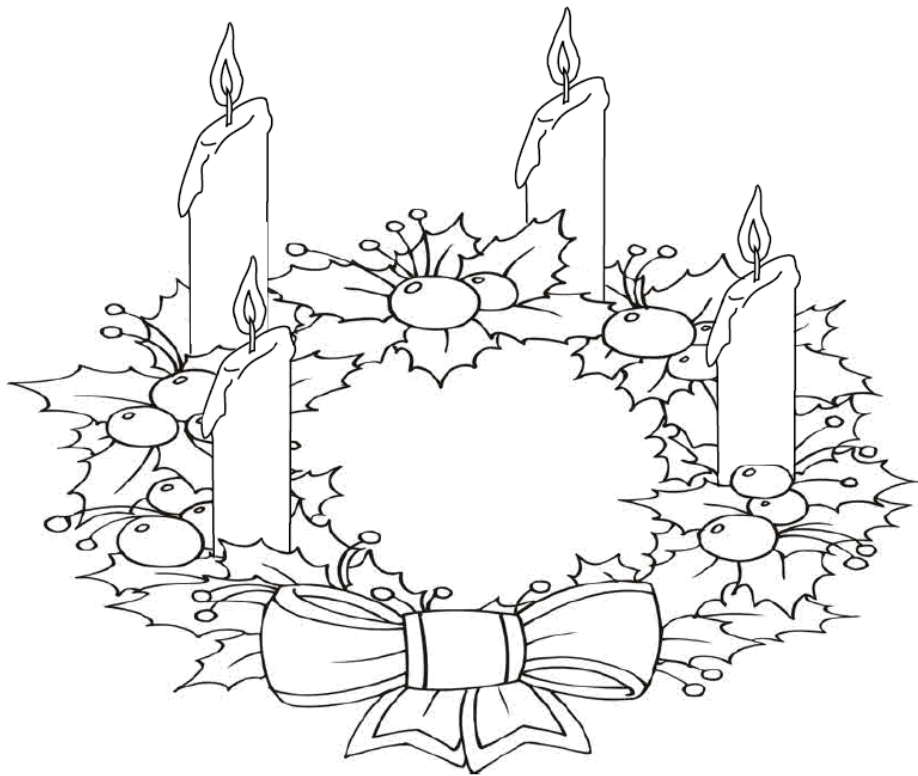


The Stated Meeting  
of the  
Presbytery of the Coastlands

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 p.1  
Welcome of Visitors & First Time Commissioners
- 6:40 pm **Worship** p.3..... Worship Team
- 7:10 pm **Adoption of the Agenda** .....Rev. Wendi Werner, Gap Council (GC) Moderator
- 7:15 pm **Communications and Consent Agenda** p.5..... Rev. David Torrey
- 7:17 pm **Report of the Presbytery Leader Consultant** p.6..... Rev. Sue Krummel
- 7:20 pm **Report of the Acting Stated Clerk** p.8..... Rev. David Torrey
- 7:25 pm **Report of the Board of Trustees** p.13..... 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 p.14**
- 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** p.25..... Elder Kathy Ramsay, Moderator
- 8:15 pm **Report of the Bills & Overtures Committee** p.26.....Rev. George Erlandson
- 8:25 pm **Reports of Administrative Commissions**
- Middlesex Presbyterian Church Administrative Commission p.40.....Elder Paul Gunsser, AC Member
  - Lakewood First Presbyterian Church Administrative Commission p.41.....Rev. Julie Thompson-Barrier, Moderator
  - Standing Administrative Commission for Congregational Dissolution p.42..... Rev. Jan Koczera
- 8:35pm **Report of the Commission on Ministry** p.43.....Rev. Nina Reeder, Co-Moderator
- Minimum Salary Standards for 2023 p.44
  - Appointment of Administrative Commission for Witherspoon St. PC p.45
  - 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

**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 separate 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. 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 should click on the camera icon to turn on their webcams.
6. 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.
  7. The “chat” feature will be available throughout the meeting. Please use it sparingly.
    - a. Please only chat with the Moderator for the purpose of making an interrupting motion. Staff are 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 the Moderator. 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.
  8. 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 the motion, 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.
  9. 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.
  10. The Moderator will repeat the motion prior to the vote.
  11. 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.
  12. 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 carried the motion. 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).

## Order of worship

Stated Meeting of the Presbytery of the Coastlands

November 29, 2022

Liturgists: Rev. Alan Olson, Nancy Varga, and Rev. George Erlandson  
 Songs provided by: Brick PC, Community PC (Edison),

**Prelude** *O Come, O Come Emmanuel*

**Call To Worship** (Alan and Nancy)

(Alan) O Wisdom, coming forth from the mouth of the Most High, pervading and permeating all creation, you order all things with strength and gentleness: Come now and teach us the way to salvation.

*Come, Lord Jesus.*

O Adonai, Ruler of the house of Israel, you appeared in the burning bush to Moses and gave him the law on Sinai: Come with outstretched arms to save us.

*Come, Lord Jesus.*

O Root of Jesse, rising as a sign for all the peoples, before you earthly rulers will keep silent, and nations give you honor: Come quickly to deliver us.

*Come, Lord Jesus.*

O Key of David, Scepter over the house of Israel, you open and no one can close, you close and no one can open: Come to set the prisoners free.

*Come, Lord Jesus.*

(Nancy) O Radiant Dawn, splendor of eternal light, Sun of justice: Come, shine on those who live in darkness and in the shadow of death.

*Come, Lord Jesus.*

O Ruler of the nations, Monarch for whom the people long, you are the cornerstone uniting all humanity: Come, save us all, whom you formed out of clay.

*Come, Lord Jesus.*

O Emmanuel, our Sovereign and lawgiver, desire of the nations and Savior of all: Come and save us, O Lord our God.

*Come, Lord Jesus.*

God of grace, ever faithful to your promises, the earth rejoices in hope of our Savior's coming and looks forward with longing to his return at the end of time. Prepare our hearts to receive him when he comes, for he is Lord forever and ever. *Amen.*

**Special Music***Come Thou Long Expected Jesus***Scripture**

Rev. George Erlandson

**Message****Praise song***Joy Has Dawned***Closing Prayer**

Faithful God, your promises stand unshaken through all generations. Renew us in hope, that we may be awake and alert as we watch for the glorious return of Jesus Christ, our judge and Savior, who lives and reigns with you in the unity of the Holy Spirit, one God, now and forever. *Amen.*

## 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.

**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?



# 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 Records<sup>1</sup>. 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

<sup>1</sup> 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.**

	<b>Pages</b>	<b>Y</b>	<b>N</b>	<b>NA</b>	<b>Comments</b>
1 Date, time, place, moderator, attendance, type of meeting (1 <sup>st</sup> meeting of year)					
2 Meeting opened and closed with prayer (1 <sup>st</sup> 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](mailto:gordon127@live.com) and the Stated Clerk, [statedclerk@coastlandspresbytery.org](mailto: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

		<u>2021 Reviewed</u>
1	Allentown <i>Allentown Presbyterian Church</i>	
2	Arabic Evangelical Presbyterian Church NWC <i>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>	<input checked="" type="checkbox"/>
5	Belmar, First <i>First Presbyterian Church</i>	
6	Brick <i>Brick Presbyterian Church</i>	<input checked="" type="checkbox"/>
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>	<input checked="" type="checkbox"/>
12	Dayton, First <i>First Presbyterian Church at Dayton</i>	
13	Dutch Neck, First <i>First Presbyterian Church of Dutch Neck</i>	<input checked="" type="checkbox"/>
14	East Brunswick, Trinity <i>Trinity Presbyterian Church</i>	<input checked="" type="checkbox"/>
15	Edison, Community Presbyterian <i>Community Presbyterian Church - Edison</i>	<input checked="" type="checkbox"/>
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>	<input checked="" type="checkbox"/>
18	Englishtown, First <i>First Presbyterian Church</i>	
19	Ewing Covenant <i>Ewing-Covenant Presbyterian Church</i>	<input checked="" type="checkbox"/>
20	Farmingdale <i>Pierce Memorial Presbyterian Church</i>	<input checked="" type="checkbox"/>
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>	<input checked="" type="checkbox"/>
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>	<input checked="" type="checkbox"/>
27	Hightstown <i>First Presbyterian Church</i>	<input checked="" type="checkbox"/>
28	Hopewell <i>Hopewell Presbyterian Church</i>	<input checked="" type="checkbox"/>
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>	<input checked="" type="checkbox"/>
32	Jamesburg <i>Presbyterian Church of Jamesburg</i>	
33	Kingston <i>Kingston Presbyterian Church</i>	
34	Lakewood, First <i>First Presbyterian Church</i>	<input checked="" type="checkbox"/>
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>	<input checked="" type="checkbox"/>
38	Lincroft <i>Lincroft Presbyterian Church</i>	
39	Manasquan <i>Manasquan Presbyterian Church</i>	<input checked="" type="checkbox"/>
40	Matawan, First <i>First Presbyterian Church</i>	<input checked="" type="checkbox"/>
41	Metuchen, First <i>First Presbyterian Church of Metuchen</i>	<input checked="" type="checkbox"/>
42	Middletown, Westminster <i>Westminster Presbyterian Church, Middletown</i>	

## 2021 Session Records Review Summary

		<u>2021 Reviewed</u>
43	Millstone, United Presbyterian Church of Millstone	<input checked="" type="checkbox"/>
44	Millennium Birth Presbyterian Church <i>Korean Church of NJ, Millennium Birth NCD</i>	
45	Nassau <i>Nassau Presbyterian Church</i>	<input checked="" type="checkbox"/>
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 Tennent <i>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%)

Proposed

## 2023 Operating Budget

13

Operating Budget	2022			2023	(0)
Account Name	October YTD	YTD Budget	Budget	Planning Placeholder	2023 Assumption
<b>REVENUE</b>					
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)
<b>Total Revenue</b>	<b>437,661</b>	<b>479,000</b>	<b>608,500</b>	<b>736,035</b>	
<b>EXPENSES</b>					
<b>Synod &amp; General Assembly</b>					
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
<b>Denomination Support</b>	<b>153,223</b>	<b>153,224</b>	<b>173,198</b>	<b>177,291</b>	
<b>New Mission</b>	-	-	<b>15,000</b>		use short-term account instead
<b>Commissions &amp; Committees</b>					
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
<b>Committee Support</b>	<b>6,804</b>	<b>20,566</b>	<b>25,500</b>	<b>16,000</b>	
<b>Personnel</b>					
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
<b>Presbytery Support Personnel</b>	<b>232,765</b>	<b>285,400</b>	<b>356,480</b>	<b>500,495</b>	
<b>Office Operations &amp; Insurance</b>					
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
<b>Office Operations &amp; Insurance</b>	<b>20,623</b>	<b>27,401</b>	<b>34,150</b>	<b>38,000</b>	
New Worshipping Communities	805	-	-		
<b>Presbytery Property Expenses</b>	<b>2,395</b>	<b>2,040</b>	<b>4,100</b>	<b>4,250</b>	increase for inflation
<b>TOTAL EXPENSES</b>	<b>415,809</b>	<b>488,631</b>	<b>608,428</b>	<b>736,035</b>	
<b>REVENUE OVER/UNDER EXPENSES</b>	<b>21,851</b>	<b>(9,631)</b>	<b>72</b>	<b>(0)</b>	Use reserves to balance budget

**Documents Related to Postponed Motion**  
from the Called Presbytery Meeting of 10/25/2022

Documents from the Called Presbytery Meeting of 10/25/2022 may be found at the following link:

[Trustees and FPC Trenton Documents](#)



**To: The Members of the Presbytery of the Coastlands**  
**From: The Interim Trustees**  
**Re: Questions concerning the non-approval of a lease**  
**Date: For the November 29, 2022 Presbytery Meeting**

After reviewing the questions directed to the Trustees, we felt it was in the best interest of discernment to provide a rationale for the non-approval from the vantage of risk. We believe we have addressed the questions sent to us in what follows, but also provided a framework to see how we went about our process of evaluation.

### **A Question of Risk**

Trustees take on the role of seeking what is best for the Presbytery and part of that pursuit is to mitigate risk. The lease, as proposed, represents risk in every category of a common risk assessment. During our 10 months of consideration, we carefully reflected on the following questions:

1. Does the lack of policy and reporting structure for the Presbytery of the Coastlands represent an operational risk in light of the requested lease? (Operational Risk)
2. Does First Presbyterian Church of Trenton or the Presbytery have a track record of development or building renovation that would warrant the type of investment the project represents? (Financial Risk)
3. Does the receipt of New Jersey Historic Trust grant funds represent a significant compliance burden? (Compliance Risk)
4. Does the transfer of assets represent an irregularity that will likely lead to litigation? (Litigation Risk)
5. Does the timing of this project create unnecessary conflict and impact the desire of presbyters to serve or staff to be attracted or retained? (Brand Risk)

First and foremost is **operational risk**. Operational risk is the impact of a decision on an organization's day-to-day activities. The Trustees believe that the Presbytery, as it is today, does not have the organizational structure, policy, or personnel in place to navigate the obligation the lease represents.

To verify our concerns we sought the advice of the Office of the General Assembly (OGA) which expressed the same concern and advised that such a project be put on hold until our organizational structure is in place.

What would mitigate the risk:

- A clear Mission Policy of the Presbytery
- A Committee or Commission that discerns and advises on missional endeavors involving the Presbytery as a whole.
- A time for interpretation where all the aspects of this project are made clear to all concerned.

Second is **financial risk**. Here the Trustees struggled to discern the value of the property that was being given as a "rent-free" lease for sixty-five years. The lease as presented obligates the church to carry insurance. The Trustees also considered the obligations the Presbytery would face if the congregation were to dissolve before the end of the lease, and learned that any encumbrances on the

property would become the Presbytery's responsibility. Also, if the project fails to comply with New Jersey Historic Trust requirements or the not-for profit is dissolved, would the Presbytery be obligated to return those funds that had been spent?

What would mitigate this risk:

- Charge rent that would equal the carrying costs and the potential cost of replacement.
- Assume original jurisdiction of the property and negotiate directly with the not-for-profit.
- Sell the property and have no financial obligations.

Third is the matter of **compliance risk**. It was the concern of the Trustees that the compliance obligations of Historic Trust funds would ultimately fall to the Presbytery as a whole. This is where we needed to discern if we believe the Presbytery is capable. We believe the answer is no. The Trustees believe we make poor landlords given the persistent changes in leadership. Additionally, compliance requires a reporting structure which we lack.

What would mitigate this risk:

- The Presbytery would need to concur that we, as a body, want to engage in development/renovations projects requiring compliance with public funding requirements.
- A missional committee would need to develop the structure, procedures, and staff capable to meet compliance obligations.
- The role of the Presbytery would need to be clarified in terms of representation with the project being sought with the lease.

Fourth is the matter of **litigation risk**. The risk here is irregularity with our polity. Here too the Trustees sought the advice of the OGA and again OGA advised caution, citing case history. Three key factors are cause for concern. The first is that property no longer used by a congregation as a congregation is normally transferred to the presbytery (G-4.0204). A sixty-five year lease may be viewed as an attempt to circumvent this requirement. Second, a lease of more than five years or a transfer of assets (property) requires the approval of the presbytery (G-4.0206). Already significant assets have been transferred to the non-profit corporation without such approval. Both actions could lead to remedial complaints.

Third, the Trustees are concerned that the multiple roles held by the proposers of the project could constitute a conflict of interest. The church has a pastor for facilities (a role that calls for neither preaching the Word nor administering the sacraments), who proposed, and is the executive director of, the non-profit. The Session Moderator is also the chair (formerly co-chair) of the Committee on Ministry (COM). The COM liaison to the church will serve on the non-profit's board of directors. While it is common for presbyters to hold multiple roles, an observer might question whether the Presbytery exercised its fiduciary duty to ensure conditions for adequate discernment.

In 2021, at COM's request, our Presbytery appointed a Special Administrative Review Commission (SARC) to work with the church. While a SARC need not have included representation of a current or recent trustee, neither the SARC, the church, nor the COM discussed the financial aspects of the project with the Trustees before presenting the entire project to the Trustees for approval.

Questions from the Trustees that might have helped shape the project and its financing have been viewed as adversarial, rather than conversational. If the work and discernment of the Trustees is devalued, the role of the COM and the SARC could be viewed as both proposers and evaluators of

the project, exposing our Presbytery to charges that it failed to exercise its fiduciary duty to the PC(USA) in accordance with the Trust Clause.

What would mitigate the risk:

- The Presbytery would appoint an administrative commission to ensure the assets of the church are being held in trust and not directed outside of the denomination without presbytery approval.
- The Presbytery would consider alternative methods of funding that do not require assets to be transferred outside the denomination.

Lastly is the risk in which we now find ourselves, **brand risk**. The Trustees have worked diligently to avoid the risk of defining our new Presbytery's mission on the basis of one church's request, and to avoid exposing our Presbytery, which does not have a successful record of managing church properties, to a long-term contract. The Trustees were concerned that deferring this decision to the larger body would compromise the structure of our governance, give more weight to the emotional benefit of working in a city than to the funding and administrative decision before us, and create conflict that would discourage presbyters from service or employment. If our Presbytery prefers arguments at Presbytery meetings to conversation among committees, we have compromised the reputation of our newly formed Presbytery.

