

# The Stated Meeting of the Presbytery of the Coastlands February 27, 2024

**6:30 PM**

**Online, via Zoom**



Brook Presbyterian Church, Hillburn, NY, one of four churches supported by the Synod of the Northeast's Indigenous People's Offering

## Presbytery of the Coastlands

### Standing Rules for Electronic Meetings, approved May 28, 2023

#### Meetings Using Videoconferencing Technology

Stated and Special meetings of the Presbytery may be conducted using videoconferencing, (e.g., Zoom). The Stated Clerk and Presbytery staff are responsible for managing all aspects of electronic/hybrid meetings. They are also responsible to ensure that registered participants:

- have been provided access to the meeting
- have been “renamed” to indicate if they are a guest without voice and/or vote
- are provided instructions by the Stated Clerk at the beginning of the meeting, including how to cast a vote in favor or against a motion

Additional instructions and information will be provided with Presbytery meeting registration.

Information on the conduct of hybrid meetings will be provided when such meetings are feasible.

Electronic voting by the Presbytery outside of a Stated or Special meeting, e.g., by e-vote, is not permitted.

#### *Simplified Special Rules of Order and Standing Rules*

- a. Access for voting participants will be through video-conferencing technology chosen by staff.
- b. Online meeting service availability shall begin at least fifteen minutes before the start of the meeting.
- c. All meetings are recorded.
- d. The presence of a quorum shall be established by sign-in to the video-conferencing “chat” function at the beginning of the meeting. Thereafter, the continued presence of a quorum shall be determined by the online list of participating members.
- e. 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. Note that video-conferencing capabilities only allow for one voting participant per individual device.

### **Computer/Technology Requirements**

- a. Participants are encouraged to join the meeting on a device that can accommodate being heard and seen during a video-conference (e.g., desktop, laptop computer, tablet, mobile phone). The following are optimal recommendations for such technology:
  - Stable, high speed internet access.
  - 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.
  - A microphone device other than a built-in microphone.
  - A webcam or reliable built-in video-camera
- b. While every effort will be made to provide stable access to the platforms, each participant 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, an individual's connection prevented participation in the meeting.
- c. Only if joining by 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 prior to the meeting.

### **Entering a meeting and conduct during a meeting**

- a. To gain recognition by the Moderator during the meeting (e.g., during discussion of a motion on the floor), the preferred method is to use the 'Raise Hand' function under the 'Reactions' panel.
  - When called upon by the Moderator, the participant will be unmuted and, if their video feed is turned off, they should click on the camera icon to turn on their video.
  - 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 on their participant screen. When a host calls out their phone number, they will identify themselves by stating their full name.
  - When multiple participants are seeking recognition, once the Moderator has called on someone, all other participants will be handled as the Moderator deems appropriate. Zoom allows participants with “raised hands” to be presented in order received in the Zoom video gallery.
- b. Participants will only be able to chat with meeting host(s) (Moderator(s), Stated Clerk, Support staff) or the Tech Human.
- c. If an individual has a video-conferencing technical question or difficulty, they may privately chat with the Tech Human.

- a. If you have an “interrupting motion” (a point of order, a request for preference in recognition, etc.), unmute and say “MR/MADAM MODERATOR!” and use the ‘Raise Hand’ function.
- b. At all times, participants are expected to be respectful in the chat.

### **Procedure for Enabling Motions**

- a. If you have a motion to make other than a procedural motion, the motion should be sent to the Moderator, entered in writing into the participant “chat,” after which you should “Raise Hand” to seek recognition. When called upon, you should move it, and once a second is received via chat (like “Second”), the Tech Human will put the motion up in the screen share feature for everyone to see, and then discussion/voting may follow.
- b. If you want to speak to a motion, use the “Raise Hand” function (found when clicking on the Reactions button), and wait for the moderator to recognize you. You will be unmuted. Please make sure your video is on if you wish to speak.
- c. The moderator will repeat the motion prior to the vote.

### **Voting during a Presbytery Video-Conferencing meeting:**

- a. 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 (renamed with Z- or ZV-) attempt to vote, those votes will not be counted.
- b. Yes/no (/) is a “division”, not a “counted vote” – meaning that the Moderator 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 Moderator is uncertain, s/he 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).
- c. A vote by means of “raised hand” is not allowed.

### **Requests from the Staff and Tech Human**

- a. Please update your Zoom app to the latest version before the meeting.
- b. Do NOT use the browser version of Zoom. Only the app will allow you to vote properly and participate in any polls.
- c. "Zoom Bomber" avoidance: Unregistered participants and those whose names are unclear (such as phone number, "My tablet") will be placed in a breakout room until their identity has been verified by the meeting hosts.
- d. Presenters will be prompted to unmute when their report begins. Presenters should not mute themselves until their report is complete and all questions have been answered or votes completed.

**Coastlands Presbytery Meeting**  
**Tuesday, February 27, 2024, 6:30 PM**  
 Stated Meeting, Held Electronically via Zoom  
**DOCKET**

6:00 PM	Sign-in begins	
6:30 PM	Call to Order	RE Adebisi Shofu
	Installation of Moderator and Vice Moderator	TE Rory Chambers, Past Moderator
	Land & Labor Acknowledgement Declaration of Quorum Welcome of Visitors & First Time RE Commissioners Motion to Seat Corresponding Members	RE Adebisi Shofu, Moderator
6:45 PM	Worship	Moderator Bisi Shofu
7:15 PM	Consent Agenda	
	Reports and Motions	
7:25 PM	<ul style="list-style-type: none"> <li>• COR/N Report</li> </ul>	RE Kathy Ramsay
7:30 PM	<ul style="list-style-type: none"> <li>• Johnsonburg Camp &amp; Retreat Center</li> </ul>	Elise Bates Russell
7:40 PM	<ul style="list-style-type: none"> <li>• Trustees               <ul style="list-style-type: none"> <li>○ Approval of 2024 budget</li> <li>○ Per capita videos</li> <li>○ Policy on real property – 1<sup>st</sup> reading</li> </ul> </li> </ul>	TE Fred Garry
8:15 PM	<ul style="list-style-type: none"> <li>• Council Report               <ul style="list-style-type: none"> <li>○ Motion to support Synod Native American Church Restoration Fund with a gift to the Indigenous People's Offering</li> <li>○ Administrative Commission to merge/combine Lincroft PC with FPC Matawan</li> </ul> </li> </ul>	Moderator Bisi Shofu
8:45 PM	<ul style="list-style-type: none"> <li>• Witherspoon Street Administrative Commission               <ul style="list-style-type: none"> <li>○ Report</li> <li>○ Motion to dissolve the Commission</li> </ul> </li> </ul>	TE Sharyl Dixon
9:00 PM	<ul style="list-style-type: none"> <li>• Administrative Co-Leader &amp; Stated Clerk               <ul style="list-style-type: none"> <li>○ Motion to elect SueAnn Shiah as a TSAD on behalf of Princeton Theological Seminary</li> <li>○ Report</li> </ul> </li> </ul>	RE Jean Woodman
9:20 PM	<ul style="list-style-type: none"> <li>• Relational Co-Leader</li> </ul>	TE Mary Westfall
9:30 PM	Adjourn	Moderator Bisi Shofu

The Presbytery of the Coastlands

# Consent Agenda

February 27, 2024

1. The Council recommends the Presbytery receive the following committee and commission minutes.
  - Council minutes: 11/6/23, 12/7/23, 1/10/24 (pending)
  - COM minutes: 11/7/23, 12/5/23
  - CPM minutes: 11/6/23, 12/4/23, 1/8/24
  - Trustees minutes: 11/21/23, 12/19/23, 1/23/24
  
2. The Council recommends the Presbytery approve the minutes of the Presbytery Meeting of November 28, 2023 with the following correction:
  - That pages 2 – 4 of the Records Review Committee’s report show that FPC Lakehurst’s 2022 minutes, Church on the Hill’s 2022 minutes, and Plumsted’s 2021 and 2022 minutes were read and approved. (These were accidentally omitted from the report.) The number of participating churches increases to 30 in 2021 and 31 in 2022.
  
3. The Council recommends the Presbytery receive the following committee and commission reports.
  - Treasurer: December 2023
  - Short-term Grants Team: Fall 2023 cycle
  - Administrative Commission to dissolve Middlesex Presbyterian Church: January 17, 2024.
  
4. The Council recommends the Presbytery elect Rev. Rob Morrison (Honorably Retired) to the Committee on Representation/Nominating (COR/N), Class of 2025.

**The Presbytery of the Coastlands**  
 Regular Meeting  
 Tuesday, November 28, 2023, 6:30 PM EDT  
 First Presbyterian Church of Dutch Neck  
 South Mill Road, West Windsor, NJ  
**DRAFT MINUTES**

The Presbytery of the Coastlands met in-person at the First Presbyterian Church of Dutch Neck. Participants gathered for fellowship, dinner, and mission tables prior to the meeting.

The meeting was held in the church sanctuary.

PRESENT:

<b>Town and Church</b>		<b>Ruling Elder Commissioners</b>	<b>Teaching Elders</b>
Allentown PC	4	Jeffrey McLaughlin Beth Rigby	Lindsay Anderson-Beck Stephen Heinzl-Nelson
Avenel, FPC	1	Carolyn Gilligan	
Belmar, FPC	3		William Morris
Brick PC	3	Christy Tompkins Elaine Salto	Kristie Miles
Carteret, FPC	1		Glory Thomas
Cliffwood Beach, Principe de Paz	2		
Cranbury, FPC	4	Ann Gordon Ken Gordon	Hannah Lovaglio
Dayton, FPC	3		Wendi Werner
East Brunswick, Trinity	3	Beverly Bodor Kathryn Starzer-Farrell	
Edison, Community PC	2	Katherine Beatty Kathy Ramsay	George Erlandson
Edison, Lord of Hope	2		
Englishtown, FPC	1		
Ewing, Ewing-Covenant PC	3	Ken Harvey Jane Kidder Will Olson	Morgan Valencia King
Ewing, West Trenton	1	John Lee	Tori Paquette
Farmingdale, Pierce Memorial PC	1	Howard Dunbar	Mark Terranova
Fords, FPC	1		
Forked River PC	3	Linda DeLotto Kelly Fitzpatrick	Paul Quevedo
Freehold, FPC	3		

Hamilton, Christ	1		
Hamilton, FPC Hamilton Sq	4	Michael Meduski Paul Neu	
Hamilton, Nueva Vida	2	Maria-Luisa Lee	
Hamilton, United PC of Yardville	3	John Zelazny	
Hightstown, FPC	3	Dilys Henninger Walt Vincent	Lisa Day
Hopewell PC	3		
Iselin, Oak Tree-Iselin	2	Andrea Harrison	Chris Houtz
Jackson, Cornerstone PC	1	Linda Van Melis	Rob Morrison
Jamesburg, PC of	3	Diana Chase	Kathy Genus
Lakehurst, PC at	1		Donna Lepsky
Lakewood, Hope PC	3	Catherine Strauss Patty Williams	Marie Branigan
Lawrence Twp., Grace Taiwanese American PC	2		
Lawrence Twp., Lawrence Road	3	Sandy Phillips	Nancy Rivera
Lawrence Twp., PC of Lawrenceville	4	Jan Everett Gooitzen Vanderwal Tom Wilfrid	Kyle Anderson Jeffrey Vamos
Lawrence Twp., Slackwood	1	Andrea Moore	David Bowman
Lincroft PC	1		Diane Ford
Manasquan PC	4		
Manalapan, Old Tennent PC	1		
Matawan, FPC	3	Laura Shapiro	Natalie Bell
Metuchen, FPC	4	Jan Margolis	Fred Garry
Middletown, Westminster PC	3	John Pillarella	
Millstone, United PC of	3		
Neptune, Martin Luther King, Jr. PC	2		
New Brunswick, Bayard St.	1	Margaret Papai	
New Egypt, Plumsted PC	1		
North Brunswick, The PC at Peace Chapel	2	Barbara Meyer Ekpoanwan Onyile	James Brumm
Ocean, The PC on the Hill	3	Linda Klose	Julie Thompson-Barrier
Pennington PC	3	Gary Coleman Lee White	Nancy Mikoski
Perth Amboy, FPC	3		
Plainsboro, FPC	1		



