

PRESBYTERY OF THE COASTLANDS MEETING ON ZOOM TUESDAY, NOVEMBER 29, 2022

The stated meeting of the Presbytery of the Coastlands, held on Zoom, on Tuesday, November 29, 2022, was called to order at 6:35pm by the Moderator, Rev. Wendi Werner, who opened the meeting with prayer and acknowledged the land within the Presbytery's geographical bounds was taken from the Lenni-Lenape, who were indigenous to the land and their continuing presence in their homeland.

DECLARATION OF A QUORUM

The Moderator then asked for and the Acting Stated Clerk declared the presence of a quorum.

ATTENDANCE ROLL OF PRESBYTERY'S COMMISSIONERS

The following ministers were in attendance:

Ministers Present:

Kyle Anderson	PC of Lawrenceville	Katja Gruening	PC at Shrewsbury
Julie Thompson-Barrier	The PC on the Hill	Stephen Heinzl-Nelson	Allentown PC
Chang Lee	Lord of Hope PC	Chris Houtz	FPC of Iselin
Natalie Bell	FPC Matawan	Donna Lepsky	PC Lakehurst
Marie Bacchiocchi	FPC Woodbridge	Hannah Lovaglio	FPC Cranbury
David Bowman	Slackwood PC	Melissa Martin	Hopewell PC
James Brumm	The PC at Peace	Lauren McFeaters	Nassau PC
Chapel		Nancy Mikoski	Pennington PC
Rory Chambers	Dutch Neck	Lukata Mjumbe	Witherspoon PC
Dave Davis	Nassau	Alan Olson	FPC Freehold
Walter De Gunya	West Trenton PC	Joanne Petto	FPC Cranbury
Jessica Dixon	Old Tennent PC	Paul Quevedo	Forked River PC
Sharyl Dixon	Kingston PC	Shannon Smythe	United PC of
Kyle Doebler	FPC of Hamilton	Yardville	
Square		Mark Terranova	Pierce Memorial PC
Jim Dunson	Manasquan PC	Jeffrey Vamos	PC of Lawrenceville
George Erlandson	Community PC -	Jan Willem Van Der Werff	FPC of Dutch Neck
Edison		Wendi Werner	FPC at Dayton
Fred Garry	FPC of Metuchen		
Total:	33		

Honorably Retired Ministers serving a congregation:

John Monroe
Nina Reeder
Total: 2

Honorably Retired Ministers:

Gary W Filson
Total: 1

Retired Ministers:

Cindy Bowman	Jan Koczera
Charles Holm	Janet Macgregor-Williams
Linda Hora	John Maltby

Cynthia Parker
Jean Pinto
Byron Shafer
Total:

12

Thomas Sheffield
Sue Smith
John L. Williams

Ministers in Validated Ministries:

Miriam Diephouse-McMillan
Molly Dykstra
MaryJane Inman
James Klotz
Jenny Lee
Robert Louer
Emily Lueder
Total:

14

Gordon Mikoski
Matthew Rhodes
Jonathan Shenk
Beth Tanner
Samuel Yenn-Batah
Andrew Scales
Len Scales

Commissioned Ruling Elders present:

Julissa Alvarez-Garcia Principe de Paz

Total: **1**

Total Ministers: **45**

Corresponding Members:

Sue Krummel Great Rivers Presbytery (EP Consultant, Coastlands Presbytery)
David Torrey Trinity Presbytery (Interim Stated Clerk, Coastlands Presbytery)
Nancy Talbot New York City Presbytery (Stated Clerk, Synod of the Northeast)
Marcus Lambright Northeast New Jersey Presbytery
Julie Cox Presbytery of New Harmony (Ruling Elder & Proposed Acting Stated Clerk,
Coastlands Presbytery)
Total: **5**

Elder Commissioners present:

Jeffrey McLaughlin	Allentown PC	Gary Ostermueller	
Beth Rigby		Lisa Minich	FPC of Plainsboro
Nancy Tindall		Michael Hora	FPC of Woodbridge
Linda Van Melis	Cornerstone PC	Linda Thorstenson	
Linda De Lotto	Forked River PC	Lee Herrick	FPC Trenton
Ken Gordon	FPC Cranbury	Steven Buckley	Hope PC
Tammy Ciok	FPC Freehold	Florence Perren-Diaz	Kingston PC
Berwin Guttormsen		Thais Carter	Nassau PC
Dilys Henninger	FPC Hightstown	Arthur Hui	
Janet Knoth	FPC Matawan	Diana Chase	PC of Jamesburg
Carolyn Stevenson	FPC of Avenel	Wendy Simpson	PC of Lawrenceville
David Redman	FPC of Dutch Neck	Gooitzen Van Der Wal	
Carl Stillwell		Tom Wilfrid	
Michael Meduski	FPC of Hamilton Sq.	Suzanne Elliott	Pennington PC
Paul Neu		Scott Reeder	
Elizabeth Christensen	FPC of Iselin	Howard Dunbar	Pierce Memorial PC
Sue Ramirez		Jim McGuire	Point Pleasant PC
JoAnne Bedenek	FPC of Metuchen	Carol Belles	Slackwood PC
James Krauszer		Barbara Meyer	The PC at Peace Chapel

Ekpoanwan Onyile		Bisi Shofu	
Wally French	The PC on the Hill	Tracy Eskridge	Witherspoon St. PC
Randy Stolze		Kevin Gift	
Paula Riepl	Trinity PC	Howard Jones	unknown
Claude Heller	United PC of Millstone	Tyrone Laws	unknown
Barbara Truscinski		Kristin Schoelkopf	unknown
Gloria Hanewald	United PC of Yardville	Patty Williams	unknown
David Byers	Westminster PC, (T)		
Total:	53 - representing 31 congregation		

Other Elders (Officers, Trustees, Council members, and Former Moderators) present:

Brad Clifton	Kingston Presbyterian Church	Treasurer
Total:	1	

Former Moderators:

Diane Ford	Lincroft PC
Sur Henry	PC at Shrewsbury
Cherry Oakley	Westminster PC, Trenton
Total:	3

Trustees:

Kurt Kaboth	The Presbyterian Church on the Hill
Walter Vincent	FPC Hightstown
Jean Woodman	FPC of Hamilton Square
Total:	3

Council Members:

Karen Hernandez-Granzen	Westminster PC, Trenton
Glory Thomas	Edison, Oak Tree Presbyterian Church
Linda Goeddel	FPC Rumson
Jan Margolis	FPC of Metuchen
Kathryn Starzer-Farrell	Trinity PC
Total:	5

Also, in attendance were:

Ilene Black	Staff
Marie Luthringer	Staff
Total:	2

Non-Commissioner Attendees:

Jacqueline Murphy	Other – Kingston PC
Linda Gilmore	Other – Nassau PC
Mariam Mjumbo	Other – Witherspoon St. PC
Terry McEwen	Other – Witherspoon St. PC
Hinda Winawer	Other – Witherspoon St. PC
Sharon Campbell	Other – Witherspoon St. PC
Karen Delk	Other – Witherspoon St. PC
LaVetta Hall	Other – Witherspoon St. PC
Karen Jones	Other – Witherspoon St. PC

Rowena Mascoll	Other – Witherspoon St. PC
Elsie McKee	Other – Witherspoon St. PC
Deborah Raikes-Colbert	Other – Witherspoon St. PC
Norbert Wetzel	Other – Witherspoon St. PC
Jeffrey Yuan	Other – Witherspoon St. PC
Barbara Brown	
Loren Johnson-Rosa	
Vicki Meisel	
Damien Dreas	
Total:	18

Total Attendance: 191

Motion: *That Presbytery adopt the Enabling Motion and Standing Rules for an Electronic Meeting. (Appendix #1)*

Without objection Motion Carried.

The Moderator asked first-time Commissioners and Continuing Members to identify themselves so that Presbytery could welcome them. Presbytery then welcomed the first time Commissioners and Continuing Members.

