# PRESBYTERY OF THE COASTLANDS MEETING ON ZOOM **TUESDAY, FEBRUARY 22, 2022**

The stated meeting of the Presbytery of the Coastlands, held on Zoom, on Tuesday, February 22, 2022, was called to order at 6:30pm by the moderator, Rev. Diane Ford, who opened the meeting with prayer. She acknowledged that land within our geographical bounds was taken from those who were native to the land, specifically the Munsee Lenape and the Lenni Lenape.

# Worship

Rev. Chris Houtz offered a devotion on "For All the Saints" prior to the reading of the names of pastors and elders who have passed away in the last year into the Communion of the Saints (Appendix A). Music was provided by Bailey Ramsey of the Community Presbyterian Church of Edison.

# Roll of Presbytery's Commissioners

The moderator announced that a quorum was present. The following teaching elders were in attendance:

Elizabeth Alexander (HR) Kyle Anderson (V) Lindsay Anderson-Beck (V) Marie Bacchiocchi (V) Natalie Bell (V) Cynthia Bowman (HR) David Bowman (V) Christine Bridge (V) James Brumm (V) Rory Chambers (V) Douglas Chase (HR) Katherine Cunningham (HR) Walter De Gunya (V) Miriam Diephouse-McMillan (V)

Jessica Dixon (V) Kyle Doebler (V) James Dunson (V) Marguerite Dykstra (V) Gary Filson (HR) Diane Ford (V) Frederick Garry (V) Linda Goeddel (HR)

Katja Gruening (V)

Stephen Heinzel-Nelson (V) Karen Hernandez-Granzen

Edmund Hoener (V) Charles Holm (HR) Linda Hora (HR) Christopher Houtz (V) Mary Jane Inman (V) James Klotz (V) Marcus Lambright (V) Chang Woo Lee (V) Jenny Lee (V) Hannah Lovaglio (V) Emily Lueder (V)

Janet Macgregor-Williams

(HR)

Lauren McFeaters (V) Gordon Mikoski (V) Nancy Mikoski (V) John Monroe (V) William Morris (V) Lori Neff LaRue (V)

Alan Olson (V) Cynthia Parker (HR) Jean Pinto (HR) Paul Quevedo (V) Matthew Rhodes (V) Katharine Sakenfeld (HR) Andrew Scales (V) Ann Schoonover (AL) Byron Shafer (HR) Thomas Sheffield (HR) Susan Smith (V) Theresa Swenson (AL)

Mark Terranova (V) Glory Thomas (V) Julie Thompson-Barrier (V)

Jeffrey Vamos (V)

Jan Willem Van der Werff

(V)

Wendi Werner (V) David Widmer (V) Samuel Yenn-Batah (V) The following ministers laboring in the bounds were present: Donna Lepsky

The following churches were represented by the Elder Commissioner(s) indicated:

Allentown (Jeffrey McLaughlin, Joseph

Monaghan, Nancy Tindall) Avenel (Carolyn Gilligan) Belmar (Nancy Steel)

Brick (Christy Tompkins, Craig Trautweiler)

Cornerstone (Linda Van Melis) Cranbury (Ken Gordon)

Dutch Neck (Peggy Redman, Carl Stillwell) Ewing-Covenant (Helen Kull, William Olson)

Farmingdale (Howard Dunbar)

Forked River (Lisa Christensen, Linda DeLotto)

Freehold (Larry Moran)

Grace Kendall Park (Peter Godinez)

Hamilton Square (Michael Meduski, Paul Neu)

Jamesburg (Diana Chase) Kingston (Cindy Gibson) Lakehurst (Bobbie Seidel) Lakewood Hope (Patty Williams) Lawrence Road (Pamela Wynne)

Lawrenceville (David Sung, Gooitzen Van Der

Wal)

Matawan (Janet Knoth) Millstone (Claude Heller)

Nassau (Lynn Cornell, Jeff Santoro) New Brunswick (Barbara Meyer) Oak Tree (Leonard Mesonas) Ocean (Linda Klose, George Liddy) Pennington (Corinne Orlando) Plainsboro (Lisa Minich) Pt. Pleasant (Bette Hughes)

Principe de Paz (Iris Quinones-Ramos)

Shrewsbury (Joyce Davies) Slackwood (Andrea Moore)

Tinton Falls Hope (Steven Buckley)

Toms River (Daniel Raisch) Trenton First (Lee Herrick)

Trinity East Brunswick (Beverly Bodor, Kathryn

Starzer-Farrell)

Woodbridge (Michael Hora) Yardville (Gloria Hanewald)

The following elders, who are officers, Trustees, and Former Moderators, were present: Timothy Brown, Linda Gilmore, Kurt Kaboth, Jan Margolis, Cherry Oakley, Walter Vincent, Jean Woodman.

