

Presbytery of the Northwest Coast
Minutes of the Stated Meeting
February 23, 2017
Edmonds Presbyterian Church, Edmonds, WA

The meeting began with worship at 6pm and was led by host pastor the Rev. Amy Delaney. Midway through the service it was discovered that the moderator elect, who was to proclaim the Word, was not present. It was determined that he had left the campus for short break after dinner, and of nearly ninety nine presbyters, this one presbyter was lost in the unfamiliar neighborhood. The presbytery executive was dispatched, a shepherd, to seek after the lost presbyter until he was found. The service continued with prayers, singing, and an offering.

Former presbytery Moderator and current executive board Moderator Rev. Kurt Helmke agreed to preside until the moderator elect returned and could be installed.

A quorum was present.¹ The agenda was amended to include the examination of Hanna Peterson Shearer and was approved. The minutes of the November 4, 2016 meeting were approved as posted. Members of other presbyteries, formerly known as corresponding members, were recognized and greeted. Commissioners attending a presbytery meeting for the first time were introduced. Host Pastor Rev. Amy Delaney shared about ministry of Edmonds Presbyterian Church.

Stated Clerk's Report

United PC of Seattle Administrative Commission Report – The report was distributed with the agenda and is attached to these minutes as actions of the presbytery.²

Bylaw Amendment – The following amendment to the bylaws was APPROVED (added text underlined): 8.600, Executive Board Responsibilities – The Executive Board has the responsibility and power to: j. designate, between standing meetings of the presbytery, an administrative commission, and fill vacancies or add additional members to an existing administrative commission, or upon receiving a nomination from the Nominating Committee, fill vacancies or add additional members to a standing commission or committee of the presbytery (7.000c), to be reviewed and confirmed at the next standing meeting of the presbytery.

GA Statistical Reports – The following churches filed no report this year: Agape, Craig & Klawock First, Central Washington Korean, Korean of Oak Harbor, Quilcene First, Sitka First.

Executive Board

Board Moderator Rev. Kurt Helmcke reported. The minutes of the regular meeting of December 8 2016 and January 19, 2017 were distributed with the agenda. The following actions taken by the Board on behalf of the presbytery were reported:

United Presbyterian Church of Seattle – Hallack Grieder, Dennis Hughes, and Minna Dimmick were designated as additional members of the current Administrative Commission, if they agree to serve.

Oso Funds Allocation – \$15,000 of the Oso Disaster Relief funds provided by Presbyterian Disaster Assistance and individuals and congregations both within and beyond the presbytery, were allocated 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 was returned to PDA.

Clallam Bay Capital Funds Request – \$40,000 was granted to Clallam Bay Presbyterian Church to repair the manse; \$19,418 to be allocated from account 3202-11 A Merchant Fund and the balance from unrestricted undesignated funds, upon verification that the property is owned by the church and held in trust for the presbytery.

Deming Property Sale – The real property of the former Deming Presbyterian Church was sold for \$220,000;

\$100,000 was paid at closing with interest on the unpaid principle at a rate of five percent (5.000%) per annum paid in monthly installments of principle and interest in the amount of \$1,000, with the entire balance of the note together with any and all interest accrued thereon due and payable on January 1, 2022. The promissary note and deed of trust including a legal description of the property are attached to these minutes.³

Examinations and Introduction of New Members

Exam Team Moderator Minna Dimmick was introduced by the moderator.

Kevin Nollette, HR – The Rev. Kevin Nollette was member of the former North Puget Sound Presbytery from 1997 to 2010 when he left to serve as Associate E.P. in neighboring Seattle Presbytery. For the past two years he has served as the transitional executive of former Central Washington. In June, while moving heavy equipment from the former Central WA office to the NW Coast office, Kevin suffered a concussion and brain injury from which he has been slowly recovering. He was examined orally for membership by a team in the constitutional areas. COM recommended that Rev. Nollette be received as a member without continuing the examination by the entire presbytery due to Kevin's health. The presbytery APPROVED the recommendation.

The following candidates for presbytery membership were introduced by Elder Dimmick:

Vergie Pickering of Tampa Bay Presbytery, member-at-large, currently residing in Duvall, WA.

Bill Southwick, of Chicago Presbytery, Honorably Retired, currently residing in Bellingham, WA.

Mark Terayama of South Dakota Presbytery, Pastor Elect of the First Presbyterian Church of Othello, WA.

Hanna Peterson Shearer, of Eastern Oklahoma Presbytery, Pastor Elect, of the First Presbyterian Church of Kennewick, WA.

Each of the candidates were examined by an Exam Team according to the presbytery's process, MMM 4.4201, who reviewed all written responses, which were distributed to the presbytery, and orally examining each according to Christian faith and views in theology, the Bible, the Sacraments, and the government of the church. There were no items discovered during the oral examination that the Examination Team believed should be disclosed to the presbytery. The recommendation of the team was that each be received as a member.

Elder Dimmick asked each of the candidates to respond to a question based on the oral examinations. Additional questions were posed by members of the the presbytery. A motion to end the examination was approved. After excusing the candidates, and after discussion, the presbytery APPROVED the recommendation to receive them as members.

The Commission on Ministry will designate administrative commissions to conduct a service of ordination for Mark Terayama and Hanna Peterson Shearer.

The new Members were welcomed by the presbytery.

Installation of the Moderator

The presbytery executive reported that he had found the lost moderator elect, calling the presbytery together and saying, 'Rejoice with me; I have found our lost moderator.' Elder Clayton Antioquia of the Northern Light United Church, of Juneau, Alaska, answered the constitutional questions and was installed by prayers and the laying on of hands as the moderator of the presbytery. He assumed the duties of moderating the meeting.

Commission on Ministry

Co-Moderator Amy Delaney reported.

Kennewick First/Peterson Shearer – Several members of COM had met to review the appropriateness of the

pastoral call between the First Presbyterian Church of Kennewick and the Rev. Hanna Peterson Shearer and the adequacy of the terms. The Rev. Delaney moved that the call be established, according to the following terms:

Full time beginning April 1, 2017.

Annual Cash salary and housing allowance of \$70,000.

Optional annual Board of Pensions dental insurance allowance of \$1,000.

Reimbursable business expenses of auto/travel \$3,000, books & journals \$1,000 and other \$1,500.

Full Board of Pensions benefits.

Annual continuing education leave of two weeks.

Thirty five (35) days/Five (5) weeks annual vacation.

The presbytery APPROVED the motion.

Presbytery Minimum Terms of Call – The following resolution from the Commission was introduced by Rev. Delaney, “That the presbytery minimum requirements mandated by G-2.0804 be established for salary and housing for urban and suburban congregations in Western Washington and Alaska (urban/suburban) at \$51,500, and for Eastern Washington at \$45,800, and for annual vacation be established at 35 days or five calendar weeks.”

After discussion, it was moved to divide and postpone the resolution as follows:

Resolved, That the presbytery minimum requirements mandated by G-2.0804 be established for salary and housing for urban and suburban congregations in Western Washington and Alaska (urban/suburban) at \$51,500, and for Central Washington at \$45,800.

Resolved, that the recommendation to establish the minimum requirement for annual vacation be established at 35 days or five calendar weeks be postponed until the commission has consulted with the sessions of the presbytery.

It was then moved by Corey Schlosser-Hall to postpone the pending motion to divide and postpone to the next stated meeting. The motion was APPROVED.

Authorized Actions Reported to the Presbytery – The following reported actions were distributed with the agenda and were received and reviewed by the presbytery. There were no further questions regarding these actions.

Current Interim/Vacant Pastorates – Clallam Bay, Hydaburg, Ketchikan, Kennewick First, Meadow Springs (Kennewick) Maplewood (Edmonds), Mount Baker (Concrete), Quilcene, Quincy First, Saint James (Bellingham), Terrace View (Mountlake Terrace), Sitka First, Yakutat.

Craig & Klawock First/Rowe – The following changes in Rev. Claudia Rowe’s terms of call, approved at a meeting of the congregation, were APPROVED effective November 1, 2016:

Decreased from full time to .82 FTE part time.

Cash salary & Housing \$36,200 (reduced \$7,800 annually), housing portion of which to be reviewed and adjusted for 2017.

Social Security offset (7.5 %)

Full medical, Board of Pensions Benefits.

Paid vacation 30 days per year, annually accrued (2.5 days per month)

Paid continuing education leave of 4 weeks annually**

Expenses of ministry (to be reimbursed through an accountable plan): Car allowance \$500, Books & Journals \$500, Continuing Ed \$1,000, Biennial travel expense (NA in 2013).

Ketchikan/George Pasley – The session was granted, on November 3, 2016, permission to allow elders to serve more than six years because of a small pool of nominees. COM concurred with the congregation of Ketchikan and dissolved the call between Rev. George Pasley, the congregation and the presbytery; Rev. Pasley has accepted a call to South Tennessee Presbytery. His last day in Ketchikan was January 31st. Rev. Larry Emery of Metlakatla was appointed as moderator of the session February 2, 2017.

Othello/Mark Terayama – The commission approved the pastoral call between the First Presbyterian Church of Othello, the Rev. Mark Terayama, and the presbytery, according to the following terms: Cash \$35,000, a portion of which must be designated as housing allowance for expenses beyond utilities, use of the manse with utilities provided, reimbursable business expenses: auto/travel \$3,500, continuing education \$500, other expenses \$1,000, full Board of Pensions benefits, two weeks study leave, 35/five weeks vacation.

Wrangell – CRE Nettie Covalt was DESIGNATED as moderator of the session.

Yakutat – Authorization was GRANTED on November 3, 2016, to Kathy Tempstra to serve communion while she is serving as temporary pastoral supply.

Kristine Bottino – Was serving Washtucna Community Church as temporary supply, and has been installed by Inland Northwest Presbytery October 30, 2016; she was dismissed 11/28/2016.

Therin Fenner – A service of ordination was held December 3, 4pm, at North Creek; by the following administrative commission: Rev. Amy Delaney, *Edmonds*, Rev. Brandon Bailey, *Tidelands*, Rev. Becca Niemeyer, *The Inn*, Elder Karen Butler, *North Creek*, Elder Warren Weber, *Emmanuel*, Ruling Elder (TBD); John Collier, *Mukilteo PC(USA)*.

Kirk Ruehl – Has accepted a position as chaplain with Good Shepherd Health Care System in Hermistan, OR, was received by Eastern Oregon Presbytery and was dismissed December 28, 2016.

Dianne Wonenburg – Was dismissed to South Dakota Presbytery December 1, 2016.

Commission on Preparation for Ministry

Annual Consultation and Continuation in the Preparation Process were approved for Candidates Seth Thomas and Heidi Greider on December 1, 2016.

Elections

The following were ELECTED:

Jim Caulkins, HR, to the Commission on Ministry, Class of 2018.

Linda Colby, RE, of Cashmere First to the Commission on Preparation for Ministry, Class of 2018.

The Lord's Supper & Adjournment

The Lord's Supper was offered and received by the presbytery with the Rev. Amy Delaney, presiding. The meeting adjourned with prayer at 8:40 p.m.



Rev. Dean R. Strong
Stated Clerk

Attachments

¹*Presbytery Roll and Attendance*, February 23, 2017.

²Administrative Commission Report on Financial Issues at United Presbyterian Church Seattle (UPCS), November 10, 2016.

³Promissary Note and Short Form Deed of Trust.

Presbytery of the Northwest Coast – Roll, February 23, 2017
 Summary of the Roll (Ruling Elder/Teaching Elder Balance per Bylaw 3.600).

	Present	Absent	Total
Ruling Elders:			
Church Commissioners	31	75	106
Other Ruling Elders	8	3	11
Total Ruling Elders	39	78	117
Teaching Elders for Balance			116
Teaching Elders, actual	33	134	166
Total Present and Absent	73	210	283
Church Representation	22	36	58

Teaching Elders Present (32)

Scott Anthony, Frank Baresel, Muriel Brown, Gustavo Carvajal, James Caulkins, Charles Clarke, Amy Delaney, Alan Dorway, Dennis Evans, Therine Fenner, Dick Gibson, Hallack Greider, Paul Heins, Kurt Helmcke, Luke Hyder, Daniel Jones, Jean Kim, Jinsuk Kim, Young Rae Lee, Ann Lewis, Charlie Lewis, John Mason, Curt McFarland, Erv Roorda, Claudia Rowe, Janet Sonnanburg, Mike Souza, Dean Strong, Wendy Taylor, Wendy Tingley, Doug Waltar, Mike Young.

Teaching Elders Absent (134)

Tom Adams, William Ainley, Kyle Anderson, Rebecca Anderson, Paul Ashbrook, Robert Bacon, Jr., Hyun Su Baek, Brandon Bailey, Steve Barker, William G. Barnes, Paul Beran, Joe Bettridge, Ashley Birk, Dennis Borgman, Charles Bovee, Doug Bunnell, Phil Campbell, Bob Carter, David Casson, Eric Chavis, Jim Christensen, Chankil Chung, Larry Cole, Bruce Cook, Mark Cook, Edwin Coon, Karel Coppock, Kimberly Crispino, David Dobler, Jon Draskovic, Denise Easter, David Eekhoff, Bob Ekblad, Gracey Ekblad, Greg Ellis, Larry Emery, Florence Evanoff, Pansie Evers, Henry Fawcett, Duncan Ferguson, Brent Fisher, George Fuller, Tracee Hackel, Rob Hagen, Katie Haney, Stephanie Hankey, Bob Higgins, Ann Hinz, Dan Holland, Dennis Hughes, Fredrick Hull, Derek Hwang, Robert A. Jackson, Philip Jang, Robert D. Johnson, Lynn Jones, Barry Keating, Byeung Kyu Kim, Koon Shik Kim, Kyoung Kim, Paul Kim, Tim Ryang Kim, Yo Sub Kim, Yong In Kim, Richard Klein, Robert Klitz, Paul Kohler, Dianna Kunce, James Kutz, James Kwon, G. David Lambertson, Tim Lann, Ki Chun Lee, Wayne Lowry, Darrel Lynn, Ted Mattie, Robert Maxson, Matt McCoy, Heather Rene Smith Mikelson, Lowell Murphree, David Murphy, Milad Nakhla, Michael Neelley, Rebecca Niemeyer, Richard Nordgren, Seth Normington, Peter Notehelfer, Laurie Oswald, John Owen, Benjamin Park, John Park, Jung Il Park, George Pasley, Tom Patterson, Jerry Poole, Ronald Richardson, Ray Riese, David Ro, Mary Robinson-Mohr, John Rogers, David Rohrer, David Ross, Tom Ross, Matt Royston, Tom Salmon, Esther Gibson Sanders, Scott Schaefer, Robert Schmitt, Ted Schuldt, Faye Serene, Bob Shepherd, Sooil Shim, Brian Shin, Donald Simpson, Bob Slater, Mark Smith, Arden Snyder, David Song, Won He (Peter) Song, Bill Starr, Charles Strawn, Paul Strawn, LaVerne Sugamele, Karen Summers, Allan Swan, Dave Templin, Neil Trainer, Nicholas Valadez, Jane Van Antwerp, Henk Wapstra, Jack Wilson, John Wilson, Bill Zeiger, John Zimmerman.

Ruling Elder Church Commissioners (31)

Bellingham First - Stew Imbach
 Cascade View *Everett* - Sean Jankovic, Lorrie Nelson
 Cashmere - Linda Colby
 Community Ch. of Seattle *Bothell* - Samuel Roh
 Cottage Lake *Woodinville* - Carol Bates
 Edmonds - Guy Hawkins
 Emmanuel *Bothell* - Heidi Greider, Kent Keleiwasser
 Everett First - Katherine Campbell, Marsha Lueth
 Kennewick First - Sam Dechter, David Burrill
 Ketchikan - Grace Kinney
 Lake Forest Park - Dave Scott
 Maplewood *Edmonds* - Sheri Teasdale, Catherine Roper

Mount Vernon - David Neal
 Mountain View *Marysville* - Stephanie Clark, Jason Krentz,
 Don Cunningham
 North Creek *Mill Creek* - Karen Butler
 Othello First - Jim Irwin
 Saint James, *Bellingham* - Jeanne Uhles
 Snohomish First - Myrna Lucas
 Terrace View *Mountlake Terrace* - Lynnette Norton
 Trinity United *Sedro-Woolley* - Fran Zimmerly
 Westminster *Anacortes* - Katie Eastman, Michael Jones
 Wrangell First - Kim Covalt

Churches Not Represented (36)

Acme, Agape, Baker Community *Mt. Vernon*, Birchwood *Bellingham*, Calvin *Shoreline*, Clallam Bay, Craig & Klawock First, Friday Harbor, Hydaburg, Korean PC of Oak Harbor, Lord of Glory *Shoreline*, Meadow Springs *Wapato*, Metlakatla, Mount Baker *Concrete*, Mukilteo, Neah Bay, Northern Light *Juneau*, Parker Heights *Wapato*, Petersburg First, Port Angeles First, Port Townsend First, Quilcene First, Quincy First, Riverside *Desert Aire*, Tideland, Tieton Firs, Sitka First, Sunnyside, United PC of Seattle, Waterville Federated, Whidbey *Oak Harbor*, Wilson Creek First, Yakutat, Zion *Shoreline*,

Other Continuing Members, Present (8)

Commissioned Ruling Elders – Nettie Covalt, *Wrangell First*, George Eastman, Neah Bay.
 Executive Board – Clarence Antioquia, *Northern Light*, Warren Weber, *Emmanuel*, Dottie Villesvick, *Everett First*, Francis Irwin, *Othello First*
 Others – Karen Butler, *North Creek*, COM Co-Moderator, Corey Schlosser-Hall.

Other Continuing Members Absent (3)

Kathy Garde, Executive Board, *Westminster*, Robert Merriman, CRE, Kennewick First, Janice Smith, CRE, *Acme*.

Elder Visitors

Virgilianna Pickering, *Tampa Bay Presbytery*, Hanna Peterson Shearer, *East Oklahoma Presbytery*, Bill Southwick, *Chicago Presbytery*, Mark Terayama, *South Dakota Presbytery*.

Legible Registered Visitors

Heidi Saikaly, *Mukilteo PCUSA*, Terry Colby, *Cashmere*, Heidi Greider, *Emmanuel*, Dave Saugen, *Tall Timber*

* * *

Northwest Coast Presbytery
Administrative Commission Report on
Financial Issues at United Presbyterian Church Seattle (UPCS)
November 10, 2016

The Administrative Commission (AC) was elected on July 7, 2016 for the stated purpose of among other things:

Be it Resolved, That David Rood, Calvin PC; Randy Finsen, 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:

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.

Background:

Beginning with the Annual Congregational Meeting of UPCS on January 17, 2016, a group of now 10 inactive elders (10 IE) expressed concern over the clarity and accuracy of the church financial reports and have speculated that fraud or embezzlement may have occurred. Those concerns have not been answered by the session to their satisfaction and they have allegedly spread their concerns among the congregation and the wider Korean community bringing embarrassment on the Pastor and session, and a questioning of trust of the session among some members. To restore the peace and unity of the congregation, the session requested help from the Northwest Coast Presbytery.

This report addresses financial issues only. Other issues raised by our research, the ongoing work of a concurrent Investigative Committee, concerns not related to finance raised by inactive elders, and related issues expressed by the session (including the pastor) will be address by the presbytery.

Since election, the AC has read all documents submitted to them by the session and the 10 IE. The AC has also met with representatives of the 10 IE, representatives of the session, the Pastor, Rev. Philip Jang, and current and former treasurers.

the AC has seen no indications of possible fraud or embezzlement. Neither was any found by an H&R Block CPA, Duk Kim, hired by the session to review the financial activity of 2015.

Initially concerns were raised by a report given out at the 2016 Annual Meeting (1/17/2016) showing that the budgeted and actual 2015 salary for the Pastor was significantly higher than had been approved at the Annual Meeting of January 2015. In a letter sent by 8 of the 10 IE to active elders and some inactive elders, these suspicions were shared. This was a breach of Presbyterian protocol in that a letter to the session should be addressed solely to the clerk of session. It was the 10IE right and responsibility to alert the session to possible overpayments to employees or mistakes in the financial report, but they should not have -shared their questions with a wider audience.. The session should value church members who see problems and welcome their letters. The sessions, however, addressed the emotional impact of the 10 IE letter on the Pastor and the finance elder more than it did the facts of the question posed.

More questions and financial accusations were presented by the 10 IE in a second letter.

The AC has found that the Pastor was never paid more than was voted in the 2015 annual meeting. In preparing the report for the 2016 annual meeting, an elder entered into the report income that was already included in the salary number effectively doubling the 403b contribution and the amount for tax. This is a significant error. It does not affect the Quickbooks accounts. , but it did affect communication with the congregation through the annual report. This mistake was explained to the congregation in April of 2016.

.Other concerns beyond the pastor's compensation have also been investigated. There have been mistakes in how to items are accounted for in the Quickbooks accounting software. Some of the concerns investigated are not mistakes, but without up to date understanding of the financial activity of the church, it is understandable that concerns might be raised by persons who are uninformed. . Still other expressed concerns appear to be based on partial, outdated, or incorrect information. In summary, The AC is satisfied that all the monies of the church are accounted for, and contributors can be confident that their tithes and offerings are being faithfully used for the Lord's work. According to the Book of Order, the session is responsible for the finance and management of the church, and the Commission believes that the current session is carrying on this faithful service.