Motion: *That Rev. Sue Krummel (EP Consultant, Coastlands Presbytery, member of Great Rivers Presbytery); Rev. David Torrey (Interim Stated Clerk, Coastlands Presbytery, member of Trinity Presbytery); Rev. Marcus Lambright (Northeast New Jersey Presbytery); Rev. Nancy Talbot (Stated Clerk of the Synod of the Northeast, member of the Presbytery of New York City) and Elder Julie Cox (New Harmony Presbytery, South Carolina) be seated as Corresponding Members.*

Without objection Motion Carried.

WORSHIP

The Presbytery was led in worship focusing on the Season of Advent by the Worship Team including liturgists Rev. Alan Olson and Nancy Varga, and preacher Rev. George Erlandson, with music provided by: Rev. Rory Chambers (Vice-Moderator of Presbytery), Community Presbyterian Church of Edison and Brick Presbyterian Church.

Immediately after worship, the Moderator expressed gratitude to the worship team and the musicians, to the presbytery staff and in particular, Nathan Young who provided the technical support necessary to facilitate the meeting.

ADOPTION OF THE DOCKET

Following worship the meeting continued with the adoption of the docket presented by Rev. Wendi Werner, Moderator of the Gap Council. The Moderator handed over the gavel to Vice-Moderator Rory Chambers in order to present the docket for adoption.

Motion: *On behalf of Gap Council, that the Docket be adopted as presented. (Appendix #2)*

Motion Carried.

COMMUNICATIONS AND CONSENT AGENDA

The Stated Clerk presented the Communications Report and the Consent Agenda for Presbytery adoption.

Motion: *That the Communications and Consent Agenda be adopted as presented. (Appendix #3)*

Motion Carried.

Motion: (Alan Olson) *That the members of the Session of First Presbyterian Church of Trenton, and Elder Sam Bonner of Ewing Covenant PC be given voice for the meeting.*

Motion Seconded.

Motion Carried.

REPORT OF THE PRESBYTERY LEADER CONSULTANT

Sue Krummel spoke an additional word of thanks for Ilene Black, Howard Dunbar, and David Torrey for their assistance as she was coming on board. She reflected on the nature of ministry (*Appendix #4*) in the world we find ourselves in now. The metaphor she used was that of a traffic circle and the need to find new ways to navigate ministry in new times when we haven't been prepared for them. We know the basics of what we're called to do, but we need to figure out new ways to do our tasks.

REPORT OF THE ACTING STATED CLERK

The Acting Stated Clerk reported (*Appendix #5*) on some of his activities and his work. The Stated Clerk highlighted the Session Records Review report and encouraged Clerks of Session to complete their self-review of their records and submit the checklist to Ken Gordon or the Stated Clerk as soon as possible.

REPORT OF THE BOARD OF TRUSTEES

Rev. Fred Garry, Moderator of the Board of Trustees presented the report of the Board. Dave Davis reported on the formation of a Personnel Committee as a subcommittee under the Trustees. Members of the Personnel Subcommittee are Rev. Dave Davis, Rev. Andrew Scales, Rev. Wendi Werner, Rev. Sue Krummel, and Elder Dan Dominsch. Dave introduced Ruling Elder Julie Cox from the Presbytery of New Harmony to be nominated as the Interim Stated Clerk for a period of 6 months. Julie then addressed the presbytery and acknowledged several colleagues from past work.

Motion: *That Ruling Elder Julie Cox (New Harmony Presbytery in South Carolina) be elected as Interim Stated Clerk.*

Motion Carried.

Moderator Werner then welcomed Julie as the Interim Stated Clerk.

Elder Jean Woodman, member of the Board of Trustees presented the Proposed 2023 Operating Budget (*Appendix #6*) and read a brief rationale for the budget. The Finance committee decided to cap per capita at \$40 per person for 2023 in order to minimize the strain on congregations.

Motion: *That the Proposed 2023 Operating Budget be adopted as presented.*

Motion Carried.

REPORT OF THE GAP COUNCIL

Moderator Wendi Werner handed over the Moderation of the meeting to Vice-Moderator Rory Chambers.

She requested Rev. Dave Davis to offer a prayer for departing staff members Howard Dunbar, Ilene Black, and David Torrey. The Moderator then presented the report of the Gap Council.

Moderator Werner shared a brief presentation to orient Presbytery members to the rules for the continuance of debate of the postponed motion from the Called Meeting of October 25, 2022. Following the rules for debate presentation, the Moderator took a moment to share some thoughts and observations about where the Presbytery finds itself at the current moment.

POSTPONED MOTION FROM THE CALLED PRESBYTERY MEETING OF 10/25/2022

Motion: *That the action of the Board of Trustees to deny the proposed 65 year lease between FPCT and 120 East State, a NJ non-profit, be rescinded.*

The presbytery discussed the merits of the motion, with several persons speaking on each side of the matter.

Motion: *To call the question.*

Motion Seconded.

Non-voting attendees were moved into the Waiting Room prior to the poll on the motion.

Motion Carried.

Moderator Werner asked Vice-Moderator Rory Chambers to pray for the decision(s) to be made.

Questions of clarification and procedure were asked and answered.

Motion Carried.

REPORT OF THE COMMITTEE ON REPRESENTATION

Elder Kathy Ramsay presented the report of the Committee on Representation (*Appendix #7*). She added the correction to the slate regarding the COR nominations being presented as temporary positions until February 28, 2023. At which time the Council will bring nominations for the Committee on Representation.

Motion: *That the individuals nominated be elected to their respective Classes and positions.*

Questions of clarification were asked and answered, including that in order to seek balanced representation sometimes means that some nominations need to be held until later.

Elder Tracy Eskridge (BFRE) nominated herself to the Board of Trustees for the Class of 2024 and was added to the slate being presented.

Motion Carried.

Motion: *That the docket be extended by 15 minutes to 9:15pm.*

Motion Seconded.

Motion Carried.

REPORT OF THE BILLS AND OVERTURES COMMITTEE

Rev. George Erlandson presented the report of the Bills and Overtures Committee (*Appendix #8*).

Motion: *That the Presbytery of the Coastlands approve the following proposed Amendments to the Book of Order – Directory for Worship section:*

- a) 22-T — W-3.0205
- b) 22-U — W-3.0409
- c) 22-V — W-3.0414
- d) 22-W — W-4.0403
- e) 22-X — W-5.0104
- f) 22-Y — W-5.0104

- g) 22-Z — W-5.0201
- h) 22-AA — W-5.0204
- i) 22-BB — W-5.0204

Several questions of clarification were asked and answered.

Motion Carried.

REPORT OF THE MIDDLESEX, FIRST LAKEWOOD, AND THE STANDING DISSOLUTION ADMINISTRATIVE COMMISSIONS

Moderator Werner noted that the reports were received in the Consent Agenda and are found in the Commissioner's Handbook. (*Appendix #9*)

REPORT OF THE COMMISSION ON MINISTRY

Rev. Nina Reeder, Moderator, presented the report for the Commission on Ministry (*Appendix #10*).

Motion: *That the Minimum Compensation Standards be increased by 5% for Effective Compensation for the year 2023, and that a 5% increase for those above the Minimum Standards be recommended to congregations.*

Motion Carried.

Motion: *That the Warrant for the Administrative Commission for the Witherspoon St. PC be approved (Appendix #11).*

The presbytery discussed the merits of this item, with several persons speaking on each side of it.

Motion: *That the docket be extended until 9:45pm.*

Motion Seconded.

Motion Carried.

As non-voting attendees were being removed to the Waiting Room, the Stated Clerk informed the Presbytery of additional names of individuals to be added to the Roster for the AC and are reflected in the final Warrant for the AC.

Motion Carried.

Rev. Sue Smith then shared reflections and a celebration of the ministry and work of Rev. John Monroe, HR. John is retiring to upstate New York and will transfer his membership to Susquehanna Presbytery.

Rev. John Monroe then shared reflections and a celebration of the ministry and work of Rev. Sue Smith, HR.

Nina offered a prayer for both Sue and John and conferred on them the status of Honorably Retired. Moderator Werner thanked both for their service among the congregations of the Presbytery.