#### Also, in attendance were:

Elise Bates Russell, Ilene Black (Staff), Elder Samuel Bonner, Elder Carol Campbell, Rev. Dee Cooper, Rev. Shelley Donaldson, Elder Shirley Hafford, Salvatore Lalama, Marie Luthringer (Staff), Elder Cindy Mayer, Elder David Redman, Elder Greg Slonaker, Elder Clarke Walker.

The Rev. Sue Smith, Acting Stated Clerk provided Zoom instructions for renaming, recognition and voting.

There was a motion and a second to seat the following as corresponding members: Rev. Dee Cooper, Denver Presbytery, Rev. Shelley Donaldson, Presbytery of Southern New England, Elder Sal Lalama, NJ Missional Communities AC, Elise Bates Russell, Camp Johnsonburg Director. **Approved.** 

#### **Report of the Acting Stated Clerk**

The consent agenda was presented for approval:

1) Approval of the docket for this meeting

- 2) Approval of the minutes of January 25, 2022, presbytery meeting
- 3) Receive the Trustees minutes (Appendix B)
- 4) Receive the Commission on Ministry Report (Appendix C)
- 5) Receive the Commission on Preparation for Ministry Report (Appendix D)
- 6) Append the Permanent Judicial Commission Roster to the minutes (Appendix E)

A motion and was made and seconded to approve the consent agenda. Approved.

Business docketed at this meeting included:

The Presbytery Convenes with Prayer

Land Acknowledgement

Worship

**Zoom Instructions** 

Seating of Corresponding Members

Report of the Acting Stated Clerk

Report of the Gap Presbytery Leader

Camp Johnsonburg

Report of the Board of Trustees

Report of the Governance Team

Report of the Nominating Committee

Report of the NJ Missional Communities Administrative Commission

Core Transition Team

Celebrating our First Year

Installing the Moderator and Vice Moderator

**Unfinished Business** 

Motion to Adjourn

**Closing Prayer** 

The Acting Stated Clerk reported that an Investigative Committee reported at the January 25, 2022 Presbytery meeting was been reconstituted with members Elder Julissa Alvarez-Garcia, Elder Lori Kellner, and Rev. Thomas Sheffield.

The Acting Stated Clerk stated that if anyone or any group planned on bringing forward an overture or concurrence of an overture to the 225<sup>th</sup> General Assembly, to please inform the Acting Stated Clerk by March 8 and provide documentation no later than March 14. The March 22, 2022 stated presbytery meeting is the last opportunity to meet GA deadlines.

# **Report of the Gap Presbytery Leader**

Rev. Dee Cooper shared her observations of the work that everyone has done together in committees, commissions and as staff by doing a riff on Paul's writing in Philippians.

#### **Report of the Board of Trustees**

Rev. Fred Garry reported that at the March meeting the Trustees will bring an Investment Policy for approval. The policy will address how to fund the presbytery when income from per capita does not cover all expenses.

# **Camp Johnsonburg**

Elise Bates Russell brought greetings from Camp Johnsonburg and talked about the social justice cohort, Clean Water U and the upcoming summer camp. She shared a short promotional piece for summer camp.

Elder Cherry Oakley assumed the role of moderator.

# **Governance Team Report**

Elder Kathryn Starzer-Farrell presented the job descriptions for Moderator and Vice Moderator (Appendix F). She moved to accept the position descriptions for Moderator and Vice Moderator. **Approved.** She then presented the description for the Committee on Representation (Appendix G). She then moved to accept the description of the Committee on Representation. **Approved.** 

Elder Starzer-Farrell moved to approve amending the Bylaws of the Presbytery of the Coastlands (Appendix H) as presented at the January 25, 2022 meeting. **Approved.** 

Elder Peggy Redman presented an amendment to the Bylaws for a first reading. Commissioners were given the opportunity to ask clarifying questions.