Finally, specific attention was given to the accounting for Lily Mission and its leader, Elder David Kim. A specific concern was expressed that a \$6000 contribution was made by a Lily Mission volunteer that was not entered into the books. That volunteer has confirmed, in writing, that no such contribution was made. Other contributions from organizations within the church and individuals to the Lily Mission were all properly accounted for and used in the Lily Mission's work. Elder David Kim has in no way profited personally in his leadership of the Lily Mission.

Instructions for the session:

1. With a budget of upwards of \$1.8 million dollars, UPCS needs the consistent accounting help of a regular part-time employee skilled in Non-profit Quickbooks accounting software and will hire a professional bookkeeper. Elders will still oversee the finances and supervise the work of such an employee (along with the Pastor), but the time has passed for getting by with inconsistent volunteer help. The mistakes the AC has reviewed are the result of a lack of expertise using Quickbooks, and of generally accepted accounting principles of non-profit financial management. This employee will be able to advise the session on setting up additional financial controls.

2. Have all departments and organizations receiving or dispersing money will use the one accounting program of the whole church - English Ministry (EM), summer camp, Lily Mission, Mission trips as examples. The above-mentioned employee experienced in Quickbooks will know how to set up "Impress Accounts" that will give those groups the flexibility and independence they need to accomplish their missions.
3. Change the church bylaws if necessary to allow for the Annual Congregational Meeting to be held in February instead of January. Some of the problems stem from not having enough time after the end of the year to prepare financial reports for the congregation that are complete.
4. Distribute the current year budget and prior year financial statement in printed form at least one week prior to the Annual Congregational Meeting to allow members to study it and raise questions if something is incorrect or unclear.

Instructions for all the members, including those who have raised concerns of UPCS:

Love one another. Pray for one another. Speak kindly and respectfully to one another. And concentrate on the ministry that Christ has called for you to do in Edmonds, Snohomish County, Washington, and the whole world.

\$120,000.00
Principal

January 30, 2017
Date

BELLINGHAM, WA
City, State

FOR VALUE RECEIVED, RICHARD A. NEW, a single man, "hereinafter Maker" promises to pay to DEMING PRESBYTERIAN CHURCH, held in trust for the use and benefit of THE PRESBYTERIAN CHURCH (U.S.A.), who also appears of record as DEMING PRESBYTERIAN CHURCH, a corporation, hereinafter "Holder" or order at 1010 EAST CASINO ROAD, EVERETT, WA 98203 or other such place as may be designated by the Holder from time to time, the principal sum of ONE HUNDRED TWENTY THOUSAND AND NO/100 dollars (\$120,000.00), with interest thereon from 31st day of JANUARY, 2017, on the unpaid principal at the rate of FIVE percent (5.0000%) per annum as follows:

- 1. **INSTALLMENT PAYMENTS:** Maker shall pay, (check one)
 - a. **NO INSTALLMENTS.** No installment payments are required.
 - b. **PRINCIPAL and INTEREST INSTALLMENTS of ONE THOUSAND AND NO/100 Dollars (\$1,000.00)**
 - c. **INTEREST ONLY PAYMENTS** on the outstanding principal balance.

(The following must be completed if "b" or "c" is checked)

The installment payments shall begin on the First day of March, 2017
 and shall continue on the First day of each succeeding: (check one)
 calendar month sixth calendar month other:
 third calendar month twelfth calendar month

- 2. **DUE DATE:** The entire balance of this Note together with any and all interest accrued thereon shall be due and payable in full on January 1, 2022.
- 3. **DEFAULT INTEREST:** After maturity, or failure to make any payment, any unpaid principal shall accrue interest at the rate of percent (%) per annum (18% if not filled in) OR the maximum rate allowed by law, whichever is less, during such period of Maker's default under this Note.
- 4. **ALLOCATION OF PAYMENTS:** Each payment shall be credited first to any late charge due, second to interest, and the remainder to principal.
- 5. **PREPAYMENT:** Maker may prepay all or part of the balance owed under this Note at any time without penalty.
- 6. **CURRENCY:** All principal and interest payments shall be made in lawful money of the United States.
- 7. **LATE CHARGE:** If Holder receives any installment payment more than days (15 days if not filled in) after its due date, then a late payment charge of \$, or percent (%) of the installment payment (5% of the installment payment if neither is filled in) shall be added to the scheduled payment.
- 8. **DUE ON SALE: (OPTIONAL-Not applicable unless initialed by Holder and Maker to this Note)** If this Note is secured by a Deed of Trust or any other instrument securing repayment of this Note, the property described in such security instruments may not be sold or transferred without the Holder's consent. Upon breach of this provision, Holder may declare all sums due under this Note immediately due and payable, unless prohibited by applicable law.

[Signature] [Signature]

 Holder (Initials) Maker (Initials)
HOLDER MAKER

- 9. **ACCELERATION:** If Maker fails to make any payment owed under this Note, or if Maker defaults under any Deed of Trust or any other instruments securing repayment of this Note, and such default is not cured within days (30 days if not filled in) after written notice of such default, then Holder may, at its option, declare all outstanding sums owed on this Note to be immediately due and payable, in addition to any other rights or remedies that Holder may have under the Deed of Trust or other instruments securing repayment of this Note.

- 10. **ATTORNEYS' FEES AND COSTS:** Maker shall pay all costs incurred by Holder in collecting sums due under this Note after a default, including reasonable attorneys' fees, whether or not suit is brought. If Maker or Holder sues to enforce this Note or obtain a declaration of its rights hereunder, the prevailing party in any such proceeding shall be entitled to recover its reasonable attorneys' fees and costs incurred in the proceeding (including those incurred in any bankruptcy proceeding or appeal) from the non-prevailing party.
- 11. **WAIVER OF PRESENTMENTS:** Maker waives presentment for payment, notice of dishonor, protest and notice of protest.
- 12. **NON-WAIVER:** No failure or delay by Holder in exercising Holder's rights under this Note shall be a waiver of such rights.
- 13. **SEVERABILITY:** If any clause or any other portion of this Note shall be determined to be void or unenforceable for any reason, such determination shall not affect the validity or enforceability of any other clause or portion of this Note, all of which shall remain in full force and effect.
- 14. **INTEGRATION:** There are no verbal or other agreements which modify or affect the terms of this Note. This Note may not be modified or amended except by written agreement signed by Maker and Holder.
- 15. **CONFLICTING TERMS:** In the event of any conflict between the terms of this Note and the terms of any Deed of Trust or other instruments securing payment of this Note, the terms of this Note shall prevail.
- 16. **EXECUTION:** Each Maker executes this Note as a principal and not as a surety. If there is more than one Maker, each such Maker shall be jointly and severally liable under this Note.
- 17. **COMMERCIAL PROPERTY: (OPTIONAL-Not applicable unless initialed by Holder and Maker to this Note)** Maker represents and warrants to Holder that the sums represented by this Note are being used for business, investment or commercial purposes, and not for personal, family or household purposes.




Maker (Initials)
Holder (Initials)

HOLDER
MAKER

ORAL AGREEMENTS: ORAL AGREEMENTS OR ORAL COMMITMENTS TO LOAN MONEY, TO EXTEND CREDIT, OR TO FOREBEAR FROM ENFORCING REPAYMENT OF A DEBT ARE NOT ENFORCEABLE UNDER WASHINGTON LAW.

- 18. **DEFINITIONS:** The word Maker shall be construed interchangeably with the words Borrower or Payer and the word Holder shall be construed interchangeably with the words Lender or Payee. In this Note, singular and plural words shall be construed interchangeably as may be appropriate in the context and circumstances to which such words apply.
- 19. **ADDITIONAL TERMS AND CONDITIONS:** (check one)
 - a. NONE
 - OR
 - b. As set forth on the attached "Exhibit A" which is incorporated by this reference.

(Note: If neither a or b is checked, then option "a" applies)

- 20. **THIS NOTE IS SECURED BY** DEED OF TRUST, MORTGAGE, _____ OF EVEN DATE.

Maker (signatures)


 RICHARD A. NEW

Maker's address for all notices given by Holder under this Note:
 5348 CANYON LAKE ROAD
 DEMING, WA 98244

DO NOT DESTROY THIS NOTE
 WHEN PAID this original Note together with the Deed of Trust securing the same, must be surrendered to the Trustee for cancellation and retention before any reconveyance can be processed.



AFTER RECORDING MAIL TO:
DEMING PRESBYTERIAN CHURCH, a corporation
1010 EAST CASINO ROAD
EVERETT, WA 98203

Filed for Record at Request of:
WHATCOM LAND TITLE CO., INC.
Escrow Number: W-132282

SHORT FORM
DEED OF TRUST

11095.
Grantor(s): **RICHARD A. NEW**
Beneficiary: **DEMING PRESBYTERIAN CHURCH, a corporation**
Trustee: **WHATCOM LAND TITLE CO., INC.**
Abbreviated Legal: **PTN LOT 3 & ALL LOTS 4-7, BLK 4, PLATOF TOWN OF DEMING**
Additional legal(s) on page: *4*
Assessor's Tax Parcel Number(s): **390531 134239 0000 PID 109351, 390531 140248 0000 PID 109359**

THIS DEED OF TRUST, is made this **30TH** day of **JANUARY, 2017** between **RICHARD A. NEW, a single man** as GRANTOR, whose address is **5348 CANYON LAKE ROAD, DEMING, WA 98244**, and **WHATCOM LAND TITLE CO., INC.,** as TRUSTEE, whose address is **2011 YOUNG STREET, BELLINGHAM, Washington, 98225**, and **DEMING PRESBYTERIAN CHURCH, a corporation** as BENEFICIARY, whose address is **1010 EAST CASINO ROAD, EVERETT, 98203**.

Grantor hereby bargains, sells, and conveys to Trustee in trust, with power of sale, the following described property **WHATCOM** County, Washington:

See Attached Exhibit "A"

TOGETHER WITH all the tenements hereditaments and appurtenances, now or hereafter thereunto belonging or in anywise appertaining, and the rents, issues and profits thereof and all other property or rights of any kind or nature whatsoever further set forth in the Master Deed of Trust hereinafter referred to, SUBJECT, HOWEVER, to the right, power and authority hereinafter given to and conferred upon Beneficiary to collect and apply such rents, issues and profits.

THIS DEED IS FOR THE PURPOSE OF SECURING PERFORMANCE of each agreement of Grantor incorporated by reference or contained herein and payment of the sum of **ONE HUNDRED TWENTY THOUSAND AND NO/100 Dollars (\$ 120,000.00)** with interest thereon according to the terms of a promissory note of even date herewith, payable to Beneficiary or order and made by Grantor(s); all renewals, modifications or extensions thereof, and also such further sums as may be advanced or loaned by Beneficiary to Grantor(s), or any other successors or assigns, together with interest thereon at such rate as shall be agreed upon.

By executing and delivering this Deed of Trust and the Note secured hereby, the parties agree that all provisions of Paragraphs 1 through 35 inclusive of the Master Form Deed of Trust hereinafter referred to, except such paragraphs as are specifically excluded or modified herein, are hereby incorporated herein by reference and made an integral part hereof for all purposes the same as if set forth herein at length, and the Grantor(s) hereby makes said covenants and agrees to fully perform all of said provisions The Master Form Deed of Trust above referred to was recorded on the twenty-fifth (25th) day of July, 1968, in the Official Records of the offices of the County Auditors of the following counties in Washington in the book, and at the page designated after name of each county.

COUNTY	BOOK OR VOL.	PAGE NO.	AUDITOR'S FILE NO.	COUNTY	BOOK OR VOL.	PAGE NO.	AUDITOR'S FILE NO.
Adams	2 of Record. Instr.	513-16	122987	Lewis	7 of Official Rec.	839-842	725562
Asotin	Microfilmed Under Auditor's No.		101896	Lincoln	107 of Mortgages	776-779	316596
Benton	241 of Official Rec.	695A-C	592931	Mason	Reel 48	Fram 835-838	236038
Chelan	688 of Official Rec.	1682-1685	681844	Okanogan	121 of Mortgages	517-519A	560658
Clallam	315 of Official Rec.	195-198	383176	Pacific	213 of Official Rec.	649-652	55707
Clark	Aud. Microfilm No.	702859-702862	G-519253	Pend Oreille	27 of Mtgs.	8-11	126854
Columbia	49 of Deeds	198-201	F-3115	Pierce	1254 of Mtgs.	707-710	2250799
Cowlitz	747 of Official Rec.	234-237	675475	San Juan	28 of Mtgs.	459-462	69282
Douglas	125 of Mortgages	120-123	151893	Skagit	19 of Official Rec.	80-83	716277
Ferry	28 of Deeds	413-416	153150	Skamania	47 of Mtgs.	41-44	70197
Franklin	11 of Official Rec.	138-141	309636	Snohomish	233 of Official Rec.	540-543	2043549
Garfield	Microfilmed Under Auditor's No.		13044	Spokane	14 of Official Rec.	1048-1051	376267C
Grant	44 of Rec. Doc.	373-376	538241	Stevens	109 of Mtgs.	394-397	390635
Grays Harbor	21 of General	31-34	207544	Thurston	454 of Official Rec.	731-734	785350
Island	181 of Official Rec.	710-713	211628	Wahkiakum	17 of Mortgages	89-92	24732
Jefferson	4 of Official Rec.	316-319	196853	Walla Walla	308 of Mtgs.	711-714	495721
King	5690 of Mtgs.	436-439	6382309	Whatcom	82 of Official Rec.	855-858	1047522
Kitsap	929 of Official Rec.	480-483	934770	Whitman	1 of Misc.	291-294	382282
Kittitas	111 of Mortgages	361-364	348693	Yakima	712 of Official Rec.	147-150	2170555
Klickitat	101 of Mortgages	107-110	131095				

A copy of such Master Form Deed of Trust is hereby furnished to the person executing this Deed of Trust and by executing this Deed of Trust the Grantor acknowledges receipt of such Master Form Deed of Trust.

This Property which is the subject of this Deed of Trust is not used principally or primarily for agricultural or farming purposes.

The undersigned Grantor requests that a copy of any Notice of Default and of any Notice of Sale hereunder be mailed to him at the address herein before set forth.

WITNESS the hand(s) and seal(s) of the Grantor(s) on the day and year first above written.

[Handwritten Signature]

RICHARD A. NEW

State of WASHINGTON }
 County of WHATCOM } SS:

I certify that I know or have satisfactory evidence that **RICHARD A. NEW** the person(s) who appeared before me, and said person(s) acknowledged that signed this instrument and acknowledge it to be HIS/HER/THEIR HIS/HER/THEY free and voluntary act for the uses and purposes mentioned in this instrument.

Dated: January 30, 2017

[Handwritten Signature]
 DEANNA L. HANDLEY
 Notary Public in and for the State of Washington
 Residing at: Bellingham
 My appointment expires: 10/18/2017 11-17-20

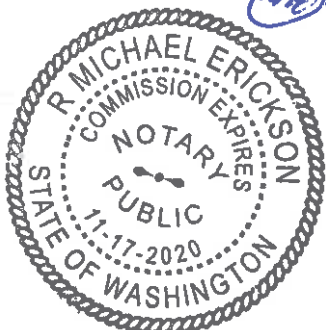


EXHIBIT "A"

PARCEL A:

THE EAST 40 FEET OF LOT 3, BLOCK 4, PLAT OF THE TOWN OF DEMING, WHATCOM COUNTY, WASHINGTON, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 5 OF PLATS, PAGE 13, RECORDS OF WHATCOM COUNTY, WASHINGTON.

SITUATE IN WHATCOM COUNTY, WASHINGTON.

PARCEL B:

LOTS 4 THROUGH 7, BLOCK 4, PLAT OF THE TOWN OF DEMING, WHATCOM COUNTY, WASHINGTON, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 5 OF PLATS, PAGE 13, RECORDS OF WHATCOM COUNTY, WASHINGTON.

SITUATE IN WHATCOM COUNTY, WASHINGTON.

... END OF EXHIBIT "A" ...

Presbytery of the Northwest Coast
 Minutes of the Special Meeting
 April 27, 2017
 Saint James Presbyterian Church, Bellingham, WA

A special meeting was called by the ruling and teaching elders of the presbytery; the requirements of bylaw 6.0101 having been satisfied on April 5, 2017.

The purpose of the meeting was to examine Candidate Seth Thomas, who has been called as Pastor of the Saint James Presbyterian Church, for ordination as a teaching elder, and to designate an Administrative Commission to conduct a service of ordination and installation. No other business was transacted.

Since the current presbytery moderator was not present, nor was the vice moderator, the meeting was called to order opened with a brief prayer by Stated Clerk Dean Strong. A quorum was declared as present. The assembly immediately elected Elder Corey Schlosser-Hall as Moderator pro tem.

Commissioners present: Chuck Ackerman, *Westminster*, Rev. Kyle Anderson, *Bellingham First*, Rev. Scott Anthony, *Cottage Lake*, Dick Bagnall, *Westminster*, Mike Bowerman, *Calvin*, Rev. Doug Bunnell, *Bellingham First*, Dave Burrill, *Church not listed*, Dick Carr, *St. James*, Samuel Dechter, *Kennewick First*, Rev. Amy Delaney, *Edmonds*, Rev. Jon Draskovic, *Whidbey*, CRE George Eastman, *Neah Bay*, Rev. Greg Ellis, *Birchwood*, Linda Erickson, *Calvin*, Julie Farrow, *Birchwood*, Kenneth Gasper, *Birchwood*, Jean Hamilton, *Bellingham First*, Rev. Stephanie Hankey, *Westminster*, John Hazelwood, *Mount Vernon*, Tom Herr, *Westminster*, Rev. Luke Hyder, *Cascade View*, Stu Imbach, *Bellingham First*, Frances Irwin, *Othello First*, Linda Jacoby, *Acme*, Sean Jankovic, *Cascade View*, Linda Kenworthy, *Edmonds*, Rev. Jinsuk Kim, *Associate Executive Presbyter*, Duard King, *Mountain View*, Todd Leighton, *Church not listed*, Rev. Matt McCoy, *St. Paul's Academy*, Currie Miles, *Church not listed*, Rev. Mike Neelley, *Tierra Nueva*, Lorrie Nelson, *Cascade View*, Rev. Tom Ross, *HR*, Doug Scerrett, *Bellingham First*, Corey Schlosser-Hall, *Executive Presbyter*, Rev. John Ted Schuldt, CRE Janice Smith, *Acme*, Rev. Arden Snyder, *HR*, Rev. Dean Strong, *Stated Clerk*, Rev. Wendy Tingley, *Trinity United*, Rev. Neil Trainer, *Calvin*, Jeanne Uhles, *St. James*, Dottie Villevik, *Everett First*, Fran Zimmerly, *Trinity United*.

Legibly Recorded Visitors – Bill Palmer, *Bellingham First*, Jon Moore, *Presbyterian Mission Agency*, Tim Crandall, *St. James*, Minna Dimmick, *North Creek*, Seth Thomas, *St. James*, Andrew Fleishman, *Westminster*, Linda Stewart-Kalen, *Presbytery of the Cascades*.

Worship

Candidate Seth Thomas led a brief worship service, including the proclamation of the Word.

Report of the Examination Team

The Exam team moved the following resolution: ***Resolved, That Candidate Seth Thomas proceed to ordination and installation by a service conducted by an Administrative Commission designated by the presbytery.***

Candidate Thomas made a brief statement faith and of commitment to the ministry of the Word and Sacrament.

The presbytery conducted a further examination. The questions were relevant and poignant. The candidate's responses were fresh, insightful and thought provoking. It was a time of edification for both the candidate and the presbytery.

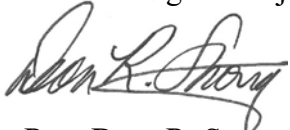
The presbytery APPROVED a motion to arrest the examination.

The presbytery APPROVED the resolution.

The service of ordination and installation will be held April 30, 2017, by an Administrative Commission to be designated by the Commission on Minister.

The Rev. Doug Bunnell led the presbytery in welcoming Mr. Thomas, with games, gifts, and prayers.

The meeting was adjourned with prayer at 7:58 p.m.



Rev. Dean R. Strong
Stated Clerk

Presbytery of the Northwest Coast
Minutes of the Stated Meeting
June 8, 2017
First Presbyterian Church of Othello

The meeting was called to order with prayer by Moderator Clay Antioquia at 1:55 p.m.

During the morning, the following workshops were offered: *Maintaining Healthy Boundaries in Ministry II*, by Rev. Amy Delaney, *Trailseekers of Central Washington*, *Building Presbytery Support for Technology in Churches*, by Dave Burrell of Kennewick First, and *Disconnect to Reconnect & the Power of Camp*, by Dave Saugen, Director of Tall Timber Ranch.

