on separately. **The following items (1-9) were APPROVED.**

1. Minutes of the August 25, 2016 meeting.

2. Receive and Review Financial Statements^{3,4} – The financial statements were emailed to board members before the meeting separately from the agenda.

3. Birchwood Property Sale – A member of the congregation donated some vacant land to the church for unrestricted undesignated use. The session accepted the property and has obtained the congregation's permission at a congregational meeting held on September 4, 2016, to sell it for \$20,000, and place the net estimated proceeds of \$16,184.00 into the church's operating reserves. **Resolved that Birchwood Presbyterian Church be permitted to sell the property identified as 17016 Glacier Rim Drive, for \$20,000; this action constituting written permission as required by G-4.0206a of Part II of the Constitution of the Presbyterian Church (U.S.A.). A certificate of resolution containing legal description is attached to these minutes.**

4. Articles of Merger – The final signature document for the State's Corporations Division in the dropbox folder for this meeting that the two Stated Clerks will sign; no vote is needed.

6. COM/Mt Baker Temporary Pastor/Hostetler – COM approved a temporary contract between Mount Baker PC (Concrete) and Kelly Hostetler, who is .75 FTE associate pastor in Bellevue. The position at Mount Baker is .4 FTE, 16 hours per week. \$1,500/mo, \$18,000 annually; Mount Baker to pay \$1,000/month; NWCP to pay \$500/mo., plus up to \$500 per month reimbursement for mileage.

COM's 2016 annual budget is \$19,000 and they have expended \$17,595 to date. They have been operating on the premise that there was approximately \$10,000 in a designated fund for this purpose, but those funds were transferred to undesignated, unrestricted funds by the Board at its last meeting.

The following resolution was APPROVED: that an amount not to exceed \$5,000 be allocated from unrestricted funds for the remainder of 2016 for Mount Baker temporary pastoral leadership.

7. Financial Services Expenses – Our bookkeeping services are provided by Seattle Presbytery on a contracted basis. The mergers with Alaska and Central Washington presbyteries have required additional hours. At the request of Seattle Executive Presbyter Scott Lumsden, the following resolution was approved: **That \$10,000 be paid to Seattle Presbytery for extra hours bookkeeping hours in 2015 and 2016 in excess of the contracted amount.**

8. Synod Funds Task Force – On April 24, 2014, a Task Force was appointed to recommend to the Board how funds disbursed by the Synod to the presbyteries, as it reduced its function, would be used. Approximately \$270,000 was allocated to Northwest Coast Presbytery before the merger with Central Washington. Approximately \$49,000 was used for a face to face meeting in Ketchikan. The Task Force met twice and agreed that the funds should be used for “whatever helps congregations to grow,” but no formal report was ever provided to the Board. It was to have reported to the Board on September 24, 2015, but the minutes state that they had not met and no report or recommendation was ever submitted.

The following resolution was approved: That the Synod Funds Task Force be dismissed with thanks, and that any remaining funds received from the Synod be categorized as Unrestricted, Undesignated for future use by the Board.

9. Leadership Summit

9a. Agenda⁵ – **The proposed schedule was APPROVED.**

9b. Travel and Accommodations – **The following resolution was APPROVED: That reimbursements will be made for the following; if anticipated costs exceed these limits, permission must be granted by the Stated Clerk BEFORE purchase or arrangements are made, otherwise reimbursement will be provided at the following limits:**

Airfare – Alaskans only, \$300 Ketchikan, Juneau), \$350 Yakutat, Petersburg.

Lodging – All rooms double occupancy of two commissioners; those requesting rooms for one commissioner pay the cost of a second commissioner.

Two nights reimbursed for commissioners from Alaska;

Two nights reimburse for commissioners from Washington with a commute of three hours or longer, including ferry (wait and voyage);

One night for others for whom daily commuting is impractical; permission obtained at the time of registration;

Reasonable exceptions will be considered. We want people to attend while being good stewards of funds entrusted to us by our donors.

5. From COM/Mukilteo Re: Reorganizing Pastor Therin Fenner – this item is part of the consent agenda and was removed at the request of a board member. The board discussed the item.

EP Corey Schlosser-Hall provided background information. COM has been working with the members of Mukilteo Presbyterian Church who wish to remain members of the PCUSA for nearly two years. COM has approved the following terms of call to Certified Candidate Mary Catherine (Therin) Fenner to serve this remnant congregation in a process of discernment regarding continuation and viability. At its July meeting COM approved the following terms of call for Therin Fenner as organizing pastor for with Mukilteo PC(USA) be approved; to be reviewed upon the completion of the congregation’s discernment process regarding continuation and viability.

.5 FTE, Start Date: June 20, 2016. First paycheck will be July 31, 2016.

\$1,000: Cash Salary, \$24,000: Housing Allowance, \$1787.50 SECA Reimbursement,

Full BOP medical, pension, dental, death & disability benefits (if permitted or equivalent negotiated by the co-moderators), \$5000.00 qualified (IRS) allowable reimbursable business expenses, including

coaching fees (essential part of starting up in this unique call, for a total of \$31,787.50 including BOP benefits.”

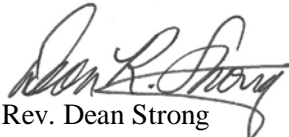
Funding for this position is included in the 2017 budget.

The following resolution was APPROVED, *That, The presbytery employ Mary Catherine Fenner as Mukilteo Reorganizing Pastor, to be examined and ordained by the presbytery to this position, and that monthly Salary, Housing, BOP Dues and SECA offset of \$3,023.96 be provided and no more than \$416.67 business expenses be reimbursed from unrestricted, undesignated reserves, prorated for the month of July, and for the subsequent months, August through December, 2016.*

Moderator's Report

Moderator Kurt Helmcke reported that he is coordinating with Becky Anderson to provide a recognition of Central Washington Presbytery during the worship service at next Leadership Summit

The meeting adjourned with prayer at 1:59 PM Pacific daylight Time.



Rev. Dean Strong
Stated Clerk

Attachments:

1. Draft: 2017-2021 Ministry Plan, Budget & Cyclical Proposal
2. Memo from Warren Weber to the Board, 8-29-16, Re: Campbell Farm.
3. Statement of Financial Position for the Period Ending September 27th.
4. Statement of Activity for the Period Ending August 31, 2016.
5. Draft Leadership Summit Schedule



DRAFT 2017-2021 Ministry Plan & Budget DRAFT

Budget "subschedules" referenced herein are found on the budget worksheet.

NWC Presbytery is transformed and always transforming! See the transformation snapshot (Appendix 0) for a picture of how significant the last decade has been. 2017 is a new day. The willingness of all people across our expansive presbytery to embrace renewed life, together with the people, prayer, and financial resources God has given us, make it possible to launch a trajectory of ongoing transformation. This plan and budget proposes that we pursue this God-given opportunity. It is the most confident, hopeful plan for the future we have pursued in recent history.

To engage, equip and encourage our congregations and spiritual leaders is our prime directive. Every agency and person in our presbytery is directed toward that end. This plan attempts to show where we sense God may be calling us to **Extend and Improve (section 1), Pathmaking (section 2), and Bolster Capacity for Ministry (section 3)**.

The overwhelming support NWC Presbyterians expressed for the **3 initiatives for investment** proposed by the Executive Board in April-June 2016 is embedded in this framework. The **3 initiatives for investment** we identified were: 1) Renewal of existing congregations open to renewal (aka "**Congregational Renewal**"); 2) **Village Ministries**; and 3) **New Expressions** of the Church (aka "**New Expressions**"). You will see these **3 initiatives for investment** reflected in the budget and following framework. However, this plan is not limited only to those initiatives.

These **3 initiatives for investment** will be highlighted in **RED** throughout the document to symbolize **Holy Spirit** fire and focus.

1) Extend and Improve (Appendix 1)

A) Congregational Renewal/Revitalization (Appendix 1A & Subschedule 4):

Most of our congregations are healthy, doing well, taking next steps, developing in a Spirit-directed path. We will continue to invest our energy, intelligence, imagination and love in helping our congregations become all God is calling them to be through our COM, CPM, grants team, task forces and staff [subschedules 9-10]. Sometimes congregations realize they need and are open to a kind of renewal that is deeper and more significant than the ongoing work of healthy development. We're calling that "renewal" or "revitalization." Some call it "congregational transformation."

We are blessed with several congregations of all shapes, sizes and communities who have experienced renewal. And we have engaged and learned from many approaches to renewal in recent years. We will continue to extend and improve our learning through trial and error and trying again! This ministry is to be championed primarily by our Commission on Ministry because renewal is so dependent on effective spiritual leadership in congregations.



B) Village Ministries (Appendix 1B & Subschedule 5): Healthy village churches and spiritual leaders are core to our life together (13 congregations in villages of 1000 people or less). We are proposing to invest in Village Ministries through a new staff position who will address the unique circumstances of pastoral and session leadership in villages, building a recruiting network, and assertively inviting mission giving from congregations in NWC Presbytery and around the country to village ministries.

C) Multi-cultural Integration (Appendix 1C & Subschedule 6): Since the 1800's Presbyterian ministry in our region has included ministry between indigenous peoples and immigrants. Native ministries has always been part of our identity that we want to celebrate and grow. This emphasis will be served significantly through the "Village Ministries" initiative because 5 of our 13 villages are planted in native communities.

Korean-American congregations (see more info in Appendix 1C) in neighboring presbyteries have requested to be part of our life together through fellowship and education. And we are working openly with the presbyteries where they currently participate to explore how we can extend these blessings to others.

Recently, several families from Pakistan who speak Urdu have joined Mountain View PC in Marysville. Many of our congregations are in communities of majority Hispanic/Latino population and several host Hispanic ministries and other multi-cultural ministries. In the next 5 years we wish to extend and improve our multi-cultural integration!

2) Pathmaking, Innovation, Research & Development (Appendix 2)

Renewing the ministry of Jesus Christ through the Presbyterian Church (USA) requires persistent experimenting with how God wishes to organize and send the church into the world. That means researching and developing new ways to engage the Gospel in God's world. Since 2009 we have helped 11 new expressions of the church get started. 7 of them continue. It's time to build a system that will support this movement over the next 10-years and beyond.

A) New Expressions of the Church in NWC Presbytery (Appendix 2A & Subschedule 7): We expect one new church expression starting every year over the next 5 years. We intend to support each of them at approximately \$150,000 over 3-5 years depending upon the particular new church's mission plan. That is the level of support we have done for Tideland and others and is a common level of support for new church expressions along the West Coast (Appendix 2A).

B) New Expressions—"Cyclical" (Appendix 2B & Subschedule 7): We need an ongoing way to engage, equip, and encourage new expressions of the church for systematically over time, not only case-by-case. Toward that end we are proposing "Cyclical" to invite potential pioneer leaders to discern and start new expressions of the church in cooperation with Seattle and Olympia Presbyteries and potentially, Westminster Presbytery of the Presbyterian Church of Canada in British Columbia. The rollout might begin with a "Cyclical" cohort in the King-



Snohomish-Skagit County area. Then begin in either Tri-Cities area or Whatcom County/B.C. depending on who develops readiness first. See **Appendix 2B** for Cyclical Proposal.

We propose that the “Cyclical” cohorts initiative be funded in partnership with grants from the Murdock Charitable Trust and Presbyterian Mission Agency, PC(USA). We are also proposing that this initiative begin with the goal of being self-funding and sustaining in 5 years just like we would expect from a new expression of the church.

3) Bolster Ministry Capacity (Support Services) (Appendix 3 & Subschedules 9-10)

The only way to weather so much change and advance our mission is to invest in more robust capacity for engaging, equipping, and encouraging our congregations and leaders for ministry. We will deepen that focus as the heart of what we do and keep getting better at it! The core currency of this ministry capacity **is TRUST & LOVE.**

For 10 years we have sought to build trust and love of our fellowship together in every action and interaction. We believe this is “the juice” for why we are in this position to build and grow Christ’s ministry more effectively over the next 5 years. We sure have missed the boat in many places, but we endeavor to be a place and people who are safe and trustworthy for each other and for the world that God loves!

Now that NWC Presbytery has grown to 55 congregations, 6 new expressions across 3 former presbyteries we must operate differently. We can no longer expect our EP to be the primary interpersonal connection with all our congregations and pastoral leaders. AND we must continue to build trust and love in every interaction. Bonds of trust and love are personal. Organizational bonds of trust and love are built through significant personal connections. A central approach to building ministry capacity is to prepare, bless, and deploy some additional staff and volunteers whose top priority is to build and deepen relationships of trust and love while enacting particular initiatives or functions.

A. Staffing (Appendix 3A & Subschedules 4-7, 10) will be included after Personnel Workgroup makes recommendations): The 5-year plan proposes to maintain our current staffing, add some new staff for village ministries, congregational renewal, new expressions of church, and communications. It emphasizes staff who can make our ministry even more effective by building trust and expanding our use of technology.