# **Interim Nominating Committee**

Rev. John Monroe presented the slate for Moderator and Vice Moderator for nomination:

Moderator- Wendi Werner, TE, Dayton, First

Vice Moderator- Rory Chambers, TE, Dutch Neck

After asking for nominations from the floor it was moved to close the nominations and elect the slate. **Approved.** 

Rev. Monroe presented the slate for Gap Commission on Ministry, Gap Commission on Preparation on Ministry and the Gap Board of Trustees:

# Gap COM

David Apy, RE, Shrewsbury
Jessica Dixon, TE, Old Tennent
Ida Beth Malloy, RE, First Trenton
Jeffrey McLaughlin, RE, Allentown
Bill Morris, TE, Belmar
Dan Raisch, RE, Toms River
David Redman, RE, Dutch Neck
Nina Reeder, TE, Honorably Retired
Bisi Shofu, RE, Trenton Westminster
Glory Thomas, TE, Oak Tree
Jeffrey Vamos, TE, Lawrenceville

#### Gap CPM

Julie Thompson Barrier, TE, Ocean

Doug Cornelius, TE, Hamilton Square
George Erlandson, TE, Edison Community
Linda Goeddel, TE, Honorably Retired
James Klotz, TE, Slackwood
Mike Meduski, RE, Hamilton Square
Debbie Nixon, RE, Lawrence Road
Matt Pigman, TE, At Large
Jean Pinto, TE, Honorably Retired
Byron Shafer, TE, Honorably Retired
Jan Willem Van Der Werff, TE, Dutch Neck
Clarke Walker, RE, Pennington
Janet Macgregor Williams, TE, Honorably Retired

# **Gap Trustees**

Timothy Brown, RE, Nassau Robert Carson, RE, Trinity

Robert Carson, RE, Trinit

David Davis, TE, Nassau

Fred Garry, TE, Metuchen

Kurt Kaboth, RE, Ocean

Jyungin Lee, TE, Validated Ministry

Robert Louer III, TE, At Large

Andrew Scales, TE, Princeton Presbyterians

Theresa Swenson, TE, Tower Hill

Jean Woodman, RE, Hamilton Square

After asking for nominations from the floor it was moved to close the nominations and elect the slate. **Approved.** 

Rev. Monroe presented the slate of Fred Garry, TE, Metuchen for President of the Gap Board of Trustees. After asking for nominations from the floor it was moved to close the nominations and elect the slate. **Approved.** 

#### **Synod Administrative Commission**

Elder Sal Lalama presented the slate for Committee on Representation:

For a 3 year term:

Ruling Elder Cherry Oakley, Westminster

Rev. Cynthia Ritter Parker, Honorably Retired

For a 2 year term

Rev. Marcus Lambright, At-Large

Ruling Elder Bisi Shofu, Westminster

For a 1 year term

Rev. Molly Dykstra, Trenton-First

Ruling Elder Kathy Ramsay, Edison-Community

After asking for nominations from the floor it was moved to close the nominations and elect the slate. **Approved.** 

Elder Lalama presented the slate for the Gap Council:

Ruling Elder Jan Margolis, Metuchen

Rev. Dr. Glory Thomas, Edison

Rev. Chris Houtz, Iselin

Rev. Linda Goeddel, Honorably Retired

Ruling Elder Kathryn Starzer-Farrell, East Brunswick-Trinity

Ruling Elder Dan Raisch, Toms River

Rev. Karen Hernandez-Granzen, Westminster

After asking for nominations from the floor it was moved to close the nominations and elect the slate. **Approved.** 

There was a five minute break.

#### **Core Transition Team**

Rev. Hannah Lovaglio thanked all of the members of the Core Transition Team, the senior staff and the Synod Administrative Commission for their work and collaboration over the past year. The Core Transition Team has assembled a report of their work which is available by request. She concluded by saying how much it helps this work when we show up with grace.

Rev. Diane Ford assumed the moderator role.