UNFINISHED BUSINESS

The Presbytery then returned to the unfinished business associated with the FPCT project.

Motion: *That Presbytery approve the lease of the FPCT property to 120 East State, a not for profit corporation, for its preservation, stewardship, and operation for community benefit and a continuation*

of its historic ministry for a term of 65 years, in order that 120 East State may procure publicly available funds for this work.

Motion seconded.

Discussion of this motion ensued.

Motion: *To extend the docket until 10:00pm.*

Motion Seconded.

Motion Carried.

Discussion continued.

Motion: *To refer the issue to COM and Trustees to work out the details.*

Motion Seconded.

There was discussion of this motion, with persons speaking on each side of it.

Amendment: *To refer the issue to ~~COM and Trustees~~ Council to work out the details.*

Amendment Seconded.

There was discussion and questions of clarification.

Amendment failed.

The motion to refer the matter to COM & Trustees was proposed to be withdrawn. There was objection to withdrawing, therefore, the withdrawal failed.

Motion failed.

The Order of the Day was called by a commissioner.

Therefore,

Motion (to approve the lease agreement) postponed until the Stated Meeting of February 28, 2023 per the Call for the Order of the Day.

ADJOURNMENT

Motion: *To adjourn.*

Motion Seconded.

Motion Carried.

The Presbytery adjourned at 10:07 pm with prayer by Rev. Wendi Werner, to reconvene on FEBRUARY 28, 2023, at 6:30pm on Zoom.

Attested: Rev. David Torrey, Acting Stated Clerk

Appendix #1

ENABLING MOTION & PROCEDURES FOR ELECTRONIC MEETING

- MOTION:** That for the purpose of this electronic meeting, the Presbytery of Coastlands approve these special rules of order and suspend any standing rules that interfere with them:
- a. All information about this meeting of the Presbytery is available through the Commissioner's Handbook (previously distributed), and access for voting participants, will be through Zoom.
 - b. Online meeting service availability shall begin at least fifteen minutes before the start of the meeting.
 - c. The presence of a quorum shall be established by sign-in to Zoom at the beginning of the meeting. Thereafter, the continued presence of a quorum shall be determined by the online list of participating members.
 - d. While every effort will be made to provide stable access to the platforms, each member is responsible for his or her audio and internet connections; no action shall be invalidated on the grounds that the loss of, or poor quality of, a member's individual connection prevented participation in the meeting.
 - e. In order to be enrolled as participants with voice and/or vote, Commissioners, Minister Members, and Corresponding Members must register through the Presbytery office for the meeting.

SIMPLIFIED SPECIAL RULES OF ORDER AND STANDING RULES

For Electronic Meetings Using Video-conferencing Technology


The Following Special and Standing Rules are applicable to meetings of Coastlands Presbytery when holding meetings utilizing video-conferencing electronic meeting technology:

1. All meetings are recorded.
2. Unless the meeting is an otherwise in person meeting to which one or more participants are joined electronically, participants are expected to join the meeting on individual devices (one person, one device). Should joining on individual devices not be possible, participants may make arrangements to join the meeting as a group.
3. Participants are encouraged to join the meeting on a desktop or laptop computer. The following are requirements for such computers:
 - a. High speed internet access.
 - b. Sound output device. While speakers are allowed, this will preferably be a headset, earbuds, or Bluetooth device that delivers the sound directly to the participant's ear rather than into an open room; except for group gatherings.
 - c. A microphone device other than a built-in microphone.
 - d. A webcam (preferred, but optional).
4. If joining by computer is not possible, a tablet may be used, using the video-conferencing app, available from the device's app store. Regarding audio/visual devices, the same requirements and preferences exist as for computers.
5. Only if joining by one or the other of the above options is impossible, participants may dial into

the meeting using either a traditional or cellular phone. However, dial-in instructions will not be provided unless requested ahead of the meeting.

6. Upon entering the meeting, those on computers or smart devices will click on the word “participants” and then click on the word “chat” at the bottom of their screens to see a participant chat.
 - a. On entering, please enter in the chat, your name, and your church or validated ministry or your HR status.
 - b. Once “checked-in” to the meeting, microphones will be muted by default.
 - c. To gain recognition, the preferred method is to use the ‘Raise Hand’ 🙋 function under the ‘Reactions’ panel.
 - d. When called upon by the Moderator, they should unmute their microphones and, if their video feed is turned off, they may click on the camera icon to turn on their webcams.
7. *Those entering the meeting via a traditional phone call will enter “*9” on their keypads, which activates the “raise hand” beside their phone number which is displayed in the participant list. When a host calls out their phone number, they will identify themselves by stating their full name.*
8. The staff will be renaming guests. ‘ZV-‘ will be placed at the beginning of your name if you have voice and no vote. ‘Z-‘ will be placed at the beginning of your name if you do not have voice or vote. Please do not remove the ZV- or Z- from your name.
9. The “chat” feature will be used for seeking recognition. Participants will only be able to chat with meeting host(s) or the Tech Human.
 - a. Please only chat with Moderator for that purpose. The Tech Human is responsible for acknowledging chats.
 - b. If an individual has a Zoom technical question or difficulty, they may private chat with the Tech Human.
 - c. When multiple participants are seeking recognition, once the Moderator has called on someone, all other participants will be handled as the Moderator deems appropriate.
 - d. If you have an “interrupting motion” (a point of order, a request for preference in recognition, etc.), chat again after it has been acknowledged by a host. Please send the chat message in ALL CAPS like “MR/MADAM CHAIR!” and use the ‘Raise Hand’ function.
 - e. At all times participants are expected to be respectful in the chat.
10. If you have a motion to make other than a procedural motion, the motion should be entered in writing into the participant “chat,” then sent to the Moderator, after which you should seek recognition. When called upon, you should move it, and once a second is received via chat (like “Second”), the host(s) will put the motion up in the screen share feature for everyone to see, and then discussion/voting may follow.
11. If you want to speak to a motion, raise your zoom participant hand 🙋 (found when clicking on the Reactions button), and wait for the moderator to recognize you. You will be prompted to unmute yourself. Please make sure your video is on if you wish to speak.
12. The moderator will repeat the motion prior to the vote.
13. Votes will be taken using the green checkmark '✅' and the red '❌' in the Reactions button.

The green checkmark indicates you vote 'yes', the red '✗' indicates you vote 'no'. If visitors vote (renamed with Z or ZV) that vote will not be counted.

14. A vote by means of "raised hand"  (or yes/no / ✗) is a "division," not a "counted vote" – meaning that the chair will quickly scroll through the list of participants for a sense of how many have voted first in favor, and then against the motion, and rule which side has it. If the chair is uncertain, he or she may order a counted vote– or a member may move that a counted vote be taken (a motion for a counted vote must be seconded, is not debatable, and requires a majority vote).