Plainsboro, Princeton Korean PC	2		
Point Pleasant PC	3	Jim McGuire	Molly Ramsey
Princeton, Nassau PC	4	Karen Berliner Claire Mulry	Lauren McFeaters
Princeton, Witherspoon Street PC	3	Tracy Eskridge Debra Jones-Peart Denyse Leslie	
Red Bank, FPC (Tower Hill)	4		Chris Dericks
Rumson, FPC	3	Jeff Wrightson	
Sayreville, FPC	1		
Shrewsbury, PC at	3		Katja Gruening
South Amboy, FPC	1		
South Brunswick, Grace PC	1	Peter Godinez	Deborah Paton
South Brunswick, Kingston PC	3	Joseph Kwan Audrey Thorne	Sharyl Dixon
Tinton Falls, Hope PC	1		David Widmer
Toms River, PC of	5		Robbie Ytterberg
Trenton, FPC	2	Lee Herrick	
Trenton, Westminster PC	3	David Byers	Karen Hernandez Granzen
West Windsor, Dutch Neck	3	Craig Doolittle Margaret (Peggy) Redman Carl Stillwell	Rory Chambers Jan Willem Van Der Werff
Woodbridge, FPC	3	Michael Hora Linda Thorstenson	Marie Bacchiocchi

**Ruling Elder Officers of the Presbytery:**

Brad Clifton (South Brunswick, Kingston), Adebisi Shofu (Trenton, Westminster), Jean Woodman (Hamilton, FPC Hamilton Square)

**Ruling Elder Committee/Commission Members:**

David Redman (Dutch Neck),

**Teaching Elder Officer of the Presbytery:** Mary Westfall

**Teaching Elders/ Minister Members Serving in a Validated Ministry:**

Molly Dykstra, Larissa Kwong-Abazia, Jyungin Lee, Marcia MacKillop, Gordon Mikoski, Carrie Mitchell, Andrew Scales, Shannon Smythe

**Honorably Retired Teaching Elders:**

Cindy Bowman, Katherine Cunningham, Jill Kitsko, Jan Koczera, Cynthia Parker, Joanne Petto, Nina Reeder, Marianne Rhebergen, Byron Shafer, Tom Sheffield, Sue Smith, Janet Macgregor Williams

**Teaching Elders/ Minister Members at Large:**

Marcia Lewis, Jonathan Shenk

**Visitors:**

TE Ellen Clark Clemot (Highlands Presbytery), Breean Dean (Hopewell), Kelsey Martin (Cranbury), Annie Pantoja (Trinity), Chris Renshaw (Presbytery staff), Rosa Ross (UKirk Ewing), Joe Smith (intern at Kingston), Carolyn Stevenson (Avenel), Sally Stillwell, Audrey Thorne (intern at Kingston), Linda Vandergriff, Skip Williams

The presbytery welcomed Morgan Valencia King, Tori Paquette, and Nancy Rivera attending as minister members for the first time, first-time ruling elder commissioners Karen Berliner (Nassau), Jane Kidder (Ewing Covenant), Jeff Wrightson (Rumson), and Manee Lisalee (Nueva Vida), as well as the visitors noted above.

**Excused Absences:**

TE Kyle Doebler (Hamilton Square)

**Corresponding Members:** None.

Moderator Chambers called the meeting to order at 6:35 PM and drew the presbytery's attention to the death of a 12-year-old girl last night as she walked her dog a few blocks away from this place. Moderator Chambers asked for prayer for the family who is sitting at dinner tonight without their child, noting we are here to witness to God's love, compassion, grace, and kindness.

*We are gathered from North and South, East and West, meeting on the land historically stewarded by the Leni-Lenape people. I on behalf of the Presbytery of the Coastlands offer my gratitude for their stewardship of the land, offer my respects to elders past, present, and emerging, and offer my apology to those elders and people who have been harmed by the actions of generations past and present, especially harm done in the name of Christ.*

*I also acknowledge that the prosperity many of us overwhelmingly know and experience is built on unjust and inequitable practices including the stolen labor of people of African descent. I offer my apology to and respect for those ancestors, overwhelmingly and often wilfully unknown.*

*We hope to speak truthfully and to work for justice. We all know that acknowledgement isn't enough, it's just a beginning of the work required. May we know the Spirit's guidance as we seek peace and justice for and among our neighbours.*

Moderator Chambers introduced Rev. Dr. Joyce Emery of the Presbytery of the Cascades for a memorial tribute to the late Rev. Dr. Vernon B. Van Bruggen.

Memorial Minute for Rev. Dr. Vernon B. Van Bruggen	TE Joyce Martin Emery Presbytery of the Cascades, via live video
<p>Mr. Moderator. Good afternoon. My name is Joyce Emery. I was called to serve as an Associate Executive in the former Presbytery of New Brunswick in 1991. I began serving on January 6, 1992 and the Rev. Dr. Vernon Van Bruggen was my boss, my mentor, for eight years. I am privileged to offer a Memorial Moment for this trusted colleague. I am speaking to you from my home in Vancouver, Washington where I am the installed pastor at East Woods Presbyterian Church, The Presbytery of the Cascades.</p> <p>The Rev. Dr. Vernon B. Van Bruggen was born on November 24, 1935 in a farmhouse near Montpelier, North Dakota. He was the second of six children. He died on June 24, 2023 in Durham, North Carolina, leaving his wife Mary Louise of 64 years, three children, grand and great grandchildren, two brothers and a sister. Vernon, or Van as we called him often regaled us with stories of growing up on a farm in the cold country. He became of master of many trades. He served for three years in the United States Army National Guard. When called to serve the Presbytery of New Brunswick as a fulltime Executive Presbyter, he enjoyed moving the offices from Princeton to the auxiliary office of the then Covenant Presbyterian Church on Parkside Avenue in Trenton, New Jersey. He orchestrated the remodel of the old offices of the Children’s Home Society – an orphanage, and also an addition to the building toward the end of his tenure. Everything worked when Van was in charge.</p> <p>Vernon Van Bruggen was raised in a pious Dutch Reformed home. His initial ordination was in the Reformed Church in America. He would leave that denomination to join the PCUSA – a much more open and affirming denomination. He would be called to the Presbytery of New Brunswick in 1978 as Executive Presbyter. He and other former Reformed pastors would take major leadership roles in the Synod of the Northeast. Van was committed to the Early Ministry Institute – which I have found to be a great gift to the church – not seen in other places I have been. He also could provide trustworthy support to the Synod PJC. Van would get his D.Min. from McCormick Theological Seminary with a cohort of middle judicatory PCUSA leaders. His thesis would focus on organizational structures for faithfulness. I was called in 1991 to maintain those many programs, structures, that mirrored 475 Riverside Dr. – the God Box. I staffed 24 committees when I first came to the Presbytery. Van was a great boss and always required that we provide accurate and timely information. Our job was to staff congregations and support clergy and elders and deacons. Van loved policies and procedures. I have kept all of the policies through out the years. He was a knowledgeable leader in all things dealing with COM and CPM. He became an expert on the Board of Pensions, and often staffed the General Assembly Committee dealing with the oversight of the BOP.</p> <p>Van trusted his staff to be faithful and lead where the Spirit was guiding – but we had to be accurate and timely. He was an advocate of something called the Urban Mission Cabinet and</p>	

mobilized the Presbytery to hire a fulltime Associate by the name of the Rev. Dr. Lorrie Rowland Skinner. We had a Resource Center at the Presbytery Office and we were encouraged to interface with the Reigner Reading Room at Princeton Seminary. I encouraged us to work with elders from Thomas Edison College to create the second Presbytery website in the Nation. I think Philadelphia was first. Van was not sure how we would use a website– but he let me lead the way. As long as we were clear, he was always supportive. Van loved the ministry, and the interface with Princeton Seminary. He was a faithful colleague helping create a strong Executive Forum in the Synod of the NE which I would later have the chance to lead when I became his successor. He would support an effort to build a vocational school in Chia Ghana, prompted by a vision rising out of New Brunswick Presbyterian Church. The building would be dedicated in Van’s name.

Upon retirement to Sanford, North Carolina, he would become a parish associate at the local Presbyterian church – always available and accountable in ministry. I spent 21 years in middle judicatory work in the PCUSA. I learned so much from Vernon Van Bruggen, how to stay calm, think carefully, and provide the best insights I could to lead in Christ’s church. All of this was covered with prayer – a discipline practiced by Van – a consummate leader of Christ’s Church. Well done thou good and faithful servant...enter the joy of thy salvation.

Recognition of Worship Committee: Moderator Chambers led the Presbytery in thanking Rev. Mark Terranova, Rev. Chris Houtz, Linda Goeddel, and Bailey Erlandson for planning and leading worship during the Presbytery’s transition. Their service concludes with this meeting.

Moderator Chambers invited anyone who is interested in helping with worship for the February presbytery meeting to contact the Stated Clerk.

The Moderator then led the presbytery in a service of worship of our Lord. Worship offered readings, song, and prayer to invite reflection as we prepare to enter Advent. The presbytery was inspired by the Dutch Neck church choir’s *a capella* rendition of *Break Forth O Beauteous Heavenly Light* by Johann Sebastian Bach.

### **Consent Agenda**

The Trustees minutes and the report of the Witherspoon Street Administrative Commission were removed from the Consent Agenda upon request. The remaining items were approved on a voice vote.

### **Reports and Motions**

The Moderator passed the gavel to Elder Vice Moderator Adebisi Shofu.

### **Commission on Ministry**

Rev. Nina Reeder reported.

It was moved, seconded, and approved that the minimum terms of call for new contracts beginning 1/1/2024 be increased by 3.2% and that, effective 1/1/2024, the compensation of currently serving teaching elders be increased by at least 3.2%.

In response to questions, Rev. Reeder noted:

- Minimum terms of call are a mandate from the presbytery for all new contracts.
- The 3.2% increase for those already serving is a recommendation, so long as their compensation continues to meet or exceed the presbytery minimum.

Rev. Reeder drew the presbytery's attention to Section G-2.0804 of the *Book of Order* which took effect July 1, 2023, requiring terms of call for installed pastors include a provision for 12 weeks of paid family medical leave. The paragraph reads:

*G-2.0804 Terms of Call*

*The terms of call shall always meet or exceed any minimum requirement of the presbytery in effect when the call is made. The session shall review annually the minister's terms of call and shall propose for congregational action (G-1.0501) such changes as the session deems appropriate, provided that they meet the presbytery's minimum requirements. The call shall include provision for a minimum of twelve weeks paid family medical leave and participation in the benefits plan of the Presbyterian Church (U.S.A.), including both pension and medical coverage, or any successor plan approved by the General Assembly.*

### **Synod Ministries and Missions**

Rev. Sue Smith introduced herself as a member of the Synod of Northeast's Mission and Ministries Commission. Rev. Smith drew the presbytery's attention to the Native American Church Initiative and the Indigenous People's offering that will be taken up on Sunday, February 19, 2024. The offering and initiative will go toward repairs to the church buildings of four Indigenous congregations in the bounds of our Synod.