# **Celebrating Our First Year**

Rev. Dee Cooper presented a video celebrating all of the people who have served the Presbytery over the past year and are now moving on. There was music and fireworks!

#### **Installation of the Moderator and Vice Moderator**

The co-moderators gifted a poem (Appendix I) to the incoming Moderator, Rev. Wendi Werner. They then conducted the installation of the Moderator and Vice Moderator. After the installation, the co-moderators presented symbols of the Moderator to Rev. Werner. Rev. Diane Ford presented a stole, which came from the former Monmouth Presbytery, Elder Jan Margolis presented a cross, which came from the former Elizabeth Presbytery, and Elder Cherry Oakley presented a gavel, representing the former New Brunswick Presbytery. Rev. Sue Smith presented each of the three outgoing co-Moderators with a Presbyterian Church (U.S.A.) cross necklace.

Rev. Wendi Werner assumed the role of moderator.

#### **Unfinished Business**

There was no unfinished business.

#### Adjournment

The Presbytery adjourned at 8:41pm to reconvene on March 22, 2022, at 6:30pm.

Rev. Wendi Werner offered the closing prayer.

Attest: Rev. Sue Smith, Acting Stated Clerk

Appendix A

# Necrology Report (March 1, 2021 – February 14, 2022)

#### Ministers of Word and Sacrament:

Fred Cassell
Geddes Hanson
Lee Myung Jong
James Lapsley
Allen Ruscito
Michael Walker
Paul Walker

#### **Ruling Elders**

Allentown - Kim Daly, Evelyn Gill, Jem Nolt Nelson Atlantic Highlands - Peter Donaghue Brick - Phyllis Baker, Lois Erickson

Cornerstone - Jackson - John Bestenheider, Beverly Kaiser, Glenn Sculthorpe, Veronica Smith Cranbury - Arthur Danser, Barry Clayton, Marge Scott, Walter Wright

Grace, Kendall Park - William Schenk

Hamilton Square - Flora Homer, Lorraine Waldron

Hightstown - Warren Olsen

Hope, Tinton Falls - Nancy Oliviero

Hopewell - Dick Scheetz

Lawrenceville - Charles (Skip) Conover, Patricia M. McNelly, Patricia L. Venable Lincroft - Peter Peng

Manasquan - John Belding, William Geib, Rebecca Newman

Middletown, Westminster - Dwight Batson

Nassau - Lorraine Giardino, Richard "Dick" Katen, Carol King

New Brunswick - Bertram Jones, Betty Koenig

Oak Tree Presbyterian Church - Marion Reeves

Pennington - Bob Macek

Perth Amboy - Myrtle Benjamin, Lois Edge

Pierce Memorial - William Haller, Willam Kaufhold

Plainsboro - Joseph Nemes

Plumsted - Bart Amburgey, Robert Bryant

Rumson - Judy Dorn, Jane Murphy, Peg Scott

Toms River - Betty Applegate, Robert Horn, Richard Lane, John Rudert

Tower Hill - Ken Albrecht, Donald Gill

Trinity, East Brunswick - Douglas A. Haff, Elizabeth C. Haupin, Barbara Michael, Kay Elaine Sicknick

Witherspoon - Pauline Brown, Jay Craig, Eugene Marsh, William Moore, Judith Ruffin, Joan Tomlin

Woodbridge - Emma Aaroe, Jason Parlacoski, Robert Sofka

Appendix B

# MINUTES OF THE BOARD OF TRUSTEES THE PRESBYTERY OF THE COASTLANDS

The regular meeting of the Board of Trustees of the Presbytery of the Coastlands was called to order on Wednesday, January 19, 2022 at 2:02 PM via Zoom, and opened with prayer by Rev. Fred Garry.