APPENDIX #2

STATED MEETING OF COASTLANDS PRESBYTERY via Zoom Videoconference

November 29, 2022

AGENDA

- 6:10 pm **Pre-Presbytery Gathering to celebrate retirements/departures**
- Celebration of Ministry & Retirement: Ilene Black
 - Celebration of Ministry & Retirement: Howard Dunbar
 - Celebration of Ministry & Departure: David Torrey
(*Marie Luthringer will be retiring in February and Presbytery will celebrate with her then.*)
- 6:30 pm **Call to Order, Land Acknowledgement & Opening Prayer** Rev. Wendi Werner, Moderator of Presbytery
- 6:33 pm **Declaration of a Quorum** Rev. David Torrey, Acting Stated Clerk
- Adoption of Enabling Motion & Standing Rules for an Electronic Meeting
- Welcome of Visitors & First Time Commissioners
- 6:40 pm **Worship** Worship Team
- 7:10 pm **Adoption of the Agenda**..... Rev. Wendi Werner, Gap Council (GC) Moderator
- 7:15 pm **Communications and Consent Agenda**..... Rev. David Torrey
- 7:17 pm **Report of the Presbytery Leader Consultant** Rev. Sue Krummel
- 7:20 pm **Report of the Acting Stated Clerk**..... Rev. David Torrey
- 7:25 pm **Report of the Board of Trustees** Rev. Fred Garry, Moderator
- Election of Interim Stated Clerk
- 7:30 pm **Report of the Gap Council** Rev. Wendi Werner, GC Moderator
- Prayer for Departing Staff
- 7:35 pm **Postponed Motion from Called Presbytery Meeting**
- Motion:** *That Presbytery rescind the decision of the Trustees to deny the lease.*
(*Note: Meaning of the motion – To rescind the Trustee decision to reject a 65 year lease agreement between First Presbyterian Church Trenton and 120 East State Street, a NJ nonprofit.*)
- 8:05 pm **Report of the Committee on Representation** Elder Kathy Ramsay, Moderator
- 8:15 pm **Report of the Bills & Overtures Committee**..... Rev. George Erlandson
- 8:25 pm **Reports of Administrative Commissions**
- Middlesex Presbyterian Church Administrative Commission Elder Paul Gunsser, AC Member
 - Lakewood First Presbyterian Church Administrative Commission Rev. Julie Thompson-Barrier, Moderator
 - Standing Administrative Commission for Congregational Dissolution..... Rev. Jan Koczera
- 8:35 pm **Report of the Commission on Ministry**..... Rev. Nina Reeder, Co-Moderator
- Minimum Salary Standards for 2023
 - Appointment of Administrative Commission for Witherspoon St. PC
 - Celebration of Ministry & Retirement: Rev. John Monroe Rev. Sue Smith
 - Celebration of Ministry & Retirement: Rev. Sue Smith Rev. John Monroe
- 8:50 pm **Unfinished business**
- 9:00 pm **Adjournment with Prayer**..... Rev. Wendi Werner

* indicates item included in Consent Agenda

The next Stated Meeting of Coastlands Presbytery Will Be Held

Tuesday, February 28, 2022

beginning at 6:30 pm

APPENDIX #3

COMMUNICATIONS AND CONSENT AGENDA

For the November 29, 2022 Stated Meeting of Presbytery

The following communications have been received since the last meeting of Presbytery. Any actions recommended are indicated in **bold type**. Any particular item may be moved from the Consent Agenda for individual consideration.

COMMUNICATIONS:

1. Received communications from the Church Leadership Connection of Minister member Personal Information Forms requiring attestation or re-attestation.
2. Received a communication from the Synod of the Northeast announcing the availability of a prerecorded advent worship service that can be used by everyone in the Synod. It will feature music, poetry, and storytelling from, people around the synod as well as a special advent message.
3. Received a communication from the Office of Special Offerings announcing the resources for the annual Christmas Joy Gift including a Leader's Guide and a link to [Weekly Offerings Blogs](#).
4. Received a communication from Tricia Dykers-Koenig of the Office of the General Assembly containing resources available from the FBI – regarding Resources for Parents and Church Staff Who Work with Minors, A message from the General Assembly Committee on Ecumenical and Interreligious Relations, Presbytery Boundaries Project, Heritage Preservation Grant Deadline - A message from PHS, Heritage Preservation Grant Deadline - Information from PHS, and resources for Working on Challenging White Supremacy in Ourselves and Society, among other items of interest.
5. Received a communication from New Covenant Trust Company sharing Market Trends and Tips for Navigating Bear Markets.
6. Received a communication from Elder Kris Valerius of the Office of the General Assembly providing information and timing for the 2022 SOC season (Statistics of the Church) for dissemination to Clerks of Session.

CONSENT ITEMS FOR APPROVAL:

1. **MOTION:** That the above communications be received as information.
2. **MOTION:** That the following individuals be seated as Corresponding Members:
 - A. Rev. Sue Krummel, *Great Rivers Presbytery*, Coastlands Presbytery Leader
 - B. Rev. David Torrey, *Trinity Presbytery*, Coastlands Acting Stated Clerk
 - C. Rev. Donna Lepsky, *Presbytery of Southern New Jersey*, Presbyterian Church at Lakehurst Pastor
 - D. Rev. Marcus Lambright, *Presbytery of Northeast New Jersey*
3. *Requests have been made from some ministers seeking excused absences from this Stated Meeting.*
MOTION: That Presbytery refer these requests to the Council for information and action.
4. **BOT - Board of Trustees**
 - A. **MOTION:** That the report of the Board of Trustees, as found in the handbook, be received as information.
5. **AC - Administrative Commissions**
 - A. **MOTION:** That the report(s) of the Administrative Commission(s), as found in the handbook, be received as information.
6. **COM - Commission on Ministry**
 - A. **MOTION:** That the report of the Commission on Ministry, as found in the handbook, be received as information.
7. **CPM - Commission on Preparation for Ministry**
 - A. **MOTION:** That the report of the Committee on Preparation for Ministry, as found in the handbook, be received as information.

APPENDIX #4

Gap Leader Consultant Report to the Presbytery of the Coastlands

November 29, 2022

Ministry and mission in Presbyterian churches is 100% the same as it was in 2019 and 100% different. That seems like an odd statement, but I wonder if this analogy will help:

When I took driver's education 50 years ago, I learned how to navigate a four-way stop. Pull up until the front of the car is even with the stop sign (or farther if something obstructs your view.) Come to a full stop (you might have to do this twice if you have had to pull forward to see around an obstruction.) Look to see if there are any other drivers who are already at the corner. If you have arrived before anyone else, you have the right of way when it is safe. (I have told the young drivers in my life with whom I am sometimes the assistant driver, "The right of way is given, not taken.") Proceed when it is your turn and go on your merry way. If two drivers arrive at the same time, the driver to the right goes first. If you arrive when a pattern has already been established at a busy corner, you may proceed when the car across from you is proceeding straight through the intersection. We all learned other, more informal rules as well. Make sure the other driver is coming to a full stop. Make eye contact with them if you can to be sure they know you are proceeding. If you don't like to try to figure out four way stops, find another route to your destination!



Now there are many places where I drive through roundabouts/traffic circles. I understand that they have been found to be safer than four-way stop, unmarked corners, and corners where only the traffic proceeding in one direction is required to stop. Perhaps they are safer because baby-boomer drivers like me have to try to figure out which lane we are supposed to drive in, whether we smoothly merge or yield and lots of other dilemmas.

Ministry and mission at the end of 2022 is like driving in a traffic circle for an experienced driver. We are driving a car that operates in its essentials like every other car we have ever driven. The rules of the road are the same. But the application of those rules takes on different nuances and we have to pay very careful attention to any peculiarities every time we enter this (to some of us) new way of driving.

While we were away during the height of the pandemic, our buildings got only a couple of years older but when we came back many of us noticed that the building seems to have aged much more than that. The cracks and funny smells and steps and broken equipment that we overlooked when we saw them fairly often now seem more urgent. We all aged only a couple of years but many of our congregations are made up mostly of people who did not have another good couple of years to go. Some people cannot return or do not want to return to church because of infirmity. Others have gone ahead of us to meet our maker. Others found other pursuits on Sunday morning and cannot now imagine how they ever made time for worship. The call to mission and ministry has not changed. The tools that we use to accomplish it must. We have the building blocks based on what we have always known. People will make decisions about whether

Christianity has a solid foundation in truth and love by the way we interact with them. Our job is to find a way to share the gospel so that it can be heard and revered in a life-changing way among the noise that surrounds us.

I have learned how to navigate the traffic circles in my life even though I never had a class that taught it or watched a YouTube video to be sure I knew what I was doing. I went back to the basics of driver's ed and applied them in a new way. How are you recommitting yourself to the basics of mission and ministry so that we can continue to bring hope in the name of Jesus?

APPENDIX #5



Presbytery of The Coastlands

617 Hope Chapel Rd.
Lakewood, NJ 08701

November 2022

Re: Session Records Review

A virtual-only version of the Session Records Review was hosted by Rev. Sue Smith and Ken Gordon via tele- and video conference. Since these were virtual meetings, participating churches were unable to review their colleagues' Session records, however, we requested all participants conduct a review of their own records and complete a Session Records checklist that summarizes many of the "best practices" that should be recorded in Session Records¹. A copy of the checklist is enclosed.