Rev. Smith drew the presbytery's attention to grant opportunities through the Synod. (<https://www.synodne.org/grants> Click on the Grants menu.)

The Synod publishes a monthly newsletter highlighting its work and many opportunities.

### **Recognition of First Presbyterian Church of Plainsboro**

The presbytery turned to the dissolution of the First Presbyterian Church of Plainsboro. Vice Moderator Shofu noted she started her Presbyterian journey there. Elder David Redman attested to the work of the Administrative Commission and offered appreciation for the work of Lisa Minich, the church's Clerk of Session. Rev. Molly Dykstra spoke to the work of Rev. Marcia Lewis as the church's final pastor. The presbytery paused and Rev. Dykstra offered prayer. It was moved, seconded, and approved to receive the Administrative Commission's report. (The Administrative Commission was empowered on September 16, 2023 and dissolved upon the completion of its work.)

Vice Moderator Shofu passed the gavel to Moderator Chambers.

### **Administrative Commission for Witherspoon Street Presbyterian Church**

The presbytery took up the interim report of the Administrative Commission for Witherspoon Street Presbyterian Church, which had been removed from the Consent Agenda. Rev. Sharyl Dixon reported.

It was moved on behalf of the commission to receive the report. Members of the presbytery asked questions regarding the work of the AC and the information in the report. After a period of questions the Moderator asked if there was further discussion; no hands were raised. The presbytery voted by a show of hands to receive the report.

### **Report of the Relational Co-Leader**

Rev. Dr. Mary Westfall led the presbytery in standing to sing “God welcomes all.” Rev. Westfall then led the presbytery in a “speed faithing” exercise, during which pairs of attendees conversed for a few minutes at a time to share something about themselves.

- What is something particular or unique about your congregation that you find enjoyable?
- What brings you a sense of peace?
- What is a belief you held that has changed?
- What is a time when God spoke to you?

When presbyters returned to their seats, many indicated they had a conversation with someone for the first time. Rev. Westfall spoke to the joys of her work and how much good work she sees, while also hearing stories of weariness.

Rev. Westfall then invited people who took part in recent leadership development and courageous conflict management training to describe the experience. Rev. Karen Hernandez Granzen, Elder David Redman, and Rev. Dr. Glory Thomas offered three perspectives on the training, the opportunity to be present, build relationships, and learn about themselves and their conflict management styles.

Rev. Westfall drew attention to the Commission on Ministry’s upcoming work on revitalization. COM and a couple of congregations will begin the Presbyterian Foundation’s Project Regeneration. Rev. Westfall called attention to other denominational resources and invited presbyters to consider involvement with the Poor People’s Campaign and the study on “We Ain’t Broke” by Mark Edelston.

But we also see churches in Coastlands with some phenomenal programs. Amazing campus ministries work with young people and helping them explore faith and affirm who they are. We can grieve for what we had when we grew up, but we can also open our hands to receive what is new.

Rev. Westfall closed in song: “Wash over Me.”

### **Grants Team**

Moderator Chambers reported on the Grants Team made up of representatives from Council (Moderator Chambers and Elder Ekan Onyile), COM (Rev. Katja Greuning and Elder Sean Starke), and Trustees (Elder Tracy Eskridge and Elder Walt Vincent). The team has completed the work for the pilot grant cycle and will be notifying applicants by mail. Grant recipients will be announced in the presbytery newsletter. The next round of funding will be April 2024, and another in October 2024. The Moderator invited team members to stand and the presbytery thanked them with applause.

## **Committee on Representation/Nominations Report**

Elder Kathy Ramsay reported.

In addition to the nominees in the commissioners' handbook, Elder Ramsay offered the following nominees.

- TE Fred Garry (Metuchen), Trustees Class of 2026 (2<sup>nd</sup> term)
- TE Julie Thompson-Barrier (Church on the Hill), CPM Class of 2025 (2-year term)
- TE Lauren McFeaters (Nassau), CPM Class of 2026 Nassau
- TE Rory Chambers (Dutch Neck), CPM Class of 2026
- TE Janet Macgregor Williams, HR, CPM Class of 2026 (2<sup>nd</sup> term)

The slate of nominees was moved and seconded. The Moderator asked for nominations from the floor. Seeing none, nominations were closed and all nominees elected on a show of hands.

Elder Ramsay drew presbytery's attention to the lack of a Young Adult Advisory Delegate (YAAD) for the 226<sup>th</sup> General Assembly and reported that COR/N continues to seek qualified applicants. The deadline is December 23. It was moved, seconded, and approved by voice vote to set aside the Standing Rules in order to allow Council to appoint a YAAD.

## **Trustees Budget Presentation for 2024**

Rev. Fred Garry reported.

Rev. Garry presented the 2024 budget for a first reading. Per capita remains at \$40 and the budget is in balance. The 4.6% draw on investments is not as low as it could be but is better than the budget for 2023.

In response to questions, Rev. Garry noted:

- Grants are not included in the operating budget. They are funded through short-and-medium-term capital investments.
- We should expect some mid-year adjustments for staff compensation.
- A budget line for Committee on Representation/Nominating can be added. Rev. Garry invited COR/N to send a request.

## **Trustees Minutes:**

The presbytery took up the Trustees minutes, which had been removed from the Consent Agenda. Following a question regarding Presbyterian Investment & Loan Program (PILP) loans and a suggestion that the Trustees receive periodic financial reports from churches that receive PILP loans, it was moved, seconded, and approved to receive the minutes.

## **Report of the Administrative Co-Leader and Stated Clerk**

Elder Jean Woodman reported.

It was moved and seconded to receive the report of the Session Records Review Committee. A correction was offered, adding Presbyterian Church on the Hill (Ocean) to the list of churches whose session minutes were reviewed. The motion was approved with the correction.

It was moved and seconded to adopt the Parity Plan for 2024. Elder Woodman explained that our abundance of teaching elders allows Coastlands to allocate more ruling elder commissioners. During our transition, we began to allocate an additional commissioner to churches with 20% or more non-white members in order to give more voice to historically underrepresented congregations. There being no questions, the parity plan was adopted on a voice vote.

**Adjournment**

At 8:49 PM it was moved, seconded, and approved that the presbytery meeting adjourn. Moderator Chambers offered prayer.

Next Stated Meeting: Tuesday, February 27, 2024 at 6:30 PM online.

Minutes approved: \_\_\_\_\_

Attest:

RE Jean Woodman, Stated Clerk.

The reports and committee/commission minutes referenced in these minutes were included in the November 28, 2023 Commissioners' Handbook and are incorporated in these draft minutes by reference. All referenced items are included in the permanent minutes of the presbytery.





## Presbytery of The Coastlands

617 Hope Chapel Rd.  
Lakewood, NJ 08701

November 2023

Re: Session Records Review

As per the requirements of the Book of Order 3.0108, I am pleased to submit the 2023 report of Session Records Review Committee. Over the course of four meetings held in-person and via Zoom, Clerks of Session met with the Stated Clerk and the Committee to review their colleagues' Session records, to share information on best practices and to celebrate any notable events and milestones that occurred in their church communities. The scope of this annual review was for the calendar year 2022.

Of 69 churches and worshiping communities in the Coastlands Presbytery, 28 churches and worshiping communities participated in these meetings.

Respectfully submitted,

Ken Gordon  
Session Records Review Committee  
[admin@coastlandspresbytery.org](mailto:admin@coastlandspresbytery.org)

		<u>2022 Reviewed</u>	<u>2021 Reviewed</u>
1	Allentown <i>Allentown Presbyterian Church</i>	<input checked="" type="checkbox"/>	
2	<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"/>	<input checked="" type="checkbox"/>
5	Belmar, First <i>First Presbyterian Church</i>	<input checked="" type="checkbox"/>	
6	Brick <i>Brick Presbyterian Church</i>	<input checked="" type="checkbox"/>	<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"/>	<input checked="" type="checkbox"/>
12	Dayton, First <i>First Presbyterian Church at Dayton</i>	<input checked="" type="checkbox"/>	
13	Dutch Neck, First <i>First Presbyterian Church of Dutch Neck</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
14	East Brunswick, Trinity <i>Trinity Presbyterian Church</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
15	Edison, Community Presbyterian <i>Community Presbyterian Church - Edison</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
16	Edison, Lord of Hope <i>Lord of Hope Presbyterian Church</i>		
17	Edison, Oak Tree/Iselin Presbyterian Church <i>Edison, Oak Tree Presbyterian Church</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
18	Englishtown, First <i>First Presbyterian Church</i>	<input checked="" type="checkbox"/>	
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"/>	<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"/>	<input checked="" type="checkbox"/>
32	Jamesburg <i>Presbyterian Church of Jamesburg</i>		
33	Kingston <i>Kingston Presbyterian Church</i>	<input checked="" type="checkbox"/>	
34	Lakehurst, First <i>First Presbyterian Church</i>	<input checked="" type="checkbox"/>	
35	Lakewood, First <i>First Presbyterian Church</i>		<input checked="" type="checkbox"/>

Merged w/Oak Tree

		<u>2022 Reviewed</u>	<u>2021 Reviewed</u>
36	Lakewood, Hope <i>Lakewood Hope Presbyterian Church</i>	<input checked="" type="checkbox"/>	
37	Lawrence Road <i>Lawrence Road Presbyterian Church</i>		
38	Lawrenceville <i>Presbyterian Church of Lawrenceville</i>		<input checked="" type="checkbox"/>
39	Lincroft <i>Lincroft Presbyterian Church</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
40	Manasquan <i>Manasquan Presbyterian Church</i>		<input checked="" type="checkbox"/>
41	Matawan, First <i>First Presbyterian Church</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
42	Metuchen, First <i>First Presbyterian Church of Metuchen</i>		<input checked="" type="checkbox"/>
43	Millstone, United <i>Presbyterian Church of Millstone</i>	<input checked="" type="checkbox"/>	<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"/>	<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>	<input checked="" type="checkbox"/>	
48	New Egypt, Plumsted <i>Plumsted Presbyterian Church</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
49	Ocean, The Church on the Hill <i>The Presbyterian Church on the Hill</i>	<input checked="" type="checkbox"/>	
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"/>	<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"/>	<input checked="" type="checkbox"/>
58	Shrewsbury <i>Presbyterian Church at Shrewsbury</i>	<input checked="" type="checkbox"/>	
59	Slackwood <i>Slackwood Presbyterian Church</i>	<input checked="" type="checkbox"/>	<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"/>	<input checked="" type="checkbox"/>
65	Tower Hill <i>First Presbyterian Church at Red Bank</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
66	Trenton, First <i>First Presbyterian Church, Trenton</i>		
67	Trenton, Westminster <i>Westminster Presbyterian Church, Trenton</i>	<input checked="" type="checkbox"/>	
68	Urban Mission Network <i>Urban Mission Network</i>		
69	West Trenton <i>West Trenton Presbyterian Church</i>		

		<u>2022 Reviewed</u>	<u>2021 Reviewed</u>
70	Witherspoon Street <i>Witherspoon Street Presbyterian Church</i>		
71	Woodbridge, First <i>First Presbyterian Church of Woodbridge</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
72	Yardville, United <i>United Presbyterian Church of Yardville</i>		
		31 Respondents	30 Respondents

### Session Records Review- Presbytery of the Coastlands- 2022

Name and Address of Church \_\_\_\_\_

Clerk Contact Information:

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

NOTE: Please enter the page number in the Minutes Book of a representative example of each checklist item below. If not found or not applicable please indicate in the appropriate column.

	Pages	Y	N	NA
1. Date, time, place, moderator, attendance, type of meeting (1 <sup>st</sup> meeting of year)				
2. Meeting opened and closed with prayer (1st 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				
25. Record names of any Elders (or others eligible to vote) that dissent from actions taken by Session (dissensions may only be recorded during the same meeting as the action).				
26. If any protests are presented to the Clerk, record receipt of such protests.				