#### Attendance:

Elder Tim Brown	P	Elder Robert Carson	P	Rev. Dave Davis	P
Rev. Fred Garry, President	P	Elder Kurt Kaboth	P	Rev. Jenny Lee	P
Rev. Robert Louer	P	Rev. Andrew Scales	P	Rev. Theresa Swenson	P
Elder Jean Woodman	P	Rev. Dee Cooper,	P	Elder Linda Gilmore,	P
		Presbytery Leader, ex-		Interim Treasurer, ex-	
		officio		officio	
Rev. Sue Smith, Acting	P				
Stated Clerk, ex-officio					

A motion was made to approve the consent agenda:

- Agenda
- December 2021 Financial Report
- Minutes of the December 15, 2021 meeting

# Approved.

There was a discussion on potential of an expanded role for the Trustees during the gap period. It was suggested that the Trustees step into some personnel roles, to work on job descriptions and policies, which could be done by a subcommittee. Dave Davis, Bob Louer and Tim Brown volunteered to work on that subcommittee. Trustees were asked to be in touch individually with the Synod Administrative Commission if they are willing to continue to serve beyond March 1, 2022 in the gap period.

Linda Gilmore discussed the impact of her finishing her term.

It was moved that any monies from the former presbyteries that were designated for Triennium will continue to be designated for Triennium in the Coastlands Presbytery. **Approved.** Sue will find out who is working on the Triennium committee.

It was moved to endorse the Synod Campus Ministries Grant Application for Rutgers Campus Ministry as follows, "Coastlands has not yet had the opportunity to connect with this ministry as we are still developing as a presbytery. We do know it is located within our presbytery; given the historic connection between the former New Brunswick Presbytery and the Rutgers Campus

Ministry, we are supportive of the Rutgers Campus Ministry continuing to receive funding from the Synod." **Approved.** 

Fred reported that the engagement with the Delaware bankruptcy lawyer has ended.

Kurt discussed the planning that has been done around redevelopment of the buildings of the First Presbyterian Church of Trenton. The planning has not yet reached a point of Trustee involvement.

The 2021 financial report was discussed. It was requested that the treasurer compile as practical a comparison of assessed versus collected per capita for 2021. Discussion of what information to publish for 2022 was deferred.

The consensus regarding mission remittances for 2022 is that any that are not designated for GA or Synod will be utilized by the Presbytery. This will be noted on the new remittance form and on communication with churches.

The discussion of Investment Policy was deferred to a later meeting.

The treasurer will bring a draft 2022 budget to the February Trustees' meeting. It is assumed that new staffing will occur later in the year than originally anticipated so this will be taken into account.

The next scheduled meeting of the Board of Trustees is Wednesday, February 16, 2022, at 2:00 PM via Zoom. The meeting was adjourned at 3:20 PM with prayer by Rev. Dee Cooper.

Attest, Rev. Sue Smith, Acting Stated Clerk

Appendix C

# Presbytery of the Coastlands Commission on Ministry Report February 22, 2022

# The following e-votes were approved between meetings:

• To approve the retirement of Rev. Dr. John White and move him to Honorably Retired status as of 12/31/21.

# At its February 1, 2022, meeting the Commission voted to approve:

- The January 11, 2022, minutes.
- Appoint Rev. Lindsay Anderson-Beck as moderator for Millstone Presbyterian Church.
- Appoint Rev. Don LaCrosse as moderator for the Yardville Church.
- Approve Rev. David Bowman to the pulpit supply list.
- Appoint Rev. Jenny Lee to moderate the Congregational Meeting at the Ewing-Covenant Church.
- It was moved to approve the temporary contract between Rev. Edmund Hoener and Trinity Presbyterian Church and change his status to Temporary Pastoral Relationship effective January 1, 2022. The contract:

Salary and Housing	\$81,175.84	Dental	\$1,025.28
Social Security Offset	6,209.95	Reimbursable Expenses	6,123.52
Board of Pensions	30,035.07		

• Appoint Rev. Joanne Petto the moderator of the Jamesburg church. (Elder Bisi Shofu previously appointed.)

# Presbytery of the Coastlands Commission on Preparation for Ministry February 22, 2022

At its February 7, 2022, meeting, the Commission on Preparation for Ministry took the following actions:

- Voted to enroll Jade Hage of Nassau Church as an Inquirer,
- Voted to enroll JC Fowler of Allentown Church as an Inquirer,
- Voted that candidate Jae Eun Hwang of Princeton Korean Church be certified ready for examination by a presbytery for ordination, pending a call, and
- Voted that candidate Jacquelyn Rodriguez of Westminster Church be certified ready for examination by a presbytery for ordination, pending a call.