Of 72 churches in the Coastlands Presbytery, 27 churches participated in these virtual meetings and completed the checklists for the calendar year ended Dec-31-2021.

Respectfully submitted,

Ken Gordon
Session Records Review Committee
info@coastlandspresbytery.org

¹ Book of Order G-3.0208a states "...Higher councils shall review the work of lower councils in the following ways: Each council shall review annually or biennially [emphasis added], based on the body's meeting frequency, the proceedings and actions of all entities related to the body, all officers able to act on behalf of the body, and lower councils within its jurisdiction. In reviewing the procedures of the lower council, the higher body shall determine whether the proceedings have been correctly recorded, have been in accordance with this Constitution, have been prudent and equitable, and have been faithful to the mission of the whole church. It shall also determine whether lawful injunctions of a higher body have been obeyed.

Session Records Review- Coastlands Presbytery – 2022

Name and Location of Church _____

NOTE: Clerk is to enter minute book page number(s) where each item will be found in Page Number(s) column.

	Pages	Y	N	NA	Comments
1 Date, time, place, moderator, attendance, type of meeting (1 st meeting of year)					
2 Meeting opened and closed with prayer (1 st meeting of year)					
3 Elders, Moderator named as present, excused or absent and a quorum present.					
4 Additions, corrections, approval of minutes recorded					
5 Words of Call if a called meeting					
6 Record of election of the clerk with specific term indicated					
7 Record of annual election of treasurer					
8 Record of approval and administration of sacraments (baptisms/communion)					
9 Record of ordinations and installations					
10 New member information accurately recorded					
11 Dismissals/transfers accurately recorded					
12 Evidence of election of commissioner to Presbytery					
13 Evidence of report of Presbytery commissioner to Session					
14 Evidence of annual (internal or external) financial accounting/ audit included					
15 Copy of approved church budget included					
16 Evidence of Session review of rolls					
17 Evidence of Session Review of annual statistical report, copy included					

18 Record of examination & training of ruling elders and deacons					
19 Record of annual pastor salary review					
20 Evidence of Session minutes and records review/including note of exceptions and commendations					
21 Report of pastor's annual study leave included					
22 Record of annual review of the work of deacons and trustees					
23 Session minutes signed by Clerk of Session					
24 Congregational meeting minutes signed by moderator and Clerk of Session					

Please describe any notable events, celebrations, milestones, new ministries or outreach efforts that your church has experienced in 2022 that you would like to share with other members of Presbytery:

Reviewer's Name _____

Reviewer's Church Name & Location _____

Reviewer recommendation: approve *without exception* _____ *approve with exception* _____

Please email completed forms to Ken Gordon, gordon127@live.com and the Stated Clerk, statedclerk@coastlandspresbytery.org. If you need to mail a copy, please send to Stated Clerk, 617 Hope Chapel Rd. Lakewood, NJ 08701.

2021 Session Records Review Summary

2021 Reviewed

1	Allentown <i>Allentown Presbyterian Church</i>	
2	Arabic Evangelical Presbyterian Church <i>NWC Arabic Evangelical Presbyterian Church NWC</i>	
3	Avenel, First <i>First Presbyterian Church of Avenel</i>	
4	Bayard Street <i>Bayard Street Presbyterian Church</i>	✓
5	Belmar, First <i>First Presbyterian Church</i>	
6	Brick <i>Brick Presbyterian Church</i>	✓
7	Café Para El Alma <i>Café Para El Alma NWC</i>	
8	Carteret <i>First Presbyterian Church of Carteret</i>	
9	Christ <i>Christ Presbyterian Church</i>	
10	Cliffwood Beach, Principe de Paz <i>Cliffwood Beach, Principe de Paz</i>	
11	Cranbury, First <i>First Presbyterian Church</i>	✓
12	Dayton, First <i>First Presbyterian Church at Dayton</i>	
13	Dutch Neck, First <i>First Presbyterian Church of Dutch Neck</i>	✓
14	East Brunswick, Trinity <i>Trinity Presbyterian Church</i>	✓
15	Edison, Community Presbyterian <i>Community Presbyterian Church - Edison</i>	✓
16	Edison, Lord of Hope <i>Lord of Hope Presbyterian Church</i>	
17	Edison, Oak Tree Presbyterian Church <i>Edison, Oak Tree Presbyterian Church</i>	✓
18	Englishtown, First <i>First Presbyterian Church</i>	
19	Ewing Covenant <i>Ewing-Covenant Presbyterian Church</i>	✓
20	Farmingdale <i>Pierce Memorial Presbyterian Church</i>	✓
21	Fords <i>First Presbyterian Church of Fords</i>	
22	Forked River <i>Forked River Presbyterian Church</i>	
23	Freehold, First <i>First Presbyterian Church</i>	✓
24	Grace Presbyterian <i>Grace Presbyterian Church of South Brunswick</i>	
25	Grace Taiwanese Presbyterian Church <i>Grace Taiwanese Presbyterian Church</i>	
26	Hamilton Square, First <i>First Presbyterian Church of Hamilton Square</i>	✓
27	Hightstown <i>First Presbyterian Church</i>	✓
28	Hopewell <i>Hopewell Presbyterian Church</i>	✓
29	Iglesia Presbiteriana Nueva Vida <i>Iglesia Presbiteriana Nueva Vida</i>	
30	Iselin, First <i>First Presbyterian Church of Iselin</i>	
31	Jackson, Cornerstone <i>Cornerstone Presbyterian Church of Jackson</i>	✓
32	Jamesburg <i>Presbyterian Church of Jamesburg</i>	
33	Kingston <i>Kingston Presbyterian Church</i>	
34	Lakewood, First <i>First Presbyterian Church</i>	✓
35	Lakewood, Hope <i>Lakewood Hope Presbyterian Church</i>	
36	Lawrence Road <i>Lawrence Road Presbyterian Church</i>	
37	Lawrenceville <i>Presbyterian Church of Lawrenceville</i>	✓
38	Lincroft <i>Lincroft Presbyterian Church</i>	
39	Manasquan <i>Manasquan Presbyterian Church</i>	✓
40	Matawan, First <i>First Presbyterian Church</i>	✓
41	Metuchen, First <i>First Presbyterian Church of Metuchen</i>	✓
42	Middletown, Westminster <i>Westminster Presbyterian Church, Middletown</i>	
43	Millstone, United Presbyterian Church of Millstone	✓
44	Millennium Birth Presbyterian Church <i>Korean Church of NJ, Millennium Birth NCD</i>	
45	Nassau <i>Nassau Presbyterian Church</i>	✓
46	Neptune, Martin Luther King, Jr. <i>Martin Luther King, Jr. Presbyterian Church</i>	
47	New Brunswick/Peace Chapel <i>The Presbyterian Church at Peace Chapel</i>	
48	New Egypt, Plumsted <i>Plumsted Presbyterian Church</i>	

49	Ocean, The Church on the Hill <i>The Presbyterian Church on the Hill</i>	
50	Pennington <i>Pennington Presbyterian Church</i>	
51	Perth Amboy, First <i>First Presbyterian Church of Perth Amboy</i>	
52	Plainsboro <i>First Presbyterian Church of Plainsboro</i>	<input checked="" type="checkbox"/>
53	Point Pleasant <i>Point Pleasant Presbyterian Church</i>	<input checked="" type="checkbox"/>
54	Princeton Korean <i>Princeton Korean Presbyterian Church</i>	
55	Princeton Presbyterians <i>Princeton Presbyterians of Westminster Foundation</i>	
56	Rumson, First <i>First Presbyterian Church</i>	
57	Sayreville <i>First Presbyterian Church</i>	<input checked="" type="checkbox"/>
58	Shrewsbury <i>Presbyterian Church at Shrewsbury</i>	
59	Slackwood <i>Slackwood Presbyterian Church</i>	<input checked="" type="checkbox"/>
60	South Amboy <i>First Presbyterian Church of South Amboy</i>	
61	Space for Grace-Sabbath House NWC <i>Sabbath House New Worshiping Community</i>	
62	Tennent, Old <i>Tennent Old Tennent Presbyterian Church</i>	
63	Tinton Falls, Hope <i>Hope Presbyterian Church</i>	
64	Toms River <i>Presbyterian Church of Toms River</i>	<input checked="" type="checkbox"/>
65	Tower Hill <i>First Presbyterian Church at Red Bank</i>	<input checked="" type="checkbox"/>
66	Trenton, First <i>First Presbyterian Church, Trenton</i>	
67	Trenton, Westminster <i>Westminster Presbyterian Church, Trenton</i>	
68	Urban Mission Network <i>Urban Mission Network</i>	
69	West Trenton <i>West Trenton Presbyterian Church</i>	
70	Witherspoon Street <i>Witherspoon Street Presbyterian Church</i>	
71	Woodbridge, First <i>First Presbyterian Church of Woodbridge</i>	<input checked="" type="checkbox"/>
72	Yardville, United <i>United Presbyterian Church of Yardville</i>	