B. Additional Ministry Capacity (Appendix 3B & Subschedules 9-10): In addition to people, more ministry capacity is comprised of focused, competent presbytery agencies (COM, NOM, CPM, Exec Board); Means of connection and governance (Leadership Summits, regional gatherings, etc.); Financial Resources; Facilities; Technology; along with a streamlined, updated policy and guideline infrastructure.



4) Mission Beyond NWC Presbytery (Subschedule 8)

This section is more of a projection of congregational giving to our covenant partners and other mission beyond NWCP than a “budget.” However, we think it’s important to share & celebrate how generous you are in supporting our mission partners and others beyond NWC Presbytery.

The financial report doesn’t tell the full story. For example, in 2015 (before the NWC/CW merger) congregations in NWCP gave about \$75,000 to Presbyterian Mission Agency (PMA) *through the presbytery*. These are the funds identified in our financial reports. However, several congregations also gave *directly* to PMA rather than through the presbytery. So in 2015, PMA actually received \$150,000 from NWC Presbyterians, about ½ through the presbytery and the other half directly. We expect that to continue!

In 2017 we are proposing to fund the former CWP mission partners (Tall Timber, Campbell Farm, Mending Wings, and Trailseekers) at the same level as in 2016. The Exec Board is also considering an assertive strategic investment in Campbell Farm to renew that ministry. Stay tuned!

The Executive Board has also formed a task force to consider our “Covenant Partner” criteria and who we will continue with as a covenant partner in 2017. That task force should complete its work in October. More to come after that!

Wrap-Up and Send Off

What will we look like in 2022? Given the last 10 years, it is hard to know.

Imagine our cohort of teaching elders continues to transform to include a much better balance of women, people of color, & pastors under 50. Imagine 10 of our existing congregations experiencing God’s, life-giving renewal and the contagion of those experiences and stories. Imagine our 13 village ministries thriving with pastoral leadership, a well-developed “farm-system” or network for new village ministry leaders, and hope in the next chapter of life!

Imagine a much more “mixed-economy” of church expressions and leadership. Imagine existing congregations and leaders in symbiotic/synergistic relationship with new expressions of Christ’s church and leaders. Imagine that through this interaction, all of us following the leadership of our triune God, we experience a great adventure, coursing Holy Spirit-energy, hope in the present and future, and God’s transformation of our communities through shaping disciples of Jesus Christ who in turn shape a better world!

We expect the transformation we have experienced over the last 10 years has momentum that can be deepened. We pray our existing congregations and leaders flourish and are healthier than they have ever been. We anticipate that each of our village ministries will develop identities who are whole, focused on Christ’s call, and abundant rather than infused with depression or worry about what they lack.

And we hope we are telling and sharing lots of stories about the curious, hopeful mission God is doing through the Northwest Coast Presbytery--YOU!



Implementation Outline

Focus	2017	2018	2019	2020*	2021
1A) Renewal	Identify coordinators. Build renewal initiative with COM. Share current resources and stories of renewal.	Expand and develop renewal resources. Grow and share stories of renewal.	Maintain renewal focus	Maintain renewal focus	Same
1B) Village Ministries	Encourage congregation giving to village ministries. Potentially call village ministry staff person.	Build farm system for recruiting VM leaders. Grow giving to VM from individuals and congregations beyond NWC Presbytery	Continue farm-system development and giving initiative. Assess VM initiative.	Maintain VM initiative	Same
1C) Multi-cultural: Korean-American congregation involvement	Welcome KA Congregations from Synod to NWC for Fellowship and Education. Explore with Synod and other presbyteries best way forward.	If other presbyteries and synod agree, propose to Synod and PC(USA) General Assembly that other KA congregations join NWC Presbytery	Integrate hybrid (part geographic/ part non-geographic) presbytery and deepen relationship with new congregations.	Live into new reality.	Same
2A) New Expressions	Begin New Expression in Duvall.	Begin New Expression #2; Cont. 1	Begin New Expression #3; Cont. 1-2	Begin New Expression #4; Cont. 1-3	Begin New Expression #5; Cont. 1-4



Focus	2017	2018	2019	2020*	2021
2B) New Expressions-- Cyclical	Propose "Cyclical" initiative to PC(USA) and Murdock Charitable Trust for Funding. Identify Associate Director for Cyclical if grants are approved.	Begin "Cyclical" in King-Sno-Skagit. Build farm system for New Expression leaders. Gala to share vision and develop champions.	Begin in Tri-Cities and Whatcom/B.C. Tri-Cities might be ready earlier.	Maintain Cyclical Initiative	Move toward self-sustainability of "Cyclical" initiative
3A) Bolster Ministry Capacity: Staffing	Call/hire Village Min Associate, Cyclical Associate, Renewal Coordinators, Communications Specialist	Complete calling/hiring that did not happen in 2017. Evaluate year 2 of all new staff for continuation.	Settle into new staffing configuration; make adjustments.	Evaluate Year 4 of all staffing configuration and propose adjustments.	
3B) Bolster Ministry Capacity: Additional	First complete year on new leadership summit/regional gathering schedule. Launch policy and guideline project. Move presbytery office. Implement all new tech for meeting and publicity.	2 nd year of Leadership Summit schedule. Complete policy and guideline project and approve new Manual of Admin Ops & Bylaws. All EB workgroup recs are implemented by end of 2018.	Evaluate effectiveness of all ministry capacity investments and make adjustments	Settle into new configuration.	Reform ministry capacity for renewed configuration.



Appendix 0

Snapshot of NWC Presbytery Transformation 2006-16

This occurred in the midst of and in some cases (the mergers) *because of* the most significant ecclesiastical conflict of the last 30 years.

	2006 (North Puget Sound)	2016
Congregations	36	55
New Expressions of the Church within 5 years	0	10 (6 continue)
Members	7300	9010
People of non-caucasian ethnic background	10%	30%
Terroir ¹	NW WA	NW WA, Central WA, SE AK
Annual Revenue	\$333,785 ²	\$955,311 ³
Balance Sheet Assets	\$200,000 ⁴	\$2,332,337 ⁵
Active ⁶ Clergy 25-49 years old	4	16
Active Clergywomen	7 (NPSP)	16 (includes 3 from CW)
Active Clergy with babies (2 years or younger)	1	9

¹ the complete natural environment in which a particular wine church is produced, including factors such as the soil, topography, and climate.

² Based on 12/31/2005 statement.

³ Based on 12/31/2015 statement. Includes 1-time, \$182,000 gift from Synod of AK/NW. Does not include \$330k+ from Alaska or any revenue from CW.

⁴ There was no balance sheet in February 2006 minutes. This is an estimate based on conditions in September 2006.

⁵ Based on 12/31/2015 statement. Does not include any Central WA assets.

⁶ "Active"=serving a congregation or ministry. Includes CREs. Does not include HR or at-large.



Appendix 1(A)

Renewal of Congregations – *Health & Renewal*

Scriptural Inspiration: New Testament Letters of Paul, Peter, and John to the Churches

Congregations are the foundation of NWC Presbytery. Healthy, thriving congregations means a healthy, thriving Presbytery. Healthy Leadership...pastoral and elder leadership together...is the linchpin to congregational flourishing. All the other factors of health in a congregation relate to, start with, or are enabled by *leadership*.

We can provide the best possible opportunities for spiritual growth and development. Encourage whole-hearted leadership and whole life stewardship. Share the best possible models and ideas for congregational renewal and development.

In a congregation that has become self-sustaining in its life-cycle...most of what is needed for healthy, flourishing congregations is NOT something money can buy. It's mature, flourishing, abundant-life people exercising Jesus-infused team leadership. That is a process of formation and development that we can nurture an expectation and habitat for, we can consult and coach for, we can mediate and teach toward, but we cannot *buy* it.

What we can invest in is—1) coaching and development of pastoral leaders to grow in their followership of Christ and wholehearted leadership: By wholehearted I mean courageous, compassionate, connected, and generous. 2) We can promote and invest in coaching, consultation and development of sessions to assess their congregation's health, stage in life-cycle, and identify actions that can help them move toward greater flourishing. But *they* have to do it. It can't be done *for* or *to*; it must be done *with*.

We should be cognizant that every congregation is at a different place on the spectrum of willingness to learn and grow. Only those congregations or leaders in the 4-5 range will be worth engaging. The others we will need to wait until either 1) they find leaders who build their willingness to learn; 2) the pain of staying the same becomes too much to bear; or 3) they have to face into a crisis, and they become willing to learn and grow:

<u>Willingness to Learn & Grow</u>				
1	2	3	4	5
Resistant		Indifferent		Open & Welcoming



APPENDIX 1(B)

Village Ministries & Sustainability

Scriptural Inspiration: Acts of the Apostles...establishing and nurturing a community of Christ in each locale. The combo of churches strengthen and encourage each together.

The new NWC Presbytery has 13 congregations or fellowships in villages (1000 people or less in the village/township). This provides a remarkable context for ministry in which these congregations are, or can become, indispensable to the health and well-being of their community and the kingdom of God!

NWC Presbytery needs a thoughtful, careful and effective approach to engaging, equipping, and encouraging village ministries in their context that meets at least four challenges.

Challenge #1: Recruiting, onboarding, and sustaining the most called and suitable pastoral leadership that fit that particular village context. Not only the most *available* candidates. And be flexible with the ecclesiastical pathways to call/send those people into the village context (Pastor, Tentmaker, CRE, Evangelist, maybe others). This means expanding our recruiting pool to first call candidates, seminary intern and residents, and others. We should have a robust, “next person up,” posture. Pastoral transitions in villages should not be so long and difficult as they are now. This will include incentives like educational debt assistance for people fresh out of seminary, transitional salary support, and \$ for building community ministries.

Challenge #2: Provides financial support in a dynamic way that is built on self-reliance, self-determination, and self-propagation and does not foster the kind of dependency on “other people’s money” that we’ve seen in the past. But one that recognizes the contextual limitations of funding for ministry in a village.

Challenge #3: A proposal that is sustainable and renewable financially and is interdependent with several funding sources--organizational and individual--from outside the congregation itself. Build broad-base of support from living givers and legacy givers rather than only 1 or 2 sources.

Challenge #4: An approach that identifies many paths by which a village church can sustain and thrive in ministry. Active learning and adaptation. Especially those ways in which robust partnering between congregations can lead to flourishing like the relationship between Acme PC and FPC Bellingham or the developing partnership between Northern Light United PC and Yakutat.

In short it meets the challenges of being a flourishing Body of Christ today and for the future. Not one built on the ways of the past that served well in the past, but now need to adapt.



APPENDIX 1(C)

Multi-Cultural Integration: Korean-American Congregations

Over the last 6-8 years we have intentionally sought to integrate our Korean-American sisters and brothers in our mission (8 congregations, 30% of our members)! Because of those investments we have been blessed with Rev. Jinsuk Kim, our Associate EP for Korean Ministry, Rev. James Kwon our first Korean-American, Moderator, elder Younghee Kim—our amazing interpreter, and Korean-Americans serving on every commission and committee in the presbytery. We hope our Korean-American brothers and sisters experience NWC Presbytery as their presbytery now more than ever!

This ministry is being noticed. Korean-American congregations in neighboring presbyteries have requested to be part of our life together through fellowship and education. And we are working openly with the presbyteries where they currently participate to explore how we can extend these blessings to others.

There are 7 Korean-American congregations in the other presbyteries of our synod: 2 in Seattle Presbytery; 2 in Olympia Presbytery; 2 in Yukon Presbytery; and 1 in Inland NW Presbytery. They are gathering for the Synod of Alaska NW annual KPC retreat in Leavenworth September 26-28. And we are inviting the pastors and elders from these churches to join us for our fall leadership summit November 4-5 to experience the worship, fellowship, and education of NWC Presbytery.



APPENDIX 2(A)

New Expressions of the Church: R&D/Innovation

Scriptural Inspiration: Acts of the Apostles

New churches and new expressions of Christ's church is an area that we can invest in and build for. And it is essential for our Presbytery's mission, health and flourishing for at least 3 reasons: 1) It is the *best, proven* way for reaching people who we would describe as NONES or DONES and are not involved in Christ's church. There's no question that existing churches are mostly populated by people who are already Christian moving from other Christian churches. New Expressions of church are 2-3 times more likely to grow by including people who are NEW to Christian faith or were DONE with church and want to give it another chance.

2) New expressions of the church are the best way to increase the community leadership base across NWC Presbytery. All of our communities from Yakima to Yakutat need people connected to the Source of Life to help their communities flourish. Most non-profit ministries are not modeled on whole life discipleship nor are they as self-sustaining as a congregation. Yet we need those kinds of non-profit ministries to build community health. Congregations are the best source of people, abilities, and generosity to support other NGOs. So if we build flourishing congregations in each of our communities we are also building a foundation for whole community health! Want to see a community's leadership base just worship with Acme PC or Northern Light UC in Juneau, or Quilcene PC. It's remarkable.