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 Chris Renshaw at [admin@coastlandspresbytery.org](mailto:admin@coastlandspresbytery.org).

**Allentown**

2020 WAS APC'S 300<sup>TH</sup> ANNIVERSARY AS A CONGREGATION. THE PANDEMIC INTERRUPTED THE CELEBRATION, BUT IN 2022 THE SPIRIT OF RECOGNIZING THAT MILESTONE CONTINUED. THE SESSION SPENT TIME LOOKING FORWARD AND WRESTLING WITH HOW TO DO CHURCH IN THESE CHANGING TIMES. THE CHURCH CELEBRATED THE BIRTH OF OUR ASSOCIATE PASTOR'S FIRST CHILD AND THE 25<sup>TH</sup> ANNIVERSARY OF REV. DR. STEPHEN HEINZEL-NELSON'S INSTALLATION AS THE PASTOR OF APC.

**Belmar**

March 20, 2022 First Presbyterian Church in Belmar celebrated our 145<sup>th</sup> Anniversary. Our Church was listed as sight #4 on Belmar's Treasure Trail for the town's 150<sup>th</sup> anniversary.

September 24, 2022, we held our 1<sup>st</sup> and very successful Farmers Market and Craft Fair.

November 6, 2022, Tim Broege celebrated his 50<sup>th</sup> Anniversary as our Minister of Music.

Our very active Bible study Group I meets every Wednesday for dinner and study.

**Brick**

After a long search we were thrilled to welcome Rev. Kristine Miles as our pastor. Our previous pastor Rev. Douglas G. Chase served our congregation for 27 years. Rev. Miles started July 1, 2022 and has been welcomed with open arms.

**Cornerstone – Jackson**

2022 held its challenges during the first quarter of the year as we were still having to comply with restrictions brought about by Co-Vid 19, as was everyone! It seems so long ago now, but it was still very much affecting both our lives at home, work and at church! Despite these challenges Cornerstone continued to thrive and gained 6 new members and held 3 Baptisms! God is Good! Our Sunday School remained active through the creative thinking of our teachers utilizing "drop-off" lessons for the children to participate in and we held a successful Vacation Bible School. We completed many renovations and upgrades to our Sanctuary and Harmony House thanks to our Building Committee! Our music director formed a bell choir. We participated in the VIP Water Walk and raised just under \$8,200 for the cause! This is a commitment that is very close to our congregation's heart! We participated in the Jackson Roadside Cleanup, as we do every year. A Technology Committee was formed in order to keep our church relevant in this age of fast paced social media and communication practices. We held a Fall Festival complete with "Trunk or Treat" and participated in our annual programs around Christmas time of "Project Little Soldier" and "Adopt a Family." We are anticipating another joy packed year for 2023! God is Good! All the Time!

**Cranbury**

- Covid Pandemic: Session continued to monitor all state & federal policies, making adjustments to our church Covid policies and procedures as necessary and appropriate.
  - Vision Team/ Mission Statement: Re-imagined and developed to conclude Mission Study process begun in 2021
  - Approved addition of a Girl Scout troop to our church-sponsored Boy Scout troop
  - Manual of Operations created
  - Study of our Music Ministry begun – continued through 2023
  - Wi-Fi/ Internet/ Live-streaming infrastructure evaluated and re-vamped with significant enhancement
  - Afghan refugee family of 8 welcomed and provided with a home and furnishings in conjunction with the IRISE organization. Ongoing assistance to the family facilitated by creation of a Refugee Welcome Ministry in our church.
  - New Youth Director position created and filled
  - Church food pantry expanded to accommodate growing need, with shift to “drive thru” process in keeping with Covid policies, and delivery of food to two local organizations serving low income families.
- 

**Dayton**

- Open Kitchen, held the last Saturday of each month, which has been happening for 10 years now!
  - The Earth Care Team was created and is actively progressing.
  - Rev. Werner was Moderator of the new Presbytery from February/2022 through February/2023.
  - Session read and discussed the book “Canoeing the Mountains”.  
A new outside sign for the First Presbyterian Church of Dayton was made and installed...it’s beautiful!
- 

**Dutch Neck**

1. A new sewing project growing out of our M.L.King Day service work: sewing over 200 heart-shaped scent cloths for NICU babies. (p. 17)
  2. A Saturday Cooking Club. Church members and non-church friends who wanted to learn how to cook, or cook better, used the church kitchen once a month. (p. 32)
  3. Church collaborated with a local Girl Scout Gold Award Project and community organization Send Hunger Packing (SHuP) to place a Little Free Food Pantry in the church parking lot, free and open to all in the community. Congregation members stock the pantry, the Girl Scouts and SHuP monitor use. (p. 52)
  4. Five-church Youth Collective (Cranbury, Dayton, Dutch Neck, Hightstown, and Kingston) was created to bring the five youth groups together once a month at a church in the Collective. (p. 58)
-



**Englishtown**

We have been doing the best we can with finding pulpit supply and having Elders fill in to lead worship while we are without a pastor. We are eagerly awaiting assistance from Presbytery as we begin our search for an interim, as it has been more than 2 years since our pastor retired.

**Freehold**

First Presbyterian Church of Freehold hosted the Glee Club Concert of USMA at West Point in 2022

On April 23, 2023 First Presbyterian Church of Freehold celebrated its 185<sup>th</sup> Birthday.

**Iselin**

On June 11, 2023, the congregation and corporation of the First Presbyterian Church was closed and a new church was opened in unity with the Oak Tree Presbyterian Church. We are now Oak Tree-Iselin Presbyterian Church. Our weekly attendance has increased, we see kids in Sunday School, there seems to be a new energy and enthusiasm. Our young pastor is an excellent preacher. We are exploring more ways to reach people using technology. We have kept the second church building to use as an outreach center and are looking for ways to utilize that building in addition to the school and two other congregations that it serves now. So many possibilities!

**Kingston**

1. In September we established a partnership with the Dayton, Hightstown, Cranbury and Dutch Neck churches for youth ministry, and hired a part-time Youth Partner to lead this ministry in our church and partner with the others.
2. First part of the year was spent discerning, with input from the congregation, how to allocate the remainder of a large transformational gift received at the end of 2021, after first giving 10% to causes and ministries our church has supported over the years.
3. Last part of the year was spent planning for our 300<sup>th</sup> anniversary in 2023.

**Lincroft**

Rev. Rose Niles (of the Presbyterian Foundation and Project Regeneration) helped LPC's Session and Congregational Vitality Group to discern God's plans for LPC's future. CVG prepared a 2-page Ministry Plan reviewed by the congregation in June which led to an All-Church Retreat in November. During the Retreat members expressed agreement to select merging with another church as the best option for LPC's future.

**Matawan**

Annie Pantoja examined by Session and recommended for continued candidacy for ministry.

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**New Brunswick – Peace Chapel**

In May 2022 congregation moved from church at 100 Livingston Ave., New Brunswick (having been there since 1952) to 122 Livingston Ave., North Brunswick. The new church building is called Peace Chapel. Renovations are on-going.

**Pt. Pleasant**

140 yr anniversary - October, 22 - celebrated on 11/6/22.  
 Participated in Seafood Festival - September.  
 Several Adult Education opportunities (248 - Line of Duty, 258 - Making up White, Advent Study - 267)

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**Red Bank – Tower Hill**

The number of people attending worship grew significantly in 2022 and continues to grow in 2023 with a large number of new members joining the church. There has been a large increase in the number of infant baptisms and more adult baptisms than any other time in Tower Hill's history. We also saw participate in small groups grow to over 240 participants.

Example events include the introduction of a new Veterans Days Concert on November 13<sup>th</sup>, 2022, and very high participation of members and visitors for the Christmas on the Hill event on December 3<sup>rd</sup>, 2022.

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**Toms River**

Session has been very pleased to see continuing and expanding participation in our Special Needs Ministry, including a monthly Friday night program for young adults. As many as 60 young people plus family members and PCTR volunteers have enjoyed the opportunity to gather for food, games, dances and social time each month.

Our Youth Groups have been participating in projects associated with Urban Promise and the "Phillie Projects". Director of Youth and Family Ministries Amanda Hubler escorted members of our Youth to Philadelphia to serve and to help them see how their spiritual gifts play out in service to others.

Trinity - East Brunswick

2022!  
Our continuous efforts to hold a Rice Against Hunger event - food packaging w/ over 45 Trinity members & friends who packed 10,152 meals consisting of dehydrated rice, soybean protein, flavorings & 23 essential vitamins & minerals for family preparation in Sri Lanka, the country chosen for our meals.

## The Presbytery of the Coastlands Commission On Representation / Nominating February 27, 2024

Nominating brings forth the following people for nomination. They are in italics & bold. Please note the vacancies. I thought it would be helpful to see who is currently serving on each of the committees along with the vacancies.

Diversity Information (General Assembly designation codes)

A – Asian American  
B – African American  
H – Hispanic/Latinx  
M – Middle Eastern

N – Native American/Indigenous  
P – Pacific Islander  
W – White/Caucasian

More than one letter separated by a “/” indicates the racial identification of persons requesting to be identified as biracial or multiracial, such as H/B-Hispanic/Latinx and African American.

*Italicize - Nominating*

Gender Codes: F: Female, M: Male, NB: Nonbinary

### COUNCIL

Class of 2024	Div	Term	Class of 2025	Div	Term	Class of 2026	Div	Term
TE Karen Hernandez-Granzen Trenton - Westminster	F MR	1 <sup>st</sup>	<b><i>TE Morgan Valencia King, Ewing</i></b>	M W	1 <sup>st</sup>	TE Linda Goeddel Honorably Retired	F W	2 <sup>nd</sup>
RE Jan Margolis Metuchen	F W	1 <sup>st</sup>	RE Ekan Onyile North Brunswick – Peace Chapel	F B	1 <sup>st</sup>	RE Kathryn Starzer-Farrell East Brunswick - Trinity	F W	2 <sup>nd</sup>

Also serving on the Council, ex-officio and without vote, are the Presbytery Moderator (who moderates the Council), the Vice Moderator, and the Past Moderator.

Past Moderator:

TE Rory Chambers, Dutch Neck (M/W)

Moderator:

RE Bisi Shofu, Trenton, Westminster (F/B)

Vice Moderator

TE Glory Thomas, Validated Ministry (F/A)

**COMMISSIONERS TO THE 226TH GENERAL ASSEMBLY (2024)**

<b>Ruling Elders (2)</b>	<b>Div</b>	<b>Teaching Elders (2)</b>	<b>Div</b>	<b>Young Adult Advisory Delegate (1)</b>	<b>Div</b>
RE Kevin Gift (Witherspoon Street)	M W	TE Alan Olson (Freehold)	M W	Rachel Mitchell (Nassau)	F W
RE Ekan Onyile (Peace Chapel)	F B	TE Sharyl Dixon (Kingston)	F W		

**SYNOD ASSEMBLY COMMISSIONERS**

The Synod Assembly will meet October 25 – 26, 2024, with an education day on Thursday, October 24. Presbytery may elect commissioners in 2024.