How to mitigate this risk:

- Evaluate the project and funding options with neither haste or delay.
- Recognize the amount of conflict one aspect of this project has caused.
- Encourage the session of First Presbyterian Church of Trenton to seek a course of action that does not involve so great a risk to itself and to the Presbytery.

The Trustees believe a project for redevelopment of church property is possible. It is this particular project's risk to our Presbytery that led to the Trustees' disapproval of the lease.

**Questions Submitted to Council,  
for the First Presbyterian Church of Trenton**

- 1) Has First Presbyterian Trenton agreed to transfer \$4 million of its endowment to the non-profit?

No, FPCT has not agreed to transfer \$4 million of its endowment to the non-profit. It agreed to fund all startup costs and make an additional \$1 million donation to 120 East State. Both are complete.

- 2) What is FPCT's perspective on the Trustee's assertion that this lease represents a "\$10 million transfer of assets to the city of Trenton?"

The City of Trenton is not a party to this lease. FPCT created 120 East State, a 501(c)3 non-profit organization for the purpose of leveraging public funds to redevelop the historic property owned by FPCT (and, according to the "held in trust" clause, the Presbytery). For Phase I (Steeple Center), \$1.83M has been raised to date, and an additional \$9M+ has been identified. Leveraging FPCT's contribution of \$1million to this project in order to see another possible \$12M+ raised for construction equates to a substantial Return on Investment in PCUSA property.

As is true of all congregational facilities that engage in community service, the purpose of the redevelopment is to create a facility that will benefit FPCT and its community, as an extension of the historic ministry of FPCT in expression of the love of Jesus Christ. It will also allow PCUSA ministry activities (with the exception of worship) to take place in these facilities, including job training, antihunger programs, and other community activities. It will create needed jobs and bring people from different organizations, backgrounds, and interests together. It will serve as an example of what collaboration and partnership are able to accomplish. The long-term plan is for the facility to be a hub for Presbytery ministries and the work of other non-profits. Because FPCT/the Presbytery retains ownership, the assets/value of these grants will be essentially transferred to the Presbytery in improvements to its real property.

- 3) Can the representatives of First Presbyterian Church in Trenton clarify whether it is in fact their intent to transfer all of the church's endowment to the new non-profit corporation?

It is not the intention of FCPT to transfer all of the church's endowment to the new non-profit corporation. (See the response to Question 1 above.)

- 4) If there is going to be a lease, wouldn't it be more appropriate to be between the Presbytery and 120 East State Inc, to eliminate any potential conflict of interest?

FPCT is the property owner, and so according to our polity, the lease is between FPCT, with Presbytery approval, and 120 East State. FPCT sees no "potential conflict of interest". We understand that our congregation is "the church engaged in the mission of God in its particular

context” (G-1.0101) and that the Presbytery is “the council serving as a corporate expression of the church within a certain district” (G-3.0301). If the Presbytery determines that we have not discerned a faithful “how” to accomplish this ministry, it needs to suggest a viable alternative. After our study of this issue for over two years, we have concluded that the present proposal is the ideal approach. We take seriously the stewardship of the property and the legacy of our church. This is why we have worked so hard to get to this point and have succeeded in obtaining the first grant. It is also why we have committed to further work to see this project through.

The bylaws of the new non-profit, 120 East State, were created to reflect our strong intention that FPCT’s and the Presbytery’s interests are carried forward through this new organization. This is the reason the bylaws state that the Board includes two persons who are members of FPCT, and two who are representatives of the Presbytery of the Coastlands.

- 5) With Session members of FPCT and members of FPCT serving on the board of 120 East State Inc, how can this lease be considered an “Arms-Length Transaction” and that there is no conflict of interest?

We are not aware of any conflict-of-interest policy from the Presbytery. 120 East State does have a conflict-of-interest policy (see Bylaws, Question 13). FPCT and 120 East State have the same interest – to develop an underused church building into a vital center for the local community. The lease is a non-arms-length transaction. The triple-net lease (see the definition in the response to Question 8) is believed by both parties to be fair given the circumstances. FPCT initiated the creation of 120 East State, paid for its formation, and launched it, supporting it with a financial gift and Board members. This is all transparent, legal, and necessary to accomplish the mission of both organizations.

Now that 120 East State has been formed, its Board, using its conflict-of-interest policy, will navigate any additional questions should they arise. The cross-over of members who serve on both 120 East State and in roles in the Presbytery is very much by design, since this is how FPCT’s and the Presbytery’s interests in the project are to be carried forward. It is common for donors and founders to serve on boards of recipient non-profit organizations. It is also common for corporations that found and or own other entities to offer board members to related organizations. This is because funders, donors and owners often have goals or purposes in mind for the entity they support, and generally wish to remain engaged to steer, advise, and influence board decisions. FPCT and the Presbytery are similar in this regard.

FPCT wishes to steward these legacy assets with representation on the Board of the non-profit and relocate its site of worship to 123 East Hanover Street, a building owned by FPCT on land adjacent to the leased property. This is how we think we can most effectively steward this property as an essential element and enabler of our mission in downtown Trenton. The non-profit’s funders, which include the State of NJ, are affirming the legality both of the lease and the necessary independence of the Board of 120 East State as they conduct their due diligence.

- 6) Who is responsible for Replacement under article 10.2 and 10.3 of the lease agreement?

The Tenant is responsible for Replacement.

- 7) What is FPCT's plan if the tenant is in default under articles 14.1.5 and 14.1.6 of the lease agreement?

If the Tenant defaults in any way on the lease, the lease can be terminated. 120 East State has demonstrated and continues to demonstrate diligence in applying for grants and raising other funding. If the lease needed to be terminated, FPCT would have to evaluate its options as to whether a different non-profit could continue the project.

- 8) With no financial upside for FPCT from rental income of \$1 for the next 65 years, and only downside potential for the Presbytery, why won't FPCT consider donating the property to 120 East State Inc? Would selling the property, instead of leasing, reduce the Presbytery's potential long-term liability if the project fails?

The statement that there is no financial upside for FPCT in the lease is incorrect. Article 3.2 of the Lease states that it is "triple net." A triple net lease is a lease agreement on a property whereby the tenant or lessee promises to pay all the expenses of the property. As set forth more fully in Article 3.2 of the lease, this includes all utilities, repairs and, after one year, premiums for the insurance on the property. Our estimate is that this will amount to \$28,000 for the first year and at \$48,000/year for the following years with insurance premiums. These numbers do not include normal cost increases and the costs of unanticipated repairs, which are very likely to occur.

In addition, the lease enables additional value in the form of capital improvements that 120 East State will make to the facility. Thus, FPCT retains ownership, avoids building expenses, and obtains improvements to the property with a high return on investment. It also creates a vital community asset through which it, and the Presbytery, can engage in urban ministry.

- 9) Can FPCT Session share the other possible options for the property that were explored in recent years and why those options were ruled out?

The current project is the culmination of a multi-year process of discernment by the Session and congregation in which all options for the property were considered, with the ultimate concern doing right by the neighborhood in which the congregation has made its home for almost 300 years. In 2018, like many other historic Church buildings in poor condition, FCPT applied for a grant from the Historic Trust (see the response to Question 10 below). That grant application was ruled ineligible when the Supreme Court decision prohibiting the State funding of active houses of worship was announced. It then became clear that to receive Historic Trust grant funds, the congregation would have to cease worshipping in the church building. The congregation also realized that the huge sanctuary, Fellowship Hall, and the other parts of the building were

underused by the small congregation. Together with an architect specializing in historic property restoration, FPCT commenced an outreach to the local community to discern how the Church building could better serve the community. FPCT never considered the sale of the Church buildings because we want to continue to steward our historic church property. As for the Hanover Street properties, FPCT intends to utilize 121 and 123 East Hanover as its site for worship and mission. The buildings at 111-117 East Hanover are worth very little in their current condition and their value would be greater as part of a larger campus with the Church. (See also the response to Question 11 concerning the realities of the real estate market in Trenton.) The plan for the current project was eventually developed and adopted by the Session and congregation.

10) If the lease is not approved, what is the alternative course of action to fund the significant repairs required to allow the main church building to be usable?

The plan for the development of the property has been designed to secure access to the grants from the New Jersey Historic Trust and the new historic tax credit program in addition to a fundraising campaign. We are not aware of any other significant source of funding for historic properties. Up until the NJ Supreme Court decision in 2018, which prohibited State funding of active houses of worship, churches were common recipients of grants from the Historic Trust. Here are few examples of historic Presbyterian Churches that have received grants from Historic Trust before the Supreme Court decision: First Presbyterian Church of Elizabeth, \$750,000 in 2006 and \$300,000 in 2008; First Presbyterian Church of Salem, \$450,000 in 1996 and \$334,000 in 2000; Lawrenceville Presbyterian Church, \$196,000 in 1997; Presbyterian Church of Bound Brook, \$400,000 in 2010; South Park Presbyterian Church, \$300,000 in 2006 and \$300,000 in 2010.

Assuming zero public funding, FPCT would be left to its own resources to refurbish the property. The church's current endowment is not sufficient to fund the necessary repairs, much less leave enough to fund ongoing operations. Because the cost of the necessary improvements is in the double-digit millions of dollars, it is unreasonable to assume any congregation could raise such funds.

11) In the last meeting, there were repeated requests to receive a full appraisal of the property in order to make a decision about the lease. There seems to be an assumption that a buyer could be found for the property. Beyond the appraisal, what have local real estate experts said about the feasibility of selling this property?

This is incorrect. FPCT did not believe an appraisal was a good investment, given all the issues surrounding the property in its current condition and context. The Trustees of the Presbytery arranged to have an appraisal of the property. On August 2, 2022, the Rev. Fred Garry and two individuals identified as appraisers came to FPCT to do an appraisal of the property. FPCT has requested but has not yet seen a copy of this appraisal.

The Church and cemetery are on the National Register of Historic Places and are individually landmarked by the City of Trenton. This means that the exterior of the building and the cemetery

cannot be demolished or substantially altered without the approval of the Trenton Landmarks Commission, an unlikely scenario. Any buyer of the property would be subject to these restrictions. The poor condition of the building would also affect its desirability as a purchase because of the significant investment required to address basic needs, including code requirements.

FCPT reached out to well-known and well-respected Trenton commercial real estate broker, Anne LaBate about the feasibility of selling the property. In [this memo](#), which was shared with the Trustees in May 2022, she describes the challenges to selling real estate in this area and with FPCT's situation in particular. In brief, the likeliest potential purchasers of church buildings in urban areas are small independent congregations or non-profits with limited resources. As has been the case with other such sales in Trenton, there is a high likelihood that this large property only a few blocks from the State House will end up further deteriorating and ultimately abandoned. 120 East State has already demonstrated its ability to get significant public funding for necessary renovation and to facilitate a development plan that will benefit the community.

- 12) If the lease is approved and the plan moves forward with the initial \$825,000 in public funding and \$1 million from FPCT, what is the financial risk to the Presbytery? If the state tax credit funding isn't secured, what are the alternative sources of funding that would be pursued, and how confident is FPCT Session that alternative funding could be secured to complete the first phase of the project that is currently on the table?

This lease seeks to protect FPCT and the Presbytery from financial risk by facilitating investment of public funds, together with FPCT funds, in creating a useful, functional property. The project will not move forward until all construction monies are committed. (Please see the detailed answer linked at Question 17 for more information on how risk is handled in state tax credit projects.) FPCT has adequate funds to cover its needs, and 120 East State is raising the funds it needs to complete the project. If state tax credit funding is not secured, 120 East State will have to determine if it can move forward with other or lesser funding. Winning the maximum amount available in its first NJHT grant application is significant in that it signals the State Historic Trust's confidence in both the merits of the project and 120 East State's ability to bring it about, which communicates confidence to other funders. Thus we see no financial risk to the Presbytery of proceeding but substantial risk if the property is left in its current state.

- 13) During the special meeting of presbytery, it was stated the Session had an appraisal done. Is this assessment available and if so, what is the appraised value of the property?

See question 11 above. We believe that there has been a misunderstanding about appraisals of the property. The Session has not had an appraisal of the Church done. The only appraisal of which we are aware is the one done by the Trustees in August, which FPCT has not seen.

- 14) Has 120 East State developed any bylaws? If so, could they be shared with the Commissioners as a way of understanding the lease agreement?

Bylaws are required in order to form a nonprofit corporation in New Jersey. 120 East State was formed in April 2022, and has filed all necessary documents with the State and the



IRS. The Bylaws of 120 East State are provided at [this link](#) .

- 15) What risks and how does the FPCT view the risks involved in the project to lease the FPCT 's historic church for 65 years to the recently formed not-for profit 120 East State organization?

The most obvious risk is that the non-profit, 120 East State, cannot raise sufficient funds to complete the restoration and development project that they have undertaken. However, 120 East State's success in receiving an \$825,000 grant from the New Jersey Historic Trust and a \$5000 office grant from the Kerney Foundation demonstrates the ability of the newly formed non-profit and the viability of its long-term plan. This will make private fundraising easier.

- 16) How much outside funding has already been approved? What other funding requests are submitted and in process? Does First Pres. Trenton envision applying for PILP funds?

To date, 120 East State has been awarded:

- \$750,000 (matching) from the NJ Historic Trust for capital improvements;
- \$75,000 (matching \$25,000) for planning from the NJ Historic Trust;
- \$5,000 from the Kerney Foundation for office equipment/furnishings;
- \$1M gift from FPCT.

120 East State has applied for:

- NJEDA Historic Property Reinvestment Program (historic tax credits), estimated net \$4.7M;
- Neighborhood Revitalization Tax Credit grant (2023) \$150,000 (not competitive so we anticipate the award; this grant will be applied for in each coming year for the maximum possible).

As mentioned at the October meeting, 120 East State will need to secure bridge funding for a short-term during construction to facilitate tax credit cash flow. It is expected to be sized to be paid off by final tax credit payments. (Again, see the response to Question 17 for more details.) PILP has very favorable terms and will provide loans to nonprofits who have "50% Presbyterians" on their Board. If it is necessary for FPCT to be party to the loan, FPCT will bring the request to the presbytery.

- 17) What is the timing for the disbursement of funds for the restoration of the church? Are these funds dependent on achieving matching grants or operating benchmarks? Are these benchmarks realistic? Are these grants available to the corporation for operating purposes or are these grants limited to renovation of the property?

An abbreviated timeline of the project and major funding follows:

- December 2022: Notice of NJEDA Historic Property Reinvestment Tax Credit Award
- April 2023: Application to NJ Historic Trust for multi-phase capital grant
- 1st or 2nd Quarter 2023: Application for Federal Historic Tax Credits
- 4th Quarter 2023: Notice of April NJHT grant award; additional construction fundraising goals met; State tax credit (NJEDA HPRP) agreement finalized.
- 2nd Quarter 2024; Construction begins.

- 4th Quarter 2025: Construction completed in time for 250<sup>th</sup> Anniversary of US

Please read [here](#) about the details of our particular project as it relates to tax credit financing.

120 East State intends to raise operating funding as well. However, except for 120 East State operations, which is a small percentage of total fundraising, major operations funding will not be needed until 18-24 months after ground-breaking. So its focus now is principally on raising capital funding. That said, institutions providing capital funding are often open to providing long term operating funds as well.

18) If FTPC ceases to exist, the composition of the 120 East State board would need to be redefined. Would this fall on Presbytery's shoulders to fill the two board positions? Would the lease become null and void? Who would be responsible for this?

According to the lease (paragraph 24.1), all its terms shall be binding upon "successors" to the parties. If FPTC ceases to exist, the Presbytery would be its successor as property owner. Presbytery representatives would then be sought by the Board of 120 East State to replace those representing FPCT on the Board. The lease would continue in effect.

**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, 1<sup>st</sup> term, RE, Hamilton Square, [jwoodman@earthlink.net](mailto:jwoodman@earthlink.net)
2. Fred Garry, 1<sup>st</sup> term, [fgarry@fpcweb.org](mailto:fgarry@fpcweb.org), TE, First Pres Metuchen
3. Andrew Scales, 1<sup>st</sup> term, TE, chaplain Princeton Presbyterian, [lscales@princeton.edu](mailto:lscales@princeton.edu)

**COMMISSION ON MINISTRY**

**Class of 2025, Dec 31, 2025**

Katya Gruening - TE, Shrewsbury, [pastorkatja@gmail.com](mailto:pastorkatja@gmail.com), 1<sup>st</sup> term

**COMMITTEE ON REPRESENTATION**

**Class of 2023, Dec 31, 2023**

1. Molly Dykstra, [mollymdykstra@gmail.com](mailto:mollymdykstra@gmail.com), TE, Validated Ministry
2. Kathy Ramsay, RE, [snkramsay@yahoo.com](mailto:snkramsay@yahoo.com), Community Presbyterian Church Edison

**Class of 2025, Dec 31, 2025**

1. David Bowman, [dfbsbv@gmail.com](mailto:dfbsbv@gmail.com), TE

**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

## 22-T — W-3.0205

### GATHERING

#### W-3.0205 CONFESSION AND FORGIVENESS (TWE-05 1)

The 225th General Assembly (2022) directed the Stated Clerk to send the following proposed amendment to the presbyteries for their affirmative or negative votes:

**Shall W-3.0205 in the Directory for Worship amended as follows?**

(Added text is in *italics*.)