27 Respondents (38%)

APPENDIX #6

Coastlands Presbytery Trustees

Finance Committee

2023 Budget Narrative

November 16, 2022

Note: The Trustees reviewed a preliminary version of the 2023 budget in October and will have reviewed this version prior to the November 29 Presbytery meeting. The recommended per capita rate remains unchanged at \$40 per member.

To develop the 2023 budget, the Finance Committee relied on the theology of abundance developed by the Finance Petal Team during the months of our presbytery's formation. God has gifted us with tremendous resources for carrying out the mission of our presbytery. "The vision should shape the budget, not vice-versa."¹

Thus far, our Presbytery has developed a staffing model and formed Nominating Committees to find Relational and Administrative Co-Leaders and a Stated Clerk. The 2023 budget necessarily includes the costs of fully funding those positions as well as existing staff positions. And, of course, there are insurance costs, administrative costs, and our payments to the Synod of the Northeast and the General Assembly.

Working with the Presbyterian Foundation, the Trustees have invested our Presbytery's assets in two funds:

- a "long-term" fund for operations, including the cost of staff. We anticipate drawing income routinely from the long-term fund.
- A "short-term" fund for mission, with investments that have a 3-to-5-year horizon. We anticipate drawing more income from this fund in some years, and less in others.

Because economic inflation is likely to strain our member churches' budgets, the Finance Committee decided to hold per capita contributions at \$40 per member. Then, rather than lament the projection that per capita and shared mission contributions from churches will likely fund only two thirds of what we want to do, the Finance Committee has budgeted a larger draw on income from the long-term reserves for 2023. We recognize that the projected draw is not sustainable, but we believe it is important and necessary. We also believe that, as our Presbytery develops and acts upon its vision and mission, good work will attract good support, and contributions from our congregations will increase.

At this time there are no Presbytery mission commitments for 2023. The Finance Committee anticipates Presbytery will develop mission commitments once staff are in place to guide mission efforts and develop a mission structure. In this way we anticipate the vision will shape the budget in the months and years to come.

¹ "Presbytery of the Coastlands Core Transition Team Final Report," December 2021, p.19

2023 Operating Budget

Proposed

Operating Budget	2022			2023	(0)
Account Name	October YTD	YTD Budget	Budget	Planning Placeholder	2023 Assumption
REVENUE					
Per Capita Contributions	297,723	292,000	382,000	385,000	Remains \$40, but % collected increases
Prior Year Per Capita	4,862	3,500	3,500	5,000	more collected late than last year
Presbytery Shared Mission	77,574	81,000	115,000	110,000	expect to decline
Income from Reserves	30,000	75,000	75,000	203,035	sufficient to balance budget
Rental Income	27,501	27,500	33,000	33,000	no increase (sale possible in 2023)
Total Revenue	437,661	479,000	608,500	736,035	
EXPENSES					
Synod & General Assembly					
Per capita to GA	99,873	99,873	119,847	125,184	\$9.85 x 12,709 members
Per capita to Synod	53,351	53,351	53,351	52,107	\$4.10 x 12,709 members
Denomination Support	153,223	153,224	173,198	177,291	
New Mission	-	-	15,000		use short-term account instead
Commissions & Committees					
Presbytery Meeting Expense	3,788	4,166	5,000	5,500	increase for inflation
Commission on Ministry	1,831	4,000	5,000	4,000	reduced due to slow spend in 2022
Preparation for Ministry	650	4,000	5,000	4,000	reduced due to slow spend in 2023
Personnel Committee	325	400	500	500	same as 2022
Search Committee	210	8,000	10,000	2,000	most new hire expenses in 2022
Committee Support	6,804	20,566	25,500	16,000	
Personnel					
Staff Salaries & Benefits	221,498	274,840	343,140	449,095	2 leaders at \$110K Eff. Salary + benefits & expenses, PT clerk at \$50K + expenses, 1.175 admins + benefits, PT bookkeeper
Continuing Ed. & Prof. Expenses	50	-	-	14,400	
Moving expenses for new staff				24,000	
Administrative Staff Travel	544	200	240	1,000	
Employer Payroll Taxes	8,902	8,410	10,500	10,000	employer part of FICA for W-2 employees
Payroll Service Fees	1,771	1,950	2,600	2,000	revisit contract
Presbytery Support Personnel	232,765	285,400	356,480	500,495	
Office Operations & Insurance					
Rent (Lakewood Hope Office)	2,498	2,000	2,400	2,500	small increase
Computers & Services	7,114	10,000	12,000	10,000	reduced due to slow spend in 2022
Telephone	893	1,500	1,800	1,500	reduced due to slow spend in 2022
Postage	548	630	750	1,000	more staff mail for remote offices
Supplies	1,263	2,916	3,500	2,000	reduced due to slow spend in 2022
Miscellaneous	993	2,080	2,500	2,000	reduced due to slow spend in 2022
Workers Comp Expenses	-	1,000	1,400	1,500	increase for inflation
Insurance	7,314	7,275	9,800	10,500	increase for inflation
Annual Financial Review				7,000	assume external review of finances
Office Operations & Insurance	20,623	27,401	34,150	38,000	
New Worshipping Communities	805	-	-		
Presbytery Property Expenses	2,395	2,040	4,100	4,250	increase for inflation
TOTAL EXPENSES	415,809	488,631	608,428	736,035	
REVENUE OVER/UNDER EXPENSES	21,851	(9,631)	72	(0)	Use reserves to balance budget

APPENDIX #7

COMMITTEE ON REPRESENTATION REPORT

To the Stated Meeting of Coastlands Presbytery
November 29, 2022

TE = Teaching Elder, RE=Ruling Elder

Vice Moderator - Bisi Shofu, Dec 31, 2023, 1 year term

TRUSTEES

Class of 2023, Dec 31, 2023

1. Jean Woodman, 1st term, RE, Hamilton Square, jwoodman@earthlink.net
2. Fred Garry, 1st term, fgarry@fpcweb.org, TE, First Pres Metuchen
3. Andrew Scales, 1st term, TE, chaplain Princeton Presbyterian, lscales@princeton.edu

COMMISSION ON MINISTRY

Class of 2025, Dec 31, 2025

Katya Gruenig - TE, Shrewsbury, pastorkatja@gmail.com, 1st term

COMMITTEE ON REPRESENTATION

Temporary Positions until 2/28/2023

1. Molly Dykstra, mollymdykstra@gmail.com, TE, Validated Ministry
2. Kathy Ramsay, RE, snkramsay@yahoo.com, Community Presbyterian Church Edison
3. David Bowman, dfbsbv@gmail.com, TE

APPENDIX #8

Report of the Bills and Overtures Committee To the Stated Meeting of Coastlands Presbytery November 29, 2022

Greetings Presbytery of the Coastlands,

On behalf of the Bills and Overtures Committee I bring the following proposed amendments to the Book of Order before you. During General Assembly this year the Assembly took actions that require us to vote to approve or disapprove the proposed amendments passed by the Assembly. Over the coming Presbytery meetings we will begin to plug away at these amendments.