After lunch, the presbytery gathered for a service of worship led by host pastor Mark Terayama. The Word was proclaimed by recently installed Rev. Hanna Peterson Shearer, Pastor of the First Presbyterian Church of Kennewick. She preached a sermon title *A Balancing Act* on Matthew 28:16-20. An offering was taken up for the Bite2Go program of the Othello Food Bank. Rev. Terayama presided at the Lord's Supper which was served by the elders

A quorum was present.¹ The agenda, which had been amended two days before the meeting to include a recommendation for a grant from the Alaska Fund, was approved as distributed. The minutes of the February 23, 2017 stated meeting and the April 27, 2017 special were approved as posted. Members of other presbyteries, formerly known as corresponding members, were recognized and greeted. Commissioners attending a presbytery meeting for the first time were introduced. Host Pastor Rev. Rev. Mark Terayama shared about ministry of the First Presbyterian Church of Othello.

Commission on Ministry

Co-Moderator Rev. Amy Delaney reported.

Presbytery Minimum Terms of Call – The following resolution was APPROVED, **That the presbytery minimum requirements mandated by G-2.0804 be established for salary and housing for urban and suburban congregations in Western Washington and Alaska (urban/suburban) at \$51,500, and for Central Washington at \$45,800, and that the minimum requirement for annual vacation be established at four weeks/20 working days, and five weeks/25 working days after seven years or ten years of ordained service, according to the attached document;² effective January 1, 2018.**

Agape/Lord of Glory Merger – The following resolution was APPROVED, **That Agape Presbyterian Church be merged into the Seattle Lord of Glory Presbyterian Church according to the attached merger agreement.³**

Lee Permanent Enrollment – The following resolution was APPROVED, **That the Rev. Ki Chun Lee, a temporary member of the presbytery for a period of service, be designated as an honorably retired member of the presbytery.** Rev. Lee is a member of the Korean Presbyterian Church Abroad and was called and installed as Pastor for a Designated Term of Zion PC on January 1, 2015. He was received as a temporary member of the presbytery according to *The Orderly Exchange of Ordained Ministers of the Word and Sacrament Under Covenant Agreement Between the Korean Presbyterian Church Abroad and the Presbyterian Church (U.S.A.), Book of Order, Appendix C*. When the Rev. Young Rae Lee was called and installed as Pastor on July 10, 2016, the service and office of Rev. Ki Chun Lee was ended. He as requested permanent membership in the presbytery as an honorably retired minister and since he was examined in the same manner as a minister from another denomination (G-2.0505), and he has been ordained for five years or more, he may be received and exempted from

ordination exams by a two-thirds vote of the presbytery

Smith COM Election – The following resolution was APPROVED, **That Elder Janice Smith, Pastoral Associate for Village Ministries, be elected as a non voting member of the Commission on Ministry during her term of service.**

Delegated Actions Taken on Behalf of the Presbytery

Children's Hospital/Greider – Candidate Heidi Greider's position at Children's Hospital has been determined as a validated ministry beyond the jurisdiction of the church requiring ordination as a teaching elder; the ministry which meets all of the criteria of G-2.0503.

Maplewood/Parker – Maplewood Ruling Elder and NWCP Ministry Candidate Maggie Parker, serving as an Pastoral Intern, was authorized to preside at Communion on June 4, 2017, her last day of service, according to G-2.0606."

Ketchikan/Moderator – Rev. Bob Nicholson was designated moderator of the session for April and May. Elise Burger, Bruce Christianson, Steve Kinney, Grace Kinney were authorized to preside at the Lord's Supper when no pastor is available, upon completing training provided by the Rev. Bob Nicholson.

Ketchikan/Emery – At the request of the Ketchikan session, the Rev. Larry Emery was approved as temporary pastor and moderator of the session to be evaluated by the end of September, renewable with the approval of the presbytery, beginning May 28, 2017, according to the following terms:

- \$16,500 Annualized Salary (this is 1/2 of cash salary Rev. Emery receives from Metlakatla.
- 50% of BOP dues per Rev. Emery's terms of call with Metlakatla PC.
- Use of pickup truck while in Ketchikan.
- Total monthly expenses to Ketchikan PC not to exceed \$3,000.

Note: Ketchikan PC is moving their worship service to Sunday evening after Memorial Day to position themselves to receive tourists disembarking from cruise ships over the summer. This will allow Rev. Emery to be in Metlakatla Sunday AM and Ketchikan, Sunday PM where he will stay for Monday and Tuesday for pastoral duties before returning to Met Tuesday afternoon each week.

Metlakatla – By February, the church was over \$18,000 in arrears to the Board of Pensions and the Board and informed the presbytery that it was suspending Pastor Emery's coverage. A 36 month payment plan agreement was reached; COM agreed to the following: The presbytery will pay \$247.41 per month, April 2017 through September 2017, for a total of \$1,484.46, remitted directly to the Board of Pensions; this amount representing fifty percent (50%) of the monthly payment due the Board of Pension according to the plan arranged by the Board to repay dues in arrears monthly over a 36 month period, and;

The presbytery will provide a salary subsidy of \$900.00 per month through September 30, 2017, commencing on the day the presbytery treasurer is granted full online access to all of the church's bank accounts, including past bank statements, to be prorated for the current month beginning the day access is provided, and;

The presbytery, through its Commission on Ministry, has hereby dissolved the pastoral call between the Rev. Larry Emery and Metlakatla Presbytery church, effective September 30, 2017 according to the current terms. The congregation may reelect the Rev. Larry Emery to a permanent or designated pastoral position, beginning October 1, 2017, according to terms of call approved by the Commission no later than September 7, 2017 and if new terms are not approved by this date, the call will remain dissolved."

St. James/Thomas – The following terms of call between Saint James Presbyterian Church, Candidate Seth Thomas, and the presbytery were APPROVED; summarized as follows:

<u>Compensation</u>		<u>Reimbursable Business Expenses</u>	
Cash Salary	\$7,400	Auto, Books, Hospitality, Etc.	\$3,500
Housing, Utilities, Furnishings	\$57,600	Moving/Startup Expenses	\$2,500
Total	\$65,000	Total	\$6,000

Full Board of Pensions Benefits, 35 days annual vacation, 14 days annual study leave.

Wilson Creek – Ruling Elder John Moody was authorized to preach monthly.

Neah Bay/Eastman – Elder George Eastman was commissioned to limited pastoral service at Neah Bay Presbyterian Church, and authorized to moderate the session, administer the Sacraments, and to officiate at marriages as permitted by Washington State Law, according to the following terms and responsibilities. He was enrolled in the presbytery during this period of service according to G-3.0301 and the presbytery bylaws. The term of service is for three years, beginning June 2, 2017 and is renewable. The presbytery shall review the commission at least annually (G-2.1001). Terms of service: part-time fluctuating, \$1,250 cash salary/month, healthcare provided by the elder, use of the manse, utilities paid by the church, \$200/month reimbursable business expenses, four weeks annual vacation, two weeks study leave, \$500 of annual continuing education allowance.

2017 Terms of Call Installed Pastoral Relationships – The 2017 reported terms of call for installed pastoral relationships (Pastors, Co-Pastors, Associate Pastors) have reviewed and approved, and are attached to this report⁴. All reported terms for installed relationships meet or exceed the 2017 minimum requirement. Terms that have not been reported have not been approved. Temporary pastoral relationships are included in the report for information only.

Items for Information

Bill Starr has retired as Chaplain at the Sundown M Ranch on April 14, 2017 (see below).

Liaison visits to sessions and pastors during the period: Mount Vernon, Neah Bay, Navy Chaplain Mark Cook, Norfolk, VA, Quincy.

Agape – Pastor Baek has retired and the congregation has requested a merge with Seattle Lord of Glory (see above).

Mukilteo PCUSA – The Rev. Therin Fenner and several former members of Mukilteo P.C. met with COM. They have decided to discontinue the process of discerning whether to become a congregation and are individually exploring membership in area congregations of the presbytery. The group will continue to meet as a Life group.

Call Approval and Exam Process – The steps for offering and approving a pastoral calls was revised.⁵

Stated Clerk's Report

The 2016 Statistical report was received and is attached⁶.

The report of the annual calculation for determining how many ruling elders each session should elect as commissioners to presbytery, with the goal of numerical parity required by G-3.0301 and provided for in Bylaw 3.600 was received.⁷

The 2016 Necrology was received and is attached.⁸

Seth Thomas Ordination & Installation Administrative Commission Report – The following commission designated by COM ordained and installed Seth Thomas as Pastor of Saint James on April 30, 2017: Teaching Elders Greg Ellis, *Birchwood*, Kyle Anderson & Doug Bunnell, *First Bellingham*, Denise Easter, *Renewal Ministries NW*; Ruling Elders Maggie Parker, *Maplewood*, Kathi Bonallo, *Calvin*, Tim Crandall, *Saint James*.

Hanna Peterson Shearer Installation Commission Report – The following commission designated COM by installed the Rev. Hanna Peterson Shearer as Pastor of the First Presbyterian Church of Kennewick on April 30, 2017: Teaching Elders Ashley Birk, *Kennewick First*, Hallack Greider, *Maplewood*, Jerry Poole, *Kennewick First UMC*, Mike Souza, *Sunnyside*; Ruling Elders Kathy Garde, *Westminster*, Mark Benecke, *Kennewick First*, Leota Hallyburton, *Meadow Springs*, Francie Irwin, *Othello First*.

Mark Terayama Installation Commission Report – The following commission designated COM by installed Rev. Mark Terayama as Pastor of the First Presbyterian Church of Othello on May 25, 2017: Rev. Mike Souza *Sunnyside*, Rev. Ashley Birk, *Kennewick First*, Francie Irwin, *Othello First*, Corey Schlosser-Hall, *Executive Presbyter*.

Mukilteo Dismissal Administrative Commission – The commission has evaluated relevant records and data related to Mukilteo Presbyterian Church and its request to leave the PCUSA and Northwest Coast Presbytery. We have met with the Session of MPC and have pursued negotiations with them on terms of dismissal based on the parameters set by Presbytery when the AC was designated by the presbytery May 19, 2016. There is no agreement at this time, and negotiations are ongoing. *Karen Butler, Kristen Hitchcock, Janet Sonnanburg, Steve Syre, Paul Heins*.

Treasurers Report

Rev. Dean Strong reported. The financial statements for the first quarter were received and reviewed.

Executive Board

Board Moderator Rev. Kurt Helmcke reported. The minutes of the regular meeting of February 23, 2017 and May 18, 2017 were distributed with the agenda.

The following recommendation from the Board was APPROVED: **That \$25,000 be allocated to Wrangell Presbyterian Church, from the SE Alaska Fund (\$241,373 balance) to replace the asphalt shingle roof and sub roof of the manse.**

Rationale:

The Alaska Funds Committee of the executive board (Chair, Gail O'Dell elder from Northern Light United Church, Juneau) reviewed the request on April 27, 2017 and recommends its approval. The church has received more than one bid and has a contractor lined up to do the work. The complete grant application was reviewed by the Board. The Wrangell manse currently houses Hanna's Place (an ecumenical, community outreach especially for pregnant mother's and new parents) and the local Hospice Medical Loan Closet. This project will ensure a dry, secure place for these ministries.

The following summary was compiled from the Board minutes;

- CRE Jan Smith has been called as Pastoral Associate for Village Churches
- Mission Partners have been redefined, and funding determined beginning in 2018
- Grants were awarded to *Collide*, Parker Heights New Worshiping Community, North Creek Pateros Fire Recovery, Westminster and the Bellingham One Spirit Service.

- The Presbyterian Foundation's Legacy Giving Plan was reviewed and is commended to the churches.
- Work continues with Tall Timber in regard to their governing documents and tax exempt status as it relates to presbytery.
- A team is exploring the formation of a congregation at the Monroe prison.

Presbyterian Foundation

The Rev. Rob Hagan addressed the presbytery, speaking about the Foundations programs to help churches with stewardship and establishing healthy endowments.

Examinations

Greider Examination – Exam team member Lorrie Nelson introduced candidate for ordination Heidi Greider. Ms. Greider had been examined by an Exam Team according to the presbytery's process, MMM 4.4201, who reviewed all written responses, which were distributed to the presbytery, and orally examining each according to Christian faith and views in theology, the Bible, the Sacraments, and the government of the church. There were no items discovered during the oral examination that the Examination Team believed should be disclosed to the presbytery. The recommendation of the team was that Heidi Greider proceed to ordination to a validated ministry beyond the jurisdiction of the church as a Chaplain at Children's Hospital in Seattle, and be received as a member of the presbytery.

The candidate made a brief statement of faith and of commitment to the ministry of Word and Sacrament. Additional questions were posed by members of the presbytery. A motion to end the examination was approved. After excusing the candidate, and after discussion, the presbytery APPROVED the recommendation for Ms. Greider to proceed to ordination and be received as a member.

The Commission on Ministry will designate administrative commission to conduct a service of ordination.

Ms. Greider was welcomed by the presbytery.

Commission on Preparation for Ministry

Delegated Actions Reported to the Presbytery:

Enrolled as Inquirer:

Chris Chang, *United Presbyterian Church of Seattle*, April 27, 2017

Annual Consultation and Continuation in the Preparation Process Approved for:

Inquirer Andrew Fleishman, *Westminster*, April 27, 2017

Inquirer Kathleen Garner-Jewett, *Bellingham 1st*, May 25, 2017

Candidate Daniel Cho, *United Presbyterian Church of Seattle*, March 23, 2017

Candidate H.T. Lee, *Snohomish 1st*, March 23, 2017

Certified as Ready to Receive a Call

Seth Thomas, *Bellingham 1st*, March 7, 2017

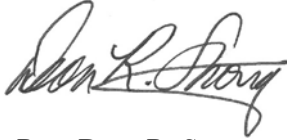
Daniel K. Cho, *United Presbyterian Church of Seattle*, May 25, 2107

H.T. Lee, *Snohomish 1st*, April 27, 2017

Candidate Heidi Greider, *Emmanuel*, March 23, 2017

Adjournment

The meeting adjourned at 3:26 p.m. with a closing prayer offered by the Stated Clerk.



Rev. Dean R. Strong
Stated Clerk

Attachments

¹*Presbytery Roll and Attendance, June 6, 2017.*

²*Presbytery Minimum Terms of Call for Installed Positions.*

³*Merger Agreement between Agape Presbyterian Church and Seattle Lord of Glory Presbyterian Church.*

⁴*2017 Terms of Installed Pastoral Calls.*

⁵*4.3210 Pastoral Terms of Call, Revised 4-6-2017.*

⁶*The 2016 Statistical Report.*

⁷*Number of Commissioners Based on 2016 Statistical Reports.*

⁸*2016 Necrology.*

Presbytery of the Northwest Coast – Roll, June 8, 2017
 Summary of the Roll (Ruling Elder/Teaching Elder Balance per Bylaw 3.600).

	Present	Absent	Total
Ruling Elders:			
Church Commissioners	32	71	103
Other Ruling Elders	6	5	11
Total Ruling Elders	38	76	114
Teaching Elders	41	123	164
Total Present and Absent	79	199	278
Church Representation	21	35	56

Teaching Elders Present (41)

Scott Anthony, Brandon Bailey, Ashley Birk, Dennis Borgman, Muriel Brown, Gustavo Carvajal, David Casson, Jim Caulkins, Charles Clarke, Amy Delaney, Alan Dorway, Hallack Greider, Rob Hagan, Paul Heins, Kurt Helmcke, Luke Hyder, Bob Johnson, Jinsuk Kim, Ann Lewis, Charlie Lewis, John Mason, Curt McFarland, Kevin Nollette, Richard Nordgren, Seth Normington, David Rohrer, Esther Gibson Sanders, Robert Schmitt, Ted Schuldt, Faye Serene, Hanna Peterson Shearer, Sooil Shim, Mike Souza, Bill Starr, Dean Strong, Mark Terayama, Seth Thomas, Doug Waltar, Mike Young, Bill Zeiger, John Zimmerman.

Teaching Elders Absent (134)

Tom Adams, William Ainley, Kyle Anderson, Paul Ashbrook, Robert Bacon, Jr., Hyun Su Baek, Frank Baresel, Steve Barker, William G. Barnes, Paul Beran, Joe Bettridge, Jan Blankenship, Charles Bovee, Doug Bunnell, Phil Campbell, Bob Carter, Jim Christensen, Chankil Chung, Larry Cole, Bruce Cook, Mark Cook, Edwin Coon, Karel Coppock, Kimberly Crispino, David Dobler, Jon Draskovic, Denise Easter, David Eekhoff, Bob Ekblad, Gracey Ekblad, Greg Ellis, Larry Emery, Florence Evanoff, Dennis Evans, Pansie Evers, Henry Fawcett, Therine Fenner, Duncan Ferguson, Brent Fisher, George Fuller, Dick Gibson, Tracee Hackel, Stephanie Hankey, Bob Higgins, Ann Hinz, Dan Holland, Fredrick Hull, Derek Hwang, Robert A. Jackson, Philip Jang, Daniel Jones, Lynn Jones, Barry Keating, Byeung Kyu Kim, Jean Kim, Koon Shik Kim, Kyoung Kim, Paul Kim, Tim Ryang Kim, Yo Sub Kim, Yong In Kim, Richard Klein, Robert Klitz, Paul Kohler, Dianna Kunce, James Kutz, James Kwon, G. David Lambertson, Tim Lann, Ki Chun Lee, Young Rae Lee, Wayne Lowry, Darrel Lynn, Robert Maxson, Matt McCoy, Heather Rene Smith Mikelson, Lowell Murphree, David Murphy, Milad Nakhla, Michael Neelley, Rebecca Niemeyer, Peter Notehelfer, Laurie Oswalt, Benjamin Park, John Park, Jung Il Park, Tom Patterson, Virgie Pickering, Jerry Poole, Ronald Richardson, Ray Riese, David Ro, Mary Robinson-Mohr, John Rogers, Erv Roorda, David Ross, Tom Ross, Claudia Rowe, Tom Salmon, Scott Schaefer, Bob Shepherd, Brian Shin, Donald Simpson, Bob Slater, Mark Smith, Arden Snyder, David Song, Won He (Peter) Song, Janet Sonnanburg, Charles Strawn, Paul Strawn, LaVerne Sugamele, Karen Summers, Allan Swan, Wendy Taylor, Dave Templin, Wendy Tingley, Neil Trainer, Nicholas Valadez, Jane Van Antwerp, Henk Wapstra, Jack Wilson, John Wilson.

Ruling Elder Church Commissioners (32)

Cascade View - Lorrie Nelson, Sean Jankovic	Mount Vernon - David Neal
Cashmere - Linda Colby	Mountain View - Jeannine King, Stephanie Clark, Tim King
Everett First - Dottie Villevik	Othello First - Jim Irwin
Friday Harbor - Kathy Turnbull	Parker Heights - Paul McDonald
Kennewick First - David Burrill, Kathy Owen, Mark Benecke, Sam Dechter	Riverside - Roger York
Meadow Springs - Diana Redetzke	Sunnyside - Dan Santos
	Terrace View - Lynnette Norton

Churches Not Represented (35)

Acme, Baker Community, Bellingham First, Birchwood, Calvin, Central WA Korean, Clallam Bay, Community Ch. of Seattle, Cottage Lake, Craig & Klawock, First, Edmonds, Emmanuel, Hydaburg, Ketchikan, Korean PC of Oak Harbor, Lake Forest Park, Lord of Glory, Maplewood, Metlakatla, Mount Baker, Mukilteo, Neah Bay, North Creek, Northern Light United, Petersburg First, Port Angeles First, Port Townsend First, Quilcene First, Quincy First, Saint James, Sitka First, Snohomish

First, Tidelands, Tieton First, Trinity United, United PC of Seattle, Waterville Federated, Westminster, Whidbey, Wilson Creek First, Wrangell First, Yakutat, Zion.

Other Continuing Members, Present (6)

Commissioned Ruling Elders- George Eastman, *Neah Bay*, Janice Smith, *Acme*
Executive Board - Francie Irwin, *Othello First*, Dottie Villesvik, *Everett First*;
Executive Presbyter - Corey Schlosser-Hall, Associate Executive Presbyter - Jinsuk Kim
Presbytery Moderator - Clarence Antioquia, *Northern Light*.

Other Continuing Members Absent (5)

COM Co-Moderator - Karen Butler, *North Creek*
Commissioned Ruling Elders - Nettie Covalt, *Wrangell First*, Robert Merriman, *Kennewick First*,
Executive Board - Kathy Garde, *Westminster*, Warren Weber, *Emmanuel*

Legible Registered Visitors

Kathy Dechter, *Kennewick First*, Brian & Janie Grassley, *Boise Presbytery*, Heidi Greider, *Emmanuel*, H.T. Lee, *Snohomish First*, E.J. Lee, *Presbytery Staff*, Greg Nebeker, *Grace of Christ ECO*, Dennis Norton, *Terrace View*, Dave Saugen, *Tall Timber Ranch*, Andre Sebero, *First Presbyterian*, Alan Villesvik, *Everett First*, Martha Zimmerman.

* * *

Proposed Minimum Terms of Call (G-2.0804)

Proposed Revisions are in Bold

Circulated for comment to Teaching Elders and Sessions, March-May

I. Full Time Installed Pastors & Associate Pastors –

**Western Washington & Alaska, Urban & Suburban, AK – \$51,000 (Salary + Housing).
Eastern Washington, Urban and Suburban – \$45,800.**

- Full Board of Pensions Benefits is required for all installed positions.
- Study Leave (see below) – two weeks/ten non-working days.
- **Vacation (see below) – four weeks/20 working days, five weeks/25 working days after seven years or ten years of ordained service.**
- Reimbursable Business Expenses by voucher *must* be included if visitation/pastoral care is included in the position description; must be adequate to cover actual expenses incurred.
- Full Time Employment (FTE) cannot exceed an average of 48 hours per week.