<b>Ruling Elders (2)</b>	<b>Div</b>	<b>Teaching Elders (2)</b>	<b>Div</b>	<b>Young Adult Advisory Delegate, age 17-23 (1)</b>	<b>Div</b>
VACANT		<i>TE Sue Smith Honorably Retired</i>	F AE	VACANT	
VACANT		VACANT			

**TRUSTEES**

<b>Class of 2024</b>	<b>Div</b>	<b>Term</b>	<b>Class of 2025</b>	<b>Div</b>	<b>Term</b>	<b>Class of 2026</b>	<b>Div</b>	<b>Term</b>
RE Tracy Eskridge Witherspoon Street	F B	1st	RE Lawrence Adjah Peace Chapel	M B	1st	TE Fred Garry Metuchen	M W	2nd
TE Sue Smith Honorably Retired	F W	1st	TE James Dunson Matawan	M W	1st	RE Linda Klose Church on the Hill	F W	1st
RE Nancy Tindall Allentown	F W	2nd	RE Walter Vincent Hightstown	M W	1st	TE Andrew Scales Validated Ministry	M W	2nd

**PERMANENT JUDICIAL COMMISSION**

<b>Class of 2024</b>	<b>Div</b>	<b>Term</b>	<b>Class of 2026</b>	<b>Div</b>	<b>Term</b>	<b>Class of 2028</b>	<b>Div</b>	<b>Term</b>
TE Nancy Mikoski Pennington	F W	1st	TE Alan Olson Freehold	M W	1st	RE Diana Chase Jamesburg	F W	1st
RE Noel Tonneman Red Bank – Tower Hill	F W	1st	RE Joel Davies Shrewsbury	M W	1st	RE Charles Hedrick Metuchen	M W	1st
						RE Mark Setaro Allentown	M W	1st
						TE Beth Tanner Validated Ministry	F W	1st

**COMMISSION ON MINISTRY**

Class of 2024	Div	Term	Class of 2025	Div	Term	Class of 2026	Div	Term
TE David Bowman Slackwood	M W	1st	TE David Cotton	M W	1st	TE Kathy Genus Jamesburg	F W	2nd
TE Molly Dykstra Validated Ministry	F W	1st	TE Walter DeGunya Validated Ministry	M H	1st	TE Jan Koczera Honorably Retired	M W	2nd
TE David Hallgren Validated Ministry	M N	1st	TE Katja Gruening Shrewsbury	F W	1st	RE James McGuire Point Pleasant	M W	2nd
TE Kristie Miles Brick	F W	1st	TE Chris Houtz Oak Tree-Iselin	M W	1st	RE Debra Jones Peart Witherspoon Street	F B	2nd
TE Bill Morris Belmar	M W	1st	RE Dan Raisch Toms River	M W	1st	<b>TE Shannon Smythe</b> <b>Validated Ministry</b>	F W	1st
RE Sean Starke Shrewsbury	M W	1st	TE Nina Reeder Honorably Retired Moderator	F W	1st	VACANT		

**COMMISSION ON PREPARATION FOR MINISTRY**

Class of 2024	Div	Term	Class of 2025	Div	Term	Class of 2026	Div	Term
TE George Erlandson Edison – Community Co-moderator	M W	1st	RE Mike Meduski Hamilton Square	M W	1st	TE Janet McGregor Williams Honorably Retired	F W	2nd
TE Matt Pigman Member-at-large	M W	1st	RE Carol Meyer Pennington	F W	1st	VACANT		
TE Jean Pinto Honorably Retired	F W	1st	TE Byron Shafer Honorably Retired	M W	1st	VACANT		
RE Debbie Nixon Lawrence Road	F W	2nd	TE Julie Thompson- Barrier Church on the Hill Co-moderator	F W	2nd	VACANT		

## Trustees of the Presbytery of the Coastlands

Report for February 27, 2024

1. **For Presbytery Action:** The Trustees recommend that presbytery adopt the 2024 operating budget as presented in the handbook for this meeting. A summary of changes from the first reading presented on November 28, 2023 is included in the budget notes.
  
2. **For Information and Questions:** The Trustees present the following policy on asset transfers for a first reading.
  1. The Presbytery delegates to the Trustees the authority to approve a sale of real property if waiting until next regular meeting of the Presbytery would delay closing the sale.
  2. When the assets of a dissolving congregation are sold, and if the dissolving congregation so chooses, 10% of the net proceeds may be designated as a legacy gift for ministries consistent with the life of the congregation.
  3. A congregation seeking gracious dismissal from the Presbyterian Church (U.S.A.) shall have three options:
    - a. The congregation may purchase real property and other fixed assets after an appraisal;
    - b. The congregation may lease the use of the property from the Presbytery;
    - c. If the congregation is being dismissed to a denomination of shared tradition, the real property and fixed assets may be transferred as a gift.

**The Presbytery of the Coastlands  
Trustees – Regular Meeting  
November 21, 2023 6:00 PM via Zoom**

**Approved Minutes**

**Members:**

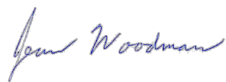
	Class of 2023		Class of 2024		Class of 2025
P	TE Fred Garry, President	P	RE Tracy Eskridge	A	RE Lawrence Adjah
E	TE Andrew Scales		vacant	P	TE James Dunson
P	RE Nancy Tindall		vacant	P	RE Walter Vincent

Staff: Brad Clifton, Mary Westfall, Jean Woodman.

1. Fred opened the meeting with prayer at 6:03 PM.
2. The Trustees reviewed the budget Brad had sent in his Treasurer's report. The Trustees discussed the draw on the presbytery's endowment and personnel matters.
  - a. It was moved and seconded to recommend the 2024 budget to the presbytery as proposed (page 10 of the Treasurer's report). Discussion followed. The motion was approved on a voice vote.
3. The Trustees discussed how to interpret the budget to the presbytery.
4. The Trustees discussed expanding the Personnel Committee, as well as goals for staffing.
5. The Trustees discussed the reduced participation in per capita payments and shared mission (which appears to be misunderstood). Fred noted we need to be clear about what we're asking churches to support. Regarding per capita, the budget item is based on the current rate of \$40 and the membership as of December 31, 2022.
6. The Trustees discussed a question regarding the use of church property by a for-profit organization. Fred also suggested using this experience to draft a policy that could guide other Coastlands churches as they navigate similar property issues.
7. The Trustees approved a motion to adjourn; Nancy offered prayer at 6:48 PM.

**NEXT MEETING:** At the call of the President.

Minutes corrected to reflect Brad Clifton's attendance, and approved December 19, 2023.



Prepared by Elder Jean Woodman, Stated Clerk.



**The Presbytery of the Coastlands  
Trustees – Regular Meeting  
December 19, 2023 6:00 PM via Zoom**

**APPROVED MINUTES**

**Members:**

	<b>Class of 2023</b>		<b>Class of 2024</b>		<b>Class of 2025</b>
P	TE Fred Garry, President	P	RE Tracy Eskridge	A	RE Lawrence Adjah
P	TE Andrew Scales		vacant	P	TE James Dunson
P	RE Nancy Tindall		vacant	P	RE Walter Vincent

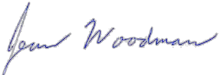
Staff: Brad Clifton, Mary Westfall, Jean Woodman.

1. Fred opened the meeting with prayer at 6:02 PM.
2. The docket was approved without objection.
3. The minutes from November 21, 2023 were corrected to note that Brad Clifton attended the meeting. The Trustees then voted to approve the minutes as corrected.
4. On request of the Presbyterian Church of Lawrenceville, it was moved and seconded to endorse the increase in the PILP loan, approved on August 22, 2023, from \$750,000 to \$1,000,000.
  - a. The Trustees discussed the motion and the church's reasons for requesting the increase.
  - b. The motion was approved on a voice vote.
5. On request of the Commission on Ministry (COM) it was moved and seconded to increase the COM budget to \$25,000 for 2024.
  - a. The Trustees discussed the merits of the increase and the impact on the budget, which will require a larger draw from the long-term funds.
  - b. The Trustees voted to approve increasing the COM budget to \$25,000 for 2024.
6. Treasurer's report:
  - a. Application for Covid tax credits
    - i. It was moved and seconded that we increase the level of our Paychex service plan for 3 months in order to use it apply for Covid tax credits by the deadline of 12/31/23, at an approximate cost of \$5,000.
    - ii. The Trustees discussed the risks and benefits.
    - iii. The motion was approved on a voice vote.
  - b. Brad reported that he has updated the office line of the budget to allow for the expected costs now that a lease for office space has been signed.

- c. Training: The Trustees discussed legacy funds that supported training, and how they might be used to benefit the presbytery.
7. Information: Jean reported on a conversation with David Byers of Westminster PC in Trenton about the Bethany House property in Trenton, prompted by the triennial application to the City of Trenton regarding property tax exemptions. The presbytery owns the property but does not manage it. Presbytery staff are following up on how the property is managed and what funds are available to support the ministry there.
8. Compensation Review:
  - a. Co-Leaders Mary Westfall and Jean Woodman were excused.
  - b. The Trustees moved into executive session to discuss personnel matters.
  - c. Upon conclusion of the executive session, the Trustees reported they voted to recommend 3.2% cost-of-living increases for staff, as well as a \$2,000 year-end bonus for each Co-Leader, a \$1,000 bonus for the Executive Assistant, and a \$1,000 bonus for the bookkeeper.
9. New Business: none
10. The Trustees voted to adjourn at 7:13 PM. Tracy offered the closing prayer.

**NEXT MEETING: Tuesday, January 23, 2024, at 6:00 PM via Zoom.**

Minutes approved January 23, 2024.



Prepared by Elder Jean Woodman, Stated Clerk.

**The Presbytery of the Coastlands  
Trustees – Regular Meeting  
January 23, 2024 6:00 PM via Zoom**

**APPROVED MINUTES**

**Members:**

	<b>Class of 2024</b>		<b>Class of 2025</b>		<b>Class of 2026</b>
E	RE Tracy Eskridge Witherspoon Street	A	RE Lawrence Adjah Peace Chapel	P	TE Fred Garry Metuchen
P	TE Sue Smith Honorably Retired	P	TE James Dunson Manasquan	P	RE Linda Klose Church on the Hill
P	RE Nancy Tindall Allentown	P	RE Walter Vincent Hightstown	P	TE Andrew Scales Validated Ministry

Staff: Brad Clifton, Mary Westfall, Jean Woodman.

Fred ascertained a quorum was present and opened the meeting with prayer at 6:01 PM.

1. The docket was approved without objection.
2. The minutes from December 19, 2023 were approved as distributed.
3. Treasurer's report:
  - a. Brad noted the per capita collection for 2023 came within \$1,000 of the budget projection, and shared mission contributions were \$25,000 below projection.
  - b. Brad noted some increased budget expenses for 2024 based on year-end review. He offset the increase by including a more favorable projection for shared mission contributions from churches.
  - c. Brad reported on some delays with the financial review by FSM.
  - d. ERTC credit: Brad has submitted the information to Paychex, which will submit the application. Two quarters of IRS Forms 941 for legacy New Brunswick are missing. Brad is investigating whether he can get copies from the IRS.
  - e. The trustees discussed ways to encourage more per capita participation. Discussion of how to increase contributions to shared mission will be taken up at a later meeting.
4. Policy and procedure for investment/divestment
  - a. Trustees discussed recent contacts regarding churches who were advised to "divest" their assets (sell real property, then give away the proceeds or use them to survive until they were out of funds). This counters the Trustees' plan to invest assets for the presbytery.