**“W-3.0205 Confession and Forgiveness ...**

**“... Other actions may follow—a song of praise, such as ‘Glory be to the Father’ or ‘Glory to God’; a summary of the law or call to faithfulness; *the sacrament of baptism*; and the sharing of peace as a sign of reconciliation in Christ.”**

#### Background and Rationale

The recommendations in TWE-05 are in response to the following referral: 2018 Referral: Item 14-02. On Amending Portions of the Directory for Worship. Recommendation 1.–10. The Assembly Referred Recommendations 1.–10. To the Presbyterian Mission Agency, Office of Theology and Worship—From the Presbytery of Santa Fe (*Minutes*, 2018, Part I, pp. 14, 17, 355–58 of the print copy, pp. 1198–1205 of the electronic copy). This amendment acknowledges the common practice of celebrating the sacrament of baptism early in the Service for the Lord’s Day while retaining the Reformed emphasis on baptism as a response to the Word.

#### Advice—From the Advisory Committee on the Constitution (ACC)

The Advisory Committee on the Constitution advises the 225th General Assembly (2022) to disapprove Recommendation 1 of Item TWE-05. Recommendation 1 seeks to amend W-3.0205, a section in the Directory for Worship that describes confession and forgiveness as an element of the worship service. The proposed language would articulate the possibility that the sacrament of baptism might be administered following confession and proclamation of forgiveness in the worship service.

Although the language of this recommendation is clear and consistent with its intent, the ACC finds that it is unnecessary. Reformed theology commonly links Word and Sacrament as in W-1.0106, but W-3.0307 already provides for the sacrament of baptism to ordinarily be in response to the Word. It does not require that the sacrament only be administered at that time in the service.

The Assembly Committee on Theology, Worship, and Education approved Item TWE-05 1, 30/2. The 225th General Assembly (2022) approved Item TWE-05 1, 395/4.

For the full report on TWE-05, go to <https://www.pc-biz.org/#!/committee/3000081/business>.

## 22-U — W-3.0409

### SACRAMENT

#### W-3.0409 THEOLOGY OF THE LORD’S SUPPER (TWE-05 2)

The 225th General Assembly (2022) directed the Stated Clerk to send the following proposed amendment to the presbyteries for their affirmative or negative votes:

**Shall W-3.0409 in the Directory of Worship be amended as follows?**

(Added text is in *italics*.)

**“W-3.0409     Theology of the Lord’s Supper ...**

**“... The opportunity to eat and drink with Christ is not a right bestowed upon the worthy, but a privilege given to the undeserving who come in faith, repentance, and love. All who come to the table are offered the bread and cup, regardless of their age or understanding. If some of those who come have not yet been baptized, an invitation, *when appropriate*, to baptismal preparation and Baptism should be graciously extended.”**

#### Background and Rationale

The recommendations in TWE-05 are in response to the following referral: 2018 Referral: Item 14-02. On Amending Portions of the Directory for Worship. Recommendation 1.–10. The Assembly Referred Recommendations 1.–10. To the Presbyterian Mission Agency, Office of Theology and Worship—From the Presbytery of Santa Fe (*Minutes*, 2018, Part I, pp. 14, 17, 355–58 of the print copy, pp. 1198–1205 of the electronic copy).

This amendment provides for gracious hospitality at the Lord’s Supper, emphasizes the theological connection between the sacraments, and underscores pastoral discretion in the invitation to baptism.

#### Advice—From the Advisory Committee on the Constitution (ACC)

The Advisory Committee on the Constitution advises the 225th General Assembly (2022) to disapprove Recommendation 2 of Item TWE-05. This recommendation seeks to amend W-3.0409 to emphasize pastoral discretion regarding an invitation to baptismal preparation when persons who have not previously been baptized participate in the sacrament of the Lord’s Supper. The ACC finds that the proposed change has the potential to weaken the link between baptism and the Lord’s Supper. The use of “should,” rather than the mandatory “shall,” already provides latitude for pastoral discretion in determining the appropriateness of an invitation to baptismal preparation.

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The Assembly Committee on Theology, Worship, and Education approved Item TWE-05 2, 30/2. The 225th General Assembly (2022) approved Item TWE-05 2, 395/4.

For the full report on TWE-05, go to <https://www.pc-biz.org/#!/committee/3000081/business>.

## 22-V — W-3.0414

### SACRAMENT

#### W-3.0414 COMMUNION (TWE-05 4)

The 225th General Assembly (2022) directed the Stated Clerk to send the following proposed amendment to the presbyteries for their affirmative or negative votes:

**Shall the second paragraph of W-3.0414 in the Directory of Worship be amended as follows?**

(Deleted text is in ~~strike~~through; added text is in *italics*.)

**“W-3.0414    Communion ...**

**“... When all have received the bread and cup, the remaining elements are placed on the table. ~~The minister of Word and Sacrament then leads the people in prayer.~~ *A prayer follows, thanking God for the gift of the Sacrament and asking for grace to live and serve faithfully until the coming of Christ’s realm in fullness.*”**

#### Background and Rationale

The recommendations in TWE-05 are in response to the following referral: 2018 Referral: Item 14-02. On Amending Portions of the Directory for Worship. Recommendation 1.–10. The Assembly Referred Recommendations 1.–10. To the Presbyterian Mission Agency, Office of Theology and Worship—From the Presbytery of Santa Fe (*Minutes*, 2018, Part I, pp. 14, 17, 355–58 of the print copy, pp. 1198–1205 of the electronic copy).

This amendment provides for more flexibility in the prayer after communion, including the use of a unison congregational prayer.

#### Advice—From the Advisory Committee on the Constitution (ACC)

The Advisory Committee on the Constitution advises the 225th General Assembly (2022) to approve Recommendation 4 of Item TWE-05. Recommendation 4 in this overture would eliminate the requirement that the prayer after communion be led only by a minister of the Word and Sacrament or ruling elder authorized by the presbytery to administer communion. The ACC finds that the language of W-3.0414 is unnecessarily restrictive and amendment is advisable.

The Assembly Committee on Theology, Worship, and Education approved Item TWE-05 4, 31/0. The 225th General Assembly (2022) then approved Item TWE-05 4, 395/4.

For the full report on TWE-05, go to <https://www.pc-biz.org/#!/committee/3000081/business>.

## 22-W — W-4.0403

### ORDINATION, INSTALLATION, AND COMMISSIONING

#### W-4.0403 ORDER OF WORSHIP (TWE-06)

The 225th General Assembly (2022) directed the Stated Clerk to send the following proposed amendment to the presbyteries for their affirmative or negative votes:

**Shall W-4.0403 in the Directory of Worship be amended as follows?**

(Added text is in *italics*.)

#### **“W-4.0403     Order of Worship**

**“A service of ordination, installation, or commissioning focuses on Christ and the joy and responsibility of serving him through the mission and ministry of the church. Following the sermon, the moderator (or designee) of the appropriate council briefly states the nature of the ministry to which persons are being ordained, installed, or commissioned. Those who are being ordained, installed, or commissioned gather at the baptismal font. The moderator (or designee) of asks them the constitutional questions (see W-4.0404). A ruling elder asks the corresponding questions of the congregation. When all questions have been answered in the affirmative, those to be ordained will kneel, if able, for the laying on of hands and the prayer of ordination. (The presbytery commission lays on hands at the ordination of minister of the Word and Sacrament; its moderator may invite other ministers of the Word and Sacrament and ruling elders to participate. Members of the session lay on hands at the ordination of ruling elders and deacons; the session may invite other ruling elders and ministers of the Word and Sacrament to participate. Because ordination only takes place once for each office, the laying on of hands is not repeated.) Those previously ordained will stand, if able, along with the congregation, for the prayer of installation. *Signs and symbols of blessing may be conferred on the newly installed or commissioned person.* After this, the moderator makes the declaration of ordination, installation, or commissioning. Members of the session or presbytery welcome the newly ordained, installed, or commissioned person(s). In the case of the installation of a minister of the Word and Sacrament, persons may be invited to charge the minister of the Word and Sacrament and congregation to faithfulness in ministry and mutuality in relationship. When a minister of the Word and Sacrament is ordained or installed, it is appropriate for that person to preside at the Lord’s Supper in the same service; she or he may also give the blessing at the conclusion of the service. When ruling elders or deacons are ordained or installed, it is appropriate for one or more of them to give the charge to the congregation at the conclusion of the service.”**

#### **Background and Rationale**

[Editor’s note: The TWE Committee amended the overture following the advice of the Advisory Committee on the Constitution and the Presbyterian Mission Agency. This edited background and rationale is for the original overture’s proposed amendment. For the full rationale and original overture, see the PC-Biz link below.]



The laying on of hands is not a sacrament but an act of diverse meanings as witnessed in scripture and the Reformed tradition. It is affirmed by the *Book of Order* and Directory for Worship as an act that is appropriate to various situations in the worship of life of Presbyterians, an act that conveys the “gracious action of God and communicate[s] our grateful response” (W-1.0303, see also W-2.0202, W-3.0407, W-4.0401–.0403, W-5.0204).

The Confession of 1967 includes these words in 9.39–9.40: “... In recognition of special gifts of the Spirit and for the ordering of its life as a community, the church calls, trains, and authorizes certain members for leadership and oversight. The persons qualified for these duties in accordance with the polity of the church are set apart by ordination or other appropriate act and thus made responsible for their special ministries. The church thus orders its life as an institution with a constitution, government, officers, finances, and administrative rules. These are instruments of mission, not ends in themselves. ...”

Ordination is an act of the institution, one of the ways we order our life for mission. Candidates are ordained to a particular service, a call, emphasizing the pragmatic, functional nature of ordained ministry. As the *Book of Order* says, “In baptism, each Christian is called to ministry in Christ’s name. God calls some persons from the midst of congregations to *fulfill particular functions*, so that the ministry of the whole people of God may flourish. ...” (W-4.0401, emphasis added). And, “... The gifts of the Spirit are for building up the Church. Every action in worship is to glorify God and contribute to the good of the people. Worshipers and worship leaders must avoid actions that only call attention to themselves and fail to serve the needs of the whole congregation. ...” (W-2.0202)

The proposed change to the Directory of Worship is from restrictive language to permissive language: the laying on of hands would not be required at installations as there may be occasions when, because of ecumenical considerations or a candidate’s preferences regarding physical contact, it would not be appropriate or edifying. In such a change we reaffirm Calvin’s own guide for worship practices: “But love will best judge what may hurt or edify; and if we let love be our guide, all will be safe” (*Institutes*, IV.x.30).

### **Advice—From the Advisory Committee on the Constitution (ACC)**

This advice applies to the original overture.

Should the 225th General Assembly (2022) desire to authorize some act of the congregation to signify its blessing upon the newly installed or commissioned person, the Advisory Committee on the Constitution advises that W-4.0403 be amended as follows (suggestions appear in ~~strike through~~ and *italics*): “... [Because ordination only takes place once for each office, the laying on of hands is not repeated.] ~~The moderator may invite the commission and all members of the congregation to participate in the laying on of hands for commissioning and blessing the newly installed minister of Word and Sacrament, ruling elders, or deacons.~~ Those previously ordained will stand, if able, along with the congregation, for the prayer of installation. [*Signs and symbols of blessing may be conferred on the newly installed or commissioned person.*] After this, the moderator makes the declaration of ordination, installation, or commissioning. Members of the session or presbytery welcome the newly ordained, installed, or commissioned person(s).” (The remainder of the paragraph remains unchanged.)

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The Assembly Committee on Theology, Worship, and Education amended and approved Item TWE-06, 27/3. The 225th General Assembly (2022) approved Item TWE-06, 371/23.

For the full report on TWE-06, go to <https://www.pc-biz.org/#!/committee/3000081/business>.

## 22-X — W-5.0104

### WORSHIP AND PERSONAL LIFE

#### W-5.0104 HOUSEHOLD WORSHIP (TWE-05 5)

The 225th General Assembly (2022) directed the Stated Clerk to send the following proposed amendment to the presbyteries for their affirmative or negative votes:

**Shall W-5.0104 in the Directory of Worship be amended as follows?**

(Added text is in *italics*.)

#### **“W-5.0104 Household Worship**

**“We respond to God’s grace in the context of personal relationships, particularly when Christians who live together worship together. *Household worship is a central and important practice within the Reformed tradition, an important means of faith formation.* Opportunities for household or family worship include: sabbath-keeping and rhythms of daily prayer; Bible reading, study, or memorization; prayers before meals; singing hymns, psalms, and spiritual songs; and expressions of giving, sharing, and service to others. Congregations are encouraged to nurture and equip households and families for these practices.”**

#### **Background and Rationale**

The recommendations in TWE-05 are in response to the following referral: 2018 Referral: Item 14-02. On Amending Portions of the Directory for Worship. Recommendation 1.–10. The Assembly Referred Recommendations 1.–10. To the Presbyterian Mission Agency, Office of Theology and Worship—From the Presbytery of Santa Fe (*Minutes*, 2018, Part 1, pp. 14, 17, 355–58 of the print copy, pp. 1198–1205 of the electronic copy).

This amendment asserts the importance of household worship in faith formation.

#### **Advice—From the Advisory Committee on the Constitution (ACC)**

The Advisory Committee on the Constitution advises the 225th General Assembly (2022) that this item does not present issues of polity. Recommendation 5 of Item TWE-05 would add a sentence emphasizing the role of household worship. If the 225th General Assembly (2022) believes that the intent of Item TWE-05 Recommendation 5 is appropriate, the ACC advises that the proposed language is clear and consistent with that intent.

The Assembly Committee on Theology, Worship, and Education approved Item TWE-05 5, 31/0. The 225th General Assembly (2022) approved Item TWE-05 5, 395/4.

For the full report on TWE-05, go to <https://www.pc-biz.org/#!/committee/3000081/business>.

## 22-Y — W-5.0104

### WORSHIP AND PERSONAL LIFE

#### W-5.0104 HOUSEHOLD WORSHIP (TWE-05 6)

The 225th General Assembly (2022) directed the Stated Clerk to send the following proposed amendment to the presbyteries for their affirmative or negative votes:

**Shall W-5.0104 in the Directory of Worship be amended to add a third paragraph as follows?** (Added text is in *italics*.)

**“W-5.0104 Household Worship ...**

*“... Prayers of thanks and blessing, and lament at the household table draw upon ancient Jewish practice and the examples of Jesus, his disciples, and the early Christian community. Mealt ime prayers provide opportunities to give thanks to God’s works of creation and redemption by which we are sustained for Christ’s service. We respond with heartfelt thanks and praise in the sharing of our daily bread.”*

#### Background and Rationale

The recommendations in TWE-05 are in response to the following referral: 2018 Referral: Item 14-02. On Amending Portions of the Directory for Worship. Recommendation 1.–10. The Assembly Referred Recommendations 1.–10. To the Presbyterian Mission Agency, Office of Theology and Worship—From the Presbytery of Santa Fe (*Minutes*, 2018, Part I, pp. 14, 17, 355–58 of the print copy, pp. 1198–1205 of the electronic copy).

This amendment stresses the significance of mealt ime prayers in household worship.

#### Advice—From the Advisory Committee on the Constitution (ACC)

The Advisory Committee on the Constitution advises the 225th General Assembly (2022) that this item does not present issues of polity. Recommendation 6 in TWE-05 would add a paragraph emphasizing the role of mealt ime prayers to the section on household worship. If the 225th General Assembly (2022) finds Recommendation 6 is appropriate, the ACC advises that the proposed language is clear and consistent with that intent.

The Assembly Committee on Theology, Worship, and Education approved Item TWE-05 6, 30/1. The 225th General Assembly (2022) approved Item TWE-05 6, 395/4.

For the full report on TWE-05, go to <https://www.pc-biz.org/#!/committee/3000081/business>.

## 22-Z — W-5.0201

### WORSHIP AND THE CHURCH'S MINISTRY WITHIN THE COMMUNITY OF FAITH

#### W-5.0201 THE CHURCH'S MINISTRY WITHIN THE COMMUNITY OF FAITH (TWE-05 9, 1 & 2)

The 225th General Assembly (2022) directed the Stated Clerk to send the following proposed amendment to the presbyteries for their affirmative or negative votes:

**1. Shall W-5.0201 in the Directory of Worship be amended as follows?** (Added text is in *italics*.)

**“W-5.0201     The Church’s Ministry within the Community of Faith**

**“God calls the Church in the name of Jesus Christ to mutual love, *discipleship*, and service. Jesus’ ministry and the church’s worship are deeply connected; indeed, worship is ministry. The church’s ministry springs from its worship, where God builds up the body of Christ through the gifts of the Holy Spirit. The church’s ministry flows back into worship as we bring to God the celebrations and concerns of the community of faith.**

**“Within the church, we seek to love and serve one another through the rhythm of daily prayer, the ministries of Christian education and pastoral care, the activities of councils of the church, and other gatherings of believers. The church’s ministries are shaped and nourished by the Word and Sacraments, and are to be carried out in the spirit of *faithful discipleship and constant prayer (F-1.0301; F-1.0302a; F-1.0303; F-1.0403).*”**

**2. Shall W-5.0301 in the Directory of Worship be amended as follows?** (Added text is in *italics*.)

**“W-5.0301     The Church’s Mission in the World**

**“God sends the Church in the power of the Holy Spirit to join the mission of Jesus Christ in service to the world. Jesus’ mission and the church’s worship are deeply connected; indeed, worship is mission. The church’s mission springs from its worship, where we glimpse the reality and the promise of God’s eternal realm. The church’s mission flows back into worship as we bring to God the joy and suffering of the world.**

**“Through its mission in the world, the church seeks to bear witness to God’s reign through the proclamation of the gospel, acts of compassion, work for justice and peace, and the care of creation. The church’s mission is shaped and nourished by the Word and Sacraments, and represents the living out of our prayer for the world *(F-1.01; F-1.0303; F-1.0304).*”**

## Background and Rationale

The recommendations in TWE-05 are in response to the following referral: 2018 Referral: Item 14-02. On Amending Portions of the Directory for Worship. Recommendation 1.–10. The Assembly Referred Recommendations 1.–10. To the Presbyterian Mission Agency, Office of Theology and Worship—From the Presbytery of Santa Fe (*Minutes*, 2018, Part I, pp. 14, 17, 355–58 of the print copy, pp. 1198–1205 of the electronic copy).