Appendix E

# The Roster of the Permanent Judicial Commission Of the Presbytery of the Coastlands

#### **Current Members**

Elder Joel Davies (Moderator) (2022)
Rev. Lisa Day (2022)
Rev. Gary Filson (Clerk) (2022)
Elder David Pollison (2022)
Rev. Nancy Mikoski (2024)
Rev. Lori Neff LaRue (Vice Moderator) (2024)
Rev. Wendi Werner (2024)
Elder Kurt Kaboth (Assistant Clerk) (2026)
Rev. Alan Olson (2026)

Past Members Available to Serve

As a newly formed Presbytery, the Presbytery of the Coastlands does not have past members available to serve.

#### Moderator

**Qualifications:** The Moderator shall be a ruling elder or a minister of Word and Sacrament and a member of the Presbytery of the Coastlands.

<u>Election:</u> The moderator shall ordinarily be elected and installed at the first Presbytery meeting of the calendar year. The Committee on Representation shall nominate a candidate; nominations from the floor will be entertained.

<u>Term of Service:</u> The duration of the Moderator's term is one year or until a successor is elected. The Moderator shall not be elected to a second consecutive term.

<u>Duties/Responsibilities:</u> The Moderator shall fulfill such duties as prescribed for that office in the Book of Order and by presbytery; these include:

- The Moderator shall convene, preside and adjourn meetings of the Presbytery.
- The Moderator shall convene, preside and adjourn meetings of the Council
- The Moderator in collaboration with the Stated Clerk and Presbytery Leaders shall develop the presbytery meeting docket.
- The Moderator shall represent the presbytery at all ordinations and installations. In the event the Moderator is unable to participate, they may delegate this responsibility to the Vice Moderator or Past Moderator(s).
- The Moderator may appoint members to special commissions and committees when called upon to do so by the Presbytery.
- When an action is brought according to the Rules of Discipline, the Moderator in collaboration with the Stated Clerk and Presbytery Leaders shall have authority to appoint ministers of Word and Sacrament and ruling elders to serve on an Investigative Committee.
- Following completion of term as Moderator, the Past Moderator shall hold office for a
  period of one year. The primary duties of the Past Moderator are to convene and
  moderate the Round Table.

#### **Vice Moderator**

**Qualifications:** The Vice Moderator shall be a ruling elder or a minister of Word and Sacrament and a member of the Presbytery of the Coastlands.

**Election:** The Vice Moderator shall ordinarily be elected and installed at the first Presbytery meeting of the calendar year. The Committee on Representation shall nominate a candidate; nominations from the floor will be entertained.

**Term of Service:** The Presbytery shall elect a Vice Moderator for a term of one year or until a successor is elected. Normally the Vice Moderator stands for election to become the Moderator after the term of service as Vice Moderator is completed. In the event that the Moderator resigns, dies or ceases to be a member of either the Presbytery or one of its congregations, the Vice Moderator shall fulfill the remainder of the Moderator's term before standing for election to Moderator, a term to which he or she might ordinarily succeed. In the event that the Council declares the Moderator to be incapacitated by illness, or unable to fulfill the elected term, the Vice Moderator shall assume the Moderator's duties for the duration of that period of incapacity or for the remainder of the term.

# **Duties/Responsibilities:**

- The Vice Moderator shall perform the duties of the Moderator in his or her absence or when requested by the Moderator to do so.
- The Vice Moderator shall chair the Ministries Resource Committee.
- The Vice Moderator is expected to attend the Office of General Assembly Moderator training.

#### **COMMITTEE ON REPRESENTATION**

The Committee on Representation is to provide the Presbytery of the Coastlands with information essential to maintaining Constitutional principles of inclusiveness and representation on all Presbytery committees, commissions, and teams. Based on this information, it will nominate members of all standing committees and officers of the Presbytery, as appropriate.

<u>Composition</u> – The Committee on Representation shall be composed of a member of the Council and six members elected in three equal classes for terms of three years. Members may be elected to serve consecutive terms, but may not serve longer than six consecutive years; they are ineligible to serve an additional term until at least one year has elapsed. Members of the Committee on Representation shall be nominated by the Council and elected by presbytery. The committee will elect their own chair.