3) New expressions of church are the best way to renew existing congregations. Why? Existing congregations who are further along the life-cycle have ways of being church they are reluctant to shift. New expressions of church have much more permission to innovate new ways of being church. As existing congregations and new expressions of church relate to each other they mutually encourage and renew each other. The permission to innovate and experiment in new expressions of church give existing congregations a lab to observe how new things work. The ways that lead to longevity and sustainability of existing congregations help new expressions learn how to sustain their innovations until today's innovation becomes tomorrow's need for renewal. The relationship between Mountain View PC and Tideland Church is a good example of this synergistic blessing.

This musing was informed by a December 2015 article by Rev. Tim Keller of Redeemer Presbyterian Church in New York City:

http://www.redeemer.com/redeemer-report/article/church_planting_is_what_we_do.



Appendix 2(B)

New Churches/Expressions in NWC Presbytery 2009-present

Baker Community Presbyterian Church (NCD in 2007, chartered in 2009). Rev. Peter Song, Pastor.

<http://www.bakercpc.org/>

Congregation Partner: Community Church of Seattle, Bothell.

Tidelands, Rev. Brandon Bailey (March 2012)

Jesus—Family—Mission

www.stanwoodtidelands.org

Parent Congregation: Mountain View PC in Marysville

Community College Outreach Ministry Communities, Rev. Milad Istafanous

- 1) Everett CC (September 2011)
- 2) Edmonds CC (January 2012)
- 3) Shoreline CC (September 2012).
- 4) UW Bothell/Cascadia CC (September 2015).

<http://www.calvinpc.org/Serve/Community/CommunityCollegeOutreach.aspx>

Primary partner congregation for these community college ministries is Calvin PC in Shoreline, WA. CCO is also supported by several other congregations and individuals.

Collide, Willow Weston (May 2013)

Run Into Jesus

www.wecollide.net

Congregation Partner: First PC of Bellingham

There are 4 that were started and ended:

Mukilteo Good Shepherd Arabic Fellowship at Mukilteo PC in Mukilteo, Rev. Rafik Ibrahim was the Pastoral Leader. Partner congregation: Mukilteo PC. (April 2010-2011)

Bellingham Worshipping Fellowship, Rev. Mike Neelley was pastoral leader. (November 2009-2011) Partner congregations were First PC of Bellingham, Birchwood PC of Bellingham, and St. James PC of Bellingham.

Wellspring, Rev. Eric Eun and Rev. Ken Sunoo, co-directors (May 2011- Ended May 2015)

Revive, Rejuvenate, Rededicate Young Adults

www.wellspringseattle.com

Congregation Partners: Zion PC in Shoreline, United PC in Edmonds, Community Church of Seattle in Bothell.

Second Saturday's Sabbath through Renewal Ministries NW, Rev. Dianna Kunce and Rev. Denise Easter (September 2013 - Ended Spring 2015)

renewalminnw.org/

Congregation Partner: North Creek PC in Mill Creek, WA



Appendix 2(C)

**Proposal for “Cyclical”
(begins on next page)**

DRAFT



Appendix 3(A): Staffing

Current Staffing

Position	Person	FTE
Executive Presbyter.	Dr. Corey Schlosser-Hall.	1 FTE Exempt
Stated Clerk	Rev. Dean Strong.	$\frac{3}{4}$ FTE Exempt
Associate EP for Korean Ministry	Rev. Jinsuk Kim	$\frac{1}{2}$ FTE Exempt
Communications Coordinator/Office Manager	Sarah Beard	1 FTE non-exempt
Alaska Cluster Coordinator	Rev. George Pasley	as needed
Bookkeeper	Kris Green	Contract with Seattle Presbytery.

Proposed Staffing

(to be included after Personnel Workgroup makes recommendations)



Appendix 3(B): Additional Ministry Capacity

1. **Presbytery Agencies:** The budget fully funds the Executive Board, COM, CPM and related agencies of the presbytery so that these teams of volunteer leaders and staff can effectively perform their ministries and improve their service to our congregations and pastoral leaders!
2. **Leadership Summits and Regional Connections:** Stabilize our Leadership Summit schedule to 1 in-person leadership summit each October including VERGE 2.0 conference. And 2-hybrid leadership summits: One in February and one in April-May. Plan for a return to Alaska for a leadership summit in 2020.

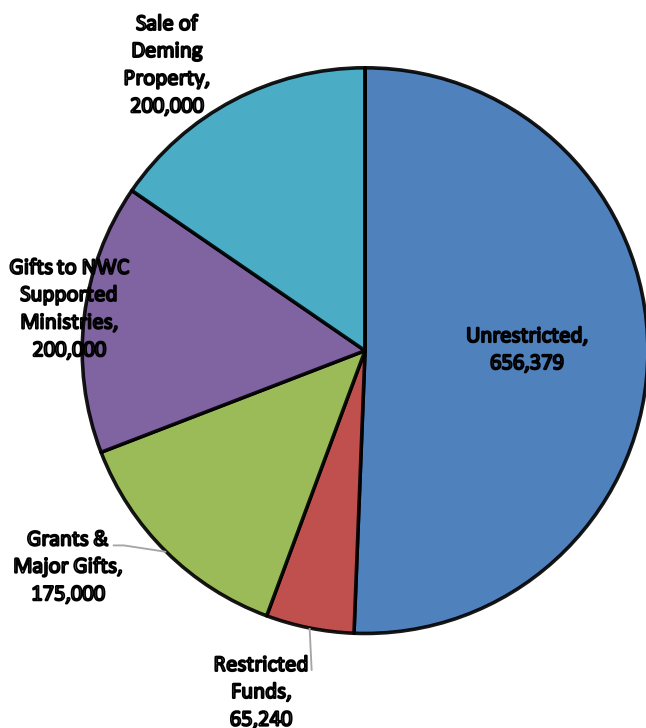
And plan for 2 regional group gatherings annually during an afternoon or evening to fellowship and engage with each other around specific ministry topics in each of the following regions: SE Alaska, Central WA, Olympic Peninsula, Whatcom/Skagit/Island Counties, Snohomish/King Counties.
3. **Financial Resource Development:** Individual support, institutional support, presbytery reserves. Logic of spending our reserves.
4. **Facilities:** Potential move of presbytery offices to upgrade our office location, style, technology, and meeting space without increasing costs. More info to come.
5. **Policy Infrastructure:** Reform and complete Manual of Administrative Operations (formerly called Manual of Mission and Ministry) in 2017 consolidating best practices of all former presbyteries and best current approaches for policies and guidelines.
6. **Other** infrastructure advancements are currently being considered by work groups of the Executive Board. Recommendations will be brought to September 29, 2016 Executive Board meeting and updated in this document and budget.

**Presbytery of the Northwest Coast
Proposed 2017 Budget
2018 -2021 Proforma Budgets**

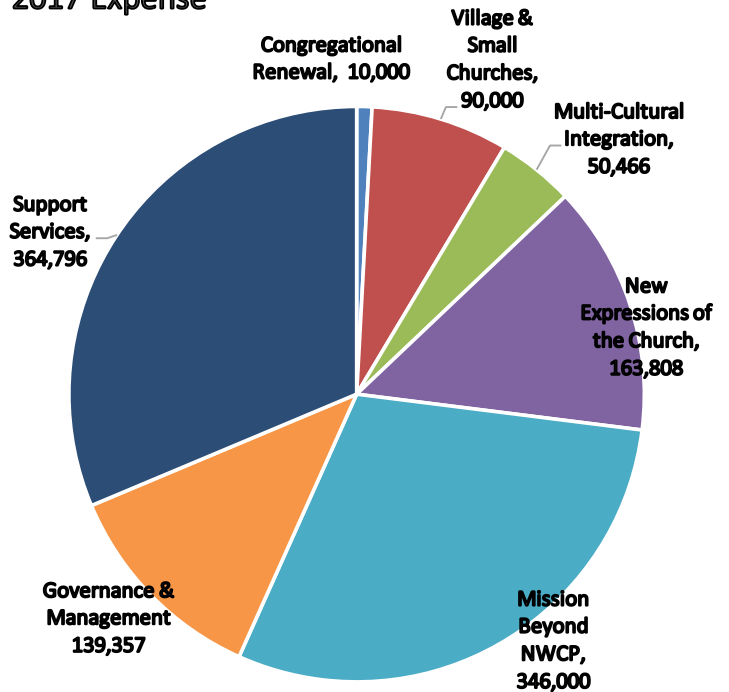
				<i>Forecast</i>					
	<i>Schedules</i>	<u>2015</u>	<u>8/31/2016</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Income									
Unrestricted	(1)		425,292	629,672	656,379	654,276	664,234	678,593	697,652
Restricted Funds	(2)	-	73,095	96,619	65,240	65,240	65,240	65,240	65,240
Grants & Major Gifts	(3)	61,699	41,500		175,000	167,000	217,000	187,000	227,000
Gifts to NWC Supported Ministries	(a)	140,000	152,212	200,000	200,000	200,000	200,000	200,000	200,000
Sale of Deming Property		-	-	-	200,000	-	-	-	-
Endowment Principle (value loss)		-	(15,486)	(15,486)	-	-	-	-	-
Total Income		201,699	676,614	910,805	1,296,619	1,086,516	1,146,474	1,130,833	1,189,892
Expenses									
Congregational Renewal & Revitalization	(4)	-	-	-	10,000	25,000	25,000	25,000	25,000
Village & Small Churches	(5)		58,765	58,765	90,000	90,000	90,000	90,000	90,000
Multi-Cultural Integration	(6)		41,558	63,426	50,466	50,229	51,088	51,522	51,961
New Expressions of the Church	(7)		54,905	95,848	163,808	1,239,980	194,000	214,000	224,000
Mission Beyond NWCP	(8)		251,485	435,978	346,000	275,000	275,000	275,000	275,000
Governance & Management	(9)	-	131,279	177,514	139,357	144,511	139,269	142,527	148,285
Support Services	(10)	284,949	366,173	420,336	364,796	369,016	373,294	377,630	382,025
Total Expenses		284,949	845,400	1,193,102	1,064,426	2,078,736	1,032,651	1,060,679	1,081,271
Change in Net Assets (Net Income - Loss)		(83,250)	(168,786)	(282,296)	232,193	(992,220)	113,823	70,153	108,620
Net Assets Beginning				3,007,201	2,724,905	2,957,098	1,964,877	2,078,701	2,148,854
Net Assets End				2,724,905	2,957,098	1,964,877	2,078,701	2,148,854	2,257,474

(a) GA Offerings, Presbytery extra commitment, Covenant Partner donations

2017 Income



2017 Expense



INCOME SUBSCHEDULES

Schedule 1 - Unrestricted Income	2015	8/31/2016	2016	2017	2018	2019	2020	2021
Membership	8,340		9,733	8,610	8,400	8,600	8,800	9,000
Per Capita Assessment (a)	281,866		39.03	39.03	40.00	40.00	40.50	41.50
Presbytery Per Capita	281,866	249,451	379,879	336,048	336,000	344,000	356,400	373,500
Synod Per Capita (\$1.50)		9,587	14,600	12,915	12,600	12,900	13,200	13,500
GA Per Capita (2016=\$7.12, 2017=7.29)		45,506	69,299	62,767	61,236	62,694	64,152	65,610
Other: Fees, Registrations, Books, etc. (b)		15,725	23,588	24,000	24,000	24,000	24,000	24,000
Investment Income (c)		8,063	12,095	12,000	12,000	12,000	12,000	12,000
Mukilteo Dismissal Settlement				200,000	200,000	200,000	200,000	200,000
From Central WA		50,000	50,000	-	-	-	-	-
Tidelands Contributions (d)	-	46,960	70,441	-	-	-	-	-
Total Unrestricted, Income		425,292	629,672	656,379	654,276	664,234	678,593	697,652

notes:

(a) 2016 = 8100 NWC+1633 CWP; 2017=7698 NWC+1312 CWP Members - 400 for losing Mukilteo PC

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

(c) annual interest on MCDs, one ea. held by the three former presbyteries

(d) Expected to charter in 2017

Schedule 2 - Income from Restricted & Designated Funds	8/31/2016	2016	2017	2018	2019	2020	2021
Devries Scholarship Fund	2,027	2,027	-	-	-	-	-
Morris Evangelism Fund (one time grant)	9,684	9,684	-	-	-	-	-
Merchant (Small Churches & NCD, PFxxx0675)	3,050	6,000	6,000	6,000	6,000	6,000	6,000
Bakken (mission churches, PFxxx5580)	108	140	140	140	140	140	140
Demmert (Native Americans SE Alaska, PF 5691)	122	-	-	-	-	-	-
Fawcett (leadership seminar, PFxx2890)	2,700	3,600	3,600	3,600	3,600	3,600	3,600
SE Alaska Mission Fund	763	1,526	1,500	1,500	1,500	1,500	1,500
Armenia Merchant (from CW?)	19,143	19,143	-	-	-	-	-
Jackman (lay pastoral leadership, PF2126)	520	693	700	700	700	700	700
Merchant (Small Churches & NCD, PFxxx5347)	967	1,289	1,300	1,300	1,300	1,300	1,300
Mathis (Seminary Interns), PFxxx1744)	1,493	1,991	2,000	2,000	2,000	2,000	2,000
Mathis (Seminary Interns), PFxx0617)	3,495	6,990	6,000	6,000	6,000	6,000	6,000
Community Blessing Grant Fund Earnings	29,024	43,536	44,000	44,000	44,000	44,000	44,000
Total Income from Permanently Restricted Funds	73,095	96,619	65,240	65,240	65,240	65,240	65,240

Note: PF=Presbyterian Foundation

Schedule 3 - Grants & Major Donations	2015	8/31/2016	2016	2017	2018	2019	2020	2021
Synod one time grant for Korean AEP		15,000	15,000	-	-	-	-	-
PCUSA Grants for Community College Ministr (a)		26,500	26,500	-	-	-	-	-
Gifts from Individuals & Events (b)	-	-	-	40,000	-	40,000	-	40,000
Elective Gifts from Congregations for NWC Mi (c)	-	-	-	-	10,000	20,000	30,000	30,000
Grants from Foundations & Corporations (PCL (d)	-	-	-	25,000	25,000	25,000	25,000	25,000
Murdock Charitable Trust Grant Cyclical	-	-	-	75,000	60,000	45,000	30,000	15,000
Cyclical Operational Contributions (e) NA	-	-	NA	-	12,000	27,000	42,000	57,000
PCUSA Grants - for new church expressions	25,000	-	-	25,000	50,000	50,000	50,000	50,000
Internship Contributions from churches	5,000	-	-	5,000	5,000	5,000	5,000	5,000
Whitworth Contributions for Internships	5,000	-	-	5,000	5,000	5,000	5,000	5,000
Total New Grants and Donations	35,000	41,500	41,500	175,000	167,000	217,000	187,000	227,000

Notes:

(b) Every other year Ministry Initiative Campaign from individuals

(c) A new opportunity for congregational giving.