This amendment contributes an emphasis on communal discipleship within the church’s practice of ministry and mission.

## Advice—From the Advisory Committee on the Constitution (ACC)

The Advisory Committee on the Constitution advises the 225th General Assembly (2022) to approve the amendment to W-5.0201 and disapprove the [original] amendment to W-5.0301. Recommendation 9 in this item would introduce the concept of discipleship in various places in paragraphs describing a) the church’s ministry within the community of faith (W-5.0201) and b) the church’s mission in the world (W-5.0301). The ACC finds that sections W-5.0201 and W-5.0301 should be seen as complementary, not contradictory or mutually exclusive. It is unnecessary to amend W-5.0301 to incorporate discipleship as this is sufficiently addressed by the proposed amendment to W-5.0201.

The Assembly Committee on Theology, Worship, and Education amended and approved Item TWE-05 9 1 & 2, 32/0. The 225th General Assembly (2022) approved Item TWE-05 9 1 & 2, 395/4.

For the full report on TWE-05, go to <https://www.pc-biz.org/#!/committee/3000081/business>.

## 22-AA — W-5.0204

### WORSHIP AND THE CHURCH'S MINISTRY WITHIN THE COMMUNITY OF FAITH

#### W-5.0204 PASTORAL CARE (TWE-05 7)

The 225th General Assembly (2022) directed the Stated Clerk to send the following proposed amendment to the presbyteries for their affirmative or negative votes:

**Shall the third paragraph of W-5.0204 in the Directory of Worship be amended as follows?** (Deleted text is in ~~strike through~~; added text is in *italics*.)

#### **“W-5.0204 Pastoral Care ...**

**“... All members are called to take part in the ministry of pastoral care, visiting the sick, supporting the weak, and comforting those who mourn. Ruling elders, deacons, and ministers of the Word and Sacrament have particular responsibility for the exercise of pastoral care within the community of faith. Those with special gifts and appropriate training may be called to *the particular specialized pastoral care ministries of pastoral counseling, or chaplaincy*. In certain circumstances, persons may need to be referred to other qualified and credentialed professionals to receive appropriate counseling and care.”**

#### **Background and Rationale**

The recommendations in TWE-05 are in response to the following referral: 2018 Referral: Item 14-02. On Amending Portions of the Directory for Worship. Recommendation 1.–10. The Assembly Referred Recommendations 1.–10. To the Presbyterian Mission Agency, Office of Theology and Worship—From the Presbytery of Santa Fe (*Minutes*, 2018, Part I, pp. 14, 17, 355–58 of the print copy, pp. 1198–1205 of the electronic copy).

This amendment includes spiritual direction among the examples of specialized ministries of pastoral care while seeking to avoid the appearance of an exhaustive list.

#### **Advice—From the Advisory Committee on the Constitution (ACC)**

The Advisory Committee on the Constitution advises the 225th General Assembly (2022) that Recommendation 7 of Item TWE-05 presents issues that the assembly should consider. This recommendation would add “spiritual direction” to the already named ministries of pastoral care. It has added “particular specialized” and “such as” so that the list created by the addition of “spiritual direction” would not be presumed to be exhaustive. However, the addition of more language is counter to recent constitutional changes that give various councils parameters and responsibility to define their own practices. Decisions about appropriate validated ministries are properly left to the individual presbyteries. In addition, the creation of a list invites more items to be added to it.

The ACC finds that if the assembly believes it is appropriate to expand the understanding of pastoral care ministries, it can be better accomplished, while addressing the issues presented above, by striking “the ministries of pastoral counseling or chaplaincy” in W-5.0204 and inserting “particular specialized pastoral care ministries” so that it would read “Those with special gifts and appropriate

training may be called to ~~the ministries of pastoral counseling or chaplaincy~~ [*particular specialized pastoral care ministries*].”

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The Assembly Committee on Theology, Worship, and Education amended and approved Item TWE-05 7, 32/0. The 225th General Assembly (2022) approved Item TWE-05 7, 395/4.

For the full report on TWE-05, go to <https://www.pc-biz.org/#!/committee/3000081/business>.

## 22-BB — W-5.0204

### WORSHIP AND THE CHURCH'S MINISTRY WITHIN THE COMMUNITY OF FAITH

#### W-5.0204 PASTORAL CARE (TWE-05 8)

The 225th General Assembly (2022) directed the Stated Clerk to send the following proposed amendment to the presbyteries for their affirmative or negative votes:

**Shall the fourth paragraph of W-5.0204 in the Directory of Worship be amended as follows?** (Deleted text is in ~~strike through~~; added text is in *italics*.)

#### “W-5.0204 Pastoral Care...

“Services of wholeness and healing are one way of enacting the church’s ministry of pastoral care. The central element in these services is prayer, calling upon God’s saving grace or giving thanks for healing received, *in life and in death, in body, mind, or spirit*. A service of wholeness includes the proclamation of the Word, focusing on the promise of *peace and abundant life in Christ*. Prayer may be enacted through the laying on of hands and anointing with oil, provided that these actions are carefully introduced and interpreted: healing ~~always~~ *in its many forms* comes as a gift from God, not as a ~~product~~ *an accomplishment* of human prayer. The Lord’s Supper is a fitting way to seal the promise of wholeness proclaimed in the Word. Services of wholeness are to be authorized by the session and are under the direction of the minister of Word and Sacrament, but may involve leadership from ruling elders, deacons, and others with gifts for prayer. They may take place on a regular basis, as an occasional event, or as a part of the Service for the Lord’s Day.”

#### Background and Rationale

The recommendations in TWE-05 are in response to the following referral: 2018 Referral: Item 14-02. On Amending Portions of the Directory for Worship. Recommendation 1.–10. The Assembly Referred Recommendations 1.–10. To the Presbyterian Mission Agency, Office of Theology and Worship—From the Presbytery of Santa Fe (*Minutes*, 2018, Part I, pp. 14, 17, 355–58 of the print copy, pp. 1198–1205 of the electronic copy).

This amendment offers theological and pastoral perspective on the nature of healing and wholeness: that healing happens in a variety of ways and wholeness is not necessarily synonymous with physical recovery.

#### Advice—From the Advisory Committee on the Constitution (ACC)

The Advisory Committee on the Constitution advises the 225th General Assembly (2022) to approve Recommendation 8 of Item TWE-05. This recommendation would amend the paragraph describing services of wholeness and healing. The ACC finds that the first proposed amendment, the insertion of the words “in life and in death, in body, mind, or spirit;” the deletion of “abundant” and insertion of “ultimate well-being through” are unnecessary stylistic changes that do not present issues of polity. The ACC finds that a) deletion of the word “always” and insertion of “in its many forms” and b)



deletion of “a product” and insertion of “not an accomplishment of human prayer” are helpful clarifications.

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The Assembly Committee on Theology, Worship, and Education approved Item TWE-05 8, 31/0. The 225th General Assembly (2022) approved Item TWE-05 8, 395/4.

For the full report on TWE-05, go to <https://www.pc-biz.org/#/committee/3000081/business>.

**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 Gunsser  
Middlesex Administrative Commission

**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 Eder 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 Standing Administrative Commission  
For Congregational Dissolution  
To the Stated Meeting of Coastlands Presbytery  
November 29, 2022**

**Meeting between the Administrative Commission and the First Presbyterian Church of Plainsboro November 9, 2023**

Representing the Administrative Commission, I met with Lisa Minich, the Clerk of Session, Phil Rodefled, President of the Board of Trustees, and Dennis Anderson, the Treasurer at the Plainsboro Presbyterian Church. We went through the list of tasks for dissolving a congregation, made originally for the Lakewood Church. Following are the significant points of our conversation over the document.

**Ensure the Pastoral Care of the Former Congregation:**

The church held its final service and a celebration banquet on October 30, 2022. The part-time pastor, Rev. Marcie Lewis, will provide for any pastoral care needs until the end of her contract in February 28, 2023. The members of the church are in the process of looking for other churches to attend..There is only one shut-in and Rev. Lewis will continue to see to her needs.

**Deal with Records**

The stated clerk is in the process of gathering all records. ~~The minutes of the session and the rolls of the church, along with the payroll tax records for the staff will be given to me as the final business of the church is wrapped up.~~ Other records, photos, etc. will be gifted to the Plainsboro Historical Society.

**Handle Legal Matters.**

The church property, consisting of the church building and its lot, was sold to the Cornerstone Fellowship on May 20, 2021. The net purchase price was \$900,000, of which 10% (\$90,000) was donated to missions. The property was sold to the parent church; Cornerstone Fellowship, 1170 Rittenhouse Road, Audubon PA 19403. Cornerstone had previously rented the church for their own services. The Plainsboro Presbyterian Church had a cordial relationship with them and was happy to sell its property to Cornerstone as they were an actively growing congregation within the local community.

Phil will obtain a copy of the quit claim deed.

There are no potential sources of legal liability for the church.

Phil will speak with their attorney, John Ressler, who handled the sale, to ensure that there are no legal matters left undone.

The legal corporation will be dissolved once the final bills are paid.

**Security Matters**

Only the three people at the meeting still have keys to the church and to a single office and storage room. Phil will close out the church's safety deposit box. All service providers have been notified of the change in the property's ownership. Their insurance is paid through next summer. Phil will check if they can cancel it now or if it is better to let it run out.

All salaried employees have been paid, including Pastor Lewis, whose contract ran through February 2023. Her salary has been paid for the entire contract and her apartment rent, utilities, medical and pension will be paid through February. Phil will see if there is a refund due from Workman's Compensation. The church currently only has accounts for missions and one account to pay their final bills. Once the final bills are paid, the remaining money will be used to fund missions dear to the church

The only contracted services that are still operating are the website and one phone line. Phil will check on the church's fire alarm service, Vector, to make sure that has been changed to the new owners. There is a question if the fire alarm company has a separate phone line to the church, which Phil will check and transfer to the new owners if necessary.

The church has no other contracts, leases, automobiles, or other encumbrances. The Treasurer has gathered all books, financial statements and records. There is one credit card still open, for any remaining expenses.

Is Presbytery interested in receiving financial records, annual reports, etc. from the church? If so, for what time period.?

There is one restricted endowment fund whose bequest requires that the principal, \$26000, be unspent. They anticipate transferring this to Presbytery.

The hope is that all bills be paid and mission causes funded by March, 2023, at which point the records and fund will be given to the Presbytery and the legal corporation dissolved.

#### **Determine the Disposition of the Property:**

The property was sold to Cornerstone Fellowship in May 2021. As part of the sale of the church, all of the contents of the church that was non-Presbyterian specific (pews, altar, Bibles, classrooms, etc.) was given to the new owners.

New homes are being sought for the Presbyterian items that are left (two different editions of hymnals, a cross with the symbol of the Presbyterian Church USA, etc.).

Acting for the Administrative Commission

Rev. Jan Koczera (honorably retired)

### **Significant Events in the Life of the First Presbyterian Church of Plainsboro New Jersey**

- First Presbyterian Church of Plainsboro was incorporated 126 years ago on April 27, 1896.
- For many years, we were the only church in town. Many of our oldest members were raised in this church, married and raised their own families in this church and have continued to worship with us.
- Through the years, this has been a very active congregation. Our members didn't just attend worship on Sunday mornings. Until recent years, most were actively involved in the life of the church, serving as Elders, Deacons, Treasurer, Financial Secretary, served on the various committees or sang in the choir.
- We operated Plainsboro Presbyterian Childcare Center out of our church for many years after a need for childcare services in Plainsboro was identified. At that time, we were the only childcare center in the area.
- We were the first church in Plainsboro to support the Plainsboro Food Pantry with monthly food donations from our congregation.
- Our most rewarding mission project was our financial support of the water project in Kenya. The project entailed laying 10 miles of pipe from the river to a water storage tank in the village, providing the villagers with convenient access to water.
- Other missions we support include Arm in Arm, Attitudes in Reverse, HomeFront of New Jersey, Trenton Area Soup Kitchen, Plainsboro Food Pantry, WomanSpace, Princeton Medical Center Chaplaincy Program, Evangelical Theological Seminary in Cairo, Egypt, and Presbyterian Disaster Assistance.
- It has been difficult to watch our weekly attendance dwindle over the last couple of years, reaching an average attendance of only 14 members. Session met August 16 to discuss the viability of our congregation and voted unanimously to begin the dissolution process.
- A Special Congregational Meeting was called following worship on Sunday, September 18, to vote on the dissolution of our congregation and to elect Elders/Trustees, Church Treasurer and Financial Secretary to continue serving into 2023 until we are officially dissolved. The congregation voted unanimously to begin the dissolution process.
- Our final worship service together as a congregation was held Sunday, October 30, followed by a farewell luncheon at the nearby hotel.

## **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.**



**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:

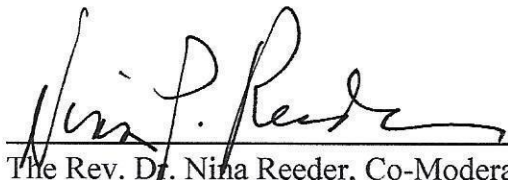
1. To inquire into the difficulties occurring in the Witherspoon Street Presbyterian Church, historical and current, affording to all persons in interest fair notice and an opportunity to be heard on the matters at issue, in accordance with G-3.0109b.
  - a. The Administrative Commission shall have access 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.

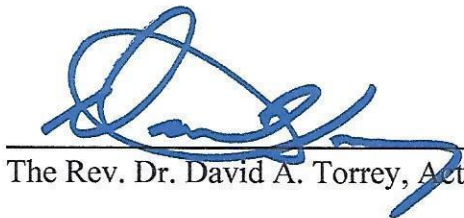
This Administrative Commission shall report to Presbytery at each Stated Meeting, until its mandate is completed. Membership in this Administrative Commission shall be by appointment of the Commission on Ministry, in consultation with the Stated Clerk and the Gap Presbytery Leader. The Stated Clerk shall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

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




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




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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 - W F T E )

Rev. Glory Thomas (Oak Tree PC - R F T E)

Rev. Nidia Fernandez (Validated Ministry - R F T E )

Rev. \_\_\_\_\_ (congregation - representation)

Elder Reynolds Shaw (First PC Metuchen - B M R E )

Elder \_\_\_\_\_ (congregation - representation)

Elder \_\_\_\_\_ (congregation - representation)

Elder \_\_\_\_\_ (congregation - representation)

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

# The Presbytery of the Coastlands

Empowering congregations and people of faith to transform the world.

## Minutes of the Administrative Commission Meeting

The Administrative Commission for the ordination of Emily Wilkes met at St Michael's Episcopal Church in Trenton, NJ on 10/01/2022 at 3pm.

The meeting was called to order by Rev. Rory Chambers.

### **The following individuals were in attendance from the Presbytery of the Coastlands:**

RE Holley Barreto, Nassau PC  
RE Bisi Shofu, Westminster PC  
RE Jane Malloy, FPC Trenton (*Absent*)  
TE Rory Chambers, FPC Dutch Neck  
TE Len Turner Scales, Nassau PC/Breaking Bread  
TE Andrew Scales, Breaking Bread, Princeton University  
TE Molly Ramsay, Point Pleasant PC  
TE Jeff Vamos, PC of Lawrenceville  
TE Karen Hernandez-Granzen, Westminster PC

### **The following individuals were seated as corresponding members:**

TE Nell Herring, Presbytery of Greater Atlanta  
RE Susan Krehbiel, Presbyterian Disaster Assistance, Presbytery of Baltimore

### **The meeting was opened in prayer by:**

Rev. Len Turner Scales

### **It was moved and seconded that this Administrative Commission is in order.**

Moved: Bisi Shofu  
Second: Rev. Jeff Vamos

### **It was moved and seconded that the aforementioned individuals be seated as corresponding members.**

Moved: Rev. Karen Hernandez-Granzen  
Second: Rev. Andrew Scales

### **It was moved and seconded to proceed with the ordination.**

Moved: Bisi Shofu  
Second: Rev. Karen Hernandez-Granzen

### **It was moved and seconded that this Administrative Commission is dissolved at the conclusion of the benediction.**

Moved: Rev. Andrew Scales  
Second: Bisi Shofu

### **The meeting was closed with prayer by:**

Rev. Jeff Vamos

### **Respectfully submitted by:**

Rev. Rory Chambers (vice-moderator)

**Commission on Preparation for Ministry**  
Report to the Stated Meeting of Coastlands Presbytery  
November 29, 2022

At its October 3, 2022, meeting, the Commission on Preparation for Ministry voted to advance Tori Paquette of Hopewell Church to Candidacy, effective November 1, 2022.