Installed Part Time Pastors

- All of the above prorated by percentage of FTE.
- Demonstrated health care provisions for the teaching elder and dependents

II. Village, Rural, Temporary and Other Circumstances

Salary & Housing – combined resources from the salary/housing provided by the congregation, outside employment, spouse employment and other resources must meet the minimum; annual review of salary includes review of all outside employment and resources.

Temporary Pastoral Relationships – addressed on a case by case basis. When it is expected that an interim position will be succeeded by an installed pastor, COM will immediately declare interim salary expectations that demonstrate the congregation can support an installed pastor or associate pastor.

Healthcare and Retirement Benefits – In all cases, demonstration to COM's satisfaction that pastor and all dependents are covered for health insurance and that adequate contributions are being made towards the teaching elder's retirement benefits.

Alaska Rural/Villages – Two weeks extra vacation every other year plus economy airfare for pastor and family to Seattle paid for from an established presbytery restricted fund.

III. Minimum Annual Vacation, Holidays, Sick Leave

Vacation

Definition of “days” & “weeks” – For the purposes of this policy only, a work week consists of five working days and two non working days, recognizing that most Exempt professionals work more than 40 hours per week, and often work on non-working days. 20 working days is the equivalent of four calendar weeks; 25 working vacation days is the equivalent of five calendar weeks. Vacation may be taken in single or multiple days, and/or weeks.

Beginning teaching elders – 20 working days annually, including no more than four Sundays.

Teaching elders with seven years in the same position, or ten years of ordained service – 25 working days annually, including no more than five Sundays.

Vacation accrual – 2.5 days per month, available as accrued; maximum accrual is 25 days. At the time of termination, unused vacation is compensated at the current salary rate.

Holidays

Ten holidays from the following suggested days – New Years Day, MLK Birthday, Washington’s Birthday, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, Day after Thanksgiving, Christmas Day. If the teaching elder works on a designated holiday, another day shall be scheduled within two weeks of the holiday. If the a designated holiday falls on a teaching elder’s normally scheduled day off, it will be observed within two days before or two days after

Sick Leave/Family Emergency

Ten working days, including a maximum of two Sundays, no accrual or carry over, forfeited at time of termination.

Study Leave

Ten (10) working days, including no more than two (2) Sundays, accrued at 1.2 days per month, for a maximum accrual of 30 working days, including six (6) Sundays.

At the time of termination unused accumulated study leave is forfeited.

At least \$100.00 per week for continuing education will be provided.

Scheduling

The scheduling of vacation or study leave are subject to Session’s approval.

Merger Agreements between Agape Presbyterian Church And Seattle Lord Of Glory Presbyterian Church

Approved by COM for Recommendation to the Presbytery June 1, 2017

Recommendation: That the Commission on Ministry approve the below merger agreements that were approved by the two congregations at the joint-congregational meeting held on May 14th 2017.

By the grace of God and the will of the two churches to strengthen each other, following careful considerations and months of preparation, on May 14th Sunday at 12:30 PM, Agape PC and Seattle Lord of Glory PC held a joint congregational meeting to examine and to approve the below seven items and the members joyfully accepted and approved all of the items. There were fifty two people attended in the joint congregational meeting.

Rev. Byeung Kyu Kim moderated the meeting and Rev. Jinsuk Kim explained item by item and asked for approval. They approved the seven items unanimously.

This meeting was occasioned with the election of an elder, Sang Chul Kim, after which the congregation briefly congratulated the merger and Elder Lee with applause and offering of prayers by Rev. Byeung Kyu Kim and Rev. Jinsuk Kim.

아가페 장로교회와 주님의 영광교회의 연합 조약

Merger Agreement Between Agape Presbyterian Church and Seattle Lord of Glory Presbyterian Church

(On May 14, 2017)

1. 새교회의 이름을 “시애틀 주님의 영광교회”라 칭한다.

The new church shall be called “Seattle Lord of Glory Presbyterian Church”.

2. 두 당회가 연합하여 한 당회를 이루며 세부 사항은 아래와 같이 한다:

The two sessions shall form one unified session agreeing the terms of service as below:

- 아가페 장로교회의 이일순 (존칭생략), 윤은상과 시애틀 주님의 영광교회의 김지연, 김월순, 김상철을 활동장로로 하고 한 당회를 이루며 년조를 이와 같이 한다: 2018 년조- 김지연, 김월순 2019 년조-김상철, 윤은상, 이일순
Il Soon Lee and Eun Sang Yoon of Agape and Jiyon Kim and Wol Soon Kim, Sang Chul Kim of Lord of Glory shall be the active elders of the new session with the following terms of service: Class 2018: Jiyon Kim, Wol Soon Kim Class 2019: Sang Chul Kim, Eun Sang Yoon, Il Soon Lee
- 당회서기를 김월순으로 한다.
Wol Soon Kim shall serve as the clerk of the session.

3. 아가페 장로교회의 이일순, 한혜린, 윤은상, 고영조, 윤계숙 교인들과 주님의 영광교회의 33 명의 교인들을 한 명부로 한다.

Il Soon Lee, Hye Rin Han, Eun Sang Yoon, Young Jo Ko, Gye Sook Yoon of Agape and thirty-three members of Lord of Glory shall join in the one membership roll under the name of Seattle Lord of Glory Presbyterian Church.

4. 아가페 장로교회의 법인재단을 종료하고 주님의 영광교회라는 이름의 한 법인재단으로 한다.

Agape shall terminate its incorporation in the Washington State and join with that of Lord of Glory.

5. 아가페 장로교회의 은행통장을 종료하고 주님의 영광교회의 한 통장으로 한다.

Agape shall terminate all of its bank accounts and transfer to those of Lord of Glory.

6. 모든 아가페 장로교회의 재산 (카피머신, 컴퓨터 프로젝토, 랩탑 컴퓨터)을 주님의 영광교회의 건물로 옮긴다.

All of Agape's properties (copy machine, computer projector, laptop computer) shall move to the location of Lord of Glory.

7. 두 교회가 상회비를 비롯하여 노회와의 재정적 책임을 완료한다.

The two congregations shall fulfill all of their financial obligations on per-capita and others in relation to the related presbyteries.

Signed by:

Rev. Byeung Kyu Kim, Pastor of Seattle Lord of Glory PC

Elder Wol Soon Kim, Clerk of the session of Seattle Lord of Glory PC

Elder Eun Sang Yoon, Clerk of the session of Agape PC

Rev. Jinsuk Kim, Associate Executive Presbyter at Northwest Coast Presbytery

Rev. David Cassen, Liaison to Seattle Lord of Glory PC

Rev. Dean Strong, Stated Clerk at Northwest Coast Presbytery

Presbytery of the Northwest Coast Reported TERMS OF CALL as of 6/1/2017

	Position	FTE	Cash Salary	Housing Allowance	Other Comp.	Manse Value	SECA Supp	Total Comp	BOP Benefits	Reimbursed Business Expenses			Total Cost
										Travel	Cont. Ed.	Books	
Acme													
Smith	CRE				0			0					0
Baker Community													
Song	Pastor				0			0					0
Bellingham First													
Bunnell	Pastor	1.0	43,233	30,000	0			73,233	yes	1,600	1,200	1,600	77,633
Anderson	Tentmaker		0	0	0			0		0	0	0	0
Birchwood													
Ellis	Pastor	1.0	36,360	36,000	2,000		5,536	79,896	Yes			5,800	85,696
Calvin													
Trainer	Pastor	1.0	45,441	45,000	3,340		6,783	100,564	yes	3,000		2,000	105,564
Cascade View													
Hyder	Pastor	1.0	27,000	35,000	0			62,000	Yes	0	1,500	1,500	65,000
Cashmere													
Clarke	Pastor	1.0	29,494	23,325	14,573			67,392	yes	1,500	500	100	69,992
Clallam Bay													
Vacant	Pastor				0			0					0
Community of Seattle													
Song	Assoc	1.0	22,870	48,000	1,000		5,422	77,292	yes	1,000			78,292
Kwon	Pastor	1.0	48,984	36,000	2,000		6,501	93,485	yes	2,000			95,485
Kim, P.	Assoc	1.0	32,050	31,400	1,000		4,670	69,120	yes	1,000			70,120
Chung	Assoc	1.0	31,350	36,000	1,000		5,152	73,502	yes	1,000			74,502
Cottage Lake													
Anthony	Pastor	1.0			0			0					0
Craig & Kawock First													
Rowe	Pastor	0.8	18,200	18,000	0		2,715	38,915	yes	500	1,000	500	40,915
Edmonds													
Delaney	Pastor	0.9	16,126	33,000	0			49,126	yes			1,500	50,626
Emmanuel													
Rohrer	Pastor	1.0	35,476	32,000	0			67,476	Yes	1,200	500	400	69,976
Everett First													
Dorway	Pastor	1.0	46,320	21,000	0			67,320	yes	1,500			68,820
Friday Harbor													
Bettridge	Pastor	1.0			0			0					0
Hyadaburg													
Vacant					0			0					0
Kennewick First													
Shearer	Pastor	1.0	30,000	40,000	0			70,000	yes	3,000		1,000	75,500
Birk	Assoc	1.0	31,179	20,821	556			52,556	yes	1,700	1,674	700	57,930
Ketchikan													
Emery	Temporary	0.5	16,500		0	4,950		21,450	yes				21,450

Presbytery of the Northwest Coast Reported TERMS OF CALL as of 6/1/2017

	Position	FTE	Cash Salary	Housing Allowance	Other Comp.	Manse Value	SECA Supp	Total Comp	BOP Benefits	Reimbursed Business Expenses			Total Cost
										Travel	Cont. Ed.	Books	
Korean of CW													
Shin	Pastor	1.0	33,328	18,564	0		3,969	55,861	Yes	3,691	3,605		63,157
Lake Forest Park													
Young	Assoc	1.0	31,596	25,851	5,000		3,747	66,194	yes			8,600	74,794
Barese	Pastor	1.0	38,444	36,936	0			75,380	yes			5,000	80,380
Lord of Glory													
Kim, B.	Pastor	1.0	34,800	18,000	0		4,800	57,600	Yes	2,000	2,000	500	62,100
Maplewood													
Greider	Temporary	1.0	30,000	35,819	0			65,819	yes	500		2,000	68,319
Meadow Springs													
Vacant	Pastor				0			0					0
Metlakatla													
Emery	Pastor	0.5	16,500		0	4,950		21,450	yes				21,450
Mount Baker													
Vacant	Supply				0			0					0
Mount Vernon													
Holland	Pastor	1.0	41,511	30,000	1,161		5,471	78,143	yes			3,000	81,143
Mountain View													
Mason	Pastor	1.0	38,578	32,330	6,905			77,813	Yes	2,000	1,300	500	83,413
Jones	Assoc	1.0	17,852	30,000	1,632			49,484	Yes	1,200	350	200	51,534
Mukilteo													
Smith	Pastor	1.0	51,925	37,000	2,800		0	91,725	Yes		3,000	500	98,225
Neah Bay													
Eastman	CRE		15,000	0	0	4,500	0	19,500	no	2,400	500		22,400
North Creek													
Helmcke	Assoc	1.0	51,144	25,628	0			76,772	Yes		2,000	1,600	80,372
Casson	Pastor	1.0	50,742	41,517	0			92,259	yes		2,000	2,000	96,259
Northern Light													
Campbell*	Pastor				0			0					0
Oak Harbor Korean													
Park, J.I.	Temp	1.0	14,400	15,000	0		0	29,400	yes				29,400
Othello First													
Terayama	Pastor	1.0	35,000	6,000	0	12,300		53,300	yes	3,500	500	1,000	58,300
Parker Heights													
Carvajal	Pastor	0.8	19,225	18,537	0		3,128	40,890	yes			2,500	43,390
Petersburg First													
Carter	Pastor	1.0	39,390	4,800	0	13,300	0	57,490	yes				57,490
Pt. Angeles First													
Taylor-Clyde	Temporary	1.0	40,000	30,000	8,740		0	78,740	yes	1,000	1,000	300	81,040
Pt. Townsend First													
Heins	Pastor	1.0	30,200	30,200	4,900		3,000	68,300	yes	1,200	1,500		88,952

Presbytery of the Northwest Coast Reported TERMS OF CALL as of 6/1/2017

	Position	FTE	Cash Salary	Housing Allowance	Other Comp.	Manse Value	SECA Supp	Total Comp	BOP Benefits	Reimbursed Business Expenses			Total Cost
										Travel	Cont. Ed.	Books	
Quilcene First													
	Vacant				0			0					0
Quincy First													
	Tempory	0.2	15,000		0			15,000	no				15,000
Riverside													
	Pastor	1.0	21,624	25,143	0			46,767	yes	2,500	1,000		50,267
Saint James													
	Pastor	1.0	7,400	57,600	0			65,000	yes	3,500		2,500	71,000
Sitka First													
	Vacant				0			0					0
Snohomish First													
	Co-Pastor	0.8	39,165	15,200	0			54,365	yes	1,000	650	150	56,665
	Co-Pastor	0.8	39,165	15,200	0			54,365	yes	1,000	650	150	56,665
Sunnyside													
	Pastor	1.0	24,000	18,586	0		3,255	45,841	yes	1,500	600	1,500	50,041
Terrace View													
	Vacant				0			0					0
Tieton First													
	Murphree, L				0			0					0
Trinity United													
	Pastor	1.0	24,092	24,508	0			48,600	yes	2,187			50,787
UPC Seattle													
	Kim, Y	1.0			0			0					0
	Kim, K.	1.0	21,000	24,000	0			45,000	yes	1,000	1,000		47,000
	Jang	1.0			0			0					0
Waterville Federated													
	Normington	1.0	33,000	3,625	7,500	12,000		56,125	No	2,000	3,000	500	61,625
Westminster													
	Hankey	1.0	34,504	39,000	0		5,623	79,127	yes	2,300	1,300		82,727
Whidbey													
	Draskovic	1.0	35,000	35,000	4,363			74,363	Yes	5,500	1,200		81,063
Wilson Creek													
	Weekly Supply				0			0					0
Wrangel First													
	Covalt		9,000		0			9,000					9,000
Yakutat													
	Vacant				0			0					0
Zion													
	Lee	1.0	24,000	30,000	0			54,000	yes	1,000	500	2,500	58,000

Pastoral Call, Installed or Temporary

1. A pastoral call is a three way agreement among the pastor, the church, and the presbytery.
 - a. An *installed* pastoral relationship is among the pastor, *congregation* and the presbytery.
 - b. A *temporary* pastoral relationship is among the pastor, *session*, and the presbytery.

2. Only the presbytery has the power and authority to “establish, change or dissolve” a pastoral relationship (G-2.0502). The presbytery must consider the following to establish a pastoral call:
 - a. **Merits and suitability of the pastoral relationship** – Is the relationship in the best interest of the congregation, the pastor and the presbytery? *“The pastor nominating committee shall receive and consider the presbytery’s counsel on the merits, suitability, and availability of those considered for the call. When the way is clear for the committee to report to the congregation, the committee shall notify the session, which shall call a congregational meeting.”*G-2.0803

 - b. **Are the terms of the call adequate** to support the work of the pastor? *“The terms of call shall always meet or exceed any minimum requirement of the presbytery in effect when the call is made.”* (G-2.0804)

 - c. **Does the presbytery accept the pastor** or candidate as a member? *“The presbytery shall examine each teaching elder or candidate who seeks membership in it on his or her **Christian faith**, and views of **theology**, the **Sacraments**, and the **government of this church**”* . G-3.0306

3. A presbytery determines its own process for establishing a call, in any order it chooses, as long as the presbytery addresses all three Constitutional requirements. There are wide variations among the presbyteries. The bylaws of Northwest Coast Presbytery delegate the authority to COM to execute all three steps (excluding ordination), but COM has traditionally chosen to begin the examination for membership with an exam team, and then continue the examination on the floor of presbytery, allowing the presbytery the final vote on membership. When “the presbytery’s strategy for mission requires it,” COM may and occasionally has established a call and examined and received the pastor on behalf of the presbytery without a presbytery vote

Process for Establishing a Pastoral Call

1. Executive Presbyter Reference Check – An E.P. to E.P. reference check will be conducted on the final candidates, usually no more than three, and the results communicated to the PNC.
2. Merit and Suitability, Final Candidate – *“Prior to making its report to the congregation, the PNC shall receive and consider the presbytery’s council on the merits, suitability and availability of those considered for the call.”* (G-2.0803) The Presbytery Executive, COM Liaison, and one other COM member will offer this council on behalf of the presbytery, and report the same to COM. The PNC *may* consult with this group regarding the finalists and *must* regarding the final candidate, receiving the presbytery’s counsel and willingness to establish the call. The PNC shall offer no terms to a candidate nor report to the congregation until the presbytery’s representatives have indicated in writing that they will recommend that the presbytery establish the call.
3. Application for Presbytery Membership – When the final candidate has been selected by the PNC and approved by the presbytery’s representatives in step 2 above, the Stated Clerk will be notified and will send the candidate all of the application papers necessary for establishing the call and applying for membership. The Exam Team moderator will be copied on this communication in order to arrange for a membership examination interview.
4. Presbytery Membership Exam Interview – Will take place when the candidate has submitted responses to the exam questions to the Stated Clerk and the exam team moderator has scheduled the interview. Preferably, this will occur *before* the report of the PNC and vote of the congregation, but if this is impractical, it *may* occur afterwards. The congregation *MUST* be informed if the exam interview has not yet taken place. The exam team will share it’s recommendation immediately with the PNC and the Stated Clerk for distribution to COM and the presbytery.
5. COM Approval – COM will vote on the call when it has received both of the recommendations regarding merit and suitability, and membership in the presbytery. It shall review the adequacy of the terms as part of approving the call. A pastor may not take the field until COM has approved the call.
6. Presbytery Membership Vote – COM has the delegated authority to both examine and receive members, but has traditionally chosen to refer the membership vote to the presbytery at a stated meeting. COM may exam, receive and install pastors without a presbytery vote when “its strategy for mission requires it.” Regardless of process, all new members are graciously introduced, prayed for, and welcomed by the entire presbytery.
7. Installation – COM designates an administrative commission and determines the date, time and place of installation.
8. COM Meeting – At any time during or immediately after the call process, the final candidate is expected to meet with the entire COM during a regular meeting, either in person or remotely, in order to establish a working relationship, develop colleagues and friendships, and be the subject of prayers.

Summary

EP Background Check	EP to EP on finalists (max of three).
Merit & Suitability	EP, COM Liaison, COM member, consult w/PNC & report to COM.
Call Offer	PNC may offer/negotiate upon receiving above recommendation.
Application & Exam	Candidate receives, completes, returns application, SC refers to Exam Team
Exam Team Interview	Preferably before PNC reports & congregation votes; if after must inform congregation that exam has yet to occur.
COM Approval	Receives suitability & merits, Exam Team report, reviews terms adequacy
Presbytery Vote	Continuation of exam and vote on floor of presbytery.
Installation	COM designates AC; date, time, place of service.
Meet with COM	Any time during process for acquainting, support, prayer

Pastoral Call Form

(for Pastor, Co-Pastor, Associate Pastor, Commissioned Elder, or temporary relationships*)

The *(session/congregation)* _____ of _____ Church, of city of _____, state of _____, being well satisfied with your qualification for ministry and confident that we have been led to you by the Holy Spirit as one whose service will be profitable to the spiritual interests of our church and fruitful for the Kingdom of our Lord, earnestly and solemnly calls you, _____ to undertake the office of _____ of this congregation, beginning _____, promising you in the discharge of your duty all proper support, encouragement and allegiance in the Lord.

That you may be free to devote *(full time/part time%)* _____ to the ministry of the Word among us, we promise and obligate ourselves to provide you the following effective salary and vouchered expenses, annually:

Effective Salary		Reimbursable Business Expenses	
1. Cash Salary	\$ _____	Auto/travel	\$ _____
2. Housing Allowances	\$ _____	Continuing Education	\$ _____
3. Deferred Compensation	\$ _____	Books & Journals	\$ _____
4. Cash Bonuses or Gifts	\$ _____	Hospitality	\$ _____
5. SECA Supplement	\$ _____	Other reimbursables	\$ _____
6. Other Allowances	\$ _____		
7. Fair Rental Value of manse	\$ _____		

Board of Pensions: Full medical, pension, disability, and death benefits *(required for installed calls)*

Continuing Education/Study Leave: _____

Vacation: _____

We further promise and obligate ourselves to review with you annually the adequacy of this compensation.

 Pastor Nominating Committee Moderator Printed Name Date

 Congregational/Session Meeting Moderator Printed Name Date

 Called Pastor/Associate Pastor/Elder Printed Name Date

 COM Moderator or Stated Clerk Printed Name Approval Date

Please attach a position description

*An Addendum for a Temporary Pastoral Relationship, or othe Addendum, is attached.