*G-4.0203 Church Property Held in Trust*

*All property held by or for a congregation, a presbytery, a synod, the General Assembly, or the Presbyterian Church (U.S.A.), whether legal title is lodged in a corporation, a trustee or trustees, or an unincorporated association, and whether the property is used in*

*programs of a congregation or of a higher council or retained for the production of income, is held in trust nevertheless for the use and benefit of the Presbyterian Church (U.S.A.).*

- b. The Trustees discussed this advice in light of the *Book of Order* “Trust Clause.” It became apparent that the legacy presbyteries had different practices, ranging from transferring zero to 90% of proceeds to the presbytery.
  - c. Lincroft and Matawan are planning to merge and seem to have been offered the “divestment” guidance. Fred asked for a trustee to serve on that AC when it is formed. Nancy, Sue, and Walt are willing to help.
  - d. Fred asked for a team to draft a process going forward. Nancy, Sue, and Walt indicated interest. The process should cover:
    - How to use a liquidated asset.
    - Honoring what churches want while modeling good process
    - Seeing property as what God has given us to do the mission of the church.
    - Avoiding “presbytery coming in and saying no.”
    - Ensuring presbytery has resources.
    - Sale of real property not used for worship
5. Family Leave policy: The trustees discussed the denominational family leave requirement.
- G-2.0804 Terms of Call “... The call shall include provision for a minimum of twelve weeks paid family medical leave and participation in the benefits plan of the Presbyterian Church (U.S.A.), ...”*
- a. Some presbyteries already had family leave policies and have updated and approved them. We can review some as models.
  - b. The trustees discussed how family leave might be defined, how churches might fund family leave and pulpit supply, what assistance the presbytery could offer, and the availability of emergency grants.
  - c. Fred will talk with Andrew (currently the only Personnel committee member).
6. New Business – None. Linda noted she will be away for the next 3 months and unable to attend meetings.
7. The Trustees voted to adjourn at 7:00 PM. Linda offered the closing prayer.

**NEXT MEETING: Tuesday, February 20, 2024, at 6:00 PM via Zoom.**

Minutes approved February 20, 2024



Elder Jean Woodman, Stated Clerk.



# PER CAPITA

## COMMITTING TO CONNECTION



OFFICE OF THE GENERAL ASSEMBLY (OGA)

## WHY PER CAPITA

Each year, Presbyterians across the Presbyterian Church (U.S.A.) make a commitment to support one another through per capita giving. This call to generosity is deeply rooted in the values that guide what it means to be a Presbyterian:


**We are a priesthood of all believers.** All people are equally created and called by God to serve God's church. As a part of this call, we share in the responsibility of supporting the church.

**We are a connectional church.** No worshipping community is isolated. Rather, the whole of the Presbyterian Church (U.S.A.) is called to work with one another in making ministry possible. Congregations, presbyteries, synods, denominational offices, and more work with one another to offer support, guidance, collaboration, and other opportunities through per capita funding.

**All worshipping communities are equally important and valuable to God's church.** All congregations are given equal access to resources and support funded by per capita. Through sharing of financial responsibility, no congregation is privileged due to their financial capacity.

**We can only be the church with one another.** Through sharing in generous support of per capita and participating in the opportunities per capita funds, the Presbyterian Church (U.S.A.) uplifts and empowers all worshipping communities as an integral part of being the church.

In these and in many other ways, per capita giving is shaped by the call that God has extended for us all to join in the pursuit and formation of God's kin-dom. By gathering together in per capita giving, the Presbyterian Church (U.S.A.) commits to connection and is empowered to live out the ministry of the church.



Per capita is crucial to the overall health of the PC(USA), because it binds presbyteries, synods, and congregations together in one church.

REV. DR. J. HERBERT NELSON, II, STATED CLERK OF THE GENERAL ASSEMBLY

# PER CAPITA MAKES IT POSSIBLE

At its heart, per capita enables ministries that seek to discern God's call and support the health of the church. These ministries reach congregations, mid councils, and assembly work in a variety of ways, including:

- Supporting those called into ministry through the ordination process and equipping both congregations and ministers to discern relationships and calls;
- Empowering mid councils, including Korean speaking non-geographic presbyteries, in equipping leaders and engaging with their communities;
- Holding one another accountable and upholding the constitution of the church through judicial processes;
- Building relationships with ecumenical and interreligious partners to strengthen God's work in the world at-large;
- Preserving the history of the church through the Presbyterian Historical Society, so that we may build bridges between who we have been, who we are, and who we are called to be;
- Embracing the church's support of just immigration through accompanying members and councils as they navigate both joining the church and welcoming into the church;
- Encouraging and equipping leaders to pursue the ministries to which God is calling them through service to assembly committees and mid council roles;
- Pursuing personal and communal opportunities to embrace the diversity of God's creation through church policies and procedures;
- and providing for an equitable and inclusive General Assembly, where members from across the church gather together to discern God's will for the Presbyterian Church (U.S.A.) in a worshipful community.



# HOW PER CAPITA WORKS

Commissioners to each General Assembly approve a per capita rate for the next two years. This rate is based on member statistics submitted by mid councils, ongoing work supported by per capita, and any actions taken by the current assembly which require additional financial support. Ultimately, all ministries funded by the per capita rate are the result of assembly actions. This means that per capita serves as the primary funding source for the many ministries teaching and ruling elders have discerned to be integral to the life of the Presbyterian Church (U.S.A.). As per capita is rooted in the vision of each General Assembly, the Office of the General Assembly is the primary home for these ministries.

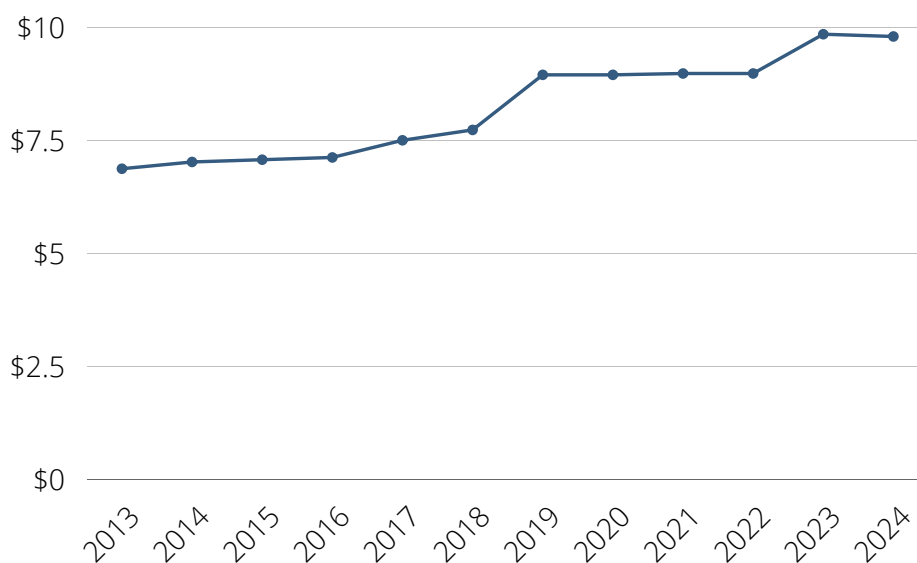
## The denominational per capita rate approved by the 225th General Assembly (2022) is:

**2023 \$9.85**

**2024 \$9.80**

Following the assembly, mid councils are notified of their per capita responsibility as determined by the number of members in their presbytery. Mid councils then add to the General Assembly per capita rate, their own per capita apportionment. This final rate is shared with congregations and members, allowing all to contribute to the work of the church throughout the councils to which they belong.

Despite the increased demand for innovative support and decreasing numbers of members sharing in per capita, the General Assembly rate has stayed largely consistent over the past 10 years, rising only \$2.93 per member.





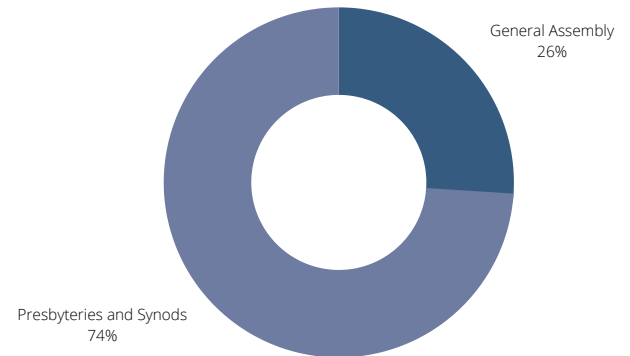
# GIVING TO PER CAPITA

When a congregation gives to per capita, the gifts first go to the presbytery and synod. Each of these mid councils determines the per capita rate for their work and how they allocate denominational per capita from the congregation's overall per capita gift. Typically, the per capita dollars which move through mid councils to the denomination are around 25% of the total per capita given, with 75% going to mid councils and their ministries.

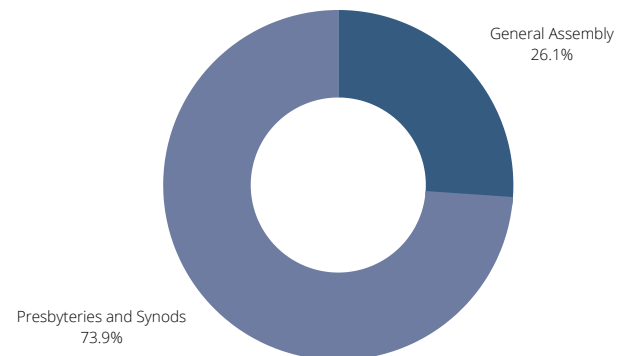
Presbytery leaders who coordinate per capita use an online platform called "Payer Express" which allows for presbyteries to see the per capita total based on their membership statistics, as well as giving history and remaining balances. Staff in the Office of the General Assembly work closely to coordinate this process with mid council leaders.

From there, per capita is used to fund the work of the Office of the General Assembly, as well as some shared efforts with the Administrative Services Group and Presbyterian Mission Agency. Per capita truly is a connectional commitment to the Presbyterian Church (USA) at every level. It is a way to say that this church matters and is called to continue ministry in the world!

2023 Estimated Total Average Per Capita



2024 Estimated Total Average Per Capita



# HOW YOU CAN MAKE A DIFFERENCE

Per capita is about community. It is about committing to connection and support between all members of the Presbyterian Church (USA). It is about joining together and being one body, the body that is Christ's church in the world.

So, how can you make a difference in the life of the church by supporting per capita?

First and foremost, by engaging in your community. Talk about per capita and the impact it has had on your ministry with members of your church. Connect with your presbytery and synod leadership to learn more about the ways per capita enables mid councils to serve. Join with other worshipping communities on January 23, 2023 to celebrate Per Capita Sunday (don't worry- materials for worship are provided on the OGA website!).

There are also many opportunities for you to join with Presbyterians from across the denomination to experience the ministries that per capita funds at the General Assembly level. Whether that includes applying to serve on an elected committee, observing public meetings, or joining the work of the next General Assembly, we pray that you engage deeply with the many ways the Presbyterian Church (USA) is at work in the world.

Your church story is one important thread in the larger tapestry of the PC(USA), and is therefore woven into the story of per capita's work in the church. Let us tell the good news together!