**Rev. James Klotz**

Ph.D. candidate, George S. Green Fellow, Princeton Theological Seminary  
Parish Visitor & Moderator of Session, Slackwood Presbyterian Church, Lawrenceville, NJ

## PRESBYTERY OF THE COASTLANDS MEETING ON ZOOM TUESDAY, SEPTEMBER 27, 2022

The stated meeting of the Presbytery of the Coastlands, held on Zoom, on Tuesday, September 27, 2022, was called to order at 6:30pm by the Moderator, Rev. Wendi Werner, who opened the meeting with prayer and acknowledged the land within the Presbytery's geographical bounds taken from the Lenni-Lenape who were indigenous to the land and their continuing presence in their homeland.

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

**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:** (Janet Williams) *That the Rev. Sue Krummel (Great Rivers Presbytery), the Rev. David Torrey (Trinity Presbytery), and the Rev. Nancy Talbot (New York City Presbytery) be seated as Corresponding Members.*

**Motion Seconded.**

**Motion Carried.**

### WORSHIP

The Presbytery was led in worship focusing on the significance of World Communion Sunday by Rev. Rory Chambers, Vice-Moderator of Presbytery, and the rest of the Worship Team including Anil Ponnambalam, Breeann Blumenthal, Rev Stephen Heinzl-Nelson, with music provided by: Community Presbyterian Church of Edison, Dutch Neck Presbyterian Church, and the Presbyterian Church of Toms River.

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

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:**

Ashley Bair	FPC of Metuchen	George Erlandson	Community PC-Edison
Natalie Bell	FPC Matawan	Stephen Heinzl-Nelson	Allentown PC
James Brumm	The Presbyterian Church at Peace Chapel	Chris Houtz	FPC of Iselin
Rory Chambers	FPC of Dutch Neck	Marcus Lambright	Northeast mountainside
Lisa Day	FPC Hightstown	Donna Lepsky	Presbyterian Church Lakehurst
Walter De Gunya	West Trenton PC	Marcia Lewis	FPC of Plainsboro
Sharyl Dixon	Kingston PC	Hannah Lovaglio	FPC Cranbury
Kyle Doebler	FPC - Hamilton Square	Lauren McFeaters	Nassau PC

**Ministers Present (cont'd):**

Nancy Mikoski	Pennington PC	Glory Thomas	Edison, Oak Tree PC
Kristie Miles	Brick PC	Julie Thompson-Barrier	The PC on the Hill
John Monroe	FPC Rumson	Jeffrey Vamos	PC of Lawrenceville
Alan Olson	FPC Freehold	Jan Willem Van Der Werff	FPC of Dutch Neck
Victoria (Tory) Pruner	Cornerstone PC	Wendi Werner	FPC at Dayton
Paul Quevedo	Forked River PC	David Widmer	Hope PC
Mark Terranova	Pierce Memorial PC	Robbie Ytterberg	PC of Toms River
<b>Total:</b>	<b>30</b>		

**Honorably Retired Ministers serving a congregation:**

Janet Macgregor-Williams	PC of Lawrenceville
Nina Reeder	Other
Tom Sheffield	
Phyllis Zoon	Sabbath House New Worshipping Community
<b>Total:</b>	<b>4</b>

**Ministers in Validated Ministries:**

David Bowman	Plumsted PC
Miriam Diephouse-McMillan	Other
Molly Dykstra	
James Klotz	Slackwood PC
Jenny Lee	FPC of Dutch Neck
Emily Lueder	
Gordon Mikoski	Other
Lori Neff LaRue	Lawrence Road PC
Matthew Pigman	
Len Scales	Princeton Presbyterians of Westminster
<b>Total:</b>	<b>10</b>

**Commissioned Ruling Elders present:**

Julissa Alvarez-Garcia	Cliffwood Beach, Principe de Paz
<b>Total:</b>	<b>1</b>
<b>Total Ministers:</b>	<b>45</b>

**Elder Commissioners present:**

Jeffrey McLaughlin	Allentown PC	Jerel Chacko	FPC Matawan
Beth Rigby		Simon Tse	
Nancy Tindall		David Redman	FPC of Dutch Neck
Patrice Law	Brick PC	Carl Stillwell	
Christy Tompkins		Mike Meduski	FPC of Hamilton Square
Johnny Morales	Cliffwood Beach, Principe de Paz	Paul Neu	
Linda VanMelis	Cornerstone PC	Elizabeth Christensen	FPC of Iselin
Jeffrey Reeves	Edison, Oak Tree PC	Andrea Harrison	
Will Olson	Ewing-Covenant PC	Gary Ostermueller	FPC of Metuchen
Linda De Lotto	Forked River PC	Lisa Minich	FPC of Plainsboro
Ken Gordon	FPC Cranbury	Michael Hora	FPC of Woodbridge
Berwin Guttormsen	FPC Freehold	Lee Herrick	FPC Trenton
Karen Klimpl	FPC Hightstown	Peter Godinez	Grace PC of South Brunswick



**Elder Commissioners present (cont'd):**

Florence Perren-Diaz	Kingston PC	Karen Nolan	Slackwood PC
Patty Williams	Lakewood Hope PC	Barbara Meyer	The PC at Peace Chapel
Pamela Wynne	Lawrence Road PC	Kelli Tobin	The PC on the Hill
Anne Kuhn	Nassau PC	Beverly Bodor	Trinity PC
Bill Wakefield	Nassau PC	Paula Riepl	
Diana Chase	PC of Jamesburg	Claude Heller	United PC of Millstone
Bill Bowers	PC of Lawrenceville	Barbara Truscinski	
Gooitzen Van Der Wal		Gloria Hanewald	United PC of Yardville
Tom Wilfrid		David Byers	Westminster PC, Trenton
Mariah Hout	Pennington PC	Adebisi Shofu	
Howard Dunbar	Pierce Memorial PC	Isa Blyden	Witherspoon St. PC
Laurie Knott	Plumsted PC	Kevin Gift	Witherspoon St. PC
Marjorie Meklin	Point Pleasant PC	James Krauszer	
Bobbie Seidel	PC Lakehurst	Nancy Steel	
<b>Total:</b>	<b>54 - representing 41 congregation</b>		

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

Barbara Flythe	Witherspoon PC	Walter Vincent	FPC Hightstown
Jan Margolis	FPC of Metuchen	Diane Ford	Lincroft PC

**Trustees:**

Fred Garry	FPC of Metuchen	Belinda Kerchner	FPC of Avenel
Kurt Kaboth	The Presbyterian Church on the Hill	Jean Woodman	FPC of Hamilton Square

**Council Members:**

Daniel Raisch	PC of Toms River
Molly Ramsey	Point Pleasant PC

**Total: 10****Also, in attendance were:**

Jonathan Shenk	Member at Large serving Nassau & Westminster
David Torrey	Acting Stated Clerk – Corresponding Member
Ilene Black	Staff
Rev. Sue Krummel	Presbytery Leader Consultant – Corresponding Member
Marie Luthringer	Staff
Hannah Donoghue	Staff - Tech Human
Nancy Talbot	Synod Stated Clerk – Corresponding Member

**Total: 7****Guests:**

Emily Wilkes	FPC Trenton
Katherine Beatty	Community PC-Edison
Breann Blumenthal	Hopewell PC
Greg Slonaker	FPC of Dutch Neck

**Total: 4****Total Attendance: 120**

### 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 asked for any new business needing to be added to the agenda.

Rev. Karen Hernandez-Granzen was given the floor to express a concern about certain actions which had recently occurred that affected Rev. Lukata Mjumbe, a minister member of the presbytery, and the congregation he serves.

**Motion:** *That the Docket be adopted as presented. (Appendix #2)*

There being no additions or amendments to the docket,

**Motion Carried.**

### REPORT OF THE PRESBYTERY LEADER AND STATED CLERK SEARCH COMMITTEES

The Co-Moderators of the Presbytery Leader Search Committee, Elder Jan Margolis and Rev. Matt Rhodes presented a report on the progress of the search for the Co-Presbytery Leaders. Following their report, Elder Laura Reeves, a member of the Stated Clerk Search Committee presented a report from the committee.

### 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.**

### REPORT OF THE BOARD OF TRUSTEES

Rev. Fred Garry, Moderator of the Board of Trustees presented the report of the Board. There was a modest increase in the Per Capita for the Synod and the Trustees will review it in preparation for the November Stated Meeting. They have two out of three of their subcommittees filled, and are working to populate the Property Subcommittee.

**Motion:** (Alan Olson) *That the actions of the Board of Trustees be adopted as the actions of the Presbytery.*

**Motion Seconded.**

**Motion Carried.**

### REPORT OF THE PRESBYTERY LEADER CONSULTANT

The Moderator welcomed Rev. Sue Krummel, Presbytery Leader Consultant, to her first Presbytery meeting with Coastlands. Rev. Krummel was introduced by Rev. Dave Davis, Chair of the Personnel Subcommittee. She retired from Chicago Presbytery and has since served two gap presbyter positions. Rev. Krummel spoke to the need to rely on God to provide the growth through our efforts to plan and to create.

### REPORT OF THE ACTING STATED CLERK

The Acting Stated Clerk reported on some of his activities and his work. He shared with the Presbytery a letter of resignation for the Rev. Gary Filson from the Permanent Judicial Commission as he has retired and moved to western Pennsylvania. The Stated Clerk then introduced the motion found in the Handbook for the Warrant for a Merger Administrative Commission for the Oak Tree and First Iselin Presbyterian

Churches. Before voting on the motion for the Merger Administrative Commission, the Stated Clerk requested a moment of personal privilege from the Moderator. The Stated Clerk then shared the following statement about recent events: *“I want to acknowledge that I made a mistake in publishing information in the initial Commissioner's Handbook for this meeting about an ongoing judicial matter for which I assumed that the process was further along than it was. As soon as I learned about the mistake I revised the Handbook to remove the information and that is the document we are working from tonight. There may always be times when we make mistakes, but we work to correct them and to grow together as part of the body of Christ. We value in our system mutual accountability, and that we own and lift up our errors, and then ask for forgiveness. So, I apologize to all who have been hurt by my action.”*

The Moderator then turned to the motion for the Warrant for the Merger Administrative Commission. A question was asked about whether presbytery would be voting on the names of members of the commission. The Stated Clerk responded that the warrant addresses the appointments to the merger commission as being done by the Stated Clerk in consultation with the Moderator of Presbytery and the Commission on Ministry. He further indicated that all but two individuals have agreed to serve, but a couple more still need to be recruited.

**Motion:** *That the Warrant for a Merger Administrative Commission for the Oak Tree Presbyterian Church and the First Presbyterian Church of Iselin be adopted as presented. (Appendix #4)*

**Motion Carried.**

### REPORT OF THE GAP COUNCIL

Moderator Wendi Werner noted that the minutes of the Gap Council were found on page 65.

**Motion:** (Jean Woodman) *That the minutes of the Gap Council be received and that the actions of the Council be adopted as the actions of the Presbytery.*

**Motion Seconded.**

**Motion Carried.**

The Moderator then presented the following call by the Council for a Special Called Meeting of the Presbytery.

The Gap Council has called a special meeting of the Coastlands Presbytery for Tuesday, October 25<sup>th</sup> at 6:30 pm over Zoom for the purpose of hearing reports from the Session of First Presbyterian Church Trenton and the presbytery's Board of Trustees regarding a proposed 65 year lease, and consideration of actions which may be taken by the presbytery that fall within the scope of those reports.

The Moderator shared that the issue is a complex issue and that it required time to specifically consider the question before the presbytery.

### REPORT OF THE MIDDLESEX and FIRST LAKEWOOD ADMINISTRATIVE COMMISSIONS

Moderator Werner noted that the reports were received in the Consent Agenda and are found in the Commissioner's Handbook. (Appendix #5). The Moderator noted that First Lakewood PC is holding a closing worship service on October 16, 2022 at 1:00 pm.

### REPORT OF THE COMMITTEE ON REPRESENTATION

The Moderator welcomed Elder Kathy Ramsay, Moderator of the Committee on Representation to the floor to present their report (Appendix #6). Elder Ramsay shared some additions to the report in the handbook. The Moderator then asked for any nominations from the floor. Hearing none, the nominations were closed.

Elder Ramsay then presented the following motion.

Prior to the motion and vote, a correction was offered by James Klotz, to change to the CPM Class of 2024 that Matt Pigman is a Teaching Elder.

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

**Motion Carried.**

### **REPORT OF THE COMMISSION ON MINISTRY**

Rev. Nina Reeder, Moderator, presented the report for the Commission on Ministry.

**Motion:** To admit Candidate Emily Wilkes (a Candidate under care of Charlotte Presbytery) to the floor for the completion of her examination for ordination.

**Motion Carried.**

Rev. Reeder then asked Emily to speak to the question from COM, to share with Presbytery some of what she has been doing with Presbyterian Mission Agency and how it shapes her answer to her call. Emily shared some of her faith journey and her work with Presbyterian Disaster Assistance.

The floor was then opened for questions from the gathered Commissioners.

Rory Chambers asked Emily to speak to what ways in her role she will be able to share the Word and Sacraments.

Jean Woodman asked Emily to speak to her understanding of the role of the Holy Spirit post Jesus' resurrection and especially pre-Jesus.

Lisa Day asked Emily to speak to her experience of open welcome to communion and her understanding and use of creative liturgies.

Janet Williams asked Emily if there was a particular book she would recommend on immigration. Emily responded that there is a book that just came out (written by Ellen Clemaux in the Presbytery of the Highlands) about her personal experience of providing sanctuary for someone who was undocumented.

Walter Vincent spoke as a member of the PDA Response Team to welcome Emily to their ministry.

Hannah Lovalio asked if Emily could speak to how this call to PDA might lead her to cross over to the other side (pastoral ministry). Emily responded with experiences of visiting congregations that have engaged in immigration work as well as her experiences of going across the border to Mexico and wondering how to connect those communities together. She can be in a space and not just be the person handing out resources, but also be seen as a partner in ministry.

**Motion:** (Alan Olson) That the examination be closed.

**Motion Seconded.**

**Motion Carried.**

Moderator Werner called on Nina Reeder for her motion.

**Motion:** On behalf of the Commission on Ministry that Presbytery approve the validation of Emily's call to validated ministry.

Emily was excused to a Break-out Room while the Presbytery discussed the motion. Lisa Day asked about the reason for Emily's membership in Coastlands Presbytery. Nina answered that Emily's husband is a PhD candidate at Princeton and they have lived here for many years. Emily would like to have a faith community home within the Presbytery.

Lauren McFeaters asked if there will be a Session that will record any marriages or funerals that Emily may officiate? Nina answered that connection with a local congregation is important in our

connectional system. Though Emily is just beginning to get a feel for the amount of travel involved in her job, COM will stay in contact with her and arrange for a local Session to connect to. Jean Woodman expressed concern about Emily's statement of faith and particularly the place of scripture, and if COM's larger examination covered that. Nina responded that the exam did cover that topic.

**Motion Carried.**

Nina then presented the following motion.

**Motion:** That the examination of Emily Wilkes be sustained in whole and in part, and that she be enrolled as a Member serving in Validated Ministry in her position with PDA.

**Motion Carried.**

Emily was brought back into the meeting to be informed about the result of her examination.

Rev. Jeff Vamos then offered a prayer for Emily as she moves forward into her ministry.

Moderator Werner then welcomed Emily into Ministry with the congregations of the Presbytery.

Nina expressed deep gratitude for the work of COM's Co-Moderator, Jessica Dixon, as she has had to step back from her responsibilities.

### **ANNOUNCEMENT ABOUT MISSION VISIONING PROCESS**

Vice-Moderator Rory Chambers shared an announcement about the work of the Committee on Representation. He also shared information about a new opportunity coming before the new year to engage in discernment and exploration of who the new Presbytery is and what its mission priorities are. Rory invited everyone interested to participate in the process.