Please return the original signed copy to the Stated Clerk

Addendum to Pastoral Call
for Temporary Pastoral Relationships and
Commissioned Ruling Elders to Particular Pastoral Service

Between the session of _____ and _____

G -2.05b Temporary Pastoral Relationships

Temporary pastoral relationships are approved by the presbytery and do not carry a formal call or installation. When a congregation does not have a pastor, or while the pastor is unable to perform her or his duties, the session, with the approval of presbytery, may obtain the services of a teaching elder, candidate, or ruling elder in a temporary pastoral relationship. No formal call shall be issued and no formal installation shall take place.

Titles and terms of service for temporary relationships shall be determined by the presbytery. A person serving in a temporary pastoral relationship is invited for a specified period not to exceed twelve months in length, which is renewable with the approval of the presbytery. A teaching elder employed in a temporary pastoral relationship is ordinarily not eligible to serve as the next installed pastor, co-pastor, or associate pastor.

Period

This agreement is for a period of _____ months* beginning on the date written above and ending on _____. This agreement may be extended or revised by the session and the pastor, with approval of the presbytery (COM).

Termination

This agreement may be ended by the session or the pastor by giving written notice 30 days in advance of the date of termination. Should the pastor terminate this agreement with less than 30 days notice, no further compensation will be paid beyond the last day of service.

Other

**The period for a temporary relationship may not exceed 12 months. Elder commissions may not exceed 36 months. Both shall be reviewed annually by the presbytery, and may be renewed with its approval*



Presbytery Report 2016

Presbytery Number **030498**

Name **Northwest Coast**

Address **1010 E Casino Rd**

City/State **Everett, WA 98203**

Phone **425-355-0922**

Email **sarah@northwestcoast.org**

Web Site

Fax **425-355-0165**

Membership

Prior Active Members **9010**

Gains		Losses	
17 & Under	31	Certified	134
18 & Over	148	Deaths	150
Certified	38	Other	647
Other	27		
Total Gains	244	Total Losses	931

Total Active Members **8323**

Baptized **317**

Other Participants **192**

Total Adherents **8832**

Female Members **4884**

Average Attendance **4259**

Affiliate Members **33**

Baptisms		Officers	
Child Baptisms	46	Male Session	208
Adult Baptisms	22	Female Session	185
		Male Deacons	209
		Female Deacons	385

Age Distribution of Active Members	Male	Femaie
25 & Under	731	285
26 - 45	1245	503
46 - 55	1386	549
56 - 65	1845	684
Over 65	2811	935

People with Disabilities

Hearing	307
Sight	103
Mobility	275
Other	50

Christian Education

Birth 3	152	Grade 7	98
Age 4	136	Grade 8	108
Kindergarten	112	Grade 9	127
Grade 1	113	Grade 10	102
Grade 2	128	Grade 11	102
Grade 3	135	Grade 12	87
Grade 4	112	Young Adults	292
Grade 5	111	Over 25	1524
Grade 6	108	Teachers/Officers	430
Total	3977		

Racial Ethnic Breakdown	Membership	Elders	Deacons	Male	Female
Asian	2326	57	272	1009	1189
Black	7			6	1
African American	16	2	0	8	8
African	10	0	1	5	5
Middle Eastern	14	0	0	8	6
Hispanic	38	1		20	17
Native American	133	17	8	39	62
White	5450	282	280	1942	2932
Other	28			9	7
Totals	8022	359	561	3046	4227

Potential Giving Units	9,593
Budgeted Income	21,969,424
Budgeted Expense	22,600,511

Receipts

Regular Contributions	17,657,868	Bequests	150,242
Capital Building Fund	698,911	Other Income	4,418,589
Investment Income	173,649	Subsidy or Aid	7,100

Expenditures

Local Program	16,063,755	Per Capital Apprt	358,133
Local Mission	540,036	Validated Mission	267,866
Capital Expenditures	1,498,912	Theological Fund	21,241
Investment Expenditures	84,196	Other Mission	1,447,041

Presbytery of the Northwest Coast

Office of the Stated Clerk

Presbytery Commissioners

Effective June 8, 2017

Determined by Reported Statistics as of Dec. 31, 2016

Number of Elder Commissioners per G-3.03 and Bylaw 3.600 (parity requirement)

Teaching Elder members as of May 1, 2017	166
Less: Honorable Retired who did not attend 5/17/15 - 5/18/17	<u>55</u>
Number of eligible Teaching Elder voters	111

Ruling Elders elected by sessions	103
Ruling Elders - CRE's, Moderators, Exec. Board	<u>11</u>
Total Ruling Elder Commissioners	114

Total Presbytery Commissioners 225

Ruling Elders elected by Sessions based on congregation size:

100 members or less:	1
101 - 200 members	2
201 - 300 members	3
301 or more:	4

Church	City	Mbrs	Cmnrs
Acme	Acme	24	1
Westminster	Anacortes	193	2
Bellingham First	Bellingham	214	3
Birchwood	Bellingham	202	3
Saint James	Bellingham	126	2
Community Ch of Seattle	Bothell	1620	4
Emmanuel	Bothell	124	2
Cashmere	Cashmere	77	1
Clallam Bay	Clallam Bay	8	1
Mount Baker	Concrete	8	1
Craig & Klawock First	Craig	46	1
Riverside	Desert Aire	15	1
Edmonds	Edmonds	62	1
Maplewood	Edmonds	114	2
United PC of Seattle	Edmonds	450	4
Agape	Everett	0	0
Cascade View	Everett	123	2
Everett First	Everett	210	3
Friday Harbor	Friday Harbor	212	3
Hydaburg	Hydaburg	18	1
Northern Light United	Juneau	101	2
Kennewick First	Kennewick	484	4
Ketchikan	Ketchikan	29	1
Lake Forest Park	Lake Forest Park	313	4
Mountain View	Marysville	239	3
Metlakatla	Metlakatla	40	1
North Creek	Mill Creek	505	4
Baker Community	Mount Vernon	51	1

Church	City	Mbrs	Cmnrs
Terrace View	Mountlake Terr	35	1
Mount Vernon	Mt Vernon	181	2
Mukilteo	Mukilteo	312	4
Neah Bay	Neah Bay	15	1
Korean PC of Oak Harbor	Oak Harbor	18	1
Whidbey	Oak Harbor	179	2
Othello First	Othello	109	2
Petersburg First	Petersburg	27	1
Port Angeles First	Port Angeles	229	3
Port Townsend First	Port Townsend	257	3
Quilcene First	Quilcene	40	1
Quincy First	Quincy	30	1
Korean PC of Richland	Richland	84	1
Meadow Springs	Richland	120	2
Trinity United	Sedro Woolley	30	1
Calvin	Shoreline	284	3
Korean Zion	Shoreline	85	1
Lord of Glory	Shoreline	34	1
Sitka First	Sitka	30	1
Snohomish First	Snohomish	259	3
Tiedlands	Stanwood	30	1
Sunnyside	Sunnyside	138	2
Tieton First	Tieton	32	1
Parker Heights	Wapato	42	1
Waterville Federated	Waterville	9	1
Wilson Creek First	Wilson Creek	7	1
Cottage Lake	Woodinville	82	1
Wrangel First	Wrangell	27	1
Yakutat	Yakutat	9	1
Churches:	57	8342	103

PRESBYTERY OF THE
NORTHWEST COAST

2016 Necrology

We give thanks & praise to God for those who have faithfully served

Presbytery Member		Metlakatla	
The Rev. Dick Madden	9-Aug	Deacon Bernita Brendible	1-Feb
Calvin		Mount Vernon	
Deacon Sylvia Birks	22-Nov	Elder Robert Lindbloom	16-Jan
Deacon Irma Lundin	5-Nov	Elder Harry Worley	24-Jun
Cascade View		Mukilteo	
Elder Richard Beidle	21-Jan	Deacon Beatrice Kenoyer	8-Sep
Deacon Lucy Curtis	8-Aug	Othello First	
Deacon Jean Lanz	10-Dec	Elder Martin Coffman	26-Jul
Deacon Jack Myers	21-Jan	Parker Heights	
Cashmere		Deacon Juanita Jean Bjur	22-Feb
Elder Patricia Alderman	14-Oct	Port Townsend First	
Deacon Patricia Hellner	29-Jul	Elder Teri McComas	24-Oct
Edmonds		Elder Tom Peters	19-Oct
Elder Rod Denton	29-Jun	Elder John Walker	13-Oct
Elder Gordon Friang	20-Jul	Quincy First	
Elder Ruth Kranzler	14-Apr	Elder Don Lockwood	28-Mar
Elder Deryl Yocom	6-Nov	Elder Herb Petrak	4-Dec
Emmanuel		Elder Pete Smith	25-Mar
Elder Larry DeKay	7-May	Snohomish First	
Everett First		Elder Dan Klinger	11-Jan
Deacon Bob Hughes	20-Mar	Sunnyside	
Elder Ray Owings	23-Apr	Elder April Flansburg	16-Jun
Kennewick First		Trinity United	
Deacon Adrienne Birdsell	22-Sep	Elder & Deacon Mike Moser	1-Sep
Deacon Irene Bogert	14-Aug	Whidbey	
Deacon Shirley Sorrels	5-Oct	Deacon Carol Chaplin	24-Oct
Elder Terry Telligman Sr.	3-Dec	Elder Bebe Gholston	2-Apr
Lake Forest Park		Yakutat	
Elder Helen Evans	15-Mar	Elder Elaine Abraham	18-May
Elder Al Sahaffler	6-Dec		
Deacon Roberta Seagram	2-May		
Deacon John Simonton	17-Aug		

Annual Meeting of the Presbytery of the Northwest Coast
 United Presbyterian Church of Seattle
 Friday October 20, 2017

The Leadership Summit began on Thursday, October 19th, with a meeting of the Alaska Cluster. The Village Ministry Cohort, Korean Ministry Cohort, and Healthy Boundaries training met on Friday October 20th. Worship for all began at 5:00 p.m. in the sanctuary. Host Pastor Rev. Philip Jang preached in both Korean and English. After worship the presbytery enjoyed a wonderful Korean dinner prepared by the saints of UPC of Seattle.

The presbytery convene for discussion and discernment at 5:45 p.m. Stated Clerk Dean Strong opened this portion of the meeting with prayer.

A quorum was present.¹ The agenda was approved as amended. The minutes of the June 6, 2017 meeting were approved as posted on the presbytery website. Commissioners who were in attendance for their first Leadership Summit were introduced. Visitors from other presbyteries and ministries we welcomed.

A video presentation about group camp Tall Timber was shown.

Associate Pastor Koon Shik Kim shared about the programs, character, love and care of UPC of Seattle.

The Rev. Mark Frey, regional representative of the Board of Pensions was welcomed and addressed the presbytery.

The Rev. Rob Hagen, regional representative of the Presbyterian Foundation was welcomed and addressed the presbytery.

Stated Clerk's Report

The Rev. Dean Strong reported. The schedule for future presbytery meetings was distributed with the agenda and is attached.²

Bylaw Amendment to Allow for Moderator Additional Terms – the following resolution was APPROVED: “*Resolved*, That the bylaws of the Presbytery of the Northwest Coast be amended, as follows,

to allow the Presbytery Moderator to serve up to three continuous one year terms in that office if reelected by the presbytery;

to revise the office of “Moderator Elect” to “Presbytery Vice Moderator;

to allow the Presbytery Vice Moderator to serve up to three continuous one year terms in that office if reelected by the presbytery;

to revise affected sections of the bylaws according.”

The full text of the amendment as distributed with the agenda and approved is attached to these minutes³

Overture Concurrence – The following resolution was submitted by teaching elder Dick Gibson: “*Shall the presbytery concur with GA Overture 006, On Directing the Board of Pensions and the Foundation to Divest from Fossil Fuel and Actively Invest in Securities that Focus in Renewable Energy – From the Presbytery of Hudson River?*

Greg Ellis moved the following: “That this, and any subsequent proposals or motions to concur in an overture by another governing body, be referred to the Executive Board in order that the Board may design a process to educate presbyters about the proposal and make a recommendation whether or not to concur before the matter is brought to a discussion and vote before the presbytery. After discussion, the motion failed.

After further discernment and discussion, the motion to concur was APPROVED.

Financial Report

Treasurer Dean Strong reviewed the financial statements.⁴

Election of GA Commissioners.

The presbytery was allotted two teaching elder commissioners and two ruling elder commissioners. The applications from each person were distributed to the presbytery with the agenda.

There were two applicants for teaching elders, the Rev. Paul Kim and the Rev. Ashley Birk. They were elected by common consent.

Ruling Elders Adeline de Castro, *1st Craig & Klawock*, Katherine Campbell, *1st Everett*, Sam Dechter, *1st Kennewick*, Steve Shively, *1st Port Townsend*, and Sharen Teesdale, *Maplewood* addressed the presbytery and answered questions. The presbytery voted by ballot. **Sam Dechter and Steve Shively were elected** by majority vote in the first ballot. Adeline de Castro was selected as the first alternate; Sharen Teesdale was selected as the second alternate base on the vote count.

Executive Board

Moderator Kurt Helmcke reported. He introduced the Board members to the presbytery and briefly summarize the work of the Board. The minutes of the Board were posted and distributed with agenda.

The following resolution was recommended by the Board, and was APPROVED by the presbytery: “*Resolved*, That 2018 budget and per capita be adopted, acknowledging that the 2019-2022 budgets in the attachment are pro forma forecasts and will be revised as needed each year.”⁵

A summary follows of Board actions compiled from the minutes:

- Ordered the *Metlakatla* session to return an unused \$9,967.33 of a \$90,000 Alaska Fund Grant provided for building maintenance and capital improvements.
- Paid \$3,100 past due per capita on behalf of *Lord of Glory* owed to Seattle Presbytery prior to its merger with *Myong Sung* P.C. to be repaid to NWC Presbytery.
- Authorized two half time, two year staff for church renewal & new church expressions.
- Recognized and provided funding for various Mission Partners (see Narrative Budget).
- Continued the discernment process for a prison congregation.
- Concurred with the Tall Timber Board that it pursue independent tax exempt status.
- Provided a \$50,000 short term emergency loan to *United Presbyterian Church of Seattle*.
- Reviewed Campbell Farm finances, appointed an advisor board and staff.
- Awarded grants to *Everett 1st* for a mission trip & *Birchwood* for a trail project.
- Placed a moratorium on spending unrestricted undesignated funds until an overall strategy for mission and a fiscal policy is developed.

Commission on Ministry

Co-moderator Amy Delaney reported.

Grieder/Maplewood – The Rev. Hallack Greider had been serving as the Interim Pastor of Maplewood. The interim contract approved by COM allowed the session, in consultation with COM, to determine the Rev. Hallack eligible to serve as the installed pastor and they did exercise this option aware that the call could only be established by a three fourths vote of the presbytery. After an open search, the pastor

nominating committee nominated Rev. Grieder as pastor. COM recommended the following resolution to the presbytery: **“Resolved, That the installed relationship of pastor, for an indefinite period, be established among Maplewood Presbyterian Church, the Rev. Hallack Greider, and the presbytery.”** The resolution was APPROVED by the required three-fourths vote of the members present.

The Rev. Doug Bunnell led the presbytery in celebrating Rev. Greider’s call and in welcoming the Rev. Serena Sullivan, HR (see below).

Actions Taken by Delegated Authority (G-3.0307):

Anderson/Bellingham 1st – The installed call between with Kyle Anderson and Bellingham 1st as Associate Pastor has been dissolved, and a temporary pastoral relationship entitled “Tentmaking Pastor of Preaching and Theology” has been established effective September 7, 2017.

Delaney/Edmonds – COM has concurred with the congregation to reduce Rev. Amy Delaney’s terms of call to .75 FTE.

Emery/Metlakatla – Terms of call have been changed to “installed pastor for a designated term of one year beginning October 1, 2017, half-time, annual cash salary of \$17,500, use of the manse, and full Board of Pensions benefits.”

Gibson – COM has consulted with the Rev. Dick Gibson, HR, and has given him written notice that activities documented and reported to COM constitute work disapproved by the presbytery (G-2.0509).

Grieder, Hallack/Maplewood – The following terms of call as “Pastor for an indefinite period” between the Rev. Hallack Grieder and Maplewood Presbyterian Church were approved: full time, Cash Salary \$30,000.00, Housing Allowance \$35,819.00, Other Allowances \$3,012.00, Reimbursable Business Expenses not to exceed \$2,000.00; all other items according to the presbytery’s Minimum Terms of Call (see also recommendations).

Grieder, Heidi/Ordination Commission – the Rev. Heidi Grieder was ordained October 8, 2017, by the following Administrative Commission: Karen Butler, *North Creek*, Bryn Cannon, *Emmanuel*, Mark Johnson, *Lake Forest Park*, Rev. Dave Rohr, *Emmanuel*, Rev. Hallack Greider, *Maplewood*, and Rev. Amy Delaney, *Edmonds*.

Rev. Ted Mattie, HR – dismissed to Sante Fe Presbytery June 6th.

McFarland/Virginia Mason – The Rev. Curt McFarland, who has been serving as an Associate Pastor at Moses Lake ECO, resigned to accept a position as Manager of Spiritual Care at Virginia Mason Memorial Hospital in Yakima, effective September 15th. He has been granted permission to serve beyond the jurisdiction of the church as Manager of Spiritual Care at Virginia Mason Memorial Hospital, Yakima, WA, and the position is recognized as a validated ministry satisfying the criteria stated in G-2.0503.

Smith/Mount Baker – Ruling Elder Don Smith has been authorized to administer the Lord’s Supper at Mount Baker Presbyterian Church while the congregation is without a pastor, after completing training to be administered by Elder Janice Smith.

Rev. Serena Sullivan – the former North Puget Sound member, now a member in good standing of Olympia Presbytery, was examined and received as a member July 7, 2017.

Smith/Sacraments – Ruling Elder Janice Smith, Pastoral Associate for Village and Small Churches, has been authorized to administer the Lord’s Supper in those congregations identified by the presbytery as “Village Churches” during her period of service; and on behalf of the presbytery, she has been authorized to “train specific ruling elders, identified by sessions, to administer or preside at the Lord’s Supper according to G-3.0301b, those elders to be authorized by COM upon completion of their training, to preside at specific places and times when COM, on behalf of the presbytery “deems it necessary to meet the needs for administration of the Sacrament.”

Terrace View Session Moderator – Rev. Kevin Nollette (HR) has been appointed as moderator of the session.

For Information:

Fruitland Presbyterian Church, a Korean Congregation of Olympia Presbytery, is in the process of transferring to Northwest Coast Presbytery.

2018 Recommended COLA – A 3% Cost of Living Adjustment for Pastors, Co-Pastors and Associate Pastor is recommended to the churches for 2018.” (See CPI info in dropbox). 2016 and 2017 recommendations were .5%. NWC Presbytery Personnel Committee recommended 3% COLA based on Seattle area CPI for Presbytery staff which was approved by the Executive Board 08/31/2017.

Churches in Pastoral Transition – Clallam Bay, Ketchikan, Hydaburg, Meadow Springs, Mount Baker, Port Angeles 1st, Quilcene 1st, Quincy 1st, Sitka 1st, Terrace View, Yakutat.

Commission on Preparation for Ministry – *Arden Snyder, Moderator*

Enrolled as an Inquirer – William Whitney, *Snohomish First*, June 29th.

Annual Consultation and Continuation in the Preparation Process Approved for:

Candidate Maggie Parker, *Maplewood*, July 27th

Candidate Don Lichty, *North Creek*, July 27th

Certified Ready to Receive a Call – Candidate Curtis White, *Maplewood*, July 27th.

Nominating Committee

Moderator Rev. Muriel Brown, HR, reported, and moved that those nominated by the committee as listed in the report be elected. The motion to elect the following was APPROVED:

2018 Presbytery Moderator, Kathy Garde, *Westminster*

2018 Presbytery Vice Moderator, Gustavo Carvajal, *Pastor, Parker Heights*

Executive Board

2019 TE Wendy Taylor, 1st Term, Port Angeles

2020 TE Gustavo Carvajal, 2nd Term, Presbytery Moderator-Elect, Parker Heights

2020 TE Seth Normington, 1st Term, Waterville

2020 RE Dottie Villevik, 2nd Term, Everett First

2020 RE John Collier, 1st Term, Mukilteo (PCUSA)

Commission on Ministry

2018 TE Brandon Bailey, 1st Term, Tidelands
 2020 TE David Casson, 2nd Term, North Creek
 2020 TE David Eekhoff, 2nd Term, HR
 2020 RE Craig Weakley, 2nd Term, Westminster
 2020 RE Nettie Covalt, 2nd Term, Wrangell
 2020 RE Sheri Teesdale, 1st Term, Maplewood

Commission on Preparation for Ministry

2018 TE Mike Sousa, 1st Term, Sunnyside
 2019 TE Therin Fenner, 1st Term, Member at Large
 2020 TE Neil Trainer, 1st Term, Calvin
 2020 TE Charlie Lewis, 1st Term, Snohomish
 2020 RE Heidi Saikaly, 2nd Term, Mukilteo (PCUSA)
 2020 RE Craig Hopkins, 1st Term, Lake Forest Park

Permanent Judicial Commission

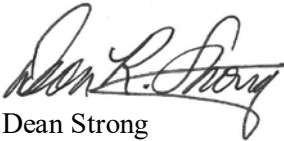
2023 RE Myra Munson, Northern Light

Synod Commissioner

2019 RE Warren Weber, Emmanuel

Adjourn

The meeting adjourned at 9:15 p.m. with a prayer by Corey Schlosser-Hall.
 The Verge 2.0 conference resumed on Saturday, October 21st, from 9:00 a.m. to 3:00 p.m.