(d) PC (USA) For Cyclical starts of new communities

(e) Expected income from startups

111 **EXPENSE SUBSCHEDULES**

112									
113	Schedule 4 - Congregational Renewal & Revitalization	8/31/2016	2016	2017	2018	2019	2020	2021	
114	Renewal Coordinators		-	10,000	10,000	10,000	10,000	10,000	
115	Congregational Resources		-	-	15,000	15,000	15,000	15,000	
116	Total Congregational Renewal & Revitalization		-	10,000	25,000	25,000	25,000	25,000	
117									
118									
119	Schedule 5 - Village & Small Church Ministries	2015	8/31/2016	2016	2017	2018	2019	2020	2021
120	Pastoral Associate			-	40,000	40,000	40,000	40,000	40,000
121	Capital Improvements		58,765	58,765	30,000	30,000	30,000	30,000	30,000
122	Salary Support				20,000	20,000	20,000	20,000	20,000
123	Total Congregational Renewal & Revitalization			58,765	90,000	90,000	90,000	90,000	90,000
124									
125									
126	Schedule 6 - Multicultural Integration	8/31/2016	2016	2017	2018	2019	2020	2021	
127	Salary - AEP for Korean Ministry		26,730	41,982	31,214	31,526	31,842	32,160	32,482
128	BOP Benefits		9,640	14,460	11,393	11,507	11,622	11,738	11,856
129	Payroll Taxes		1,592	2,532	1,859	1,195	1,624	1,624	1,624
130	R reimbursable Professional Expenses & Travel		2,251	2,599	3,000	3,000	3,000	3,000	3,000
131	Continuing Education		443	500	500	500	500	500	500
132	Intepretation & Translation				1,000	1,000	1,000	1,000	1,000
133	Fellowship & Community		902	1,353	1,500	1,500	1,500	1,500	1,500
134	Total Multicultural Inclusion and Integration		41,558	63,426	50,466	50,229	51,088	51,522	51,961
135									
136									
137	Schedule 7 -New Expressions of Church	2015	8/31/2016	2016	2017	2018	2019	2020	2021
138	Real Estate Purchase (Mukilteo PCUSA)		-	-	-	1,000,000	-	-	-
139	Tidelands Organizing Pastor		46,960	70,440					
140	Tidelands Loan Interest		3,084	4,626					
141	New Church Expressions		-	-	50,000	90,000	120,000	140,000	150,000
142	New Church Expression Leader Assessments		-	-	2,000	2,000	2,000	2,000	2,000
143	Staff for NCD development & support		-	-	72,000	72,000	72,000	72,000	72,000
144	Mukilteo Reorganizing Pastor Salary		4,861	13,394	25,500	52,000	-	-	-
145	BOP Benefits		-	4,889	9,308	18,980	-	-	-
146	Business Expenses inc. coaching		-	2,500	5,000	5,000	-	-	-
147	Total New Church Expressions		54,905	95,848	163,808	1,239,980	194,000	214,000	224,000
148									
149									
150	Schedule 8 - Mission Beyond NWCP	2015	8/31/2016	2016	2017	2018	2019	2020	2021
151	GA Mission & Offerings (a)		140,592	210,888	215,000	215,000	215,000	215,000	215,000
152	NWC Supported Ministries (b)		39,393	59,090	16,000	16,000	16,000	16,000	16,000
153	Higher Education Grants (CC Ministry)		51,500	51,500					
154	Community Blessing Grants		20,000	43,500	44,000	44,000	44,000	44,000	44,000
155	Grants to former CWP Mission Partners (c)		-	71,000	71,000	-	-	-	-
156	Total Current Mission Beyond NWCP		251,485	435,978	346,000	275,000	275,000	275,000	275,000
157	<i>(a) Special Offerings, Designated for PCUSA, etc.</i>								
158	<i>(b) Designated donations, Covenant Partners, etc.</i>								
159	<i>(c) Transition funding for Tall Timber, Campbell Farm, Mending Wings</i>								
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EXPENSE SUBSCHEDULES (CONTINUED)

Schedule 9 - Governance & Congregational Support	8/31/2016	2016	2017	2018	2019	2020	2021
GA Per Capita Expense	52,452	69,299	62,767	61,236	62,694	64,152	65,610
Synod Per capita expense	8,180	14,600	12,915	12,600	12,900	13,200	13,500
GA and OGA Events (a)	-	1,000	1,500	3,000	1,500	3,000	1,500
Triennium (b)	16,478	16,478	-	5,500	-	-	5,500
Sub-total	77,110	101,377	77,182	82,336	77,094	80,352	86,110
Presbytery Leadership Summit							
Supplies (@ lunch, Kennewick \$1,044)	1,792	2,978	500	500	500	500	500
Travel - Airfare (c)	6,842	4,853	9,603	see below	-	-	-
Lodging (d)	4,871	7,355	12,355	see below	-	-	-
Annual Meeting Airfare (c)	-	-	-	4,750	4,750	4,750	4,750
Annual Meeting Lodging (e)	-	-	-	2,500	2,500	2,500	2,500
Hybrid Meeting Airfare, 6 @ \$475	-	-	-	2,850	2,850	2,850	2,850
Hybrid Meeting Lodging 6 @ \$125, two nts.	-	-	6,000	375	375	375	375
Speakers (check Verge fees)	-	-	1,000	2,500	2,500	2,500	2,500
Total Leadership Summits	13,505	15,186	28,958	13,475	13,475	13,475	13,475
Executive Board & Subcommittees *	4,119	4,864	5,000	5,000	5,000	5,000	5,000
Commission on Ministry (COM) inc. travel *	16,006	13,642	20,463	20,000	20,000	20,000	20,000
Commission on Prep for Ministry (CPM) *	2,590	1,477	2,216	3,000	3,000	3,000	3,000
Nom, COR, PJC, IC	142	500	700	700	700	700	700
Whitworth & Seminary Internships	9,577	19,000	19,000	20,000	20,000	20,000	20,000
Total Governance and Congregational Support	131,279	177,514	139,357	144,511	139,269	142,527	148,285

Notes:

(a) Staff to GA, Moderator's Conference, etc.

(b) 2016 amount includes airfares and registrations fees that were reimbursed. Future years are presbytery's one third share.

(c) YTD costs + 10 @ \$475 for Nov. meeting, future: 10 AK airfare @ \$475 three times a year

(d) Lodging YTD costs + 40 nights @ \$125.

(e) Future lodging, 20 frm CW one night; 10 frm AK two nights, all rooms \$125 double occupancy

*Travel included

EXPENSE SUBSCHEDULES (CONTINUED)

Schedule 10 - Support Services	2015	8/31/2016	2016	2017	2018	2019	2020	2021	
Office Expenses									
Reimbursable supplies		2,964	4,446	4,500	4,590	4,682	4,775	4,871	
Rent	11,862	7,908	11,875	12,000	12,240	12,485	12,734	12,989	
Utilities & Telephone (2016 inc. CW)	3,422	4,869	7,304	3,700	3,774	3,849	3,926	4,005	
Insurance	3,761	1,614	4,000	4,200	4,284	4,370	4,457	4,546	
Bldg Maint & Repair	1,861	1,080	1,620	1,500	1,530	1,561	1,592	1,624	
Copier Lease	5,221	4,333	6,500	6,500	6,630	6,763	6,898	7,036	
Equipment Purchase (a)	433	275	413	4,000	4,080	4,162	4,245	4,330	
IT Support	4,990	3,058	4,587	5,000	5,100	5,202	5,306	5,412	
Supplies	2,803	1,496	2,244	2,300	2,346	2,393	2,441	2,490	
Postage	1,212	728	1,092	1,200	1,224	1,248	1,273	1,299	
Bank Charges	874	207	311	350	357	364	371	379	
Software	-	176	500	500	510	520	531	541	
Accounting Services		10,000	15,000	15,000	15,300	15,606	15,918	16,236	
Telephone, Web, Conference	3,847	2,358	3,537	4,000	4,080	4,162	4,245	4,330	
Financial Review (c)	600	20,193	20,193	10,000	10,200	10,404	10,612	10,824	
Legal Fees	5,949	644	966	1,000	1,020	1,040	1,061	1,082	
Fees & Taxes		536	536	-	-	-	-	-	
Yakima Office Expenses	-	12,800	12,800	-	-	-	-	-	
Total Office Expenses	46,835	75,239	97,922	75,750	77,265	78,810	80,387	81,994	
<i>Expenses increased annually by 2%</i>									
Staff	(c)	2015	8/31/2016	2016	2017	2018	2019	2020	2021
Executive Presbyter Salary (1 FTE Exempt)		92,814	93,278	93,278	95,144	96,095	97,056	98,027	99,007
Benefits		33,877	34,046	34,046	34,727	35,075	35,425	35,780	36,137
Payroll Taxes (7.5%)			7,136	7,136	7,278	7,351	7,425	7,499	7,574
Business Expenses (CE + Travel + Pro)		12,500	8,497	12,746	13,000	13,000	13,000	13,000	13,000
Total Executive Presbyter		139,191	142,957	147,206	150,150	151,521	152,906	154,305	155,718
Stated Clerk (.75 FTE during 2016) (d)		30,895	31,050	46,667	47,040	47,511	47,986	48,466	48,950
Benefits (20% thru '16, BOP 45% '17)		6,179	6,210	9,333	17,170	17,341	17,515	17,690	17,867
Payroll Taxes (7.5%)			2,329	3,500	-	-	-	-	-
Reimbursable Expenses		1,500	600	1,000	2,000	2,000	2,000	2,000	2,000
Total Stated Clerk		38,574	40,189	60,500	66,210	66,852	67,501	68,156	68,817
Communications Coordinator (1 FTE non-exempt)		49,040	49,285	49,285	50,271	50,774	51,282	51,794	52,312
Benefits (20%)		9,808	9,857	9,857	10,054	10,155	10,256	10,359	10,462
Payroll Taxes (7.5%)				3,696	3,770	3,808	3,846	3,885	3,923
Business Expenses		1,500	469	1,500	1,500	1,500	1,500	1,500	1,500
Total Communications Coordinator		60,348	59,611	64,339	65,596	66,237	66,884	67,538	68,198
Alaska Coordinator			3,350	5,040	5,090	5,141	5,193	5,245	5,297
Benefits			-	-	-	-	-	-	-
Business Expenses			797	1,300	2,000	2,000	2,000	2,000	2,000
Total Alaska Coordinator			4,147	6,340	7,090	7,141	7,193	7,245	7,297
Central WA Staff			44,030	44,030					
Total Staff		238,114	290,934	322,414	289,046	291,751	294,484	297,244	300,031
Total Support Services		284,949	366,173	420,336	364,796	369,016	373,294	377,630	382,025

(a) Staff laptops replacement every three years

(b) reviews more costly due to merger, future less

(c) Compensation and related expenses increase 1% per year

(d) Stated Clerk to be treated as clergy re: BOP and Self Employment beginning 2017

Re: Campbell Farm

Date: August 29, 2016

From: Warren Webber

Corey,

Thanks for the opportunity to propose the creation of a temporary position to oversee the operations and “facelift” for Campbell Farm during the transition period, as management of the farm is transferred to the Northwest Coast Presbytery. I am not sure what format to put this in, so I will give a short explanation of my observations and then give you a list of bullet points which need to be addressed.