The hope of the committee is that we start with amendments that will be least controversial and then move on to those that sparked more debate at plenary. This will allow us to get the “easy” ones out of the way first and save time for debate on the more animating changes later.

This meeting we bring before the presbytery proposed changes to the Book of Order that consist of language changes. During the assembly it was voted by plenary to make changes to the Book of Order that change the language used in the Directory for Worship section. These changes reflect the Assembly’s view that the language should allow for more freedom and variety in worship and to the different flavors of specialized ministry.

In the opinion of the committee these changes are minimal, keep the spirit of the previous Directory for Worship, prepare the church for the future, and allow the local church more freedom in worship style. All of these rationales factor together for our recommendation to approve these proposed changes via an omnibus motion: 22-T, 22-U, 22-V, 22-W, 22-X, 22-Y, 22-Z, 22-AA, and 22-BB.

If you wish to see the language of these changes for yourself or want more information, we invite you to read the accompanying pages which flesh out these amendments and present you with the rationale and comments from the Advisory Committee on the Constitution (ACC).

Motion: That the Presbytery of the Coastlands approve the following proposed Amendments to the Book of Order – Directory for Worship section:

- a) 22-T — W-3.0205
- b) 22-U — W-3.0409
- c) 22-V — W-3.0414
- d) 22-W — W-4.0403
- e) 22-X — W-5.0104
- f) 22-Y — W-5.0104
- g) 22-Z — W-5.0201
- h) 22-AA — W-5.0204
- i) 22-BB — W-5.0204

Note: Any Commissioner may request that an individual item be removed from the motion for separate consideration or debate (example: by requesting that “Item f” be removed for separate consideration) . However, in the issue of proposed amendments to the Book of Order, the proposed amendments may ONLY be voted up or down. No changes may be made to the proposed amendments.

In Christ,
George Erlandson
TE Community Presbyterian Church of Edison

APPENDIX #9

**Report of The Administrative Commission
for First Presbyterian Church of Lakewood, New Jersey
to the Stated Meeting of Coastlands Presbytery
November 29, 2022**

On Sunday October 16 we celebrated the official Presbytery Farewell Service with Lakewood First Presbyterian. We gathered together at 1 pm to celebrate the life of this congregation.

AC members present: Rev. Julie Thompson-Barrier, Rev. Molly Ramsey, and Elder Jeffrey McLaughlin who participated in the Worship Service.

Present from the Presbytery and Participants in the Worship Service: Elder Charlotte Alderfer of Tom's River, Rev. Paul Quevedo of Forked River, Rev. Molly Dykstra of First Presbyterian Trenton, Rev. Bill Morris of First Presbyterian Belmar, and Rev. Kristie Miles of Brick Presbyterian.

Present from the Presbytery: Gap Co-Moderator Wendi Werner of Dayton Presbyterian Church, Rev. Mark Terranova of Pierce Memorial Presbyterian Church, Farmingdale, and Walt Vincent Former Moderator, member of PDA and Ruling Elder from Hightstown Presbyterian Church.

Approximately 30 people gathered together to worship.

An offer has been made and accepted to purchase the Church and property of Lakewood First Presbyterian and is under contract review. Our prayers are that all goes well and the contract is signed before the end of November.

Respectfully submitted,
Jeffrey McLaughlin
Secretary

Report of the Middlesex PC Administrative Commission

To the Stated Meeting of Coastlands Presbytery

November 29, 2022

The contract to sell the property of the Middlesex Presbyterian Church to Middlesex Borough for nine-hundred thousand dollars (\$900,000.00) has been signed by both parties. The forty-five (45) day due diligence period began 11 October 2022.

In the event the Buyer has not obtained all of the necessary governmental approvals necessary by the termination of the due diligence period (24 November 2022) but continues to diligently prosecute such approvals, then the Buyer shall be entitled to one (1) three (3) month extension of the approval (due diligence) period.

The AC has not received any communication from either the Buyer or the Sellers attorney regarding the status of the current due diligence period.

As noted in the AC's 20 September 2022 Report to the Presbytery, Ms. Polly Hartzell has been retained by the AC as a part-time Bookkeeper to help facilitate the orderly reconciliation of and closing of MPC's financial affairs.

Elder Paul Gunsner
Middlesex Administrative Commission

APPENDIX #10

Report of the Commission on Ministry

To Coastlands Presbytery

November 29, 2022

For Information:

- Formed a small group to meet with Hamilton Christ PC – to assist with difficulty forming a MIF with their partner congregation.
- Formed a small group to interview Grace Kendall Park PNC, Candidate Rev Debbie Paton (Chicago Pby), review TOC, and interview the candidate.
- Received for a First reading — guidelines for those to be examined for reception into the presbytery from former New Brunswick Pby – presented as a suggested starting point for guidelines to be added to the COM Manual. COM to double-check with Council or Governance to confirm what is understood from the Manual of Administrative Operations is what was intended by Governance.
- Received notice of the need for an Administrative Commission for First Plainsboro PC – congregation sold property several years ago, had decided to continue for 10 years until the money ran out, but now have decided to go ahead and close. The need is for an AC to contact the members and work with them to understand the process of dissolution. Issue passed to the newly formed Standing AC for Congregational Dissolution.
- Received a request from Rev. John Monroe for Honorable Retirement.
- Presbytery liturgy for recognizing congregations that are closing – ask Council about handling it for future meetings.
- Requested and received candidate background checks for Slackwood PC.
- Received an update from Ewing Covenant PC.
- Received an update on First Trenton PC.
- Received an update on Hope PC, Lakewood.
- Received a report of Carteret PC exit interviews.
- Received a Mission Statement for review (MIF paperwork not yet received) from Carteret PC, have PNC.
- Received a report from the Rumson IPNC candidate interview team and contract for Rev. Paul Kirbas.
- Conducted an interview with the PNC and Candidate for Grace Kendall Park PC.
- Conducted an interview with the IPNC and the Interim Candidate for Rumson PC.

Actions Taken:

1. To approve the request for Honorable Retirement by Rev. John Monroe effective 11/1/2022 and to honor his ministry at the November Stated Presbytery meeting.
2. Appointed Rev. Bill Morris as the Moderator of Perrineville PC.
3. Approved the Terms of Call for Rev. Debbie Paton.
4. Approved the transfer of Rev. Debbie Paton from Chicago Presbytery.
5. Approved the Terms of the Interim Pastor Contract with Rumson PC for Rev. Paul Kirbas (Peace River).
6. Approved Rev. Kirbas to labor within the bounds of Coastlands Presbytery.
7. Appointed Rev. Bill Morris to be the liaison with Rumson PC and Rev. Kirbas.
8. Approved a recommendation that the Minimum Compensation Standards be increased by 5% for Effective Compensation for 2023, and recommend a 5% increase for those above the Minimum Standards.
9. Approved the formation of a Special Events Committee of COM to provide oversight for special events organized and conducted by members of Presbytery.

10. Approved the transfer of Rev. Kathy Genus from Hudson River Presbytery to serve as the Interim Pastor as Jamesburg PC.
11. Appointed David Redman to facilitate a meeting between Iglesia Nueva Vida Presbiteriana and the Board of Pensions to resolve an ongoing issue.
12. Approved the Ministry Information Form for the Carteret church.
13. Approved the Interim Contract between Rev. David Bowman and Slackwood PC.