Dean Strong
 Stated Clerk

Attachments

¹Roll and Attendance.

²2018-2022 Tentative Schedule Leadership Summit Meetings.

³Amendment to the bylaws to allow Presbytery Moderator and Vice Moderator to serve additional terms.

⁴Statements of Financial Position and Activity for the period ending September 30, 2017.

⁵2018 Narrative Budget and Sub-schedules.

**Presbytery of the Northwest Coast
Roll & Attendance
October 20, 2017**

Summary of the Roll (Ruling Elder/Teaching Elder Balance per Bylaw 3.600).

	Present	Absent	Total
Ruling Elders:			
Church Commissioners	32	71	103
Other Ruling Elders	9	2	11
Total Ruling Elders	41	73	114
Teaching Elders	56	110	166
Total Present and Absent	97	183	280
Church Representation	28	29	57

Teaching Elders Present (56)

Scott Anthony, Brandon Bailey, Frank Baresel, Joe Bettridge, Muriel Brown, Douglas Bunnell, Phil Campbell, Bob Carter, Gustavo Carvajal, Chankil Chung, Charles Clarke, Amy Delaney, Jon Draskovic, Denise Easter, Greg Ellis, Larry Emery, Catherine Fenner, Richard Gibson, Hallack Greider, Robert Hagan, Stephanie Hankey, Paul Heins, Kurt Helmcke, Luke Hyder, Philip Yoon Gi Jang, Jean Kim, Jinsuk Kim, Koon Shik Kim, Yo Sub Kim, James Kwon, Young Rae Lee, Charlie Lewis, John Mason, Matt McCoy, Milad Nakhla, Kevin Nollette, Seth Normington, Jung Il Park, David Rohrer, Claudia Rowe, John Schuldt, Sooil Shim, Arden Snyder, David Song, Won He (Peter) Song, Janet Sonnanburg, Mike Souza, Dean Strong, Serena Sullivan, Wendy Taylor, Mark Terayama, Neil Trainer, Jane Van Antwerp, Doug Waltar, Henk Wapstra, John Wilson.

Teaching Elders Absent (111)

Tom Adams, William Ainley, Kyle Anderson, Paul Ashbrook, Robert Bacon, Jr., Hyun Su Baek, Steve Barker, William G. Barnes, Paul Beran, Ashley Birk, Jan Blankenship, Dennis Borgman, Charles Bovee, David Casson, Jim Caulkins, James Christensen, Larry Cole, Bruce Cook, Mark Cook, Edwin Coon, Karel Coppock, Kimberly Crispino, David Dobler, Alan Dorway, David Eekhoff, Gracey Ekblad, Robert Ekblad, Florence Evanoff, Dennis Evans, Pansie Evers, Henry Fawcett, Duncan Ferguson, Brent Fisher, George Fuller, Heidi Greider, Tracee Hackel, Robert Higgins, Ann Hinz, Dan Holland, Fredrick Hull, Derek Hwang, Robert A. Jackson, Bob Johnson, Daniel Jones, Lynn Jones, Barry Keating, Byeung Kyu Kim, Kyoung Chun Kim, Paul Kyung-Kook Kim, Tim Ryang Kim, Yong In Kim, Richard Klein, Robert Klitz, Paul Kohler, Dianna Kunce, James Kutz, G. David Lambertson, J. Tim Lann, Ki Chun Lee, Ann Lewis, Wayne Lowry, Darrel Lynn, Robert Maxson, Curt McFarland, Heather Rene Smith Mikelson, Lowell Murphree, David Murphy, Michael Neelley, Rebecca Niemeyer, Richard Nordgren, Peter Notehelfer, Laurie Oswalt, Benjamin Park, John Park, Tom Patterson, Virgie Pickering, Gerald Poole, Ronald Richardson, Raymond Riese, David Ro, Mary Robinson-Mohr, John Rogers, Ervin Roorda, David Ross, Thomas Ross, Thomas Salmon, Esther Gibson Sanders, Scott Schaefer, Robert Schmitt, Faye Serene, Hanna Peterson Shearer, Bob Shepherd, Brian Shin, Donald Simpson, Robert Slater, Mark Smith, Bill Starr, Charles Strawn, Paul Strawn, LaVerne Sugamele, Karen Summers, Allan Swan, Dave Templin, Seth Thomas, Wendy Tingley, Nicholas Valadez, Jack Wilson, Michael Young, Bill Zeiger, John Zimmerman.

Ruling Elder Church Commissioners (32)

Acme - Judy Paulson,,Baker Community - Alex Kim,
Bellingham First - Bill Palmer,
Birchwood - Miles Curry, Ken Gasper, Barbara
Sanford,
Calvin - Tim Julius, Katy Korpi, Linda Rudat,
Cascade View - Sean Jankovic, Lorrie Nelson,
Cashmere - Linda Colby,

Central WA Korean - Paul Pak,
Community Ch. of Seattle - J.B. Im, Samuel Roh,
Cottage Lake - Carol Bates,
Craig & Klawock, First - Adeline deCastro,
Edmonds - H Gay,
Emmanuel - Connie Weber,
Everett First - Katherine Campbell,

Friday Harbor - Ken Frazee, Andi Zaehring, Dan Zaehring,
 Kennewick First - Kathy Dechter, Sam Dechter,
 Ketchikan - Vincent Gilmartin,
 Korean PC of Oak Harbor - Paul Pak,
 Lake Forest Park - Ann Gotshall, David Whalen-Robinson,
 Maplewood - Sharen Teesdale,
 Mountain View - Stephanie Clark, Don Cunningham, George Rasmussen,

North Creek - Brian Pepelnjak, Steve Witten,
 Northern Light United - Laura Doogan,
 Parker Heights - Mark Reynolds,
 Port Townsend First - Margaret Gormly, Steve Shively,
 Terrace View - Lynnette Norton,
 Tidelands - Adam Anderson,
 United PC of Seattle - Jehyoung Lee,
 Westminster - Kathy Garde,
 Whidbey - Nancy Collins,

Churches Not Represented (29)

Agape, Clallam Bay, Hydaburg, Kennewick First, Lord of Glory, Meadow Springs, Metlakatla, Mount Baker, Mount Vernon, Mukilteo, Neah Bay, Northern Light United, Othello First, Petersburg First, Port Angeles First, Quilcene First, Quincy First, Riverside, Saint James, Sitka First, Snohomish First, Sunnyside, Tieton First, Trinity United, Waterville Federated, Wilson Creek First, Wrangell First, Yakutat, Zion.

Other Continuing Members, Present (9)

Commissioned Ruling Elders- George Eastman, *Neah Bay*, Janice Smith, *Acme*.
 COM Co-Moderator - Karen Butler, *North Creek*.
 Executive Board - Francie Irwin, *Othello First*, Dottie Villevsvik, *Everett First*; Kathy Garde, *Westminster*, Warren Weber, *Emmanuel*.
 Executive Presbyter - Corey Schlosser-Hall.
 Presbytery Moderator - Clarence Antioquia, *Northern Light*.

Other Continuing Members Absent (2)

Commissioned Ruling Elders - Nettie Covalt, *Wrangell First*, Robert Merriman, *Kennewick First*.

Staff (2)

Jenine Taylor, *Cottage Lake*, E.J. Lee, *Overlake*, Rev. H.T. Lee, *Overlake*

Legible Registered Visitors (21)

Gemma Amendola, *Waterville*, Sean Chow, *1001 New Worshiping Communities*, Terry Colby, *Cashmere*, Ann Collier, *Mukilteo PCUSA*, John Collier, *Mukilteo PCUSA*, Glenn Crowe, *Birchwood*, Kathy Dechter, *Kennewick First*, Mark Frey, *Board of Pensions, Cascades Presbytery*, Karen Gasper, *Birchwood*, Dave Keishe, Sandra Larsen, *Seattle Presbytery*, Joseph Lee, *Baker Community*, George Mollie, *Mending Wings*, Cherie Murchie, *Calvary PC, Enumclaw*, Carmanita Pimms, *Campbell Farm*, Dave Saugen, *Tall Timber*, Steve Shive, *Wyoming Presbytery*, Kathy Turnbull, *Friday Harbor*, Peter Turnbull, *Friday Harbor*, Rosalee Wapstra, *Snohomish First*, Connie Weber, *Emmanuel*.

* * *

**Presbytery of the Northwest Coast
2018 - 2022 TENTATIVE SCHEDULE
Leadership Summit Meetings**

Revised: 10/10/2017 (SUBJECT TO CHANGE - Always check for latest revision)

2nd Thursday of Feb: Hybrid
2nd Thursday of June: Hybrid
2nd Friday/Saturday of October: Annual face-to-face

Locations Dependent on Technical Facilities

Presbytery Meeting	type	Location	Event
Thu. Feb 15, 2018	hybrid	Western WA	
Thu. Jun 14, 2018	hybrid	Alaska	
Fri. Oct 19, 2018	(and Sat) Annual	Western WA	
Thu. Feb 14, 2019	hybrid	Western WA	
Thu. Jun 13, 2019	hybrid	Western WA	
Fri. Oct 18, 2019	(and Sat) Annual	Eastern WA	
Thu. Feb 13, 2020	hybrid	Western WA	
Thu. Jun 11, 2020	hybrid	Eastern WA	
Fri. Oct 16, 2020	(and Sat) Annual	Alaska	
Thu. Feb 11, 2021	hybrid	Western WA	
Thu. Jun 10, 2021	hybrid	Eastern WA	
Fri. Oct 15, 2021	(and Sat) Annual	Western WA	
Thu. Feb 10, 2022	hybrid	Eastern WA	
Thu. Jun 09, 2022	hybrid	Alaska	
Fri. Oct 14, 2022	(and Sat) Annual	Western WA	

COM meets first Thursday of the month, 9:00 a.m. @ North Creek PC

CPM meets last Thursday of the month @ Presbytery Office

Executive Board meets 3rd Thu. Of Sept, Jan, April, 1st Thu. of June

The winter meeting is normally in Western WA to minimize mountain travel.

Travel to Alaska is normally best (sans fog) in summer or fall

Proposed Amendment to the Bylaws

to Allow, but Not Require, the Presbytery Moderator or Vice Moderator to Serve up to Three Years in Those Offices, if Reelected by the Presbytery

“Shall the bylaws of the Presbytery of the Northwest Coast be amended, as follows, to allow the Presbytery Moderator to serve up to three continuous one year terms in that office if reelected by the presbytery;
to revise the office of “Moderator Elect” to “Presbytery Vice Moderator;”
to allow the Presbytery Vice Moderator to serve up to three continuous one year terms in that office if reelected by the presbytery;
to revise affected sections of the bylaws according.”

Rationale

The presbytery is well served when a person with the gifts for moderating large meetings is elected to the office. The Presbyterian Principle (F-3.04-3.05) of elders to “seek together to find and represent the will of Christ” reaching decisions “following opportunity for discussion and discernment” depends on the moderator skillfully using parliamentary procedure to creating a safe, orderly “space” where all voices are heard and respect for differences is maintained. Occasionally, when such a person has been called and serves, it might be good to allow that person to serve for more than one year. Both the Executive Board and the Commission on Ministry, which are permitted a similar continuity of service, have benefitted from a skilled moderators serving for more than one year while their workloads have increased.

If a person were to serve more than one year as Presbytery Moderator, he or she would still be nominated by the Nominating Committee for reelection (which would require the same for the Vice Moderator). When a person is elected to the office of Vice Moderator, he or she will still serve on the Executive Board for a three year term by virtue of the office, regardless of whether he or she ends up serving as Presbytery Moderator. If a Presbytery Moderator did serve for three years, at the end of that time, the Vice Moderator would still normally be the nominee for Presbytery Moderator if willing to serve.

Proposed Bylaw Amendments

Deleted sections appear as ~~strike-out~~, added sections are underlined

4.000 OFFICERS

4.100. Officers of the Presbytery shall be a Presbytery Moderator (Presiding Officer), Moderator-Elect, Presbytery Vice Moderator, Moderator of the Executive Board, Stated Clerk, and Treasurer. These officers shall perform the duties prescribed by these Bylaws, the Constitution, and Robert's Rules of Order. Terms of office shall begin January 1st and end on December 31st of the appropriate year or until their successors have been elected.¹

4.200 Presbytery Moderator (Presiding Officer) – A moderator shall be elected at the annual meeting for a term of one year, beginning January 1 of the year following the election, or until a successor has been elected, and may be reelected for no more than two additional contiguous terms. At the time of election, the moderator must be a continuing member of, or a commissioner to, the Presbytery. ~~A moderator may not serve two full terms consecutively. The nominee for moderator shall be the Moderator Elect.~~ Should the office become vacant, the Vice Moderator Elect shall assume the office for the remainder of the term. ~~Should the Moderator Elect serve a partial term, he or she may be a nominated for a following term.~~ The Moderator shall be an ex-officio member of Presbytery commissions and committees with the exception of the Nominating Committee.

4.300 Vice Moderator Elect – A Vice Moderator ~~Elect~~ shall be elected at the annual meeting for a term of one year, beginning January 1 of the year following the election, or until a successor has been elected, and may be reelected for no more than two additional contiguous terms. At the time of election, the Vice Moderator ~~Elect~~ must be a continuing member of, or a commissioner to, the Presbytery (G-3.0104). ~~A candidate for Moderator Elect shall be nominated by the Presbytery Nominating Committee, in consultation with the Executive Board. Should the office become vacant, a candidate shall be nominated in the same manner and presented for election at the next stated meeting.~~ The Vice Moderator ~~Elect~~ shall perform the functions of the moderator's office upon the moderator's request, absence or inability to serve. The Vice-moderator ordinarily will be the nominee for Moderator when the moderator's term has ended.

8.200 The Executive Board shall constitute the Board of Trustees of the Corporation established under the State of Washington Nonprofit Corporations Act, RCW 24.03. For the purposes of this Act, which states, "The affairs of a corporation shall be managed by a board of directors, [RCW 24.03.095]," The Moderator of the Executive Board shall be the President of the Corporation, the Presbytery Vice Moderator ~~Elect~~ shall be the Vice-President, the Stated Clerk shall be the Secretary and registered agent, the Presbytery Treasurer shall be the treasurer, and the remaining members of the Board shall be the directors.

8.300 Composition - The Board shall be composed of the Presbytery Vice Moderator Elect, the current Moderator of the Presbytery, and the immediate past Moderator of the Presbytery if that person served as Presbytery Moderator less than three years, and no fewer than nine men and women elected by the Presbytery from Alaska and Washington. Members shall be teaching elders in good standing or ruling elders; at least one half of the members shall be ruling elders. It shall conform to the principles of unity in diversity established in F.1-0403. The Stated Clerk, who shall serve as clerk of the Board, Executive Staff and the Treasurer shall be ex-officio members without vote for the duration of their service.

1. (Amend 2-11-2016): to allow for continuation of office if an election does not occur

**Presbytery of Northwest Coast
Statement of Financial Position
As of September 30, 2017**

ASSETS

Bank Accounts	637,194
MDCs & New Covenant Mutual Funds	675,027
Schwaub Investment Account	843,163
Accounts Receivables	70,919
Loans Receivables	201,753
Net Fixed Assets	317,901
Presbyterian Foundation Endowment	807,773
TOTAL ASSETS	<u>3,553,729</u>

LIABILITIES & NET ASSETS

-

LIABILITIES

Current Liabilities	16,506
Tidelands MDC Loan	<u>125,211</u>
Total Liabilities	141,717

NET ASSETS

Unrestricted Undesignated	1,281,380
Unrestricted Designated	1,110,020
Temporarily Restricted	209,797
Permanently Restricted Endowment	788,808
Change in Net Assets during the period	<u>22,007</u>
Total Net Assets	3,412,012

TOTAL LIABILITIES AND NET ASSETS	<u>3,553,729</u>
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Presbytery of Northwest Coast
Statement of Activities
Jan. 1, - Sept. 30, 2017

INCOME	
Per Capita	325,360
Interest & Earnings on Investments	105,236
Unrestricted Gifts	4,000
Fees, Registrations, Misc.	7,374
Lease & Rent	8,136
Deming Property Sale	220,003
Shared Staffing Synod Contribution	23,746
Gifts to GA Mission	108,064
Gifts to Presbytery Mission Partners	62,354
Unrealized Gain on Endowment	29,802
PCUSA Grants	<u>26,250</u>
TOTAL INCOME	920,326
EXPENSES	
Village & Small Church Ministry	44,259
Multicultural Integration	49,644
New Church Expressions	97,541
General Assembly Mission	108,064
Presbytery Mission Partners	59,245
Peacemaking Grants	6,000
Community Blessing Grants	24,300
Campbell Farm Direct Support	37,608
Campbell Farm Deferred Maintenance	57,765
Clallam Bay Manse Repairs	36,109
Neah Bay Building Repairs	8,609
Operations	
GA, Synod & Past Due Per Capita	66,924
Meetings, Commissions, Committee Expenses	28,636
Real Estate Costs	22,140
Office Expenses	40,137
Staff Expenses	<u>211,338</u>
TOTAL EXPENSES	898,319
NET INCOME	<u>22,007</u>



2018-2022 Ministry Plan & Budget

For NWC Presbytery Leadership Summit, October 20-21, 2017

The new Northwest Coast Presbytery, formed from 3 former presbyteries, has experienced a robust genesis year (see “Snapshot of NWC Presbytery” Appendix A). Take a glance at the “Ministry Plan Overview” and celebrate with us what has been accomplished so far inspired by the 2017-2021 Ministry Plan and Budget which was infused with a commitment to 3 key initiatives: 1) Village Ministries, 2) Congregational Renewal and 3) New Expressions of Christ’s Church. We also took next steps with our continuing commitment to multi-cultural integration.

Ministry Plan Overview



2017 Key Developments...so far

Village Ministries (Budget Schedule 5)

Praise God for Janice Smith, who was called and began her ministry as Pastoral Associate for Village Ministry in June 2017. She has submitted an ambitious and hopeful 90-day report to the Executive Board and COM. Janice is hosting a Village Ministry day Friday, October 20, 2017 as part of our leadership summit. And our commissioned ruling elder (CRE) development program is ramping up!

Following the departure of Rev. George Pasley from Ketchikan, Metlakatla and Ketchikan PC began to partner in sharing Rev. Larry Emery as a pastoral leader. They are trying that arrangement on for a season and will evaluate this fall!

Yakutat PC and Northern Light United PC developed a more formal partnership and Rev. Phil Campbell has supervised Rev. Ann Hartman, seminary intern, during summers 2016-17. Yakutat also welcomed pastoral leaders during their sabbaticals.

The manse foundation was releveled and improved in Clallam Bay in preparation for pastoral leader(s) to live there.

Facility of Hydaburg PC was repaired by the mission builder team of Community Church of Seattle. Hydaburg PC has another project for a renovation team.



Congregational Renewal (Budget Schedule 4)

Renewal is and has been afoot in many NWC Presbytery congregations including: Emmanuel PC in Bothell, Parker Heights PC in Wapato, Friday Harbor PC, Northern Light United in Juneau, Mountain View PC in Marysville, Acme PC, Community Church of Seattle, Seattle New Life and more.

We are pursuing an approach to renewal that integrates our learning from bright spots where renewal is happening inside and outside NWC presbytery. We are also drawing forward what we learned through *Unbinding the Gospel*, TAG Visioning Process, *Journey of Discovery* and other renewal efforts in congregations during recent years. Renewal is a dynamic, fluid word to describe a dynamic, fluid phenomenon. Renewal isn't easily pinned down in definition or in strategy to pursue it, but you know it when you taste it. Our approach to renewal needs to match the dynamism of the phenomenon. We hope to do that in 2018 with an initiative we're calling **Studio E3**. See page 3.

New Expressions of Christ's Church (Budget Schedule 7)

Tidelands chartered in February 2017.

Community Church of Seattle (CCS) started two new campuses. One, "Adelpos," in the University District of Seattle and another in Bellevue at the Calvary Chapel of Bellevue facility.

New Life Fellowship, the english-speaking congregation of CCS, is launching a new campus in partnership with University of Washington in the University District of Seattle. First worship service is scheduled for September 24.

Community College Outreach Ministry had second successful year at Cascadia CC/UW Bothell, their 4th campus community, and a successful fundraising dinner.

Collide for women, A new church expression in Bellingham is growing (700 women at a recent *Collide* gathering) taking significant steps in its development including possible expansion to other regions. *Collide* received investment grants from NWC Presbytery and the Presbyterian Mission Agency.

Parker Heights PC began a new expression of the church with people from the *Inspire* school across the street from PHPC with the help of a seed grant from NWC Presbytery.

A new congregation in the Monroe Prison is being discerned in partnership with Prison Congregations of America.