### **ADJOURNMENT**

**Motion:** To adjourn.

**Motion Carried.**

The Presbytery adjourned at 8:38 pm with prayer by Rev. Wendi Werner, to reconvene on November 22, 2022, 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

June 28, 2022

### AGENDA

- 6:30 pm **Call to Order, Land Acknowledgement & Opening Prayer**.....Rev. Wendi Werner, Moderator of Presbytery
- 6:33 pm **Election of Acting Stated Clerk**  
**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  
Seating of Corresponding Members
- 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
- 7:20 pm **Report of the Board of Trustees** .....Rev. Fred Garry, Moderator
- 7:25 pm **Report of the Acting Stated Clerk** .....Rev. David Torrey
- 7:30 pm **Report of the Gap Council** .....Rev. Wendi Werner, GC Moderator
- 7:35 pm **Reports of Administrative Commissions**  
• Middlesex Presbyterian Church Administrative Commission ..... Elder Paul Gunsser, AC Member
- 7:40 pm **Service of Commissioning for General Assembly Commissioners** .....Rev. Wendi Werner
- 7:50 pm **Report of the Governance Committee**..... Elder Kathryn Starzer-Farrell, Moderator  
Proposals/Recommendations:  
• Council  
• Coastlands Treasurer Position Description  
• Commission On Ministry  
• Round Table  
• Expert AC on Church Closure
- 8:15 pm **Report of the Commission on Ministry** ..... Rev. Jessica Dixon, Co-Moderator  
• 2022 Minimum Terms of Call  
• Celebration of Ministry & Retirement: Rev. Joseph Hein
- 8:25 pm **Celebration of Rev. Dee Cooper's Ministry with Coastlands Presbytery**
- 8:35 pm **Adjournment with Prayer**..... Rev. Wendi Werner

\* indicates item included in Consent Agenda

**The next Stated Meeting of Coastlands Presbytery Will Be Held**

**Tuesday, September 27, 2022**

beginning at 6:30 pm

## Appendix #3

### COMMUNICATIONS AND CONSENT AGENDA

For June 28, 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 Rev. Dr. SanDawna Ashley, Synod Transitional Leader for the Synod of the Northeast about training for the Presbytery Leader Search Committee.
3. Received documents from Rev. James Hart Brumm, Clerk of the Classis of New Brunswick of the Reformed Church in America, documenting the results and conclusion of the disciplinary case for Justin Karmann.
4. Received a communication from Rev. Nancy Talbot, Stated Clerk of the Synod of the Northeast regarding the Synod Assembly on October 20-22 and requesting names of Commissioners and YAADs.
5. Received a communication from Tim Cargal requesting names of Ordination Exam Readers the week of May 1-5, 2023.
6. Received a communication from the Board of Pensions of Retirement Initiation for Rev. Joseph Hein effective July 1, 2022.
7. Received a communication from Janelle Baker of Presbyterian Mission Agency, Racial Equity & Women's Intercultural Ministries, requesting nominations for Women working to improve the quality of life for others to be recognized by the agency. Nominations are due by July 22, 2022.
8. Received a communication from the Board of Pensions requesting confirmation that Rev. Samuel Yenn-Batah continues to serve in a validated ministry. Attempts to reach Rev. Yenn-Batah have been unsuccessful.
9. Received a communication from Jayne Culp of the Office of the General Assembly sharing that the GA Offering recipient selected by the Co-Moderators for this year's assembly is [Restorative Actions](#) an economic justice initiative.

#### 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.
3. *Requests have been made from some ministers seeking excused absences from this Stated Meeting.*  
**MOTION:** That Presbytery refer these requests to the Gap Council.
4. **AC - Administrative Commissions**
  - A. **MOTION:** That the report(s) of the Administrative Commission(s), as found in the handbook, be received as information.
5. **COM - Commission on Ministry**
  - A. **MOTION:** That the report of the Commission on Ministry, as found in the handbook, be received as information.
6. **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.

7. **MOTION:** That the final attendance be reported to the next stated meeting of Presbytery.

#### Appendix #4

## Warrant

for an

Administrative Commission  
of the Presbytery of Central NJ concerning  
the Middlesex Presbyterian Church, Middlesex, NJ

**July 27 2021**

For everything there is a season, and a time for every matter under heaven:  
a time to be born, and a time to die;  
a time to plant and a time to pluck up what is planted.

*Ecclesiastes 3: 1-2*

Jesus said, "I am the resurrection and the life.  
Those who believe in me, though they die, will live;  
and everyone who lives and believes in me will never die.

*John 11: 25-26*

A commission is empowered to consider and conclude matters referred to it by a governing body. The appointing body shall state specifically the scope of power given to a commission. A commission shall keep a full record of its proceedings, which shall be submitted to its governing body to be incorporated in its minutes and to be regarded as the actions of the governing body itself. (G-3.0109b)

The decision of an administrative commission shall be the action of the appointing governing body from the time of its completion by the commission and the announcement, where relevant, of the action to parties affected by it. Such decision shall be transmitted in writing to the stated clerk of the governing body, who shall report it to the governing body at its next meeting. A governing body may rescind or amend an action of an administrative commission in the same way actions of the governing body may be modified. (G-3.0109b)

The Middlesex Presbyterian Church in Middlesex NJ was chartered in 1962 with 128 members from the surrounding community and by 1965 constructed its own building. By the early 1970's the church had grown to over 300 members.

For over 35 years Middlesex Presbyterian Church served its community by operating a nursery school which was well regarded and successful.

Throughout its history Middlesex Presbyterian Church developed and provided leadership to both the presbytery and the larger PC(USA) with their then pastor Rev. Dr. Neal Presa serving the denomination as Moderator of the 220th general assembly from 2012-14.

Over the years the congregation has been very active in hands on mission projects, sent participants on mission trips, participated in the ministry of Camp Johnsonburg, supported their local crop walk, and been

a faithful partner and host for many community outreach and self help ministries, such as 12 step programs and chaplaincies.

In recent years the congregation has seen steep decline as members have moved from the area including key members of the session and congregation. Following the pandemic year the director of the nursery school announced their retirement and the session felt that they no longer have the people power to continue to engage the community and maintain the affairs and property of the church. As they have reevaluated things following the pandemic, they are tired and don't have the energy to continue.

As a result of that process the Session of Middlesex Presbyterian Church, at its meeting on July 7th, 2021 requested of the "Central" Presbytery the formation of an AC to help them conclude the affairs of Middlesex Presbyterian Church, to figure out a legacy and plan for the property, taking into account the other ministries which currently use the well maintained and sacred space, and to work with them to find a new church home where members can continue to grow spiritually.

This motion is a request that the Presbytery of Central NJ at its Special Called Meeting on July 27, 2021, create and empower an Administrative Commission. This Administrative Commission shall have the power to conclude the following actions:

1. To dissolve Middlesex Presbyterian Church.
2. To provide for the continuing spiritual and pastoral care of the remaining members of the Middlesex Presbyterian Church.
3. To help as requested by the members to identify a new home where they might transfer their membership en-masse or facilitating ways to continue certain ministries under other structures. While the ministry of Middlesex Presbyterian Church in this form is coming to an end, God is not through with these disciples, and they understand their faith journey to still be interconnected. The nature of this connection and path forward will require ongoing discernment.
4. To transfer members of Middlesex Presbyterian Church to other congregations and to provide for pastoral care for those who do not wish to or are unable to transfer their membership.
5. To grant letters of dismissal to members for those who have not found a new church after a period of one year.
6. *To assume original jurisdiction of the Session of the Middlesex Presbyterian Church as required to enable the Administrative Commission to act on matters that require such jurisdiction.*
7. To take possession of all real and personal property of the Middlesex church along with financial records and inventories of equipment and to oversee transfer of all real property and accounts to the Presbytery.
8. To ensure that bills are paid, the property is maintained and secured, and adequate insurance coverage is in place. In addition, the AC shall work with the groups currently using the facility, including 12 step fellowships, Grace Christian Fellowship and other programs which use the building to insure that their vital work is cared for.

9. To consult with the Session or its representatives regarding requests the congregation may have relating to the disposition of equipment, memorials and other property, honoring them where possible and to retain such for future use at the discretion of the Presbytery.
10. To assert the claim of the Presbytery to any property of the Middlesex Presbyterian Church congregation not known at this time or property which may come as beneficiary of a will or trust not known at this time.
11. To assert that the Middlesex Presbyterian Church property remains a vital asset to the ministry of the Presbytery of Central NJ and to hold prayer services on the property.
12. To discern, in consultation with the COM, the future use of the real property and in the event that the decision is to sell the property, to carry out that sale.
13. To determine uses for the various funds of Middlesex Presbyterian Church, including the manse fund, which honor the ministry and legacy of Middlesex Presbyterian Church and build up the ministry and witness of the PC(USA.)
14. To transfer to the Stated Clerk for forwarding to Presbyterian Historical Society all official records of the congregation. Other historical records shall be transferred to the stated clerk for storage or transfer to PHS at their direction.
15. To complete any additional tasks necessary to close the corporation of the church.
16. To see that the ministry and faithful history of the Middlesex Presbyterian Church are suitably celebrated in a service of worship.

In undertaking these actions, the Administrative Commission shall be sensitive to the memory, heritage, and concerns of the members of the Middlesex Presbyterian Church.

The Administrative Commission shall invite at least one representative of the Middlesex Presbyterian Church to participate in its work with voice but without vote.

Membership in this Administrative Commission shall be by appointment of the moderator of the Interim COM, in consultation with the acting stated clerk. It shall include at least 3 members and appointments shall be announced at the next stated meeting of the Presbytery.

This Administrative Commission shall report its actions to a future Stated Meeting of the Presbytery of Central NJ. They shall provide the Presbytery with interim reports semi-annually and their warrant shall conclude with the completion of the above delegated tasks.

Rev. Sue Smith, Acting Stated Clerk of the Presbytery of Central NJ

## Appendix #5

### COUNCIL

The Council represents the ministries and congregations of the Presbytery of the Coastlands and has responsibility for the coordination and program of the Presbytery. Consequently, it has the primary responsibility for determining the support needed by member congregations and ministries; engaging in strategic planning; and developing policies for the Presbytery.

#### Composition

The Council shall be composed of seven voting members:

- Moderator of the Presbytery
- Six (6) at-large members in three equal classes.
  - Ordinarily at the first meeting of each calendar year, the Presbytery shall elect each at-large member for a term of three years. The Committee on Representation shall nominate candidates; nominations from the floor will be entertained.
  - Each nominated individual shall be a Ruling Elder or a Teaching Elder.
  - Every effort shall be made by the Committee on Representation to establish a balance between Teaching Elders and Ruling Elders.
  - No more than one individual associated with a particular congregation at the time of their election (Teaching Elder or Ruling Elder) shall serve as an at-large member of the Council.
  - In the event of a vacancy, the Committee on Representation shall nominate, ordinarily at the first Presbytery meeting following the vacancy, a candidate to fill the remainder of the term; nominations from the floor will be entertained.
  - No at-large member of the Council shall serve for consecutive terms, either full or partial, aggregating more than six years. An at-large elected member of the Council, having served a total of six years, shall be ineligible for reelection to the Council for a period of at least one year.
  - Ruling Elders who are members of the Council shall have voice and vote at Presbytery meetings.
- The Vice Moderator of the Presbytery and Past Moderator are invited, as available, to participate as members ex-officio, without vote
- The Stated Clerk and Presbytery Leaders shall be members ex-officio, without vote.
- The Moderator of the Presbytery shall be the moderator of the Council
- The Stated Clerk shall provide polity interpretation and keep minutes of the Council.
- The Council shall identify one of its members to serve on the Committee on Representation

#### Responsibilities

The responsibilities of the Council include, but are not limited to:

- leading the Presbytery in discerning and defining the nature of its vision and mission
- serving as the guardian and interpreter of that mission to the Presbytery as a whole
- discerning and communicating the priorities that shape the work of the Presbytery

- acting on behalf of the Presbytery in ways defined in the Manual of Administrative Operations
- nominating to Presbytery candidates for the Committee on Representation.
- ensuring clear communication about the work of the Presbytery as a whole
- recommending to the Presbytery the creation or elimination of Presbytery Commissions and Committees; approving the creation of Presbytery Working Groups, teams, or task forces
- hearing proposals from and making proposals to the Trustees regarding budget priorities and to recommend jointly with the Trustees an annual budget for Presbytery
- aiding the Moderator, Presbytery Leaders, and Stated Clerk in planning the Presbytery meeting, including, but not limited to planning and discerning the docket and shaping the worship service in coordination with the Worship Team
- Council Meetings
  - Ordinarily the Council shall meet monthly.
  - The Moderator may invite members of the Presbytery to meetings to call Council's attention to particular matters.
- Communications
  - In the event of inquiries from the press, the Council will provide consultation to the Presbytery Leader spokesperson
  - Approval of Presbytery Minutes: The minutes of Presbytery meetings shall be reviewed by Council, which shall recommend their approval to the Presbytery with any additions or changes.
  - Provide reports to the Presbytery at every stated meeting by sharing Council minutes with the Presbytery and providing such further detail as may be prudent.
- In case of emergency, acting in the name and with the power and authority of Presbytery between meetings, except in those matters that the Form of Government does not permit presbyteries to delegate, and except for those powers otherwise delegated to the Trustees, Commission on Ministry or the Commission on Preparation for Ministry. Presbytery may adopt a policy specifying and restricting matters in which the Council may or may not act for Presbytery. Any emergency action shall be communicated to the whole Presbytery, both by posting on the Presbytery website and by reporting on the floor of the next gathered meeting of Presbytery.

## Appendix #6

### **PRESBYTERY OF THE COASTLANDS TREASURER**

**POSITION DESCRIPTION:** The treasurer shall ensure full and accurate accounts of all funds and securities of the Presbytery of the Coastlands.

#### **RESPONSIBILITIES:**

- Recommend to Trustees accounting policies for the receipt, care, and disbursement of Presbytery funds.
- Ensure the receipt, care, and disbursement of money is consistent with accepted Presbytery policies.
- Provide regular financial reports to the Presbytery, Council, Trustees, Presbytery entities and staff, as appropriate.
- Resource the Board of Trustees, providing advice and management of Presbytery assets and to execute the Trustees' decisions.
- Manage the process to solicit and compile budget information from the various entities within the Presbytery. Draft the annual budget in conjunction with the Board of Trustees.
- Present unaudited year-end financial reports to the Trustees, Council and Presbytery as soon after the end of the fiscal year as practicable.
- Present annually to the Trustees, Council and Presbytery, the year end audit or financial review.
- Oversee the insurance program of the Presbytery and report any concerns to the Stated Clerk and Trustees.
- Serve as the liaison with the financial advisor for the Presbytery monitoring of actual portfolio performance.
- Present per capita apportionment, the status of general mission pledges, and other funds as recorded in the reports.

#### **RELATIONSHIPS:**

- The Treasurer is accountable to the Presbytery through the Council, attending Council meetings when requested.
- The Treasurer is an ex-officio member of the Board of Trustees with voice, but no vote at meetings.
- As an officer of the Presbytery, the Treasurer has voice and vote at Presbytery meetings.

#### **TERMS:**

- The Treasurer must be eligible for membership in the Presbytery of the Coastlands.
- Upon nomination by the Committee on Representation, the Treasurer shall be elected by the Presbytery at the last Stated Meeting of the Presbytery for the year. The term of office is three years and commences on January first after election. The Treasurer may be elected to an indefinite number of terms.
- This position is a volunteer position, estimated to be 10 hours per month.

#### **DESIRABLE SKILLS:**

- Understanding of generally accepted accounting procedures, basic investment



matters, tax and benefit issues as they pertain to teaching elders, churches and their other employees, including benefits provided by the Board of Pensions and other PC(U.S.A.) agencies.

- An openness to continuing education opportunities provided by the Presbytery or PC(U.S.A.) agencies.
- Ability to establish collegial relationships with the Presbytery staff, Trustees, and Council.

## Appendix #7

### COMMISSION ON MINISTRY

Presbyteries shall be open at all times to communication regarding the life and ministry of their congregations. Each presbytery shall develop and maintain mechanisms and processes to serve as pastor and counselor to its Ministers of the Word and Sacrament commissioned pastors (also known as Commissioned Ruling Elders), and Certified Christian Educators of the presbytery; to facilitate the relations between the presbytery and its congregations, ministers of the Word and Sacrament, commissioned pastors, and certified Christian educators; and to settle difficulties on behalf of the presbytery where possible and expedient. (Refer to PC(U.S.A.) Book of Order G-3.0307)

The Commission on Ministry (COM) is responsible for the health of ministry in the presbytery, attending to the well-being of congregations and their faithfulness in responding to God's call to them as well as the nurture, support and professional development of church professionals, including Ministers of the Word and Sacrament, Certified Christian Educators (CCE), Commissioned Ruling Elders (CRE)." (<https://sangabpres.org/wp-content/uploads/2018/01/comhandbook.pdf> page 1-2)

#### **Responsibilities:**

COM shall:

- Support and walk with all congregations, ministries, Ministers of Word and Sacrament, CREs, and CCEs in the Presbytery of the Coastlands.
- Provide liaisons congregations, ministries, Ministers of Word and Sacrament, CREs, and CCEs who serve as pastoral and guiding presences. available as a pastoral presence.
- Connect congregations to the necessary training, facilitation, or resources for needs within their context, and to encourage the connections between the congregation, COM, Presbytery and helpful resources, harnessing the power of our identity as a connectional church.
- Maintain and implement the policies concerning
  - o Minimum Compensation for the Presbytery for Installed Ministry in a congregation, both full and part-time
  - o Minimum Compensation for the Presbytery for Temporary or Contract ministry in a congregation, both full and part-time
  - o Pulpit supply and moderator guidelines, standards for honoraria
  - o Receiving a pastor from another denomination
  - o Process and approval for Administrative Commissions for Ordination and Installation services
  - o Process for receiving new minister members/transfer of membership into the presbytery
  - o Covenants of closure
  - o Parish Associate(s): relationship, contract, annual evaluation, and closure
  - o Other policies as needed or required by the Presbytery, Synod or General Assembly.
  - o Policies and processes for validating ministries outside of congregational contexts
  - o Process for reviewing ministers serving in specialized ministers on an annual basis and evaluating the ministries in which they serve

- COM will conduct as part of its work
  - o Bring examinations for Ordination to the presbytery when an individual receives a call within our bounds
  - o Exit interviews for Sessions, Ministers and CREs when a pastor departs
  - o Development of a process for conversation/engagement with Pastor Nominating Committees
  - o Interviews of Ministers entering the Presbytery or accepting a new call
  - o Work with any Minister and congregation to create then approve the Administrative Commission for an Ordination or Installation.
  - o Celebrations of retirement
  - o Annual training of regular and ad hoc COM members
- The presbytery may delegate authority to the COM to address or accomplish various tasks on presbytery's behalf. Please see link for [COM List of Delegated Work](#).