Ever since the proposal to merge the two presbyteries, I have been intrigued by Campbell Farm; what is it and what does it do? Since the merger, my intrigue has continued and expanded, and now I wonder, “what can it become?”

In my visits to the farm, I have found it to have a worthwhile and admirable mission. The two women who run the youth programs, Carman Pimms and her daughter Dionna, are dedicated disciples. Their mission is to serve the diverse population of children and youth on the Yakima Reservation, near Wapato.

Unfortunately, the farm seems to be in a state of disarray. Work needs to be done on the physical plant to bring it up to a safe and efficient standard, there are a number of administrative needs that must be attended to, the accounting needs to be clarified, and plans to make the farm sustainable in the future need to be addressed.

Does the horse or the cart come first? Do I do a lot of planning and estimate costs without knowing whether there will be funds, or do we appropriate funds and move forward? In order to address the long list of concerns and issues for the farm that I have included below, I am proposing to work half-time for a year for \$41,500. Additionally, I am proposing to be granted up to \$60,000 for materials and expenses to complete the list of improvements. The total cost proposed would be \$101,500. I think that this expense is justified, because I believe the Northwest Coast Presbytery has an obligation to bring the former Central Washington Presbytery’s aspirations for Campbell Farm to fruition.

Tasks to be done and/or addressed:

1. Analysis of the current state of Campbell Farm—
 - a. What are the terms of the orchard lease?
 - i. Does Campbell Farm have a negative balance with Gilbert due to two years of bad crops?
 - ii. Would it make sense to redo the lease?
 - iii. As part of mission, could our member churches pick fruit for mission, charity or financial goals?
 - b. Financially, where is Campbell Farm now?
 - i. Who is employed?
 - ii. Pay status—are we current?

- iii. Reserves
 - c. Income
 - i. Sources
 - ii. Amounts
 - d. Mission
 - i. Meals served
 - 1. To whom?
 - 2. Where?
 - ii. Other activities?
 - 1. After school programs
 - 2. College visits
 - e. Campers
 - i. Who?
 - ii. From where?
 - iii. Numbers?
 - f. Local community
 - g. Physical plant
 - i. What deferred maintenance needs to be done?
 - 1. Priorities
 - 2. Roofing
 - 3. Windows
 - 4. Insulation
 - 5. Doors
 - 6. Water lines
- 2. Looking to the future—
 - a. Mission
 - i. Once the mission of Campbell Farm is determined, then work on a plan to address the above-mentioned issues as they relate to the future.
 - ii. Set up or revise present accounting
 - iii. Evaluate payroll and terms of employment
 - 1. How and what can we do to improve the working relations?
 - b. Income (possibly the most important item)
 - i. What are the present sources?
 - ii. How can we expand the sources?
 - iii. Can Campbell Farm be used for other activities that would be financially beneficial to the farm?
 - 1. “Tall Timber for Adults”
 - 2. Wine tasting groups
 - 3. Retreats
 - iv. Other Government programs, such as the meals program?
 - v. Partners/Tribal support
 - c. Ways to increase numbers of campers/donors
 - d. Fundraising
- 3. Improvements to the physical plant—

- a. How much deferred maintenance needs to be done?
 - i. Set priorities
 - b. Once priorities are established:
 - i. Complete a materials list
 - ii. Order materials
 - iii. Coordinate volunteers
 1. Evaluate how to use/what can volunteers do?
 2. What role can volunteers play at Campbell Farm?
 - iv. Expand gardens to enhance Campbell Farm's mission.
 - c. Are we bound by the original Bequest?
4. Administrative tasks—
- a. Expand board to include at least one member from Emmanuel, Parker Heights, Sunnyside and Kennewick.
 - b. Develop an ownership among these churches.
 - c. Can we grow the relationship between Campbell Farm and the churches who left the presbytery?
5. Should Campbell Farm be established as its own entity? What should that be?

Campbell Farm is a huge asset for the Northwest Coast Presbytery. We have a unique opportunity to support the work that is being done there and to fulfill our calling to be the hands and feet of Jesus in the Yakima Valley. I believe that we should make an investment in the farm to bring it up to its potential.

**Presbytery of Northwest Coast
Statement of Financial Position
As of September 27, 2016**

ASSETS			
Checking, Savings, Petty Cash			995,086.64
Accounts Receivable			19,720.83
Investments (Schwab, MDC, New Covenant, Foundation)			2,306,845.55
Meadow Springs Loan			90,034.17
Fixed Assets - Buildings, Land, Improvements			237,528.64
Accumulated Depreciation			<u>(46,601.22)</u>
TOTAL ASSETS			3,602,614.61
LIABILITIES AND NET ASSETS			
LIABILITIES			
Accounts Payable & Accrued Payroll Taxes			13,517.30
Stanwood MDC Loan			<u>130,652.61</u>
TOTAL LIABILITIES			144,169.91
NET ASSETS			
	1-Jan	Net Change	27-Sep
Unrestricted/Designated			
3000-09 Bicentennial-Neah Bay Bldg	33,102.53	-	33,102.53
3000-33 SE Alaska Fund	299,512.00	(55,527.55)	243,984.45
3100-03 CBG Investment Fund	804,480.02	-	804,480.02
3100-06 CBG Fund for Making Grants	33,113.00	(975.83)	32,137.17
3200-27, 30 Higher Education	50,631.64	(55,870.00)	(5,238.36)
3200-33 Village Ministries	2,482.51	-	2,482.51
3200-03 Peacemaking Presbytery	3,717.88	-	3,717.88
3200-09 TT Camper Scholarships	7,828.48	-	7,828.48
3250-09 CBG Mission Partnership for Making Grants	<u>643.21</u>	<u>-</u>	<u>643.21</u>
Total Unrestricted, Designated	1,235,511.27	(112,373.38)	1,123,137.89
Temporarily Restricted			
3200-06 Katie Allen Scholarship	12,291.87	169.00	12,460.87
3200-12 Oso Disaster Relief	19,869.87	-	19,869.87
3200-24 Flood Support PDA	4,214.45	-	4,214.45
3202-09 MS Mathes Fund 0617/1744	38,689.43	1,493.21	40,182.64
3202-11 A Merchant Fund 0675/5347	19,417.53	20,110.13	39,527.66
3202-21 A Merchant 0675 Tidelands	7,800.00	(6,949.95)	850.05
3202-54 MS Mathes Whitworth Internships	14,000.00	(5,505.17)	8,494.83
3204-03 Phoebe Bakken Fund 5580	134.19	108.29	242.48
3204-18 J Earl Jackman Fund 2126	11,671.51	520.63	12,192.14
3204-21 Henry & Vineta Fawcett Fund 2890	4,626.96	2,699.88	7,326.84
3204-24 SE Alaska Mission Fund 2006	5,250.00	-	5,250.00
5500-20 DeVries Scholarship Fund	-	2,026.65	2,026.65
5500-22 Morris Evangelism Fund	<u>-</u>	<u>9,683.57</u>	<u>9,683.57</u>
Total Temporarily Restricted	137,965.81	24,356.24	162,322.05
Unrestricted/Undesignated Net Assets	1,472,968.16	(80,057.14)	1,392,911.02
Permanently Restricted	780,073.74		780,073.74
Net Income	<u>(168,074.28)</u>		<u>-</u>
TOTAL NET ASSETS	3,458,444.70	(168,074.28)	3,458,444.70
TOTAL LIABILITIES AND EQUITY			3,602,614.61

**Presbytery of Northwest Coast
Statement of Activity - Summary
Jan 1 - Aug 31, 2016**

	<u>Actual</u>	<u>Year to date Budget</u>	<u>Variance</u>		<u>Annual Budget</u>
Income					
Per Capita	304,544	260,524	44,020	17%	397,401
GA Mission	106,939				
Presbytery Mission	45,272				
Other Income	42,225				
Investment Income (Unrestricted)	37,087				
Restricted Funds Earnings	44,130				
From Tidelands	46,960				
From Central WA for Operations	50,000				
From Synod for Korean AEP	15,000				
Loss on Endowment Value	<u>(15,486)</u>				
Total Income	676,670				
Expenses					
GA & Synod Per Capita Expense	60,632	47,927	(12,705.10)	-27%	71,891
GA Mission	140,591				
Presbytery Mission	39,393				
Purchases for reimbursement	2,964				
Community Blessing Grants	20,600				
Staff Support (EP,Clerk, CC, AK Coord.)	(a) 248,457	191,905	(56,552)	-29%	287,858
Office Expenses	(b) 62,149	38,226	(23,923)	-63%	57,339
Presbytery Mtgs & Board	(c) 23,888	36,133	12,245	34%	54,200
COM	13,642	12,667	(976)	-8%	19,000
CPM Expenses	1,477	3,000	1,523	51%	4,500
Triennium	(d) 16,479				
Alaska Fund Grants	58,765				
Mathes Fund Grants for Interns	9,000				
Tidelands Organizing Pastor	46,960	44,018	(2,942)	-7%	66,027
Extra Tidelands Support	10,000				
Korean EAP	40,656	31,247	(9,408)	-30%	46,871
Grants to Community College Ministry	<u>51,500</u>	<u>-</u>	<u>-</u>		<u>-</u>
Total Expenses	847,154				
Net Operating Income	(170,484)				
Change in Net Assets - Income (Loss)	(170,484)				
Net Assets at Beginning of Year	3,626,519				
Net Assets at End of Period	3,456,035				

(a) includes unbudgeted CW salaries

(b) includes unbudgeted CW office expenses

(c) budget figure includes \$20,000 for Alaska travel

(d) Total cost of Triennium, 2/3rds paid for by participants and churches included in Other Income

DRAFT NWC Leadership Summit Schedule DRAFT

Engage, Equip & Encourage as we follow Jesus

November 4-5, 2016

Community Church of Seattle
3727 240th St SE, Bothell, WA 98011

Accommodations for out of town presbyters at the **Red Lion, Bothell**. [Sarah place address here]

Click Here to register for NWC Leadership Summit. [Sarah place link on the “click here”]

Thursday, November 3, PM

Alaskans and others from outside the Seattle area taking the Healthy Boundaries Training may arrive.

Friday, November 4

9am-1pm Optional: Healthy Boundaries Training with Rev. Amy Delaney. [Sarah place link to register for training on the title]

Lunch *on your own* unless you are participating in **Healthy Boundaries Training** in which case lunch is provided.

2-5pm: Registration at CCS

2:30-4:30: Workshops

GA Constitutional Amendments Backgrounder (Rev. Dean Strong)

5-year ministry plan and budget backgrounder (Dr. Corey Schlosser-Hall & Rev. Kurt Helmcke)

Workshop 3: Korea Trip Report? (Rev. Paul Kim)

Workshop 4: Practical, how to's of developing multi-generational worship and education. Rev. Jane Van Antwerp.

5:00: Worship (Rev. James Kwon, Moderator preaching)

6:00 Dinner (CCS)

7:00 D3: Discern Discuss & Decide (CCS).

9:00 Adjourn

Saturday, November 5

8-9am VERGE 2.0 Check-in or walkin registration

9-12 noon VERGE Speakers 1-4

12 – 12:45 Lunch and Fellowship

12:40-3:00 Speakers 5-7

3-3:30 Final Announcements, Conclude Send-Off

Dinner and eve on your own (for those staying until Sunday coordinate social time, dinners out, with friends and colleagues, or enjoy an evening on your own).

5:00pm VERGE 2.0 Speakers and spouses out to dinner at **McMenamins Anderson School** in Bothell hosted by EP Corey Schlosser-Hall and Exec Board members.

Sunday November 6: Worship with local congregations. The following congregations are all within 10 minutes of the Red Lion in Bothell.

Community Church of Seattle (Korean Language Services). Rev. James Kwon, Pastor. 8:30am, 10:00, 11:30, 1pm

CCS New Life (English Language Services). Rev. Paul Kim, Pastor. 9:30, 11:30am at 3700 Monte Villa Parkway. 2 blocks from CCS main campus.

Emmanuel Presbyterian Church, Bothell. Rev. Dave Rohrer Pastor. 10am Service.

Cottage Lake Presbyterian Church, Woodinville. Rev. Scott Anthony on Sabbatical. Rev. ##### preaching. 10am service.

Or other church you wish you attend.

[Sarah please confirm worship times, place addresses, and web addresses by each congregation.]

Blessings upon your travel!

Executive Board
Minutes of the Regular Meeting
December 8, 2016

The meeting was held at New Life Fellowship, in Bothell, WA, and opened with prayer at 11:04 a.m. by Moderator Rev. Kurt Helmcke, followed by a service of worship assisted by members of the Board.

Voting members present: Scott Anthony, *Cottage Lake*, Clarence Antioquia, *Northern Light*, Gustavo Carvajal, *Parker Heights*, Alan Dorway, *Everett First*, George Eastman, *Neah Bay*, Kurt Helmcke, *North Creek*, Francie Irwin, *Othello First*, Paul Kohler, *HR*, Ted Schuldt, *HR*, Janice Smith, *Acme*, Dottie Villevik, *Everett First*, Warren Weber, *Emmanuel*.