NWC Presbytery is hosting a *Discerning Missional Leadership Assessment* in November 2017 at Seattle New Life Community Church of Seattle in Bothell in partnership with Presbyterian Mission Agency.



Multi-Cultural Integration (Budget Schedule 6)

NWC Presbytery is grateful for Rev. James Kwon (Community Church of Seattle), our first Korean-American Moderator in 2016. Thank you Rev. Kwon!! He and CCS hosted an extraordinary pilgrimage to Korea in October 2016 and our annual leadership summit! Check out [this video: https://youtu.be/U3oVIdLWKw](https://youtu.be/U3oVIdLWKw).

This year Elder Clay Antioquia (Tlingit from Juneau) is serving as Presbytery Moderator. Thank you for stepping forward in leadership Clay!

Associate EP Rev. Jinsuk Kim continues to build bridges between Korean-American congregations and others throughout the presbytery and synod.

We pray and work toward continued integration of the many racial and ethnic backgrounds in NWC Presbytery.

Mission Partners (Budget Schedule 8 & Appendix B: 2018 Mission Partner Plan)

Partnering in mission has been expanded to include both *Covenant* Mission Partners and *Endorsed* Mission Partners. (See Appendix B: 2018 Mission Partnership Plan).

Campbell Farm has made many property improvements. As of July 31 you have invested over \$80,000 in property, operations, and other assistance in Campbell Farm in 2017 and that will be higher by year end. Thank you to Warren Weber (Emmanuel PC), Community Church of Seattle Mission Builder Team, and many others who have championed and contributed to these improvements. The Campbell Farm board is exercising growing leadership. Thanks to Michael Friedline (Wallingford PC, Seattle) for generously donating his board development and fundraising prowess!

Tall Timber has remained stable in campership, and are working to advance marketing and development. They are making some governance shifts to serve an expanding constituent and donor base.

For other developments and next steps please see the “2018 Mission Partner Plan and Vision” on page 6 and Appendix B.

Staffing (Budget Schedule 10)

We’ve expanded Stated Clerk, Dean Strong’s, role to include Treasurer and Budget Director; and Associate EP, Jinsuk Kim’s, role to provide service to other Korean-American congregations throughout Synod of Alaska NW (Budget Schedule 6). Many thanks to Dean and Jinsuk!

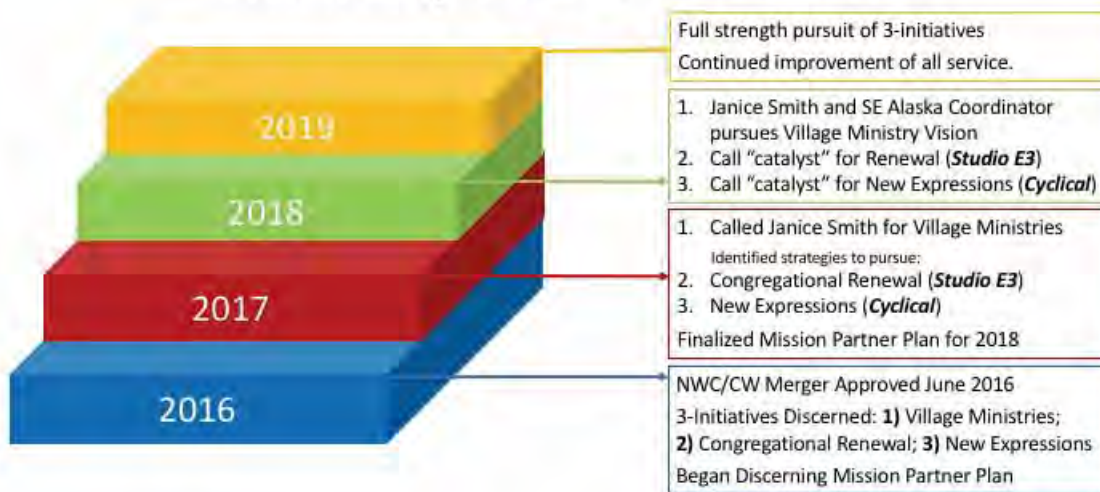
Rev. Janice Smith has joined the NWC Team as Pastoral Associate for Village Ministries (Budget Schedule 5); EJ Lee as Communications and Event Specialist; Jenine Taylor as Admin Assistant/Presbytery Connector. Welcome aboard the NWC Express!

We said good-bye to Sarah Beard and George Pasley. Sarah served us so well for over 11 years. She’s now working for the Attorney General of Washington State. George Pasley, Alaska Cluster Coordinator, was called as Pastor to Trinity PC in Martin, TN. Thanks be to God for Sarah and George!



Now What? 2018 and beyond

Ministry Plan Overview



Investments in *multi-cultural integration* have borne good fruit as indicated previously. We are seeing the blessing of investments in *Village Ministries* in 2017.

In 2018 we want to build on those developments and take assertive steps to gear up Congregational Renewal and coordinate the energy in New Expressions:

- 1) **Village Ministries** (budget schedule 5) We will 1) develop a robust and flexible development education/formation process for commissioned pastors; 2) Ramp up our recruiting of potential pastoral leaders; 3) continue to coach congregations in many models of pastoral ministries; and 4) continue to engage, equip and encourage current village congregations and leaders. This effort needs the continued leadership of Rev. Janice Smith and an Alaska Cluster Coordinator for our SE Alaska villages. \$ Impact: We propose \$100,000 (staff, salary support, & capital grants) the amount already forecasted for 2018 in the 2017-2021 forecast.
- 2) **Congregational Renewal (Studio E3 Budget Schedule 4).** We are blessed with several congregations (20-25) who are healthy overall and doing vital ministry. They are not in a village or Korean-speaking congregations. Some are experiencing renewal. Several are plateaued or on the decline side of the congregational life-cycle and feel a bit stuck. They know that ministry as usual, just better and more of it, is no longer the answer. They want to shift their ministry to invite new life and growth (multi-dimensional sense of growth), but not sure what that would be or how. Moreover, they are open and trusting enough to team up with people and resources outside themselves to help. Let's call those conditions "healthy & ready."

These congregations are the focus of "**Studio E3.**" E3=Engage, Equip and Encourage. **Studio E3** focuses on healthy and ready congregations to steward their leadership efforts to welcome ongoing renewal, take a next step, clarify or focus their vision, and/or collaborate with others. Doing so



requires adaptive learning and leadership and a longer-term relationship with a coach, consultant, and/or process to make it happen. In these cases, one idea, decision, meeting or renewal weekend, no matter how right or inspiring won't do it! Step into **Studio E3** together and see what God does.

Each congregation or cohort of congregations who participate in Studio E3 may have a unique emphasis. We want the effort to be customized for each congregation(s) rather than adopt one program, person, or resource to address the many situations in different congregations.

For example, in recent years some congregations engaged the *Unbinding the Gospel* process, some have worked through communal discernment of God's direction with Renewal Ministries NW, some engaged the *Journey of Discovery*, and still others engaged the TCI and TAG Consulting vision process. Each scratched a particular itch. **Studio E3** focuses on matching the right person, team or resource for their aspiration.

The "Studio" concept suggests that participants enter a creative, generative space (metaphorically) or relationship with the Holy Spirit and each other to produce something remarkable. The participants are often different just like in a music studio where the artist, producer, mixers, and director are often different project to project. But the studio provides them the creative space, resources, and inspiration to generate something remarkable together.

For example, right now we are looking at our 3 Bellingham churches joining together with a coach/catalyst to take steps together that may bless all three congregations and their communities. This kind of timing and alignment only comes along once in a while. We want to take full advantage of this God-given gift of ripening circumstances and energy alignment. Enter **Studio E3**.

In another congregation they have been yearning to turn the corner with the health of their congregational culture. This is something that they've taken 2 steps forward and 3 steps back for a few years. Now they want to start taking 3 steps forward and 2 back to shift the momentum. Enter **Studio E3**.

\$ Impact: We propose \$75,000. \$25,000 already forecasted in 2017 for 2018 for renewal resources. And an additional \$50,000 for a "Studio E3 Catalyst," a point person who will curate, coordinate, and catalyze **Studio E3** efforts.

3. **New Expressions of Christ's church by launching *Cyclical: Catalyzing New Expressions of the Church*** in and around NWC Presbytery (Budget Schedule 7). We need an ongoing way to engage, equip, and encourage new expressions systematically over time, not only case-by-case. Toward that end we are proposing "Cyclical" as an ongoing ministry to engage, equip, and encourage potential leaders to discern and start new expressions.

"Cyclical" has been effectively ministering ecumenically in the Los Angeles area (www.cyclicalla.org) in partnership with San Fernando Presbytery. It is led by Nick Warnes, founder of Northland Village Church and Cyclical LA, who will be speaking at VERGE 2.0. They are willing to work with us to begin a similar ministry in NWC Presbytery.



The initiative includes calling a “Cyclical Catalyst,” a part-time staff person for a 2-year term who will engage, equip, and encourage existing congregations, new expressions and their leaders.

Our 1001 New Worshipping Communities staff and resources from the Presbyterian Mission Agency are also willing to work with us to make this happen. We intend to collaborate with Seattle and Olympia Presbyteries and potentially, Westminster Presbytery of the Presbyterian Church of Canada in British Columbia, along with regional ecumenical partners.

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.

We hope the “Cyclical” initiative will 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. \$ Impact. We propose \$142,000 which was forecasted in 2017 for this priority: \$90,000 for new expression support, \$50,000 for Cyclical catalyst and partnership, and \$2000 for assessments.

Talent for *Studio E3* and *Cyclical* (Budget Schedules 4 & 7)

NWC Executive Board has approved investing in two new people & positions: *Studio E3 Catalyst* and *Cyclical Catalyst*. Each of these roles are ½ time (or less) and each are for a 2-year project. The projects they are catalyzing will be evaluated after 6 months and again at 18 months to discern if/how to continue these emphases beyond the 2-year project. They are specifically to focus on congregational renewal (*Studio E3 Catalyst*) and New Expressions (*Cyclical Catalyst*).

- 1) **Studio E3 Catalyst** (Renewal): E3=Engage, Equip and Encourage. In 2018 we want to identify one person who would catalyze, coordinate, and curate the learning from “Studio E3” on a part-time basis. This would hopefully be someone who is already pastoring or elderring in a congregation. Studio E3 Catalyst position description is under construction.
- 2) **Cyclical Catalyst** and expenses for Cyclical Ministry (New Church Expressions). .5 FTE focused on E3 with existing congregations, new expressions and their leaders or potential leaders. Cyclical Catalyst position description is under construction.

Mission Partner Plan and Vision 2018 and beyond

(See Budget Schedule 8 & Appendix B)

Both NWC Presbytery and Central WA Presbytery valued partnerships with mission and ministry organizations prior to merging. Each presbytery had a different approach to how those partnerships worked and how the partners were supported financially.

In 2016-2017 the Executive Board and staff invested significant energy, intelligence, imagination and love to try and develop a way forward with mission partners that



1) robustly fulfills NWC Presbytery's mission—to engage, encourage and equip congregations and their leaders. Our core motivation for having mission partners is to fulfill the mission God has given us; 2) blends the best of both former presbyteries' approaches; 3) is sustainable financially, attentionally and energetically; and 4) promotes financial and leadership sustainability for our partners without dependence on NWC Presbytery. In this framework NWC Presbytery is more of a venture partner than a sustaining partner.

Note about “venture” and “sustaining” partnerships: A “venture” partner is one who can help a ministry from inspiration to incarnation, may have “venture” funds to help with startup, and/or guide a mission partner to another level of development at key moments in their life cycle. A venture partner is one who can help lead through a crisis or redesign the ministry model. A presbytery, like Northwest Coast, is well-positioned in the ecclesiastical ecosystem and in people to be a venture partner. It is not effective as a sustaining partner.

Congregations are far better positioned in the ecclesiastical ecosystem as a sustaining partner. A sustaining partner is one who can meaningfully fuel a ministry with prayer and other spiritual resources; people resources for participation, leadership and followership; and financial support to help sustain and grow the mission partner.

We believe the plan fulfills #1 and #2. But what about #3 and #4? What will be financially, attentionally, and energetically sustainable? That is a central question we are trying to answer through the 2018 budget and forecast.

By 2022 any financial support that is routed through NWC Presbytery for mission partners will be generated solely by the giving of congregations and individuals as they see fit. In 2018 we propose to use some unrestricted/undesignated assets from the former CWP to fund mission partners of the former CW Presbytery. That will continue for Campbell Farm and Mending Wings assuming they hit key goals each year through 2022. By 2023 we are committed to using no unrestricted funds for mission partners. This is the only approach that is financially sustainable.

However, especially because the Central WA presbytery pledged a certain amount of support each year to their mission partners, and those partners have come to rely on that support, we are investing attention, intelligence and energy with those partners to increase their fundraising acumen and their engagement with congregations, while diminishing their reliance on presbytery support. In the cases of Campbell Farm, Tall Timber, Mending Wings (Yakama Youth Ministry), and Trailseekers there are explicit expectations for ramping up their funds development capacity. We believe that doing this can only be healthy for their long-term vision and sustainability.

In 2018-19 NWC Presbyterians should expect two key phenomena: 1) These partners will be reaching out to you to explore how you can “engage, equip, and encourage” one another in ministry. How will you connect with them? How might they engage, equip, and encourage your congregation or new church expression in ministry? 2) Some of these partners will thrive and rise to the occasion through this season. Some may not. This is a natural part of the ministry life cycle.



Ongoing budget priorities for 2018 and beyond

(Budget Schedules 9 & 10)

The ongoing ministry of **NWC Presbytery through our agencies**--Commission on Ministry, Preparation for Ministry, Nominating Committee, Grants program, Alaska Funds program, and more—will continue. Every agency of the presbytery strives to develop and improve its ministry. In 2018 we intend to improve how we serve our congregations, new expressions and minister members by better synchronizing the ministries of our many agencies. If you are sensing a call to serve others through presbytery leadership please visit <http://www.northwestcoast.org/take-action>

Operational infrastructure continues to be a key priority for NWC Presbytery. We will improve our service in 2018-19 by upgrading financial reports and management, launching a new cloud-based database for all contacts and record keeping, taking another step with meeting communication technology, and updating our Manual of Administrative Operations. And we remain open to a new office space that will better accommodate virtual meeting technology and space.

Staff will receive a 3% **Cost of Living Adjustment (COLA)** in 2018. This is the same as the recommendation to congregations for pastoral leaders.

VERGE 2.0 during our fall annual leadership summit is a highlight for most presbyters. We are proposing to increase our investment in that event slightly--\$2500 to \$5000.

In 2018 the **PC(USA) General Assembly** will be held in St. Louis, MO. In 2020 it will be held in Baltimore, MD. Our budget reflects \$ to help key NWC staff and volunteer leaders participate every 2 years. Commissioners have their way paid by our collective PC(USA) per capita giving.

Appendices

Appendix A: Snapshot of NWC Presbytery Today

Appendix B: Mission Partnership Plan for 2018



APPENDIX A

Snapshot of NWC Presbytery Today

	2016
Congregations	55
New Expressions of the Church since 2010	16 (10 continue) ¹
Village Congregations (congregations in communities of less than 1000)	16
Members	9000
Members + New Expressions (est.)	10630
People of non-European racial/ethnic backgrounds	30%
Local Mission Partners	12 (See Appendix B)
Terroir ²	NW WA, Central WA, SE AK From “Kennewick to Ketchikan” and “Yakima to Yakutat”
Annual Revenue	\$1,001,345 ³
Balance Sheet Assets	\$3,373,296 ⁴
Active ⁵ Clergy 25-49 years old	16
Active Clergywomen	20
Active Clergy with babies	10

¹ At end of 2016 the continuing expressions were Tidelands, Collide, Shoreline Community College (CC), Edmonds CC, Everett CC, and Cascadia CC/UW Bothell. Tidelands chartered at the beginning of 2017. Four new expressions were added to this mix in 2017 so far. Parker Heights PC new church expression with Inspire School families. Community Church of Seattle’s Adelpos campus in Seattle’s U-District (Korean Speaking), and Bellevue campus at Calvary Chapel. Seattle New Life’s new church campus in Seattle’s U District (English).

² the complete natural environment in which a particular ~~wine~~ church is produced, including factors such as the soil, topography, and climate.

³ Based on 12/31/2016 Activity Statement.

⁴ Based on 12/31/2016 Statement of Financial Position.

⁵ “Active”=serving a congregation or ministry. Includes CREs. Does not include HR.



APPENDIX B

Mission Partnership Plan for 2018

The Executive Board issued a proposed mission partnership plan in June 2018 and welcomed a comment period from congregations, presbyters and partners over the summer of 2017.

The comment period led to one change regarding Mending Wings Yakama Youth Ministry shifting from being an endorsed mission partner to being a covenant partner with a written covenant and a 5-year sustainability plan.

And a new partner—Underground Ministries (www.undergroundministries.org)—emerged during the summer of 2017 which we intend to engage in a time-limited, 3-year venture covenant partnership for startup.

This 2018 plan is the result of the Mission Partner Task Force in the summer and fall of 2016 and a followup task force of the Executive Board in early 2017 to meet with each of the former mission partners of the former CW Presbytery and the Covenant Partners of the former NWC Presbytery. The NWCP Executive Board has adopted this revised plan.

It is a combination of the mission partnerships and different approaches to partnership of the former Northwest Coast Presbytery and the former Central WA Presbytery.

It takes effect January 1, 2018.



Covenant & Endorsed Mission Partners

Criteria and Explanation

Covenant Mission Partnership Criteria

1. A Covenant Partner must deepen and/or extend the mission of NWC Presbytery and be rooted in the PC(USA), meaning that it was founded by PC(USA) congregation(s) and/or members. NWC Presbytery's mission is *to engage, equip and encourage congregations and their leaders, dispersed yet connected throughout the region, as together we faithfully serve Jesus Christ to transform the world?*
2. Partnership is mutual, and we expect NWC Presbytery deepens and extends our covenant partners mission as well.
3. A Covenant Partner is an independent, ongoing [or established] ministry (rather than a startup) that [has/possesses or is supported by] multiple streams of funding.
4. Ideally, a Covenant Partner's funding reliance on NWCP will not exceed 20% of total income.
5. NWC Presbytery will have a voice on a Covenant Partner's board or leadership council.

Notes about *Covenant Partnerships*: 1) Annual reporting is required. 2) A written covenant approved by the Partner and the Executive Board will govern the terms of the mutual partnership. 3) Unified or undesignated mission giving (formerly 'non-designated mission income') given by the congregations and individuals of NWC Presbytery is divided among the Covenant Partners as determined by a percentage distribution. These percentages are subject to review and change each year. When an emergent need arises for a Covenant Partner, additional funds may be gifted to meet that need.

Endorsed Mission Partnership Criteria

1. A mission agency, initiative or project that NWC Presbytery knows, admires, and loves as discerned by the Executive Board or its authorized agency.
2. Rooted in the PC(USA). This mission partner was founded by one or more of our congregations and/or PC(USA) members.
3. At least 2 congregations support its ministry in some way: with volunteers, service on staff or board, with financial support, etc.

Key differences between "Covenant Mission Partner" and "Endorsed Mission Partner" are: 1) Covenant Mission Partners fulfill NWC Presbytery's mission to a greater degree than an Endorsed Mission Partner. 2) NWC Presbytery does not need to have voice on the board or council of Endorsed Mission Partners. 3) NWC Presbytery will encourage congregations to give directly to Endorsed Mission Partners on mission remittance form and through other messages, but they do not receive a percentage of unified or undesignated mission giving. 4) A written covenant is part of Covenant Mission Partnerships, but not Endorsed Mission Partnerships 5) Annual reporting is required of Covenant Mission Partners, but not of Endorsed Mission Partners.



Mission Partners beginning January 1, 2018

“Ministry of” NWC Presbytery: Campbell Farm (www.thecampbellfarm.org)

Note: Campbell Farm was wholly owned by the Central WA Presbytery and is now owned by the new NWC Presbytery. As such it is “ministry of” NWC Presbytery rather than a partner. Partnership by definition is with a ministry incorporated on its own.

Covenant Mission Partners:

Eagle Wings disAbility Ministries
(www.eaglewingsministries.org)

Mending Wings Yakama Native Youth Ministry
(www.mendingwings.net)

Renewal Ministries NW
(www.renewalminnw.org)

Tall Timber Ranch (www.talltimber.org)

Underground Ministries (time-limited 3-year
startup partnership)
(www.undergroundministries.org)

Whitworth University
(www.whitworth.edu/administration/church-engagement/)

Endorsed Mission Partners:

Collide: Run Into Jesus (www.wecollide.net)

Counseling Centers of NPS
(www.samaritannps.com)

Community College Outreach Ministry at 4
Community Colleges
(www.calvinpc.org/community-college-outreach/)

Tierra Nueva (www.tierra-nueva.org)

The INN University Ministries
(www.theinnministries.org)

Trailseekers Orcas Encampment
(www.trailseekerswa.org)



Mission Giving Allocations for 2018 (Budget Schedule 8)

All mission gifts for our partners come from the generosity of our congregations. If congregations support NWC Presbytery through mission giving above and beyond per capita your giving supports our partners and key initiatives.