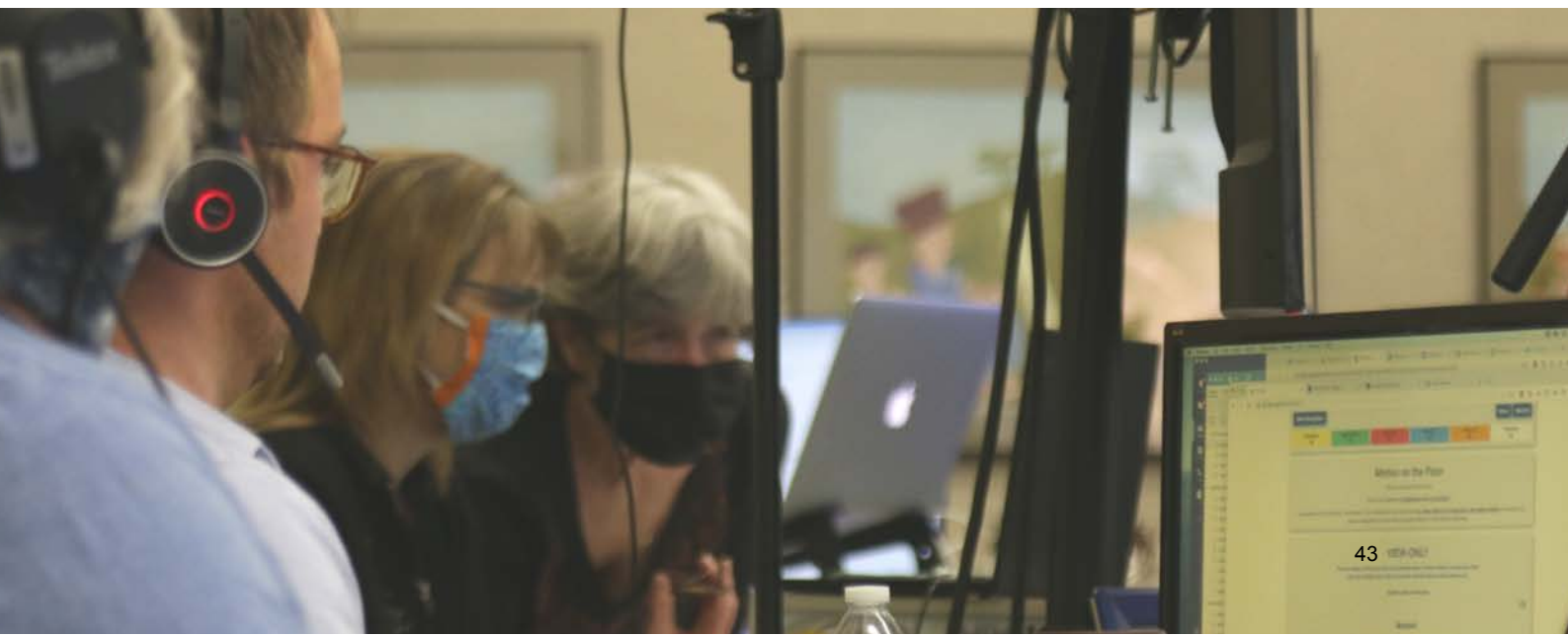


# THANK YOU.

The work of the Presbyterian Church (USA), and in particular the work of the General Assembly, is only possible because members of the church have said they are "all in" and committed to connection through per capita support. It takes all of us together to answer God's call.

Thank you for joining us in ministry.  
Thank you for answering the call.  
Thank you for your support of per capita.

With gratitude,  
The Office of the General Assembly



**The Presbytery of the Coastlands**  
**Commission on Ministry**  
**Report for February 27, 2024**

1. **For Presbytery Action:** The Commission on Ministry recommends that presbytery approve that the minimum terms of call for new contracts beginning 1/1/2024 be increased by 3.2% and that, effective 1/1/2024, the compensation of currently serving teaching elders be increased by at least 3.2%.
  
2. **For Information:** Effective July 1, 2023, Section G-2.0804 of the *Book of Order* took effect, requiring terms of call for installed pastors include a provision for 12 weeks of paid family medical leave. The paragraph reads:

*G-2.0804 Terms of Call*

The terms of call shall always meet or exceed any minimum requirement of the presbytery in effect when the call is made. The session shall review annually the minister's terms of call and shall propose for congregational action (G-1.0501) such changes as the session deems appropriate, provided that they meet the presbytery's minimum requirements. The call shall include provision for a minimum of twelve weeks paid family medical leave and participation in the benefits plan of the Presbyterian Church (U.S.A.), including both pension and medical coverage, or any successor plan approved by the General Assembly.

The Stated Clerk will communicate the changes in terms of call and the requirement to provide 12 weeks of paid family medical leave for installed pastors to all clerks of session by letter, by email, and via the newsletter.

## Commission on Ministry of the Presbytery of the Coastlands

Approved Minutes, Stated Meeting

November 7, 2023 7:00 PM

Zoom

### Attendance:

	Class of 2023		Class of 2024		Class of 2025
P	TE Kathy Genus	E	TE David Bowman	E	TE David Cotton
E	TE Jan Koczera	P	TE Molly Dykstra	E	TE Walter DeGunya
P	RE Jim McGuire	A	TE David Hallgren	P	TE Katja Gruenig
P	RE Debra Jones Peart	E	TE Kristie Miles	P	TE Chris Houtz
P	RE David Redman	A	TE Bill Morris	P	RE Dan Raisch, excused early
	Vacant	P	RE Sean Starke	P	TE Nina Reeder, Moderator

Legend: P - Present, E - Excused, A – Absent.

**Also present:** RE Jean Woodman, Administrative Co-Leader & Stated Clerk; TE Mary Westfall, Relational Co-Leader.

### Opening

Nina called the meeting to order at 7:03 PM. Mary Westfall reviewed the recent leadership training facilitated by LeaderWise, noting the group's covenant of being together. Mary commended the notes in the COM shared folder to the COM for reflection. Mary then led the COM in prayer.

**Consent Agenda:** The COM approved the consent agenda on a voice vote.

- Approve the agenda
- Approve the minutes from the October 3, 2023 meeting
- Affirm the e-vote approving the Ordination/Installation Administrative Commission for Tori Paquette West Trenton PC
  - Rory Chambers; Dutch Neck Presbyterian Church; Teaching Elder
  - Walter de Gunya; Anne Klein Forensic Center; Teaching Elder
  - Morgan Valencia King; Ewing Covenant Presbyterian Church; Teaching Elder
  - Andrew Scales; Princeton Presbyterians; Teaching Elder
  - Linda Ashton; West Trenton Presbyterian Church; Ruling Elder
  - Chelsea Hall; Hopewell Presbyterian Church; Ruling Elder
  - Jean Woodman; Hamilton Square Presbyterian Church; Ruling Elder
  - Corresponding Member: Balinda Washington, Northern New England Presbytery; Ruling Elder
- Approve the Installation Administrative Commission for Rev. Morgan Valencia King/Ewing Covenant PC
  - Rory Chambers; Dutch Neck Presbyterian Church; Teaching Elder
  - Mary Westfall; Presbytery of the Coastlands; Teaching Elder

- Tori Paquette; West Trenton Presbyterian Church; Teaching Elder
- David Bowman; Slackwood Presbyterian Church; Teaching Elder
- Pam Hoffman; Ewing Covenant Presbyterian Church; Ruling Elder
- Gooitzen van der Wal; Lawrenceville Presbyterian Church; Ruling Elder
- Chelsea Hall; Hopewell Presbyterian Church; Ruling Elder
- Approve Rev. Nidia Fernandez' request to be moved to Honorably Retired status as of November 1, 2023

### Votes with conversation

- The COM approved David Redman and Sean Starke to conduct an exit interview for Trinity PC session and Rev. David Cotton.
- Validation of ministry:
  - The COM discussed the Celtic Pilgrims ministry of Rev. Kiran Wimberly.
  - It was moved and seconded to validate the ministry pending a Zoom interview with Kiran.
  - Following further discussion, the COM voted to postpone the motion pending a Zoom interview with Kiran.
- Westminster (Middletown) mission study: It was moved and seconded to approve the Westminster Presbyterian Church's mission study. The COM discussed the thoroughness of the study. The COM then voted to approve the study by a show of hands.
- Jamesburg mission study
  - Kathy Genus was excused while the COM discussed the Jamesburg mission study.
  - It was moved and seconded to approve the Jamesburg mission study. The COM discussed the mission study, noting the thorough work.
  - The COM then voted to approve the study by a show of hands.
  - Kathy Genus returned to the meeting.
- Terms of call for 2024
  - It was moved and seconded to recommend to the Presbytery that the minimum terms of call for new contracts beginning 1/1/2024 be increased by 4% and that the compensation of currently serving teaching elders be increased by at least 4%.
  - The COM amended its motion to set the increased compensation rate by 3.2% and to specify that the increase for those currently serving will take effect on January 1, 2024.
  - COM further discussed the proposal and its impact.
  - COM then voted by a show of hands to send the recommendation to the November 28 meeting of Presbytery.
  - **COM recommends that the minimum terms of call for new contracts beginning 1/1/2024 be increased by 3.2% and that, effective 1/1/2024, the compensation of currently serving teaching elders be increased by at least 3.2%.**
  - COM asked that the staff communicate the compensation rates to the Clerks of Session by letter sent via US Mail, in addition to the usual email and newsletter announcements, after the November 28 presbytery meeting.

Dan Raisch was excused from the meeting.

**Information Items**

- The COM discussed a number of confidential matters.
- Rumson PC: David Redman, Jim McGuire, and Jan Koczera conducted an exit interview with Rev. Paul Kirbas, who recently concluded his time as Interim Pastor. Rev. Julie Thompson-Barrier is moderating the session.
- The COM discussed the possibility of an in-person, Saturday meeting as a mini-retreat. The COM tentatively decided on Saturday, 1/13/24, 2:00 – 6:00 PM. Discussion topics would include revision of the COM manual (handbook) created during the transition to reflect the Coastlands presbytery's context, as well as the creation of liaison teams.

**Mark your calendars**

- Presbytery meeting in person at Dutch Neck Presbyterian Church, Tuesday, November 28, 2023
- Tori Paquette ordination and installation at West Trenton Presbyterian Church, Sunday, November 19, 2023, 3:00 PM.
- Rev. Morgan Valencia King installation at Ewing Covenant Presbyterian Church December 3, 2023
- COM mini-retreat: Saturday, 1/13/24, 2:00 – 6:00 PM, location TBD.

**Adjournment:** The meeting was adjourned at 9:24 PM. Nina led the COM in prayer.

**Next meeting: Tuesday, December 5, 2023 at 7:00 PM on Zoom.**

Prepared by Jean Woodman, Stated Clerk.



Minutes approved: December 5, 2023

**Presbytery of the Coastlands**  
Report of the Presbytery Council  
February 27, 2024

**For Presbytery Action:**

1. The Council moves that Presbytery support the Synod Native American Church Restoration Fund with a gift of \$20,000 to the Indigenous People's Offering.

*If approved, the Trustees report funds from the long-term investment account are available.*

2. The Council moves that the Presbytery create and empower an Administrative Commission to guide the process of joining the Lincroft Presbyterian Church with the First Presbyterian Church of Matawan.

*See full text beginning on the next page.*

**For Information:**

Council approved the following dates for regular presbytery meetings in 2024.

- Tuesday, February 27, 6:30 PM online
- Tuesday, May 28 in-person.
  - This meeting will begin at 12:00 noon or 1:00 PM with an afternoon schedule featuring information on upcoming changes to Board of Pensions' medical plans, a Session records review and clerk training, outdoor time, and more!
  - We'll have dinner at 5:00 PM and conclude with a business meeting at 6:00 PM.
  - Watch for details!
- Tuesday, September 24, 6:00 PM in-person (dinner at 5:00 PM)
- Saturday, November 23, time TBD depending on the host



**The Presbytery of the Coastlands  
Council – Regular Meeting**  
November 6, 2023 12:00 PM via Zoom

**APPROVED MINUTES**

**Attendance:**

	<b>Class of 2023</b>		<b>Class of 2024</b>		<b>Class of 2025</b>
P	TE Linda Goeddel	P	TE Karen Hernandez-Granzen	P	TE Glory Thomas
P	RE Kathryn Starzer-Farrell	P	RE Jan Margolis	E	RE Ekan Onyile

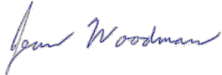
**Also Present:** TE Rory Chambers, Moderator, Vice Moderator, TE Mary Westfall, Relational Co-Leader; RE Jean Woodman, Administrative Co-Leader and Stated Clerk, Vice Moderator Bisi Shofu; Guest TE Sue Smith, Synod Commissioner.