The COM strives in its work towards the following goals:

- To be pastoral in its understanding and how it engages with congregations and ministers.
- Not only to be present when a congregation or minister needs something or there is a need to offer correction or guidance, but also to be in relationship regularly with all congregations and ministers.
- To be a hub for sharing resources and connecting churches and ministers who might have similar needs or making connections to do ministry together.
- To be in partnership with the Ministry Resource Committee as we work with ministers and ministries to identify necessary resources.

### **Structure for the Commission on Ministry of the Presbytery of the Coastlands**

The Commission on Ministry of the Presbytery of the Coastlands consists of a balanced group of Ministers of Word and Sacrament and Ruling Elders to serve as connectional partners of the Presbytery to each congregation, ministry of the presbytery, and Minister (including those serving in Specialized Ministries, those who are Honorably Retired, and those whose status is minister at large) and CREs. COM will have the responsibility to ensure through its framework to build relationships with congregations and ministers through regular contact and periodic visits and to report back to COM any requirements as far as needed resources, transitions, or conflicts that might need more directed or specialized support or intervention.

As part of COM's framework, a team of liaisons who may be but not necessarily elected members of COM will serve, and be tasked by COM to care for and partner with the Congregations, Ministries, CREs and Ministers of the Presbytery in the below enumerated ways. There will be other specialized teams constituted by the COM that will fulfill particular tasks and require specialized training.

#### **Membership of COM**

- COM will have 18 members elected by the presbytery with a goal of parity between ruling and teaching elders in three classes.

Specialized Teams, striving fair representation and balance between elders and ministers (not necessarily elected members of COM). Members are to be approved by the whole of the COM, with view towards suitability for specific teams/tasks. Teams are to be evaluated annually.

- A team of 5, including at least one elected COM member and/or 1 minister active in Specialized Ministries outside of a congregational context to support those who serve in Specialized Ministries outside of congregational contexts to tend to the specific tasks of support and oversight as well as to establish cohorts and serve as liaisons for ministers in these categories.
- A team of 5, including at least one elected COM member, to support those who are Honorably Retired and At Large to tend to the specific tasks of support and oversight as well as to establish cohorts and serve as liaisons for ministers in these categories.
- A rotating team of 2 to 3 members, including at least one elected COM member, to coordinate a fit interview, conduct that interview, prepare candidates to appear before presbytery, shepherd them through the installation and ordination process.
- A team of 3 to 5 members who are trained in the interim/transition process to walk with churches through those processes
- A team of 3 to 5 people to work with any congregation working to hire any Minister around just compensation, minimums, and Board of Pensions benefits.
- A team of 3 to 6 members to provide mediation in congregational conflict. These members will be provided with training recommended by the presbytery.
- A team of 3 to 5 members to facilitate conversations and provide information and resources to congregations around merging, yoking, and other creative possibilities for transformation.

#### Role of elected COM members:

- Attend regular meetings to complete the work commissioned to COM by the presbytery.
- Serve 3 - 4 Congregations doing the work of or overseeing the liaisons
- Set guidelines, create and disseminate the documents and ensure their proper completion and submission.
- Oversee and coordinate with sub-teams to set goals, provide training and clarify processes.
- Act as a communication hub for sub-teams, congregations, and ministers both to and from the presbytery, including reporting any actions and ministry transitions to presbytery on a regular basis.
- Elect among themselves at least two moderators.

#### Section Internal to COM Manual

- As a liaison to a congregation
  - o Identify with the rest of COM a cohort of 3 congregations who can be shepherded as they navigate similar circumstances. Such circumstances could include similar geographic location, similar size of congregation, similar aspirations/goals of the congregation.
  - o Initially visit with the pastor(s) or commissioned lay pastor and staff (including DCEs) of each church in their cohort.
  - o Initially visit the sessions of each congregation at a regular meeting to introduce themselves and their role with the church.

- o Establish a monthly meeting time for the cohort to check in with the cohort of pastors, commissioned lay pastors, and DCEs of the congregations. Guide those conversations as they pertain to shared questions, needs, or ministries.
- o Establish a relationship with the clerks of each session. Check-in periodically.
- o Pray for the congregations.
- o When a need arises like a pastoral transition, a conflict, contract negotiation, or other technical need, refer this back to COM to find the appropriate way to address the need.
- o Participate in the regular review of validated ministers serving in congregational contexts
- o Oversee recognition of and offer prayers for retiring ministers in their cohort
- Meet bi-monthly with the cohort of liaisons for your area. These cohorts will be 4 liaisons for the churches in a geographic area. The cohort will meet to discuss possible bridges, common needs, or other ways churches might connect to do ministry or support one another.
- Attend regular COM meetings and coordinate and communicate the needs, gifts and any helpful resources to the congregations you walk alongside.
- Serve on one of the small teams.

#### Liaison to Ministers serving in Specialized Ministries, Honorably Retired Ministers, and Ministers at-large

- Be a duly elected member of COM
- Serve as a liaison to a cohort of 10-15 ministers serving in specialized ministries, honorably retired ministers, and ministers at-large
- Have quarterly touch points with ministers in the cohort and arrange annual/semi-annual meetings of the cohorts
- Serve on a COM team responsible for reviewing applications for validation of ministries outside of congregational contexts and making recommendations to the larger COM
- Conduct the regular reviews (in accordance with presbytery policy) of those serving in validated ministries outside of congregational contexts and assess their participation in the life of the presbytery on an annual basis
- For ministers serving in specialized ministries, arrange to tour their ministry context and learn about the ministry they provide
- Pray for the members of your cohort and those to and with whom they minister

#### Interim/Transition (5 members)

- Be trained in interim /transition work or have significant experience.
- Be conversant in Presbytery of the Coastlands policy and process for pastoral transition.
- Be prepared to work with congregations on o The departure of a pastor
  - o Ensuring moderating and preaching are covered for a gap time
  - o The various kinds of ways churches may choose to have pastoral leadership for a transition including full and part-time, interim work, more significant transitions before a new pastor is hired, pulpit supply instead of a regular pastoral role, pastors for a designated term. So that you can advise churches on how to proceed with finding their transition leader
  - o Transitional pastor contract negotiations including how the Board of Pensions coverage may differ for a transitional leader from an installed leader. Refer to the contract group for assistance as needed.

- o The tasks once an interim is in place. This includes helping reinforce for the congregation that it takes time to move through a transition and helping to calm anxiety.
- o Knowing the Presbytery resources available when the interim or congregation may have questions about finances, worship resources, education, mission, training or whatever resources might be useful (this could be a manual or list)
- o The mission study or a process and the multiple ways to do it, and the consultants who are available for congregations, including what COM will be looking for in the report.
- o Advice for Nominating Committee on calling a PNC.
- o Advice for Session on setting a budget for the PNC, travel expenses for candidates and the pastor once called, and setting their terms of call range.
- o Training the PNC for their work:
  - Choosing a PNC structure: moderator, secretary, communicator, other roles,
  - Familiarity with the CLC and interpreting it to the PNC,
  - Good but confidential communication with Session and the congregation,
  - The flow of the prayerful process (don't rush!),
  - Creating a MIF,
  - Avoiding discrimination in the process,
  - Adapting the Mission Study to the MIF,
  - Choosing a process for interviews and communication with candidates,
  - A mock interview once the MIF is complete and approved by session and COM,
  - Be prepared if a PNC asks about calling a candidate that will be newly ordained or who is from another denomination,
- Contract negotiations (refer to the contract team as necessary) Compensation team
- Be conversant in Presbytery of the Coastland minimums for salary, benefits, leave, reimbursables, vacation, and continuing education.
- Be familiar with PC(USA) polity requirements regarding the provision of benefits, the Board of Pensions' *A Theology of Benefits*, the various benefits programs and plans offered by the Board of Pensions and their eligibility requirements, including Pastor's Participation, Minister's Choice, and additional optional benefits including dental, vision, 403b and others.
- Be aware of cost of living or find access to this information for the area a church is located in to help them understand what fair compensation would be. (ensure cost of living calculator used includes ALL pertinent expenses, esp. food and healthcare which are not always factored in.)
- Be aware of pastoral compensation offered at other comparable congregations in the community.
- Review position descriptions in light of the compensation being offered to ensure that the covenant is a just and fair one. Propose appropriate adjustments as needed.
- Conduct annual review of ministers' compensation to ensure there is racial, ethnic, and gender equity.

#### Mediation team

- Have training in conflict mediation including cultural proficiency.
- Be aware of the polity of the PC(USA) and the Presbytery of the Coastlands so that clarity can be present as to required or helpful processes or options towards resolution.
- Be a pastoral presence in all mediations, offering prayer and reflection in the midst of often difficult conversations.

### Size change and transformation team

- Be aware of all the possible options when a church is discerning that it is no longer able to do ministry as it is. This should include:
  - o Moving from full to part-time
  - o Yoking
  - o Sales of property
  - o Merging
  - o Closing

### Ordination support team

- Understand the theology and polity of the PC(USA) as well as policy and processes of the Presbytery of the Coastlands.
- Take responsibility for working with CPM to ensure there is consistent expectations communicated regarding Statements of Faith.
- Provide initial review of statements of faith and other required documentation to ensure all is in order in advance of it being forwarded to the wider committee.
- Connect with candidates in advance of the meeting to provide an overview of the COM process.
- Provide prayers for those serving in validated ministries outside of a congregational context when they are approved for ordination.

### Installation team or point person

- Understand the process for installation, what paperwork is involved, and its purpose.
- Offer support and clear communication to any pastor benign installed including awareness of what Ministers and Ruling Elders may be available to serve on Installation Commissions if the pastor needs assistance filling their commission.
- Coordinate with the candidate, the Presbytery office, and the Moderator(s) to ensure the date of an installation works in the Presbytery calendar.
- Clearly communicate to the candidate that COM needs to have their completed commission paperwork at least 3 days prior to the stated COM meeting ahead of their Installation for approval.

It is expected that these teams will only become involved at the request of COM and the liaison to a particular congregation and minister, or will be in direct communication with COM as to those situations where the COM has not engaged the team directly. Liaisons will continue to serve the congregations alongside these teams and the team should coordinate with the liaison and work together to provide the needed resources and support for the congregation.

## **Appendix #8**

### **The Round Table**

The Round Table is a representational gathering of leadership across the Presbytery of the Coastlands. The purposes of mutual understanding, knowledge of the work of greater whole, upbuilding, accountability and above all else, prayer so love may overflow more and more with knowledge and full insight so as to determine what is best and that we may stand firm in one spirit, striving side by side with one mind for the faith of the gospel (Philippians 1:9-10a, 27).

### **Membership**

Membership of the Round Table shall include:

- Presbytery Moderator (as representative of Council)
- Commission on Ministry Chair
- Commission on Preparation for Ministry Chair
- Ministry Resource Committee Chair (Presbytery Vice Moderator)
- Personnel Committee Chair
- President of Trustees
- Committee on Representation Chair
- Immediate Past Presbytery Moderator
- Presbytery Co-Leaders
- Stated Clerk

In the event there are co-chairs of a commission/committee, only one will represent that group. The Presbytery Co-Leaders and Stated Clerk have voice, but no vote.

### **Responsibilities**

- Hold all celebrations and concerns up in prayer.
- Review or make proposals to the Presbytery which change the permanent or short-term staffing plan in the Manual of Administrative Operations.
- Proposed changes to the Manual of Administrative Operations or By-laws must come through the Round Table.
- The round table is responsible and accountable for the Presbytery Staffing design and recommendations to Presbytery; it will consult with the Personnel Committee in exercising this responsibility.
- Receive reports from each chair and the Trustee president on the work of the presbytery including but not limited to vacant pulpits and other matters related to the status of local congregations; issues pertinent to specialized ministries and 1001 Worshiping communities; vacancies within presbytery committee and commission leadership, property issues, the financial condition of the presbytery and general status of inquirers and candidates under the care of the body, and any joys or concerns as they pertain to the Presbytery
- Meet at least four times a year.
- The Immediate Past Presbytery Moderator will moderate the meetings. In the event the Past Moderator is unable to serve, the current Moderator will moderate the meetings.



## Appendix #9

### STANDING ADMINISTRATIVE COMMISSION FOR THE DISSOLUTION OF CONGREGATIONS

The work of the Church within our missional community is carried out through a variety of organized forms including but not limited to validated ministries, seminaries, new worshipping communities, and congregations. Congregations are the church "engaged in the mission of God in its particular context." (G-1.0101) A congregation refers to a formally organized community chartered and recognized by a presbytery, and each of its members put themselves under the leadership of its session and the higher councils, including its presbytery of membership. (G-1.0103). Congregations, while possessing all the gifts necessary to the church are nonetheless not sufficient in themselves to be the Church. Rather, they are called to share with others both within and beyond the congregation the task of bearing witness to the Lordship of Jesus Christ in the world. It is the particular responsibility of the presbytery as a council of the church to nurture, guide and govern those who witness as part of the Presbyterian Church (U.S.A.), to the end that such witness strengthens the whole church and gives glory to God. (G-3.0101)

Presbyteries are responsible to ensure the Word of God is truly preached and heard, that the Sacraments are rightly administered and received, and that they nurture the covenant community of disciples of Christ. They have a particular responsibility to coordinate, guide, encourage, support and resource the work of their congregations for the effective witness to the broader community.

After a season of discernment and partnered conversations with networks of support within the presbytery, it may be determined by a congregation that its church has entered into a season of conclusion and should move towards closure so that its ministry and members may find new life in new places. In these cases, a congregation may determine its legacy, choosing to dissolve.

The presbytery shall elect a standing Administrative Commission for the purpose to assist, care, and administer responsibilities for dissolution of congregations, as follows:

1. There shall be five members elected for terms of three years. Members may be reelected to serve no more than 6 consecutive years. If possible, within the membership of the AC there may be a wide range of experience and background, including pastoral and congregational care, church closures, knowledge of real estate and accounting/finance.

The presbytery, may from time to time, elect or remove members from this commission, ensuring that it continues to meet the requirements of G-3.0109b.

The Administrative Commission may invite at least one representative of the congregation to participate in its work with that congregation with voice but without vote.

2. The Commission shall be granted the following powers and responsibilities:
  - a. If appropriate, assume original jurisdiction of the session, on behalf of the presbytery, after providing members of the congregation an opportunity to be heard as set forth in G-3.0303e.
  - b. Undertake information-gathering and discernment as follows:

- 1) Obtain all session and congregational minutes, records, documents, committees, employee and other material the commission deems necessary to do its work.
- 2) Identify and assess the financial status and relevant outstanding financial obligations including per capita payments that may be owed by the church and:
  - a) Conduct a financial review of the congregation's books.
  - b) Determine location and balance of all accounts.
  - c) With any endowment or memorial accounts, determine if there are any bequest stipulations.
  - d) Determine any outstanding debts/obligations.
  - e) Identify, inventory and assess the value of all real property and furnishings/contents owned by the congregation, including any deed restrictions or stipulations
- c. Dissolve the congregation, on behalf of the presbytery, at a date of its determination, with attention to the following tasks:
  - 1) Obtain all Session minutes, church registers, and other records for transfer to the presbytery and eventual deposit with the Presbyterian Historical Society.
  - 2) Consult with the session and congregation to determine if they wish to memorialize their congregation and its history of Presbyterian and Reformed mission and ministry through gifts aligned with presbytery policy to particular Presbyterian mission and ministry, the Presbytery, Synod or General Assembly, making recommendations to the presbytery and its Trustees for the eventual dispersal of accounts and property.
  - 3) Following the dissolutions, transfer any remaining balances to the Presbytery and close all remaining accounts.
  - 4) Recommend to the Presbytery, if necessary, terms for the dissolution of the pastoral call. (Dissolution of a pastoral call may not be delegated to the commission.)
  - 5) Plan and, as appropriate, lead an appropriate final service of worship for the congregation in its place of worship.
  - 6) Plan and lead an appropriate celebration of the congregation and its ministry at the next stated meeting of Presbytery, during which the records may be symbolically handed to the Stated Clerk.
  - 7) Assist the congregation in selling the church property in consultation with the Board of Trustees, and in conversation with the Round Table.
    - a) Determine if any furnishings or contents might continue in Christian mission and ministry within the presbytery.
    - b) Arrange for the disposition of furnishings not needed by the presbytery and, in consultation with the congregation, determine if any furnishings are to be used to create a memorial to the work of the congregation at another location within the presbytery.