Ministry of NWC Presbytery

Campbell Farm

2018 Funding Plan

\$35,000 grant from former CWP Funds for 2018.⁶

Covenant Mission Partners (alphabetical order)

Eagle Wings disAbility	20% of undesignated mission giving
Renewal Ministries NW	20% of undesignated mission giving
Tall Timber Ranch	30% of undesignated mission giving + \$25,000 grant from former CWP Funds. ⁷
Tall Timber Camper Scholarships	10% of undesignated mission giving
Mending Wings Yakama Youth	\$17,500 grant from former CWP Funds ⁸
Underground Ministries	\$30,000 grant unrestricted funds ⁹
Whitworth University	0% ¹⁰

80% of undesignated mission giving
20% of undesignated giving to 3 initiatives

(Note: 20% of undesignated congregational mission giving goes to 3 initiatives: Congregational Renewal, New Expressions, & Village Ministries).

Endorsed Mission Partners (alphabetical order)

Collide	Designated gifts from congregations
Community College Outreach	Designated gifts from congregations
Counseling Centers of NPS	Designated gifts from congregations
Tierra Nueva	Designated gifts from congregations
The INN University Ministries	Designated gifts from congregations
Trailseekers	\$5,000 from CWP Funds for 2018 + designated gifts. Designated gifts in 2019. ¹¹

⁶ Campbell Farm is was owned by the CW Presbytery so rather than being a “partner” they are a “ministry of” the new NWC Presbytery. We are honoring CWP’s approach over a 5-year transition period away from direct grants by 2022.

⁷ Tall Timber was a covenant partner of NWC Presbytery & CW Presbytery before merger. We are honoring CWP’s annual direct gift commitment during 2018 as a transition year.

⁸ Mending Wings was a CWP mission partner who received direct grants. We are honoring CWP’s approach over a 5-year transition period.

⁹ Underground Ministries is a new covenant partner established by the board for 3-years as a startup ministry.

¹⁰ Whitworth University is an outstanding covenant partner that does not include funding.

¹¹ Trailseekers was a CWP mission partner. We are honoring CWP’s direct gift commitment for 2018, as a transition year.

**Presbytery of the Northwest Coast
Proposed 2018-2022 Budget
October 10, 2017**

BUDGET SUMMARY

	Schedules	31-Dec-16	7/31/2017	Forecast					
				2017	2018	2019	2020	2021	2022
Income									
Unrestricted	(1)	607,051	569,777	696,088	469,750	470,240	474,940	483,850	484,370
Restricted Funds	(2)	81,301	89,772	114,560	86,860	87,445	88,036	88,633	89,236
Grants & Major Gifts	(3)	15,000	30,250	75,250	190,000	130,000	120,000	80,000	120,000
Presby Mission Gifts, Desig & Undesig		70,741	49,763	85,308	85,000	85,000	85,000	85,000	85,000
GA Mission Gifts		141,053	97,298	150,000	150,000	150,000	150,000	150,000	150,000
Endowment Principle (value loss)		(2,102)	29,802	29,802	-	-	-	-	-
Total Income		913,044	866,662	1,151,009	981,610	922,685	917,976	887,483	928,607
Expenses									
Congregational Renewal & Revitalization	(4)	-	-	10,000	75,000	75,000	25,000	25,000	25,000
Village & Small Churches	(5)	58,765	80,812	102,150	100,000	103,000	58,000	58,000	58,000
Multi-Cultural Integration	(6)	64,910	38,940	49,856	74,758	76,113	77,495	78,905	80,343
New Expressions of the Church	(7)	105,902	80,324	70,697	142,000	172,000	142,000	152,000	152,000
Mission Beyond NWCP	(8)	285,668	296,914	414,201	371,300	310,138	304,500	268,500	261,000
Governance & Management	(9)	200,555	58,695	148,857	147,011	152,761	199,261	145,761	154,261
Support Services	(10)	440,862	213,897	319,605	395,486	402,815	410,291	417,916	425,694
Total Expenses		1,156,663	769,582	1,003,216	1,130,554	1,113,827	1,133,547	1,063,082	1,073,298
Change in Net Assets (Net Income - Loss)		(243,619)	97,080	147,793	(148,944)	(191,142)	(215,571)	(175,598)	(144,691)
Net Assets Beginning					3,387,000	3,238,056	3,046,914	2,831,343	2,655,744
Net Assets End		3,387,000			3,238,056	3,046,914	2,831,343	2,655,744	2,511,053

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

INCOME SUBSCHEDULES

Schedule 1 - Unrestricted Income	12/31/2016	7/31/2107	Forecast		2018	2019	2020	2021	2022
			2017						
Membership		9,733	8,610		8,400	8,400	8,400	8,400	8,400
Per Capita Assessment	(a)	39.03	39.03		40.00	40.00	40.50	41.50	41.50
Presbytery Per Capita		370,551	-	336,048	336,000	336,000	340,200	348,600	348,600
Synod Per Capita (\$1.50)		14,241	-	12,915	12,600	12,600	12,600	12,600	12,600
GA Per Capita (2016=\$7.12, 2017=7.29)		67,597	-	62,767	61,236	61,236	61,236	61,236	61,236
Total Per Capita			299,678						
Other: Fees, Registrations, Books, etc.	(b)	10,011	7,102	10,000	10,000	10,000	10,000	10,000	10,000
Investment Income (MDC's)	(c)	14,631	16,801	24,000	24,000	24,000	24,000	24,000	24,000
Bank Interest Income		404	200	400	400	400	400	400	400
Mukilteo Dismissal Settlement			-	-	-	-	-	-	-
From Synod for Stated Clerk Salary			19,443	19,443	24,514	25,004	25,504	26,014	26,534
Synod Rent		500	1,000	1,000	1,000	1,000	1,000	1,000	1,000
From Central WA		50,000	-	-	-	-	-	-	-
Real Estate Proceeds (Deming)			220,003	220,000					
Tidelands Contributions	(d)	79,116	5,551	9,515	-	-	-	-	-
Total Unrestricted, Income		607,051	569,777	696,088	469,750	470,240	474,940	483,850	484,370

notes:

(a) 2017=7698 NWC+1312 CWP Members - 400 from 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) Chartered in 2017

Schedule 2 - Income from Restricted & Designated Funds	12/31/2016	7/31/2107	Forecast		2018	2019	2020	2021	2022
			2017						
Devries Scholarship Fund		2,027	-	-	-	-	-	-	-
Morris Evangelism Fund (one time grant)		9,684	-	-	-	-	-	-	-
Merchant (Small Churches & NCD, PFxx0675)		4,575	-	5,000	5,000	5,000	5,000	5,000	5,000
Bakken (mission churches, PFxx5580)		145	117	140	140	140	140	140	140
Demmert (Native Americans SE Alaska, PF 5691)			185	-	-	-	-	-	-
Fawcett (leadership seminar, PFxx2890)		3,113	1,256	2,152	2,000	2,000	2,000	2,000	2,000
SE Alaska Mission Fund		763	1,178	1,500	1,500	1,500	1,500	1,500	1,500
Armenia Merchant (from Alaska)		19,143	-	-	-	-	-	-	-
Jackman (lay pastoral leadership, PF2126)		696	533	700	700	700	700	700	700
Merchant (Small Churches & NCD, PFxx5347)		1,293	5,625	11,249	10,000	10,000	10,000	10,000	10,000
Mathes (Seminary Interns), PFxx1744)		2,238	5,109	10,219	9,000	9,000	9,000	9,000	9,000
Mathes (Seminary Interns), PFxx0617)		4,673	-	-	-	-	-	-	-
Community Blessing Grant Fund Earnings		32,951	75,769	83,600	58,520	59,105	59,696	60,293	60,896
Total Income from Permanently Restricted Funds		81,301	89,772	114,560	86,860	87,445	88,036	88,633	89,236

Note: PF=Presbyterian Foundation

Schedule 3 - Grants & Major Donations	12/31/2016	7/31/2107	Forecast		2018	2019	2020	2021	2022
			2017						
Synod one time grant for Korean AEP		15,000	-	10,000	10,000	-	-	-	-
Gifts from Individuals & Events	(a)	-	4,000	4,000	40,000	-	40,000	-	40,000
Elective Gifts from Congregations for NWC Ministries	(b)	-	-	-	5,000	10,000	20,000	20,000	20,000
Murdock Charitable Trust Grant NCEs/Cyclical		-	-	-	75,000	45,000	-	-	-
NCEs/Cyclical Operational Contributions	(c)	-	-	-	-	15,000	-	-	-
Foundations/Corporations/PCUSA Grants	(d)	-	26,250	51,250	50,000	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		15,000	30,250	75,250	190,000	130,000	120,000	80,000	120,000

Notes:

(a) Every other year Ministry Initiative Campaign from individuals

(b) A new opportunity for congregational giving.

(c) Expected income from Cyclical fundraising. We are designing Cyclical to become a ministry that contributes to its own financial support over time.

(d) PC (USA) grants for new church expression startups

EXPENSE SUBSCHEDULES

	12/31/2016	7/31/2107	Forecast 2017	2018	2019	2020	2021	2022
Schedule 4 - Congregational Renewal & Revitalization								
Studio E3 Catalyst		-	-	50,000	50,000	-	-	-
Congregational Resources		-	10,000	25,000	25,000	25,000	25,000	25,000
Total Congregational Renewal & Revitalization	-	-	10,000	75,000	75,000	25,000	25,000	25,000
Schedule 5 - Village & Small Church Ministries								
Pastoral Associate(s)	(a)	-	7,649	20,000	45,000	45,000	-	-
CRE Recruitment & Formation Program	(b)	-	-	-	5,000	8,000	8,000	8,000
Capital Improvements		58,765	-	30,000	30,000	30,000	30,000	30,000
Wrangell			25,000	25,000				
Neah Bay			8,609	8,609				
Clallam Bay			35,513	40,000				
Salary Support		-	900	5,400	20,000	20,000	20,000	20,000
Other Support		-	3,141	3,141	-	-	-	-
Total Village & Small Church Ministries	58,765	80,812	102,150	100,000	103,000	58,000	58,000	58,000
<i>(a) Rev. Janice Smith began June 2017.</i>								
<i>(b) This is in design phase as a 3-year formation process to start with 4-6 people in 2018. Then expand to 10-12 people in 2019.</i>								
Schedule 6 - Multicultural Integration								
Salary - AEP for Korean Ministry		41,982	26,824	31,214	48,226	49,191	50,174	51,178
BOP Benefits		14,459	8,586	11,393	17,602	17,955	18,314	18,680
Payroll Taxes		1,967	331	1,249	1,929	1,968	2,007	2,047
R reimbursable Professional Expenses & Travel		2,657	1,673	3,000	3,000	3,000	3,000	3,000
Continuing Education		2,943	48	500	1,000	1,000	1,000	1,000
Intepretation & Translation		902		1,000	1,000	1,000	1,000	1,000
Fellowship & Community		-	1,479	1,500	2,000	2,000	2,000	2,000
Total Multicultural Inclusion and Integration	64,910	38,940	49,856	74,758	76,113	77,495	78,905	80,343
Schedule 7 -New Expressions of Church								
Tidelands		84,766	29,127					
New Church Expressions (NCE)		1,400	32,500	50,000	90,000	120,000	140,000	150,000
New Church Expression (NCE) Leader Assessments		675		2,000	2,000	2,000	2,000	2,000
Staff for NCE (Cyclical Catalyst)				-	50,000	50,000	-	-
Mukilteo Reorganizing Pastor Salary			11,217	11,217	-	-	-	-
BOP Benefits & Taxes		13,641	6,871	6,871	-	-	-	-
Business Expenses inc. coaching		815	609	609	-	-	-	-
Total New Church Expressions	105,902	80,324	70,697	142,000	172,000	142,000	152,000	152,000
Schedule 8 - Mission In & Beyond NWCP								
GA Mission & Offerings	(a)	138,652	97,298	166,797	150,000	150,000	150,000	150,000
Higher Education Grants (CC Ministry)		55,870			30,000	-	-	-
Community Blessing Grants		30,000	21,800	44,000	33,800	34,138	35,000	35,500
Direct Grants to Mission Partners:	(b)	16,414			-	-	-	-
Campbell Farm		20,865	83,217	100,000	35,000	20,000	15,000	10,000
Tall Timber		23,868	25,000	25,000	25,000	-	-	-
Trail Seekers			6,500	6,500	5,000	-	-	-
Mending Wings Yakama Youth Ministry		-	8,500	17,000	17,500	16,000	14,500	13,000
Underground Ministries					30,000	30,000	30,000	-
Sub-Total Direct Grants	(c)		148,500	148,500	112,500	66,000	59,500	23,000
Congregational giving passed through to Mission Partners	(d)							
Campbell Farm					-	5,000	5,000	5,000
Tall Timber			39,488	24,000	20,000	26,000	26,000	26,000
Mending Wings					3,000	3,000	3,000	3,000
Trailseekers						4,000	4,000	4,000
Renewal Ministries NW			5,418	9,287	9,000	9,000	9,000	9,000
Counseling Centers of NPS			5,843	10,016	4,000	4,000	4,000	4,000
Eagle Wings			3,851	6,601	6,500	6,500	6,500	6,500
Other Endorsed Mission Partners		13,972		5,000	2,500	2,500	2,500	2,500
Sub-Total Giving from Congregations		13,972	54,599	54,904	45,000	60,000	60,000	60,000
Total Current Mission Beyond NWCP		285,668	296,914	414,201	371,300	310,138	304,500	268,500

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

(b) 2017 and 2018 is transition grants for former CW Partners: Tall Timber, Campbell Farm, Mending Wings, Trailseekers per CW Council and NWCP

(c) These grants to mission partners will conclude after 2022. In the 2023 projection you will see \$0 in this section.

(d) This subsection an estimate of congregational giving only. Unified donations are divided among partners. Designated gifts are passed through @ 100%.

Schedule 9 - Governance & Congregational Support	12/31/2016	7/31/2107	2017	2018	2019	2020	2021	2022
GA Per Capita Expense	70,653	27,551	62,767	61,236	61,236	61,236	61,236	61,236
Synod Per capita expense	13,202	7,863	12,915	12,600	12,600	12,600	12,600	12,600
GA and OGA Events	(a) 100		1,500	3,000	1,500	3,000	1,500	3,000
Triennium	(b) 16,479	-	-	-	7,000	-	-	7,000
Sub-total	100,434	35,414	77,182	76,836	82,336	76,836	75,336	83,836
Presbytery Leadership Summit								
Supplies & Food	1,985	883	500	500	500	500	500	500
Travel - Airfare	(c) 9,820	1,589	see below	-	-	-	-	-
Lodging	(d) 12,682	392	see below	-	-	-	-	-
Ground Transportation	2,155							
Annual Meeting Airfare	(e)		4,750	4,750	5,000	40,000	5,000	5,000
Annual Meeting Lodging	(f)		2,500	3,000	3,000	20,000	3,000	3,000
Alaska Cluster Gathering (airfare/lodging/food)	(g)		-	5,000	5,000	5,000	5,000	5,000
Hybrid Meeting Airfare, 6 @ \$475			2,850	2,850	2,850	2,850	2,850	2,850
Hybrid Meeting Lodging 6 @ \$125, two nts.			375	375	375	375	375	375
Verge Expenses	5,580	-	4,000	5,000	5,000	5,000	5,000	5,000
Total Leadership Summits	32,222	2,863	14,975	21,475	21,725	73,725	21,725	21,725
Executive Board & Subcommittees	* 6,696	4,953	5,000	5,000	5,000	5,000	5,000	5,000
Administrative Commissions	14,614	6,600	8,000					
Commission on Ministry (COM) inc. travel	* 35,640	7,591	20,000	20,000	20,000	20,000	20,000	20,000
Commission on Prep for Ministry (CPM)	* 1,577	1,213	3,000	3,000	3,000	3,000	3,000	3,000
Nom, COR, PJC, IC	373	62	700	700	700	700	700	700
Whitworth & Seminary Internships	9,000	-	20,000	20,000	20,000	20,000	20,000	20,000
Total Governance and Congregational Support	200,555	58,695	148,857	147,011	152,761	199,261	145,761	154,261

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 from CW one night; 10 from AK two nights, all rooms \$125 double occupancy

(f) This forecast for 2020 along with airfare forecast anticipates a leadership summit in Alaska.

(g) in 2017 this gathering is happening in conjunction with October Leadership Summit. In 2018-2022 it will happen in SE Alaska hosted by one of our congregations.

*Travel included

Schedule 10 - Support Services	12/31/2016	7/31/2107	2017	2018	2019	2020	2021	2022
Office Expenses								
Reimbursable supplies	3,112	2,947	4,500	4,590	4,682	4,775	4,871	4,968
Rent	11,862	6,920	12,000	12,240	12,485	12,734	12,989	13,249
Utitlites & Telephone (2016 inc. CW)	3,816	2,828	3,700	3,774	3,849	3,926	4,005	4,085
Insurance	961	3,082	4,200	4,284	4,370	4,457	4,546	4,637
Bldg Maint & Repair	1,601	150	1,500	1,530	1,561	1,592	1,624	1,656
Copier Lease	7,152	3,070	6,500	6,630	6,763	6,898	7,036	7,177
Equipment Purchase	(a) 275	158	4,000	3,000	3,060	3,121	3,184	3,247
IT Support	3,846	1,127	5,000	4,000	4,080	4,162	4,245	4,330
Supplies	1,671	850	2,300	1,500	1,530	1,561	1,592	1,624
Postage	848	437	1,200	750	765	780	796	812
Bank Charges	389	211	350	357	364	371	379	386
Software	176	1,539	500	510	520	531	541	552
Accounting Services	25,093	6,250	15,000	15,300	15,606	15,918	16,236	16,561
Telephone, Web, Conference	3,551	1,683	4,000	2,500	2,550	2,601	2,653	2,706
Financial Review	(c) 20,193		10,000	10,200	10,404	10,612	10,824	11,041
Legal Fees	644		1,000	1,020	1,040	1,061	1,082	1,104
Fees & Taxes	425	73	-	-	-	-	-	-
Hospitality/Cleaning	572	1,332		1,500	1,530	1,561	1,592	1,624
Yakima Office Expenses	12,999		-	-	-	-	-	-
Real Estate Transaction Costs	9,420	19,231	-	-	-	-	-	-
Total Office Expenses	108,606	51,887	75,750	73,685	75,159	76,662	78,195	79,759

Expenses increased annually by 2%

Staff	(c) 12/31/2016	7/31/2017	2017	2018	2019	2020	2021	2021
Executive Presbyter Salary (1 FTE Exempt)	93,278	117,851	93,744	98,900	100,878	102,896	104,953	107,053
Benefits	35,208	30,172	29,672	31,000	31,620	32,252	32,897	33,555
Payroll Taxes (7.5%)	7,512	6,543	7,171	7,566	7,717	7,872	8,029	8,190
Business Expenses	12,502	5,291	12,000	12,500	12,500	12,500	12,500	12,500
Continuing Ed.	<u>2,800</u>	<u>953</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
Total Executive Presbyter	151,300	160,810	144,588	151,966	154,715	157,519	160,380	163,297
Stated Clerk/Budget Director (1 FTE Exempt. .25 is for Synod SC) (d)	52,361		69,793	71,835	73,272	74,737	76,232	77,757
Benefits (BOP 36.5% '18)	9,839		25,474	26,220	26,744	27,279	27,825	28,381
Payroll Taxes (Self Employed, no tax collected)	3,237		-	-	-	-	-	-
Reimbursable Expenses	600	425	1,000	2,000	2,000	2,000	2,000	2,000
Continuing Ed	<u>600</u>	<u>-</u>	<u>1,000</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
Total Stated Clerk	66,637	425	97,267	101,555	103,516	105,516	107,557	109,638
Admin Assistant/Presbytery Connector (24 hrs/week)			6,720	31,200	31,824	32,460	33,110	33,772
Benefits (20%)			1,344	6,240	6,365	6,492	6,622	6,754
Payroll Taxes (7.5%)			504	2,340	2,387	2,435	2,483	2,533
Business Expenses			<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	<u>1,501</u>
Total Admin Assistant			10,068	41,280	42,076	42,887	43,715	44,560
Communications and Event Planning Specialist (Contractor)		480	6,000	15,000	15,300	15,606	15,918	16,236
Benefits			-	-	-	-	-	-
Business Expenses		<u>-</u>	<u>1,000</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
Total Comm & Event Specialist	-	480	7,000	17,000	17,300	17,606	17,918	18,236
Communications Coordinator (1 FTE non-exempt)	64,018	-	-	-	-	-	-	-
Alaska Coordinator	5,025		-	5,000	5,050	5,101	5,152	5,203
Benefits	-	-	-	-	-	-	-	-
Business Expenses	<u>1,247</u>	<u>295</u>	<u>2,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
Total Alaska Coordinator	6,272	295	2,000	10,000	10,050	10,101	10,152	10,203
Central WA Staff	44,029							
Total Staff	332,257	162,010	243,855	321,801	327,657	333,629	339,721	345,935
Total Support Services	440,862	213,897	319,605	395,486	402,815	410,291	417,916	425,694

(a) Staff laptops replacement every three years

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

(c) Compensation and related expenses increase 2% per year

(d) Stated Clerk/Budget Director is 1FTE; .25 is Synod Stated Clerk funded by Synod.