Voting members absent: Kathy Garde, Westminster, James Kwon, *Community Church of Seattle*, George Pasely, *Ketchikan*, Claudia Rowe, *Craig & Klawock First*.

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

Nominating Committee – Linda Colby is a ruling elder at Cashmere who brings many years experience in Christian Education and is a recently retired teacher. She is very enthusiastic about working with people considering entering the ministry. **The following recommendation was APPROVED, as amended, “That, Linda Colby, ruling elder at Cashmere, be appointed to the Commission on Preparation for Ministry, by the Board on behalf of the presbytery, to be confirmed at the next regular meeting of the presbytery.”**

United Presbyterian Church of Seattle – **The following resolution was APPROVED, “That Hallack Grieder, Dennis Hughes, and Minna Dimmick be designated as additional members of the current Administrative Commission, if they agree to serve.”**

Oso Funds Allocation – **The following resolution was APPROVED, “That \$15,000 of the Oso Disaster Relief funds provided by Presbyterian Disaster Assistance, and individuals and congregations both within and beyond the presbytery, be allocated and paid directly to the victim family identified by Salvation Army case worker David Johnston, to assist with the down payment of a new home; the \$4,780 remainder of the Oso Funds to be returned to PDA.**

Financial Reports¹ – Were received and reviewed by Stated Clerk/Treasurer Dean Strong.

Clallam Bay Delegation – The session at Clallam Bay has applied for a grant to repair the manse. Elders Donna Keys, Lorretta Klock, and Kim Bowlby were welcomed by the Board, and offered further commentary on the application that had been distributed with the agenda. Board members laid hands on them, and prayed for them and the Clallam Bay congregation. They joined the members for lunch and then departed. The Board acted on the application later in the meeting.

Retirements – Former Treasurer Bill Grosse, and retiring former Central WA Presbytery Interim Executive Kevin Nollette were welcomed. Memories, appreciation, gratitude and prayers were offered for these faithful servants of the Church. They also joined the board members for lunch.

The Board recessed for lunch.

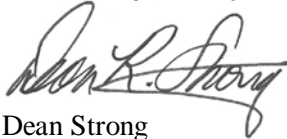
Clallam Bay Capital Funds Request – The board discussed the application. **The following resolution was APPROVED: “That \$40,000 be granted to Clallam Bay Presbyterian Church to repair the manse; \$19,418 to be allocated from account 3202-11 A Merchant Fund 0675/5347, and the balance from unrestricted/undesignated funds, upon verification that the property is owned by the church and held in trust for the presbytery.**

Covenant Partners Task Force Report – The report was received and presented by task force member Phil Campbell. After a discussion, **a motion to postpone acting on the report's recommendations until the next regular meeting was APPROVED.**

Staffing Task Force Report² – The report was received, including a detailed financial analysis that projected all of the recommendations into the five year budget/ministry plan recently approved by the presbytery. The board gave prayerful and significant consideration to the report's staffing recommendations, assessing the presbytery's renewed mission, broader context, opportunities, needs and financial impact, in light of the five year plan.

After further discussion, the following motion was APPROVED: To execute the staffing plan determined and funded by the currently presbytery approved 2017 budget and five year plan; to consult further with COM regarding Central Washington staffing needs, to adopt the recommendation increasing the Associate Executive Presbyter for Korean Ministries to .75 FTE for added work in reaching out to other Korean churches beyond the bounds of NWC Presbytery (resulting in a budget increase of \$25,104.50 for salary, taxes and benefits), and to continue to considering additional staffing needs during the coming year.

The meeting was adjourned with prayer at 2:34 P.M.



Dean Strong
Stated Clerk

Attachments:

1. Statements of Activity and Financial Position for the period ending November 30, 2016.
2. Staffing Task Force Report (individual position descriptions omitted).

Presbytery of Northwest Coast

o

January 1 - November 30, 2016

	<u>Total</u>
Income	
5100-00 Per Capita	386,669
5100-10 GA Mission	132,384
5300-00 Presbytery Mission, Cov. Partners	67,947.7
5400-00 Other Income	46,018
5450-00 Investment Income	27,591
5500-00 Temporarily Restricted Income	177,709
5900-00 Loss on Foundation Funds	<u>(15,486)</u>
Total Income	822,832
Expenses	
6100-00 Per Capita Expenses	77,635
6100-10 GA Mission & Special Offerings	169,804
6200-00 Extra Commitment Presb	4,938
6300-00 Presbytery Mission Expense	4,450
6300-50 Covenant Partners	50,792
6400-00 Purchases for reimbursement	3,112
6400-50 Projects:	
Deming sale	2,037
Campbell Farm Repairs	102,280
Community Blessing Grants	<u>30,000</u>
Total Projects	134,317
7200-00 Office Staff Expenses	339,612
7200-50 Office Expenses	69,196
7300-00 Presbytery Meetings, Board, Acs	46,859
7300-30 COM Expenses	23,421
7300-50 CPM Expenses	958
7400-00 Triennium	16,479
7500-00 Restricted Fund Expenses:	
Sitka Grant	58,765
Interns	19,000
Community College Grants	<u>55,870</u>
Total Restricted Fund Expenses	133,635
7800-00 Fund Expenses	
Tidelands Organizing Pastor	64,361
Korean AEP	<u>58,635</u>
Total Fund Expenses	123,614
7900-00 New Worshipping Communities	<u>675</u>
Total Expenses	1,199,499
Change in Net Assets (loss)	<u><u>(376,667)</u></u>

sday, Dec 06, 2016 01:34:40 AM PST GMT-8 - Accrual Basis

Presbytery of Northwest Coast
Statement of Financial Position
As of November 30, 2016

		<u>30-Nov</u>	
ASSETS			
Total Bank Accounts, Checking & Savings		824,468	
Accounts Receivable		6,542	
Per Capita Receivable		7,040	
Investments			
Total 1400-01 MDCs and New Covenant Funds		660,641	
Total 1450-00 Community Blessing Investments		870,533	
Total 1600-00 Perm Restr - Presby Foundation		764,588	
1700-25 Meadow Springs Loan		88,534	
Fixed Assets (Buildings, Land, Improvements)		190,927	
TOTAL ASSETS		3,413,274	
 LIABILITIES AND EQUITY			
Liabilities			
Total Accounts Payable		29,791	
Total 2000-14 Accrued Payroll and Taxes		4,208	
2000-25 Stanwood MDC Loan		129,423	
Total Liabilities		163,422	
 Equity			
	<u>1-Jan</u>	<u>Change</u>	<u>30-Nov</u>
3900-00 Unrestricted			
3900-00 Northwest Coast Unrestricted	447,256	(126,242) a	321,013
3000-34 SE Alaska MDC Investments	137,452	4,380	141,832
3000-36 Central WA Funds	898,260	(159,332) b	738,928
Total Unrestricted	1,482,968	(281,194)	1,201,774
3000-00 Unrestricted/Designated			
3000-09 Bicentennial-Neah Bay Bldg	33,103		33,103
3000-12 Synod Higher Education	15,632	(15,632) c	0
3000-13 Synod Higher Ed - New Ministries	35,000	(35,000) c	0
3000-33 SE Alaska Fund	299,512	(58,765) d	240,747
Total 3100-00 Community Blessing Grants	827,593		827,593
Total 3000-00 Unrestricted/Designated	1,210,839	(109,397)	1,101,443
3200-00 Temporarily Restricted			
3200-03 Peacemaking Presbytery	3,718		3,718
3200-06 Katie Allen Scholarship	12,292	169	12,461
3200-09 TT Camper Scholarships	7,828		7,828
3200-12 Oso Disaster Relief	19,870		19,870
3200-24 Flood Support PDA	4,214		4,214
3200-33 Village Ministries	2,483		2,483
3202-09 MS Mathes Fund 0617/1744	38,689	8,330	47,020
3202-11 A Merchant Fund 0675/5347	19,418		19,418
3202-21 A Merchant 0675 Tidelands	7,800	5,425	13,225
3202-54 MS Mathes Whitworth Internships	14,000		14,000
3204-03 Phoebe Bakken Fund 5580	134		134
3204-18 J Earl Jackman Fund 2126	11,672		11,672
3204-21 Henry & Vineta Fawcett Fund 2890	4,627		4,627
3204-24 SE Alaska Mission Fund 2006	5,250		5,250
3250-09 CBG Mission Partnership for Making Grants	643		643
Total 3200-00 Temporarily Restricted	152,638	13,924	166,562
Total 3300-00 Permanently Restricted (Foundation)	780,074		780,074
Net Income (Loss)			(376,667) see above for allocation
Total Equity	3,249,852		3,249,852
TOTAL LIABILITIES AND EQUITY	3,249,852		3,413,274

a - primarily salaries for Brandon Bailey & Jinsuk Kim, Therin Fenner, MPC AC

b - CWP Salaries, office expenses, Campbell farms grant

c - \$50k granted to community college ministries

d - \$58,765 granted to Sitka for roof repair

Personnel Workgroup Recommendation

(REs Bill Palmer, Barbara Sanford, Clay Antioquia, Revs. Joe Bettridge, Stephanie Hankey, Becky Anderson)

Personnel Workgroup Motto: "If we err, let's err on the side of over-resourcing. Act from God's abundance."

"It is very dangerous to go into eternity with possibilities which one has oneself prevented from becoming realities. A possibility is a hint from God. One must follow it."—Soren Kierkegaard

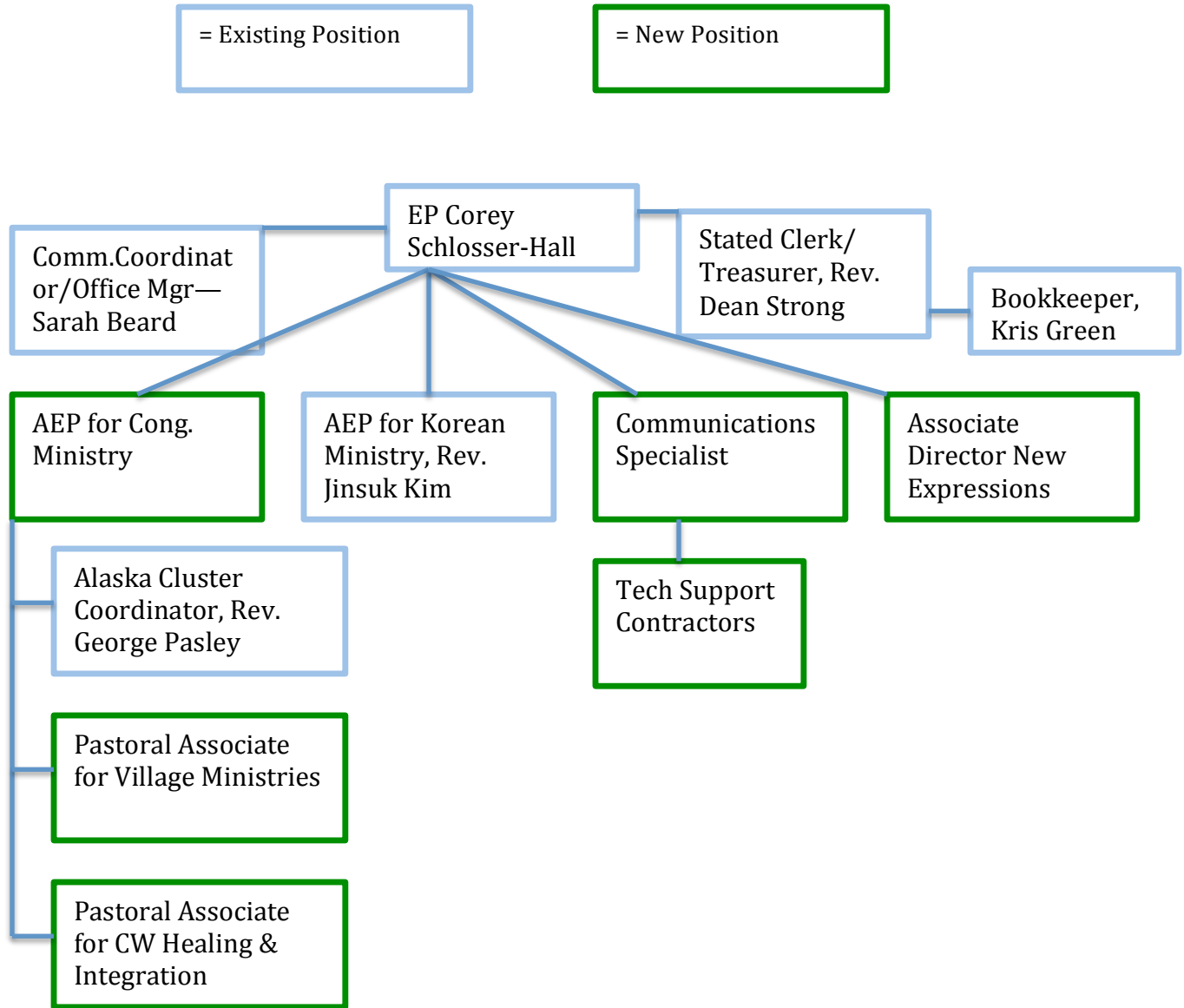
Existing Staffing with Recommended Adjustments

Position	Person	FTE
Executive Presbyter.	Dr. Corey Schlosser-Hall.	1 FTE Exempt (same)
Stated Clerk/ Treasurer	Rev. Dean Strong	$\frac{3}{4}$ FTE Exempt (see motion in EB agenda)
Associate EP for Korean Ministry	Rev. Jinsuk Kim	$\frac{1}{2}$ FTE Exempt. Give latitude for up to $\frac{3}{4}$ if more churches join.
Communications Coordinator/Office Manager	Sarah Beard	1 FTE non-exempt (same)
Alaska Cluster Coordinator/Social Media Steward	Rev. George Pasley	As needed (same)
Bookkeeper	Kris Green	Contract with Seattle Presbytery (same with increase to \$20k/ year).