- 8) Should the congregation be dissolved before acceptable purchasers of the building can be found, secure the legal rights to the properties and provide for its ongoing care, including:
  - a) Secure a clear title to the property in consultation with the Trustees, determine if there is no obvious presbytery use of the properties, and list the properties for sale.
  - b) Transfer title of the property to the Coastlands Presbytery.
  - c) Have the property listed on the Presbytery's property and liability insurance coverage.
  - d) Assure the integrity of the legal corporate status of the church. If incorporated, secure the local Articles of Incorporation.
  - e) Determine which utilities should remain connected and which may be disconnected and make these arrangements with the proper companies.
  - f) Arrange with the Presbytery's financial administrator for any ongoing utility payments.
  - g) Secure the building and make provision for any continued use of the property by groups, previously hosted by or renting from the church.
  - h) Make provisions for a caretaker until the final disposition of the property, including mowing the lawn and maintenance of any sidewalks.
- d. Assist the members in transferring their membership to another PC(USA) congregation, if desired.
- e. Consult, as necessary, with the Commission on Ministry at all stages of the outlined process.
- f. Document all actions taken in detail in both its own minutes and, when exercising the duties of session, in the minutes of Sessions.
- g. Report to Coastlands Presbytery all actions taken.

## PRESBYTERY OF THE COASTLANDS MEETING ON ZOOM TUESDAY, OCTOBER 25, 2022

The Called meeting of the Presbytery of the Coastlands, held via Zoom, on Tuesday, October 25, 2022, was called to order at 6:30pm by the Moderator, Rev. Wendi Werner, who opened the meeting beginning with Evening Prayer as a time of worship.

The Presbytery was led in a time of worship adapted from the order for Evening Prayer in the Book of Common Worship © 1995. Worship leaders were Rev. Wendi Werner, Moderator of Presbytery, Rev. Sue Krummel, Presbytery Leader Consultant, and Rev. David Torrey, Acting Stated Clerk.

Following worship the meeting continued with the Moderator asking for and the Stated Clerk declaring the presence of a quorum.

### ATTENDANCE ROLL OF PRESBYTERY'S COMMISSIONERS

The following were in attendance:

#### Ministers Present:

Kyle Anderson	PC of Lawrenceville	Chang Woo Lee	Lord of Hope PC
Ashley Bair	FPC of Metuchen	Jenny Lee	
David Bowman	Plumsted PC	Donna Lepsky	PC Lakehurst
Cindy Bowman		Marcia Lewis	FPC of Plainsboro
James Brumm	The Presbyterian Church at Peace Chapel	Hannah Lovaglio	FPC Cranbury
Rory Chambers	FPC of Dutch Neck	Emily Lueder	
Patricia Daley		Janet Macgregor-Williams	PC of Lawrenceville
Dave Davis	Nassau PC	Melissa Martin	Hopewell PC
Lisa Day	FPC Hightstown	Lauren McFeaters	Nassau PC
Miriam Diephouse-McMillan	Other	Nancy Mikoski	Pennington PC
Sharyl Dixon	Kingston PC	Gordon Mikoski	Pennington PC
Molly Dykstra		Kristie Miles	Brick PC
Gary W Filson	PC of Jamesburg	Lori Neff LaRue	Lawrence Road PC
Diane Ford	Lincroft PC	Alan Olson	FPC Freehold
Fred Garry	FPC of Metuchen	Jean Pinto	Pennington PC
Linda Goeddel	FPC Rumson	Paul Quevedo	Forked River PC
Katja Gruening	PC at Shrewsbury	Molly Ramsey	Point Pleasant PC
Nagy Hanna	Arabic Evangelical PC NWC	Nina Reeder	Other
Stephen Heinzl-Nelson	Allentown PC	Andrew Scales	Princeton
Karen Hernandez-Granzen	Westminster PC, Trenton	Len Scales	Presbyterians of Westminster
Linda Hora		Tom Sheffield	Princeton
Chris Houtz	FPC of Iselin	Jonathan Shenk	Presbyterians of Westminster
James Klotz	Slackwood PC	Sue Smith	
Jan Koczera	FPC of Hamilton Square	Lydia Tembo	
Larissa Kwong Abazia		Mark Terranova	Pierce Memorial PC
		Glory Thomas	Edison, Oak Tree PC

**Ministers Present (cont'd):**

Julie Thompson-Barrier	The Presbyterian Church on the Hill	Jan Willem Van Der Werff	FPC of Dutch Neck
	PC of Lawrenceville	Wendi Werner	FPC at Dayton
Jeffrey Vamos		John L. Williams	
<b>Total:</b>	<b>58</b>	Robbie Ytterberg	PC of Toms River

**Commissioned Ruling Elders present:****Total: 0****Elder Commissioners present:**

Jeffrey McLaughlin	Allentown PC	Lee Herrick	FPC Trenton
Beth Rigby		Peter Godinez	Grace PC of South Brunswick
Nancy Tindall		Steven Buckley	Hope PC
Tom Fortier	Brick PC	Florence Perren-Diaz	Kingston PC
Christy Tompkins		Chris Earle	Lakewood Hope PC
Linda Van Melis	Cornerstone PC	Arthur Hui	Nassau PC
Will Olson	Ewing-Covenant PC	Carol Wehrheim	
Linda De Lotto	Forked River PC	Diana Chase	PC of Jamesburg
Howard Jones	FPC at Dayton	Bill Bowers	PC of Lawrenceville
Ginny Trent		Wendy Simpson	
Ken Gordon	FPC Cranbury	Gooitzen Van Der Wal	
Berwin Guttormsen	FPC Freehold	Suzanne Elliott	Pennington PC
Dilys Henninger	FPC Hightstown	Scott Reeder	
David Redman	FPC of Dutch Neck	Barbara Meyer	The Presbyterian Church at Peace Chapel
Margaret (Peggy) Redman		Ekpoanwan Onyile	
Greg Slonaker		Bob Carson	Trinity PC
Carl Stillwell		Paula Riepl	
Michael Meduski	FPC of Hamilton Square	Claude Heller	United PC of Millstone
Paul Neu		Barbara Truscinski	
Elizabeth Christensen	FPC of Iselin	David Byers	Westminster PC, Trenton
Andrea Harrison		Kevin Gift	Witherspoon PC
JoAnne Bedenek	FPC of Metuchen	Patty Williams	
Jim Krauszer		Carol Belles	Slackwood PC
Gary Ostermueller			
Michael Hora	FPC of Woodbridge		
<b>Total:</b>	<b>48 - representing 29 congregations</b>		

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

Jan Margolis	FPC of Metuchen	Council Member
Daniel Raisch	PC of Toms River	Council Member
Kathryn Starzer-Farrell	Trinity PC	Council Member
Cherry Oakley	Westminster PC, Trenton	Former Moderator
Barbara Flythe	Witherspoon PC	Former Moderator
Brad Clifton	Kingston PC	Officer
Walter Vincent	FPC Hightstown	Trustee
Jean Woodman	FPC of Hamilton Square	Trustee
Kurt Kaboth	The Presbyterian Church on the Hill	Trustee
<b>Total:</b>	<b>9</b>	

**Also, in attendance were:**

David Torrey	Acting Stated Clerk	
Ilene Black	Staff	
Rev. Sue Krummel	Presbytery Leader Consultant	
Marie Luthringer	Staff	
Hannah Donoghue	Staff - Tech Human	
Samuel Bonner	Ewing-Covenant PC	Non-commissioner Elder
Jean Bickal	FPC Trenton	Non-commissioner Elder
Ida B Malloy	FPC Trenton	Non-commissioner Elder
Benjamin J Moyer	FPC Trenton	Non-commissioner Elder
Linda Gilmore	Nassau PC	Non-commissioner Elder
Denyse Leslie	Witherspoon PC	Non-commissioner Elder
Tracy Eskridge	Witherspoon PC	Non-commissioner Elder
Jacqueline Murphy	Kingston PC	Non-commissioner Elder
<b>Total:</b>	<b>13</b>	

**Total Attendance: 128**

Moderator Werner then presented an orientation to the meeting which included:

- the stated purpose of the meeting:  
The Gap Council has called a special meeting of the Coastlands Presbytery for Tuesday, October 25<sup>th</sup> at 6:30 pm over Zoom for the purpose of hearing reports from the Session of First Presbyterian Church Trenton and the presbytery's Board of Trustees regarding a proposed 65-year lease, and consideration of actions which may be taken by the presbytery that fall within the scope of those reports.
- the format of the meeting,
- the seating of Corresponding Members, and
- the Adoption of the Enabling Motion and Standing Rules for this Electronic Meeting.

**Motion:** (Alan Olson) *That the following members of the Session of First Presbyterian Church of Trenton be admitted to the floor to present their report: Elder Ben Moyer, Elder Jean Bickel, Elder Jane Malloy, Elder Ida Beth Malloy.*

**Motion seconded.**

**Motion carried.**

**Motion:** (James Klotz) *That the Rev. Sue Krummel (Great Rivers Presbytery), the Rev. David Torrey (Trinity Presbytery), the Rev. SanDawna Ashley – Synod Leader (Minnesota Valleys Presbytery), and the Rev. Nancy Talbot – Synod Stated Clerk (New York City Presbytery) be seated as Corresponding Members.*

**Motion Seconded.**

**Motion Carried.**

Arthur Hui asked for clarification concerning the available options for Presbytery action; are there other options available based on additional information.

**Motion:** (Alan Olson) *That Sam Bonner, member of the Special Administrative Review Commission, be given voice for the meeting.*

**Motion Seconded.**

**Motion Carried.**

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

**Motion Carried.**

Following the Adoption of the Enabling Motion and the Standing Rules for this Electronic Meeting, Rev. Rory Chambers, Vice Moderator of Presbytery, presented on behalf of the Gap Council the following motion:

**Motion:** *That Presbytery limit debate to 4 minutes per speaker.*

**Motion carried by a 2/3 majority.**

### **ADOPTION OF THE DOCKET**

Following the adoption of the motion to limit debate to 4 minutes per speaker, Moderator Werner asked for a motion to approve the Agenda as presented.

**Motion:** (Karen Hernandez-Granzen) *That the updated Docket be adopted as presented. (Appendix #2)*

**Motion Carried.**

### **REPORT OF THE SESSION OF FIRST PRESBYTERIAN CHURCH, TRENTON, NJ**

After being admitted to the floor, the members of the Session of First Presbyterian Church of Trenton, along with their Elder Commissioner Lee Herrick, made a presentation (*Appendix #2*) about their request to enter into the proposed 65-year lease of their sanctuary building.

### **QUESTIONS ABOUT THE REPORT FROM THE SESSION**

Questions from Presbyters followed with answers from the Session members.

### **REPORT OF THE BOARD OF TRUSTEES**

Rev. Fred Garry, Moderator of the Board of Trustees presented the report of the Board (*Appendix #3*). Fred shared that for the last 10 months the Trustees have wrestled over the concerns related to the project. The concerns kept coming back around to the issue of the 65-year lease. Is a 65-year lease the best way to move forward with the proposed project? The project is not in the best interests of the Presbytery. The risks posed include the historic trust restrictions, encumbrance issue, and liabilities. The project does present an enormous benefit to the city of Trenton.

Questions the Trustees sought to answer in their consideration of the request:

Is it the mission of the Presbytery of the Coastlands to create a visitor's center in Trenton as a benefit to the township?

Information from the Office of the General Assembly indicated that the decision was the responsibility of the Presbytery, not the Board of Trustees. In essence, the Trustees do not believe it appropriate for the Trustees to exceed their role and responsibilities. The project calls the Trustees to go beyond their responsibilities, but the question of the lease doesn't do so.

Is the 65-year lease a transfer of assets held in trust by the congregation? Trustees believe so, and it is

not the only transfer of assets. There is also the transfer of the endowment funds.

For the better part of a year, the question has been, is the transfer of assets held in trust for and by the congregation? Basic issue is the transfer of assets (financial and real) from the congregation to the city of Trenton through the nonprofit entity. When everything is added together there is approximately a 7 million dollar transfer of assets to the city of Trenton. An appraisal is in the works, but has not yet been received. The issue is about much more than a lease.

Question for the Presbytery: Are you willing to transfer the assets to a newly formed nonprofit, from which they will be transferred to the city? Are you willing to encumber the Presbytery for the next 65 years?

Moderator Werner thanked Fred and the Trustees for their hard and diligent work.

### **QUESTIONS ABOUT THE REPORT FROM THE BOARD OF TRUSTEES**

Questions from Presbyters followed with answers from the Board of Trustees.

Moderator Werner thanked Fred for sharing the report of the Trustees and for his time tonight.

### **REVIEW OF ACTIONS FOR PRESBYTERY TO CONSIDER**

Moderator Werner, after presenting the actions available for Presbytery to consider, led the assembly in a moment of prayer, in preparation for entering debate.

### **CONSIDERATION OF THE REPORTS BY THE PRESBYTERY OF THE COASTLANDS**

**Motion:** (Jeff Vamos) That Presbytery rescind the decision of the Trustees to deny the lease.

**Motion seconded.**

Debate followed.

**Motion postponed until November 29 Stated Meeting of Presbytery** (see below).

Nancy Mikoski (pro) spoke to the long history of work and mission of the congregation, to dispose of the work of the congregation in such a short, truncated period. This is Matthew 25 work.

Arthur Hui (con) spoke to the possibility of postponing until receipt of the appraisal. Surely the goals of the project are laudable, though there may be other means of approaching the project.

Jeff Vamos (pro) has been the COM liaison to FPCT for the last several years and spoke in favor of the motion and which promises to be transformative. COM has done very careful work over the years. Spoke to the process being broken and that the response was not “thank you” but immediate suspicion. Participated in the process and entered into negotiation for a MOU, but learned later that the Trustees abandoned the agreement.

Jim Krauszer (con) asked about the possibility of postponing until better information can be received.

Karen Hernandez-Granzen (pro) expressed concern about not taking advantage of such a funding stream while it's available. The support they are receiving from the community has not been mentioned.

Melissa Martin (con) She hears the work of the Holy Spirit in the work of the people and those supporting them. Shared about their experience with a similar process. Thinks the Spirit is hard at work in the



process of the congregation, and hard at work in the work of the Trustees. Wants to uphold the work of the Trustees, but doesn't hear their decision as cutting off the work of the congregation.

Sam Bonner (pro) spoke to the goal of adding to the healing of the work of the congregation. He sees FPCT not being respected in the process. There is nothing in polity about whether the lease is properly developed. The issue of whether the congregation can take on the project is critical to the whole presbytery.

**Motion:** (Lori Neff Larue) *To call the question.*

**Motion seconded.**

**Motion failed.**

Sue Smith asked a clarifying question: Confused about timing. NJ historic grant does not allow religious organizations to apply and receive funds. How has the nonprofit received funds at this point?

Nina Reeder spoke as the Moderator of the Session of FPCT, that the nonprofit was given permission to apply through the MOU. The concern that spawned the MOU was the tight timeline for the nonprofit to apply via a provisional lease.

Molly Dykstra (pro) spoke to the discussion that there are a lot of questions. Concerned that not all of the information has been shared or been available. Congregation encouraged to move quickly because of the deadline and the volatile political climate for which such grants are vulnerable. The why of the project is to do mission.

**Motion:** (Jim Krauszer) *To postpone the motion until the November 29 Stated Meeting of Presbytery.*

**Motion seconded.**

Debate followed.

Linda Goeddel asked for clarification about ramifications of holding off on the decision?

Nina Reeder responded that there probably was not a problem if the question is postponed. Further question, how would the meeting be structured so that debate could happen at the meeting? Wendi responded that further conversations and meetings would have to happen. FPCT would be happy to host a pre-Presbytery event to help provide additional information.

Cherry Oakley (pro) getting the sense that there is a fair amount of information for presbyters to be able to make an informed decision. To be able to provide additional information to help folks understand the complexity and be prepared to make an appropriate decision.

Lee Herrick (con) does not see where it would help to postpone the vote. There are churches that are vacant in Trenton, so that is a part of the reason the property can't be sold. Should ask whatever questions required and vote.

Steven Buckley (pro) to postpone and allow Trustees the opportunity to read congregation's pushback.

Janet Williams (con) need to move forward because money might be lost if we delay the decision.

Len Scales (pro) it would be consistent with the recommendations from OGA, because presbytery is being asked to discern the mission going forward for the presbytery.

**Motion:** (Lori Neff Larue) *To call the question (about postponement).*

**Motion seconded.**

**Motion carried.**

**Previous Motion carried.** (To postpone the motion until November 29 Stated Meeting of Presbytery)

Jane Malloy asked for clarification about whether the Session and 120 East State will provide more

information or if the presbytery will be processing what has been provided? Moderator Werner responded that she hopes for a time of discernment and possibly some additional options that may come up.

Nina Reeder shared there is a commercial real estate assessment for the property available in the additional documents available for this meeting.

Matt Rhodes asked about any policies regarding individuals who have a conflict of interest voting on matters before the body. Moderator Werner responded that she will gather with colleagues to assemble information about the issue.

Gordon Mikoski asked for clarification about what constitutes ‘conflict of interest’ in this instance. Moderator Werner responded that there would be a discussion in Council about the issue.

### **ADJOURNMENT**

The Presbytery adjourned at 9:43 pm with prayer by Rev. Wendi Werner, to reconvene on November 29, 2022, at 6:30pm on Zoom.

Attested: Rev. David Torrey, Acting Stated Clerk