<u>Responsibilities</u> — In accordance with the principles of unity and diversity in F-1.0403 and G-3.0103, the Committee on Representation shall:

- Develop procedures and mechanisms for promoting and reviewing the Presbytery's implementation of the church's commitment to inclusiveness and representation.
- Advise the presbytery regarding the implementation of principles of unity and diversity.
- Advocate for diversity in leadership.
- Consult with the Council on the employment of personnel.
- Maintain ongoing records pertaining to individuals serving in the structure of the Presbytery, pertinent to Constitutional mandates.
- Be trained at the Presbytery's expense and empowered to facilitate diversity and inclusion training amongst all our leadership so that together we may find our center in the work of justice, living into our representational system.
- Fulfill the function of the Nominating Committee for the presbytery by:
  - Working creatively to identify those whose gifts and passion could be invited in service to presbytery commissions and teams.
  - Accepting responsibility for contacting potential nominees, exploring the
    potential for their service and reporting responses back to the Committee on
    Representation chair.
  - Nominating persons to fill all vacancies in elected positions, including commissioners to higher councils as well as positions identified as such in the team descriptions of the Manual of Administrative Operations.
  - Diligently considering candidates with temperaments and skills that match their willingness to serve.
- Report to Presbytery The Committee on Representation shall:

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- Bring forth names for election to the committees, commissions, Board of Trustees, and Council of the presbytery and higher governing bodies.
- o Provide awareness for training on diversity, equity and inclusion.
- Report to the Presbytery annually, listing deficiencies, along with a report on any changes that have been made to improve compliance.

<u>Staff Support</u> — The Stated Clerk provides staff support to the Committee on Representation.

Appendix H

# Presbytery of the Coastlands **Bylaws**

Adopted March 23, 2021 Amended February 22, 2022

#### **CHAPTER I. THE PRESBYTERY ORGANIZATION**

**Section 1.** The Presbytery of the Coastlands was organized March 1, 2021, by the Synod of the Northeast of the Presbyterian Church (U.S.A.).

**Section 2.** The Presbytery of the Coastlands is an entity of the Presbyterian Church (U.S.A.) and consists of all the churches and ministers of the Word and Sacrament located in all of Middlesex and Monmouth Counties in New Jersey; all of Mercer County in New Jersey, excluding the unincorporated community of Titusville and between Routes 29 and the Delaware River from Titusville to the border of Hunterdon County in New Jersey; the unincorporated community of Kingston in Somerset County in New Jersey; and the portion of Ocean County in New Jersey from Lacey Township northward.

**Section 3.** The Presbytery is a New Jersey Corporation not for profit (Title 16), originally incorporated April 28, 1910, under the name Presbytery of New Brunswick. The Presbytery of the Coastlands has 501(c)3 status as an entity of the Presbyterian Church (U.S.A.).

**Section 4.** The Presbytery is governed by the Constitution of the Presbyterian Church (U.S.A.), comprised of the Book of Confessions and the Book of Order. The Book of Order is comprised of the Foundations of Presbyterian Polity, the Form of Government, the Directory for Worship and the Rules of Discipline. The Parliamentary authority for the Presbytery is the current edition of Robert's Rules of Order, Newly Revised.

#### **CHAPTER II. MEMBERSHIP**

**Section 1.** The members of the Presbytery of the Coastlands are:

- a) CHURCHES that have been constituted by the Presbytery, represented by elder commissioners elected by their Sessions according to the provisions of the Form of Government.
- b) MINISTERS OF THE WORD AND SACRAMENT who have been received into membership of the Presbytery according to the provisions of the Form of Government.
- c) RULING ELDERS who are serving as officers of the Presbytery, as members of the Council, or as members of the Presbytery's Board of Trustees, and commissioned ruling elders for the duration of their term of office or time of pastoral service, according to the provisions of the Form of Government (G-3.0301).

**Section 2**. The Presbytery may make provision in its Manual of Administrative Operations for YOUNG ADULT ADVISORY DELEGATES, who shall have privilege of the floor, but not vote, in meetings of the Presbytery.

#### **CHAPTER III. MEETINGS**

**Section 1**. The Presbytery shall hold at least four Stated Meetings each year.

**Section 2.** The Presbytery may hold Special Meetings as may be necessary to conduct business, as indicated in the Form of Government (G-3.0304).