New Positions (Red=Act on Now)

Position	Term	FTE
Associate EP for Congregational Ministry	As soon as feasible.	1 FTE Executive Level with supervisees.
Pastoral Associate for Village Ministries	ASAP (2 year term)	Up to .5 FTE
Pastoral Associate for Central WA Healing and Integration	ASAP (2-year term)	Up to .5 FTE
Associate Director of New Expressions	Begins when grant partners are lined up in 2017 or 2018 for startup	Up to .5 FTE
Communications Specialist	2017-2018 (2 year contract, renewable)	1 FTE non-exempt
Tech Support Specialists	As needed for events	Episodic Contracts

Proposed Org Chart



General discussion: we want to make sure Hispanic outreach potential is recognized and included, so it shows up in the Central Washington and New Expressions sections. The Task Force made no immediate recommendation on how/when these might be filled or the combination of positions.

Priorities identified by TF

2017 (now)

- A** 1. **Pastoral Associate for Small, Rural Congregations and Village Ministries**
 * Please note this has been renamed, broadened a little bit for language's sake. See new draft job description on page 3 and list of churches on page 4 that might be included. .5 FTE 2 year position then review. *(Note: This is already budgeted for. However, this action may increase the existing budget by up to \$7000—from \$40,000 to \$47,000).* **Schedule 5 revised to show \$7,000 increase.**
- B** 2. **Pastoral Associate for Central Washington** .5 FTE 2 year position then review See new draft job description attached and list of churches and fellowships included in ministry area. *Note: This is one of the actions we recommend further discussion and discernment at December EB meeting.* **Revised Schedule 10, Support Staff**
- C** 3. **New Expressions Grant Writer** contractual 2017. This is not defined here, however, the TF feels that there should be money budgeted to begin late fall 2-16 to early in 2017 for a person to write and follow up the grants for the New Expressions position. We believe this would relieve Corey of some of the groundwork that would need to be done early on. We don't know how much \$ should be budgeted for this. *Note: This is one of the actions we recommend further discussion and discernment at December EB meeting.* **Schedule 7, +\$25K in '17 & '18.**
- D** 4. Increase **Korean Associate** position to .75 FTE from .50 FTE for added work in reaching out to other Korean churches beyond the bounds of NWC Presbytery *(Note: This would increase current recommended budget by approximately \$15,000)* **Actual increase is \$25,104.50 when BOP Benefits and Payroll tax is included, Sched. 6.**
- E** 5. Continue **Alaska Cluster Coordinator** for another year at same rate (\$5000 stipend and \$5000 for travel). *Note: This is already budgeted for in current budget.*
- F** 6. **Tech Support Specialists** (as needed contractual), position description needs to be developed, but needed earlier rather than later. **Note: This is already budgeted for in current recommended budget.**

Develop in 2017

2017

1. **Pastoral Associate for New Expressions** (Cyclical)
 Note: this can begin when grants are lined up 2017
 Job description needs to be developed. **\$72,000 was included in approved budget.**

- G** 2. **Associate Executive Presbyter for Congregational Ministry** TF sees this position relieving Corey of some of the COM CPM work onsite as well as folding in the prior suggested Pastoral Associate for Church Renewal. **With taxes, \$105,800.**
- H** 3. **Communications Specialist** (1 FTE) Job description needs to be developed. Sooner rather than later, may not need to be 1 FTE. **\$73,581, 2016 & 2017.**

Presbytery of the Northwest Coast
Budget Impact of Staff Task Force Proposal
2018 -2021 Proforma Budgets

05-Dec 1:51 PM

				Forecast					
	Schedules	2015	8/31/2016	2016	2017	2018	2019	2020	2021
Income									
Unrestricted	(1)		425,292	629,672	656,379	654,276	664,234	678,593	697,652
Restricted Funds	(2)	-	73,095	96,619	65,240	65,240	65,240	65,240	65,240
Grants & Major Gifts	(3)	61,699	41,500		175,000	167,000	217,000	187,000	227,000
Gifts to NWC Supported Ministries	(a)	140,000	152,212	200,000	200,000	200,000	200,000	200,000	200,000
Sale of Deming Property		-	-	-	200,000	-	-	-	-
Endowment Principle (value loss)		-	(15,486)	(15,486)	-	-	-	-	-
Total Income		201,699	676,614	910,805	1,296,619	1,086,516	1,146,474	1,130,833	1,189,892
Expenses									
Congregational Renewal & Revitalization	(4)	-	-	-	10,000	25,000	25,000	25,000	25,000
Village & Small Churches	(5)		58,765	58,765	100,950	100,950	50,000	50,000	50,000
Multi-Cultural Integration	(6)		41,558	63,426	71,314	71,314	71,314	71,314	71,314
New Expressions of the Church	(7)		54,905	95,848	188,808	1,264,980	194,000	214,000	224,000
Mission Beyond NWCP	(8)		251,485	435,978	390,000	319,000	319,000	319,000	319,000
Governance & Management	(9)	-	131,279	177,514	144,357	144,011	151,269	167,777	153,285
Support Services	(10)	284,949	366,173	420,336	608,376	616,817	501,772	508,518	515,371
Total Expenses		284,949	845,400	1,193,102	1,402,854	2,416,121	1,237,355	1,280,609	1,282,969
Change in Net Assets (Net Income - Loss)		(83,250)	(168,786)	(282,296)	(106,235)	(1,329,605)	(90,881)	(149,776)	(93,078)
Net Assets Beginning Less Permanently Restricted				2,633,200	2,350,904	2,244,669	915,063	824,182	674,406
Net Assets End Less Permanent Restricted				2,350,904	2,244,669	915,063	824,182	674,406	581,328
TOTAL ASSET SPENDING									2,051,872
(a) GA Offerings, Presbytery extra commitment, Covenant Partner donations									
APPROVED BUDGET 11/4/2016									
Net Assets Beginning Less Permanently Restricted				2,633,200	2,350,904	2,583,097	1,590,877	1,704,700	1,774,853
Change in Net Assets (Net Income - Loss)				(282,296)	232,193	(992,220)	113,823	70,153	108,620
Net Assets End Less Permanent Restricted				2,350,904	2,583,097	1,590,877	1,704,700	1,774,853	1,883,473
Approved Budget Income (loss)				(282,296)	232,193	(992,220)	113,823	70,153	108,620
Proposed Income (loss)					(106,235)	(1,329,605)	(90,881)	(149,776)	(93,078)
Difference					(338,428)	(337,385)	(204,704)	(219,929)	(201,698)

54 **INCOME SUBSCHEDULES**

55	56	2015	8/31/2016	2016	2017	2018	2019	2020	2021
	Schedule 1 - Unrestricted Income								
57	Membership	8,340		9,733	8,610	8,400	8,600	8,800	9,000
58	Per Capita Assessment (a)	281,866		39.03	39.03	40.00	40.00	40.50	41.50
59	Presbytery Per Capita	281,866	249,451	379,879	336,048	336,000	344,000	356,400	373,500
60	Synod Per Capita (\$1.50)		9,587	14,600	12,915	12,600	12,900	13,200	13,500
61	GA Per Capita (2016=\$7.12, 2017=7.29)		45,506	69,299	62,767	61,236	62,694	64,152	65,610
62	Other: Fees, Registrations, Books, etc. (b)		15,725	23,588	24,000	24,000	24,000	24,000	24,000
63	Investment Income (c)		8,063	12,095	12,000	12,000	12,000	12,000	12,000
64	Mukilteo Dismissal Settlement				200,000	200,000	200,000	200,000	200,000
65	From Central WA		50,000	50,000	-	-	-	-	-
66	Tidelands Contributions (d)	-	46,960	70,441	-	-	-	-	-
67	Total Unrestricted, Income		425,292	629,672	656,379	654,276	664,234	678,593	697,652

68 notes:

69 (a) 2016 = 8100 NWC+1633 CWP; 2017=7698 NWC+1312 CWP Members - 400 for losing Mukilteo PC

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

71 (c) annual interest on MCDs, one ea. held by the three former presbyteries

72 (d) Expected to charter in 2017

73

74

75	Schedule 2 - Income from Restricted & Designated Funds	8/31/2016	2016	2017	2018	2019	2020	2021
76	Devries Scholarship Fund	2,027	2,027	-	-	-	-	-
77	Morris Evangelism Fund (one time grant)	9,684	9,684	-	-	-	-	-
78	Merchant (Small Churches & NCD, PFxxx0675)	3,050	6,000	6,000	6,000	6,000	6,000	6,000
79	Bakken (mission churches, PFxxx5580)	108	140	140	140	140	140	140
80	Demmert (Native Americans SE Alaska, PF 5691)	122	-	-	-	-	-	-
81	Fawcett (leadership seminar, PFxxx2890)	2,700	3,600	3,600	3,600	3,600	3,600	3,600
82	SE Alaska Mission Fund	763	1,526	1,500	1,500	1,500	1,500	1,500
83	Armenia Merchant (from CW?)	19,143	19,143	-	-	-	-	-
84	Jackman (lay pastoral leadership, PF2126)	520	693	700	700	700	700	700
85	Merchant (Small Churches & NCD, PFxxx5347)	967	1,289	1,300	1,300	1,300	1,300	1,300
86	Mathis (Seminary Interns), PFxxx1744)	1,493	1,991	2,000	2,000	2,000	2,000	2,000
87	Mathis (Seminary Interns), PFxxx0617)	3,495	6,990	6,000	6,000	6,000	6,000	6,000
88	Community Blessing Grant Fund Earnings	29,024	43,536	44,000	44,000	44,000	44,000	44,000
89	Total Income from Permanently Restricted Funds	73,095	96,619	65,240	65,240	65,240	65,240	65,240

90 Note: PF=Presbyterian Foundation

91

92

93	Schedule 3 - Grants & Major Donations	2015	8/31/2016	2016	2017	2018	2019	2020	2021
94	Synod one time grant for Korean AEP		15,000	15,000	-	-	-	-	-
95	PCUSA Grants for Community College Minis (a)		26,500	26,500	-	-	-	-	-
96	Gifts from Individuals & Events (b)	-	-	-	40,000	-	40,000	-	40,000
97	Elective Gifts from Congregations for NWC M (c)	-	-	-	-	10,000	20,000	30,000	30,000
98	Grants from Foundations & Corporations (PC (d)	-	-	-	25,000	25,000	25,000	25,000	25,000
99	Murdock Charitable Trust Grant Cyclical	-	-	-	75,000	60,000	45,000	30,000	15,000
100	Cyclical Operational Contributions (e)	NA	-	NA	-	12,000	27,000	42,000	57,000
101	PCUSA Grants - for new church expressions	25,000	-	-	25,000	50,000	50,000	50,000	50,000
102	Internship Contributions from churches	5,000	-	-	5,000	5,000	5,000	5,000	5,000
103	Whitworth Contributions for Internships	5,000	-	-	5,000	5,000	5,000	5,000	5,000
104	Total New Grants and Donations	35,000	41,500	41,500	175,000	167,000	217,000	187,000	227,000

105 Notes:

106 (b) Every other year Ministry Initiative Campaign from individuals

107 (c) A new opportunity for congregational giving.