For Presbytery Action:

1. **MOTION: That the Minimum Compensation Standards be increased by 5% for Effective Compensation for the year 2023, and that a 5% increase for those above the Minimum Standards be recommended to congregations.**

APPENDIX #11

Warrant
for an
Administrative Commission
Of the Presbytery of the Coastlands
concerning
the Witherspoon Street Presbyterian Church
Princeton, NJ

July 5, 2022

The Presbytery is given authority, in our polity, to:

- d. counsel with a session concerning reported difficulties within a congregation, including:
 - (1) advising the session as to appropriate actions to be taken to resolve the reported difficulties,
 - (2) offering to help as a mediator, and
 - (3) acting to correct the difficulties if requested to do so by the session or if the session is unable or unwilling to do so, following the procedural safeguards of the Rules of Discipline;
- e. assume original jurisdiction in any situation in which it determines that a session cannot exercise its authority. After a thorough investigation, and after full opportunity to be heard has been accorded to the session, the presbytery may conclude that the session of a congregation is unable or unwilling to manage wisely its affairs, and may appoint an administrative commission with the full power of session. This commission shall assume original jurisdiction of the existing session, if any, which shall cease to act until such time as the presbytery shall otherwise direct. (G-3.0303d-e - BOO 2019-2021)

In exercising this authority, the Commission on Ministry (COM) has made a deliberate inquiry into the situation at the Witherspoon Street Presbyterian Church, in Princeton, NJ. This inquiry consisted of sending a team of COM members to meetings with the Session, and other people present. In addition, the COM and other representatives of the Presbytery have received various communications, written and/or informal, from members of the Witherspoon Street Presbyterian Church, and others who have observed the situation there. The COM has received numerous requests from members and the Session of Witherspoon Street Presbyterian Church, that the COM take appropriate action to assist with the resolution of difficulties leading to the current conflict.

In our connectional polity we are well suited to provide support for one another in times of trouble. We often form response or support teams to help in various situations. In order for a response or support team to be able to act on behalf of the Presbytery and with the Presbytery's full authority it requires the technical language of a Warrant for an AC. The warrant describes the ways in which the commission will support, protect, and encourage the Witherspoon Street Presbyterian Church's "Ministry under the Word." COM, the Stated Clerk and the Gap Presbytery Leader remain committed to the long-term viability and growth of this congregation and find this means of official support to be the best suited to ensure the strongest future of this ministry. While the Church is currently experiencing difficulties, we have great hope for its future life and ministry and have been encouraged by the commitment to ministry we have seen during our visits.

Therefore, the COM determined, at its stated meeting of July 5, 2022, that significant disorder is reported

to exist in the Witherspoon Street Presbyterian Church, such that its ministry under the Word was placed in jeopardy. The COM requested the Presbytery of Coastlands, at a Called Meeting, on Tuesday, July 26, 2022, to create and empower an Administrative Commission.

Among the responsibilities given to an Administrative Commission in our polity are the following:

visiting particular councils, congregations, or agencies over which they have immediate jurisdiction reported to be affected with disorder, and inquiring into and settling the difficulties therein, except that no commission of a presbytery shall be empowered to dissolve a pastoral relationship without the specific authorization by the designating body (G-2.0901). (G-3.0109b (5) - BOO 2019-2021)

The Administrative Commission will have the following powers and responsibilities:

1. To inquire into the difficulties occurring in the Witherspoon Street Presbyterian Church, historical and current, affording to all persons in interest fair notice and an opportunity to be heard on the matters at issue, in accordance with G-3.0109b.
 - a. The Administrative Commission shall have access to all records and documents which pertain to the life and mission of the Witherspoon Street Presbyterian Church, without limitation. This shall include access to all financial documents and accounts as well as all personnel records.
 - b. The Administrative Commission shall seek to hear from all concerned parties, including members, former members, former pastors, families of members, friends of the church, visitors, the pastors and their families, employees and staff people, building users, neighbors, and community figures. The Commission shall use its discretion in ensuring that all concerned parties have all pertinent documents communicated to them. The Commission shall conduct its business in the open, without undue secrecy. At the same time, the Commission shall take seriously any evidence or allegations of wrongdoing in the life of this church by any party.
2. To settle whatever difficulties may be discovered, acting on behalf of the Presbytery, which is “. . . responsible for the government of the church throughout its district, and for assisting and supporting the witness of congregations to the sovereign activity of God in the world, so that all congregations become communities of faith, hope, love, and witness.” (G-3.0301 - BOO 2019-2021)
3. In carrying out this responsibility, the Administrative Commission, acting on behalf of Presbytery, is hereby empowered and directed:
 - a. Pending a hearing with the Session and the Pastor, To assume original jurisdiction of the Session of Witherspoon Street Presbyterian Church, unless there are compelling reasons not to assume original jurisdiction. (G-3.0303e - BOO 2019-2021)
 - b. To provide pastoral care for the Witherspoon Street Presbyterian Church in a time of crisis, conflict, and uncertainty. This shall include praying with and for the congregation, Session, Pastor, and their families; encouraging communication among the participants in the church’s life; seeking opportunities to recommend services of confession, healing, and reconciliation; and directing all participants in the church’s life to a renewed encounter with the demands of God’s Word.
 - c. To provide coordination and guidance for the Witherspoon Street Presbyterian Church, assisting the church in mobilizing its strength for making the most effective witness to Jesus Christ. (G-3.0303 – BOO 2019-2021) This will include at a minimum developing and implementing appropriate staffing policies, job descriptions and review procedures. It will also include the examination of the budget and helping to implement appropriate

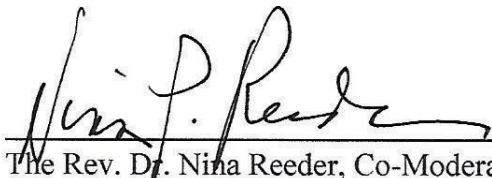
financial procedures and controls if those in place are found to be lacking. It will also include planning in the short and longer term for sustainable pastoral leadership and programming staffing models for the congregation. Any other such guidance and coordination as becomes necessary during the course of the Commission's work shall be included in the scope of this warrant.

- d. To determine whether there are constituencies in the Witherspoon Street Presbyterian Church which are unrepresented on Session and to counsel with the church if necessary.
- e. To "[act] to correct the difficulties if requested to do so by the session or if the session is unable or unwilling to do so, following the procedural safeguards of the Rules of Discipline." (G-3.0303d (3) - BOO 2019-2021)

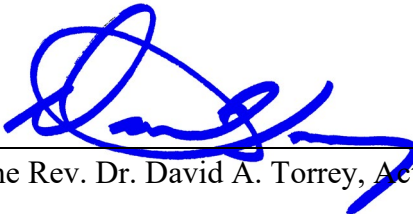
The Administrative Commission shall be empowered to perform all administrative and other tasks necessary to fulfill its charge and to carry out the responsibilities delegated to it.

This Administrative Commission shall report to Presbytery at each Stated Meeting, until its mandate is completed. Membership in this Administrative Commission shall be by appointment of the Commission on Ministry, in consultation with the Stated Clerk and the Gap Presbytery Leader. The Stated Clerk shall serve, Ex Officio, as a resource for the Administrative Commission.

If requested by the Administrative Commission, Coastlands Presbytery shall secure Counsel for their work.



The Rev. Dr. Nina Reeder, Co-Moderator of the Commission on Ministry



The Rev. Dr. David A. Torrey, Acting Stated Clerk of Presbytery

Proposed Roster for the Administrative Commission

Administrative Commissions: A commission of presbytery, synod, or General Assembly shall be composed of Ruling Elders and Teaching Elders (ministers of the Word and Sacrament) in numbers as nearly equal as possible and sufficient to accomplish their work. A quorum of any commission shall be established by the designating council or councils but in no case shall be less than a majority of its members (except as limited by D-5.0204). (G-3.0109b – BOO 2019-2021)

The Commission on Ministry recommends an Administrative Commission composed of 7 individuals composed of ruling elders and ministers in as nearly equal numbers as possible.

The following individuals recommended by the Presbytery Moderator, the Stated Clerk, and the Commission on Ministry have agreed to serve on the Administrative Commission, if elected:

Rev. Sharyl Dixon (Kingston PC – WFTE)

Rev. Glory Thomas (Oak Tree PC – RFTE)

Rev. Nidia Fernandez (Validated Ministry – RFTE)

Rev. Floyd White (HR Presbytery for Southern New Jersey – BMTE) Permission to labor within bounds.

Elder Reynolds Shaw (First PC Metuchen - BMRE)

Elder Ralph Simms (Ewing Covenant PC – BMRE) not a member, but available to consult/assist.

representation key: W - White, B - Black, R - Racial Ethnic
M - Male, F - Female
TE - Teaching Elder, RE - Ruling Elder