**Section 3.** The quorum for meetings of the Presbytery shall be not fewer than eight ministers of the Word and Sacrament who are members of the Presbytery and eight ruling elder commissioners from eight different congregations.

**Section 4.** Electronic/hybrid meetings of the Presbytery shall be conducted under the provisions in the Presbytery Manual of Administrative Operations.

#### **CHAPTER IV. OFFICERS**

**Section 1.** The officers shall be the Moderator, the Vice Moderator, the Stated Clerk, the Treasurer and the President of the Board of Trustees. The President of the Board of Trustees is the President of the Corporation, the Treasurer is the Treasurer of the Corporation and the Stated Clerk is the Secretary of the Corporation. Terms of office and election process are found in the Presbytery Manual of Administrative Operations.

**Section 2.** The duties of the officers elected by the Presbytery shall include but not be limited to the following duties:

- a) The Moderator shall fulfill such duties prescribed for that office in the Form of Government (especially G-3.0104), including convening, adjourning and presiding at Presbytery meetings and appointing members to special committees and working groups when called upon to do so by the Presbytery. When an action is brought according to the Rules of Discipline, the Moderator, in consultation with the Stated Clerk, shall have authority to appoint ministers of the Word and Sacrament and ruling elders to serve on Investigating Committees (D-10.0200), Committees of Counsel (D-6.0302) and other working groups necessary to advancing the case, reporting such appointments to the next meeting of the Presbytery.
- b) The Vice Moderator shall perform the duties of the Moderator in his or her absence, or when requested by the Moderator to do so. The Vice Moderator shall ordinarily succeed the Moderator.
- c) The Stated Clerk shall perform those duties set forth in the Form of Government (especially G-3.0104), together with such other tasks as may be prescribed by the Presbytery, Synod or General Assembly.
- d) The Treasurer shall oversee the finances of the Presbytery, having such authority as may be necessary to receive, invest, transfer and disburse funds on behalf of the Presbytery, always subject to the Presbytery's rules, policies and oversight.
- e) The President of the Board of Trustees, or in that person's absence a Trustee designated by the President, shall preside at meetings of the Board, and shall fulfill all corporate responsibilities on behalf of the Presbytery, in accordance with New Jersey law.
- f) When a person is elected to serve the Presbytery as a member of the Council, Board of Trustees, Permanent Judicial Commission, an Administrative Commission or Investigating Committee, or as an officer of the Presbytery and that person acts on behalf of the Presbytery in accordance with the Constitution of the Presbyterian Church (U.S.A.), and the Bylaws and Manual of Administrative Operations of the Presbytery of the Coastlands, that person shall be indemnified against personal financial loss, defended and held harmless for actions or omissions during their term of office or service.

#### **CHAPTER V. AMENDMENTS**

**Section 1.** These Bylaws may be amended, subject to the laws of the state of New Jersey and the Constitution of the Presbyterian Church (U.S.A.), by approval of the Presbytery at any stated or special meeting called for this purpose at which a quorum is present, by a two-thirds majority of those present and voting, provided that a full reading of the proposed changes or a printed distribution of the same shall have been given at the previous stated meeting at which a quorum was present. These Bylaws may not be amended contrary to or so as to not include the provisions of the Constitution of the Presbyterian Church (U.S.A.) or in violation of the laws of the state of New Jersey.

# Appendix I

# Poem for the New Moderator, 2022

May this be the year
When Presbytery wishes come true,
And the long road we've been on
Starts yielding sweet fruit.
When everything good
Falls into place
And all of our planning
Sets the pace.

May this be the year
When guided by God's Spirit in both staff and volunteers
We bless validated ministries,
Inspire congregations
With life-giving mission drawing participation
Honoring each part of the body, each foot, heart, and eye.
And like the stars in God's bright sky become aligned with His Grace
To make the Coastlands a special place.

May this be a time
Of reflection and gratitude
About this new space
In a Missional Community
Of unity, opportunity, transparency, and deep faith.

Thank you, new Officers/Moderator,
For taking on these/this role/s
Collaborating with all in our journey ahead.
We wish you well and great success,
And look to the year ahead as having great progress.

May God's grace be with us all,- guiding us now and forevermore.