108 (d) PC (USA) For Cyclical starts of new communities

109 (e) Expected income from startups

110 EXPENSE SUBSCHEDULES

111	Schedule 4 - Congregational Renewal & Revitalization								
112		8/31/2016	2016	2017	2018	2019	2020	2021	
113	Renewal Coordinators		-	10,000	10,000	10,000	10,000	10,000	
114	Congregational Resources		-	-	15,000	15,000	15,000	15,000	
115	Total Congregational Renewal & Revitalization		-	10,000	25,000	25,000	25,000	25,000	
116									
117									
118	Schedule 5 - Village & Small Church Ministries								
119		2015	8/31/2016	2016	2017	2018	2019	2020	2021
119	A Pastoral Associate			-	30,000	30,000			
	Benefits				10,950	10,950			
	Travel & Business Exp.				10,000	10,000			
120	Capital Improvements		58,765	58,765	30,000	30,000	30,000	30,000	30,000
121	Salary Support				20,000	20,000	20,000	20,000	20,000
122	Total Congregational Renewal & Revitalization			58,765	100,950	100,950	50,000	50,000	50,000
123	INCREASE				10,950				
124									
125	Schedule 6 - Multicultural Integration								
126		8/31/2016	2016	2017	2018	2019	2020	2021	
126	D Salary - AEP for Korean Ministry	26,730	41,982	45,000	45,000	45,000	45,000	45,000	
127	BOP Benefits (.365)	9,640	14,460	16,425	16,425	16,425	16,425	16,425	
128	Payroll Taxes (FICA .753)	1,592	2,532	3,389	3,389	3,389	3,389	3,389	
129	R reimbursable Professional Expenses & Travel	2,251	2,599	3,000	3,000	3,000	3,000	3,000	
130	Continuing Education	443	500	1,000	1,000	1,000	1,000	1,000	
131	Intepretation & Translation			1,000	1,000	1,000	1,000	1,000	
132	Fellowship & Community	902	1,353	1,500	1,500	1,500	1,500	1,500	
133	Total Multicultural Inclusion and Integration	41,558	63,426	71,314	71,314	71,314	71,314	71,314	
134	INCREASE			20,848					
135									
136	Schedule 7 -New Expressions of Church								
137		2015	8/31/2016	2016	2017	2018	2019	2020	2021
137	Real Estate Purchase (Mukilteo PCUSA)		-	-	-	1,000,000	-	-	-
138	Tidelands Organizing Pastor		46,960	70,440					
139	Tidelands Loan Interest		3,084	4,626					
140	New Church Expressions		-	-	50,000	90,000	120,000	140,000	150,000
141	C Grant Writer				25,000	25,000			
142	Staff for NCD development & support		-	-	72,000	72,000	72,000	72,000	72,000
143	NCD Leader Assessments				2,000	2,000	2,000	2,000	2,000
144	Mukilteo Reorganizing Pastor Salary		4,861	13,394	25,500	52,000	-	-	-
145	BOP Benefits		-	4,889	9,308	18,980	-	-	-
146	Business Expenses inc. coaching		-	2,500	5,000	5,000	-	-	-
147	Total New Church Expressions		54,905	95,848	188,808	1,264,980	194,000	214,000	224,000
148	INCREASE				25,000				
149									
150	Schedule 8 - Mission Beyond NWCP								
151		2015	8/31/2016	2016	2017	2018	2019	2020	2021
151	GA Mission & Offerings (a)		140,592	210,888	215,000	215,000	215,000	215,000	215,000
152	NWC Supported Ministries (b)		39,393	59,090	60,000	60,000	60,000	60,000	60,000
153	Higher Education Grants (CC Ministry)		51,500	51,500					
154	Community Blessing Grants		20,000	43,500	44,000	44,000	44,000	44,000	44,000
155	Grants to former CWP Mission Partners (c)		-	71,000	71,000	-	-	-	-
156	Total Current Mission Beyond NWCP		251,485	435,978	390,000	319,000	319,000	319,000	319,000
157	Notes:								
158	(a) Special Offerings, Designated for PCUSA, etc.								
159	(b) Designated donations, Covenant Partners, etc.								
160	(c) Transition funding for Tall Timber, Campbell Farm, Mending Wings								
161									
162									
163									
164									

165 **EXPENSE SUBSCHEDULES (CONTINUED)**

166			8/31/2016	2016	2017	2018	2019	2020	2021
167	Schedule 9 - Governance & Congregational Support								
168	GA Per Capita Expense		52,452	69,299	62,767	61,236	62,694	64,152	65,610
169	Synod Per capita expense		8,180	14,600	12,915	12,600	12,900	13,200	13,500
170	Presbyterywide Youth Retreat				5,000	5,000	5,000	5,000	5,000
171	GA and OGA Events	(a)	-	1,000	1,500	3,000	1,500	3,000	1,500
172	Triennium	(b)	16,478	16,478	-	-	7,000	-	5,500
173	Sub-total		77,110	101,377	82,182	81,836	89,094	85,352	91,110
174	Presbytery Leadership Summit								
175	Supplies (@ Lunch, Kennewick \$1,044)		1,792	2,978	500	500	500	500	500
176	Travel - Airfare	(c)	6,842	4,853	9,603	see below	-	-	-
177	Lodging	(d)	4,871	7,355	12,355	see below	-	-	-
178	Annual Meeting Airfare	(c)	-	-	-	4,750	4,750	4,750	20,000
179	Annual Meeting Lodging	(e)	-	-	-	2,500	2,500	2,500	10,000
180	Hybrid Meeting Airfare, 6 @ \$475		-	-	-	2,850	2,850	2,850	2,850
181	Hybrid Meeting Lodging 6 @ \$125, two nts.		-	-	6,000	375	375	375	375
182	Speakers (check Verge fees)		-	-	1,000	2,500	2,500	-	2,500
183	Total Leadership Summits		13,505	15,186	28,958	13,475	13,475	13,475	33,725
184									
185	Executive Board & Subcommittees	*	4,119	4,864	5,000	5,000	5,000	5,000	5,000
186	Commission on Ministry (COM) inc. travel	*	16,006	13,642	20,463	20,000	20,000	20,000	20,000
187	Commission on Prep for Ministry (CPM)	*	2,590	1,477	2,216	3,000	3,000	3,000	3,000
188	Nom, COR, PJC, IC		142		500	700	700	700	700
189	Whitworth & Seminary Internships		9,577	19,000	19,000	20,000	20,000	20,000	20,000
190	Total Governance and Congregational Support		131,279	177,514	144,357	144,011	151,269	167,777	153,285

Notes:

(a) Staff to GA, Moderator's Conference, etc.

(b) 2016 amount includes airfares and registrations fees that were reimbursed. Future years are presbytery's one third share.

(c) YTD costs + 10 @ \$475 for Nov. meeting, future:10 AK airfare @ \$475 three times a year

(d) Lodging YTD costs + 40 nghts @ \$125.

(e) Future lodging, 20 frm CW one night; 10 frm AK two nights, all rooms \$125 double occupancy

*Travel included

199	Schedule 10 - Support Services		2015	8/31/2016	2016	2017	2018	2019	2020	2021
200	Office Expenses									
201	Reimbursable supplies			2,964	4,446	4,500	4,590	4,682	4,775	4,871
202	Rent		11,862	7,908	11,875	12,000	12,240	12,485	12,734	12,989
203	Utlillites & Telephone (2016 inc. CW)		3,422	4,869	7,304	3,700	3,774	3,849	3,926	4,005
204	Insurance		3,761	1,614	4,000	4,200	4,284	4,370	4,457	4,546
205	Bldg Maint & Repair		1,861	1,080	1,620	1,500	1,530	1,561	1,592	1,624
206	Copier Lease		5,221	4,333	6,500	6,500	6,630	6,763	6,898	7,036
207	Equipment Purchase	(a)	433	275	413	4,000	4,080	4,162	4,245	4,330
208	IT Support		4,990	3,058	4,587	5,000	5,100	5,202	5,306	5,412
209	F Communications Technician Contract					15,000	15,300	15,606	15,918	16,236
210	Supplies		2,803	1,496	2,244	2,300	2,346	2,393	2,441	2,490
211	Postage		1,212	728	1,092	1,200	1,224	1,248	1,273	1,299
212	Bank Charges		874	207	311	350	357	364	371	379
213	Software		-	176	500	500	510	520	531	541
214	Accounting Services			10,000	15,000	15,000	15,300	15,606	15,918	16,236
215	Telephone, Web, Conference		3,847	2,358	3,537	4,000	4,080	4,162	4,245	4,330
216	Financial Review	(c)	600	20,193	20,193	10,000	10,200	10,404	10,612	10,824
217	Legal Fees		5,949	644	966	1,000	1,020	1,040	1,061	1,082
218	Fees & Taxes			536	536	-	-	-	-	-
219	Yakima Office Expenses		-	12,800	12,800	-	-	-	-	-
220	Total Office Expenses		46,835	75,239	97,922	90,750	92,565	94,416	96,305	98,231
221	(a) Staff laptops replacement every three years				INCREASE	15,000				
222	(b) reviews more costly due to merger, future less									Expenses increased annually by 2%

EXPENSE SUBSCHEDULES (CONTINUED)

	(c)	2015	8/31/2016	2016	2017	2018	2019	2020	2021
SUPPORT STAFF									
Executive Presbyter Salary, 1 FTE		92,814	93,278	93,278	95,144	96,095	97,056	98,027	99,007
Benefits		33,877	34,046	34,046	34,727	35,075	35,425	35,780	36,137
Payroll Taxes (7.5%)			7,136	7,136	7,278	7,351	7,425	7,499	7,574
Business Expenses (CE + Travel + Pro)		12,500	8,497	12,746	13,000	13,000	13,000	13,000	13,000
Total Executive Presbyter		139,191	142,957	147,206	150,150	151,521	152,906	154,305	155,718
AEP for Koren Ministry		included in Schedule 6 above.							
Stated Clerk/Budget Dir .75 FTE	(d)	30,895	31,050	46,667	47,040	47,511	47,986	48,466	48,950
Benefits (20% thru '16, BOP 36.5% '17)		6,179	6,210	9,333	17,170	17,341	17,515	17,690	17,867
Payroll Taxes (7.5%)			2,329	3,500	-	-	-	-	-
Reimbursable Expenses		1,500	600	1,000	2,000	2,000	2,000	2,000	2,000
Total Stated Clerk		38,574	40,189	60,500	66,210	66,852	67,501	68,156	68,817
Communications Coordinator, 1FTE		49,040	49,285	49,285	50,271	50,774	51,282	51,794	52,312
Benefits (20%)		9,808	9,857	9,857	10,054	10,155	10,256	10,359	10,462
Payroll Taxes (7.5%)				3,696	3,770	3,808	3,846	3,885	3,923
Business Expenses		1,500	469	1,500	1,500	1,500	1,500	1,500	1,500
Total Communications Coordinator		60,348	59,611	64,339	65,596	66,237	66,884	67,538	68,198
Alaska Coordinator			3,350	5,040	5,090	5,141	5,193	5,245	5,297
Benefits			-	-	-	-	-	-	-
E Business Expenses (increased \$3k)			797	1,300	5,000	5,000	5,000	5,000	5,000
Total Alaska Coordinator			4,147	6,340	10,090	10,141	10,193	10,245	10,297
INCREASE					3,000				
G NEW- AEP Congregations, 0.5 FTE - TO BE DETERMINED					70,000	71,400	72,828	74,285	75,770
Benefits (36.5%)					25,550	26,061	26,582	27,114	27,656
Payroll Tax or SECA Offset (7.5%)					5,250	5,355	5,462	5,571	5,683
Travel & Business Exp.					5,000	5,000	5,000	5,000	5,000
Total Assoc. EP					105,800	107,816	109,872	111,970	114,109
NEW - Assoc for Village Ministries		included in Schedule 5 above.							
B NEW - AEP CW, 0.5 FTE, TO BE DETERMINED					30,000	30,600			
Benefits (36.5%)					10,950	11,169			
Payroll Tax or SECA Offset (7.5%)					2,250	2,295			
Cont. Ed., Travel & Business Exp.					3,000	3,000			
Total Assoc. for CW					46,200	47,064			
H NEW Comm. Specialist, 1.0 FTE TO BE DETERMINED					52,000	53,040			
Benefits (20%)					20,075	20,075			
Payroll Taxes					1,506	1,506			
Total, Communications Specialist	(e)				73,581	74,621			
Former Central WA Staff			44,030	44,030					
Total Staff		238,114	290,934	322,414	517,626	524,252	407,356	412,213	417,140
INCREASE					152,830				
Total Support Services		284,949	366,173	420,336	608,376	616,817	501,772	508,518	515,371
INCREASE					243,580				
(c) Compensation and related expenses increase 1% per year									
(d) Stated Clerk to be treated as clergy re: BOP and Self Employment beginning 2017									
(e) from www.indeed.com, Non Profit Communications Specialist, Seattle, WA									

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Staff & Support Services Compared to Per Capita Income

	2016	2017	2018	2019	2020	2021
Per capita	379,879	336,048	336,000	344,000	356,400	373,500
Total Staff (not NCD Pastor) & Office Expense	364,487	724,140	732,580	566,586	573,332	580,184
Surplus (deficit)	15,392	(388,092)	(396,580)	(222,586)	(216,932)	(206,684)

Specialized Staff, cost per member, EP & Stated Clerk for Comparison

AEP Korean Ministries	\$	68,814
Korean Members		2,586
Cost/member	\$	26.61
 Alaska Coordinator	\$	10,090
Alaskan Members, 9 churches		332
Cost/member	\$	30.39
 PA for CW	- \$	46,200
Central WA Members, 12 churches		1,205
Cost/member	\$	38.34
 Village Ministries,	\$	30,000
Village Members, 14 churches		325
Cost/member	\$	92.31
 Executive Presbyter	\$	150,150
Presbytery Members, 55 churches		8,673
Cost/member	\$	17.31
 Stated Clerk	\$	66,210
Presbytery Members, 55 churches		8,673
Cost/member	\$	7.63