- 1) Rory Chambers opened the meeting with prayer at 12:04 PM. The meeting had been rescheduled from November 2 to November 6 by an email decision.
- 2) Sue Smith attended as the presbytery’s commissioner to the Synod Ministries and Mission Commission. Sue would like to bring two items to presbytery on November 28.
  - All-Synod offering in February to support the Indigenous congregations in the Synod bounds. This will purchase materials to repair the buildings of four Indigenous congregations for a work day in 2024. Watch for details from the Synod in December.
  - Synod grant funding: The Synod makes grant funding available. For example, Princeton Presbyterians and Witherspoon Street-Nassau’s “Bending the Moral Arc” project have received funding from the Synod.
- 3) The minutes of the October 5, 2023 meeting were approved with typographical corrections.
- 4) OLD Business:
  - The November 28 meeting will be held at the Dutch Neck Presbyterian Church with a livestream.
    - Council discussed the differences among streaming, hybrid, and online meetings.
      - (1) Streaming: In-person participants have full access. Online viewers may view but cannot participate.
      - (2) Online: All participants are online and have full voice and vote in accordance with presbytery rules. Commissioners must be able to see and hear one another.
      - (3) Hybrid: Some commissioners are physically present and others are present online. All commissioners must be able to see and hear one another.
    - Council wondered whether, if given a hybrid option, people might opt for hybrid and lose some of the experience. Council discussed creating a survey to send to presbytery commissioners. Council also noted the February 2024 online meeting will provide an attendance list for comparison.

- 5) Leadership Training from October 14: Council agreed by consensus to block 20-30 minutes at the November 28 meeting, if available, for relationship building and comments from two participants at the October 14 training.
- 6) Council moved, seconded, and approved to suggest to COR/N that Council and COR/N bring the following policy to the November 28 presbytery meeting: "Nominations from the floor be accepted and approved subject to interview and review by COR/N."
- 7) Council discussed nominees to COR/N for the Class of 2026.
- 8) New Business: None
- 9) The meeting was adjourned at 1:59 PM with prayer by Mary Westfall

**NEXT MEETING: December 7, 2023 at 12:00 PM via Zoom.**

Minutes approved December 7, 2023.



Prepared by Elder Jean Woodman, Stated Clerk.

**The Presbytery of the Coastlands  
Council – Regular Meeting  
December 7, 2023 12:00 PM via Zoom**

**APPROVED MINUTES**

**Attendance:**

	<b>Class of 2023</b>		<b>Class of 2024</b>		<b>Class of 2025</b>
P	TE Linda Goeddel	E	TE Karen Hernandez-Granzen	P	TE Glory Thomas
P	RE Kathryn Starzer-Farrell	E	RE Jan Margolis	P	RE Ekan Onyile

**Also Present:** TE Rory Chambers, Moderator, Vice Moderator Bisi Shofu, TE Mary Westfall, Relational Co-Leader; RE Jean Woodman, Administrative Co-Leader and Stated Clerk, Past Moderator TE Wendi Werner.

- 1) Rory Chambers opened the meeting with prayer at 12:03 PM.
- 2) The minutes of the November 6, 2023 meeting were approved as distributed.
- 3) OLD Business:
  - Nomination of YAAD – When CORN makes a recommendation, Council will vote via email.
  - Short-Term Grants Team: Letters were emailed to all applicants Wednesday 12/6. Council noted that the Grants Team’s work will inform the work of the Ministry Resource Committee (MRC) once it is formed.
  - Self-Development of People (SDOP): Mary is recruiting 2- 3 people to the New Jersey SDOP Committee. SDOP works at a grassroots level to help people address change that affects them.
  - Council discussed in-person presbytery meetings and options for 2024. It was moved, seconded, and approved to administer a survey on presbytery meetings days, times, and formats, to be prepared by staff (Mary, Chris, and Jean).
  - Council discussed holding a 4-hour retreat meeting in February, perhaps the 17th. Possible topics would include drafting antiracism and anti-harassment policies using the Synod templates, and appropriate training. Staff will look into a location for a late-morning through mid-afternoon retreat.
  - Personnel Committee: Council noted the need to create a Personnel Committee in accordance with the Core Transition Term plan. Personnel is currently lodged with Trustees. Kathryn will review this with the Governance Team.
  - Council discussed potential meeting times, depending on Bisi’s work schedule.

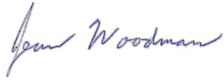
## 4) New Business:

- Council thanked Wendi for her service during the extraordinary time of transition, noting Wendi frequently had to take on responsibilities that would normally be managed by staff. All present offered personal stories about Wendi's help during difficult times.
- Council thanked Rory for the friendly spirit he brought to the role of moderator, likewise offering individual expressions of appreciation for his work.

5) The meeting was adjourned at 1:43 PM with prayer by Mary Westfall.

**NEXT MEETING: Tentatively scheduled for January 9, 2024. (Note: The meeting was later scheduled for Wednesday, January 10, 2024, at 7:00 PM.)**

Minutes corrected to include Bisi Shofu's full name as Vice Moderator in the attendance list, and approved January 10, 2024.



Prepared by Elder Jean Woodman, Stated Clerk.

**The Presbytery of the Coastlands  
Council – Regular Meeting**  
January 10, 2024 7:00 PM via Zoom

**APPROVED MINUTES**

**Attendance:**

	<b>Class of 2024</b>		<b>Class of 2025</b>		<b>Class of 2026</b>
P	TE Karen Hernandez-Granzen	E	vacant	P	TE Linda Goeddel
P	RE Jan Margolis	E	RE Ekan Onyile	P	RE Kathryn Starzer-Farrell

**Also Present:** RE Bisi Shofu, Moderator; TE Glory Thomas, Vice Moderator; TE Mary Westfall, Relational Co-Leader; RE Jean Woodman, Administrative Co-Leader and Stated Clerk, TE Rory Chambers, Past Moderator.

1. Bisi Shofu opened the meeting at 7:00 PM by alluding to John the Baptist and his role in pointing to Jesus, just as we, the Council, are tasked with pointing to Jesus within the Presbytery. We should own that responsibility with joy. Bisi then offered prayer.
2. The minutes of the December 7, 2023 meeting were corrected to include Bisi's full name as Vice Moderator in the attendance list. The Council then moved, seconded, and approved the minutes as corrected.

**Old Business:**

3. The Council moved, seconded, and approved a motion to affirm the e-vote to elect Rachel Mitchell, a member of Nassau Presbyterian Church, as Coastlands' Young Adult Advisory Delegate to the 226<sup>th</sup> General Assembly (2024).
4. Council Retreat:
  - 4.1. Council discussed the date and confirmed that we have a reservation for Saturday, February 17, 10:00 AM – 2:00 PM at The House Next Door in West Windsor.
  - 4.2. Council discussed retreat topics and goals. Staff will use this information to develop an agenda.
  - 4.3. Council discussed how to use the templates provided by the Synod for antiracism and anti-harassment policies.
  - 4.4. The retreat will include a short business meeting and a review of the February 27 presbytery docket.
  - 4.5. Mary invited everyone on Council to bring a personal item to create a worship space at the February 17 retreat.
5. Council meetings:
  - 5.1. Council discussed a meeting schedule. The 2<sup>nd</sup> Wednesday does not work well for everyone. Daytime meetings are difficult for Bisi because the Internet in her workplace is intermittent; this would make it difficult to run the meetings.

- 5.2. It was generally agreed all will review their calendars and staff will review the 2024 calendar to determine when Council can meet in months when presbytery meets and fulfill its responsibilities to the presbytery in a timely manner.
6. Presbytery meeting dates:
  - 6.1. Staff are conducting a survey at Council's request.
  - 6.2. Should we decide to hold a hybrid meeting, there is grant money available to support technology purchases.
7. Committee on Representation/Nominating (COR/N):
  - 7.1. Council discussed potential nominees to COR/N.
    - 7.1.1. Linda reported that COR/N has reached out to every church in the presbytery. Last year they simply reached out to the minister or another contact. This year, COR/N intends to ask the minister or contact to share names. Linda noted COR/N has set a goal of trying not to ask for more than one person from a given church.

### **New Business:**

8. It was suggested that Coastlands sponsor more fellowship events with food.
9. Round Table: Rory reported.
  - 9.1. The Round Table is intended to gather the Moderator, Past Moderator, Vice Moderator, Committee/Commission chairs, and Trustee President. The charter calls for the Round Table to meet four times per year, before the presbytery meeting.
  - 9.2. Rory asked that the minutes reflect who is responsible for recommending new committees, which would then be populated by COR/N. Research following the Council meeting revealed Council has that responsibility.
 

In the PowerPoint presentation shared at the January 25, 2022 presbytery meeting, titled "The Body of Christ: Governance and Staffing/Structures Proposal for Presbytery of the Coastlands," slide 18, the 6<sup>th</sup> bullet point describing the responsibilities of the Council reads, "To form committees and working groups as needed." (The PowerPoint file, originally titled *Final Presentation.pptx*, is now in Council's 2024 0110 meeting folder with the title *Governance Model 2022 0125.pptx*.)
10. Council paused to lament the sudden, untimely death of Ilene Black, former Executive Administrator. Members shared personal losses they had experienced over the holidays. Council lamented the loss of Rev. Kathleen Jamhoury, who served many churches as a transitional pastor or COM liaison.
11. The meeting was adjourned at 8:32 PM with prayer by Moderator Bisi Shofu.

**NEXT MEETING: Saturday, February 17, 2024** at The House Next Door on the campus of Prince of Peace Lutheran Church, 173 Princeton-Hightstown Road, Princeton Junction, NJ.

Minutes approved February 17, 2024.



Elder Jean Woodman, Stated Clerk.

# 2023 Operating Budget

DOCKET

Operating Budget	2023				100.0%	of year
Account Name	Dec	Dec YTD	YTD Budget	Budget	% Budget	Comment
<b>REVENUE</b>						
Per Capita Contributions	68,521	373,092	385,000	385,000	97%	total with prior year met budget!
Prior Year Per Capita	-	16,122	5,000	5,000	322%	more than usual was late for 2022
Presbytery Shared Mission	16,743	85,234	110,000	110,000	77%	below YTD budget & last year's pace
Transfer from Investment Funds	17,899	157,899	203,035	203,035	78%	\$158K is sufficient to balance budget
Rental Income	2,750	33,000	33,000	33,000	100%	January payment was in December
<b>Total Revenue</b>	<b>105,913</b>	<b>665,347</b>	<b>736,035</b>	<b>736,035</b>	<b>90.4%</b>	<b>significantly below plan</b>
<b>EXPENSES</b>						
<b>Synod &amp; General Assembly</b>						
Per capita to GA	10,432	125,184	125,184	125,184	100%	paid in installments
Per capita to Synod	-	50,804	52,107	52,107	97%	fully paid in Jan with discount
<b>Denomination Support</b>	<b>10,432</b>	<b>175,988</b>	<b>177,291</b>	<b>177,291</b>	<b>99%</b>	paid in full on time
<b>Commissions &amp; Committees</b>						
Presbytery Meeting Expense	-	10,705	5,500	5,500	195%	handouts; Presbytery dinner; staff
Commission on Ministry	3,069	5,908	4,000	4,000	148%	WSPC listening sessions & pulpit supply; coaching; Oak Tree - Iselin;
Preparation for Ministry	-	1,413	4,000	4,000	35%	Psych Evaluations
Personnel Committee	-	422	500	500	84%	parting gifts
Search Committee	-	3,857	2,000	2,000	193%	candidate travel; background check
Meetings in Churches	-	400	2,000	2,000	20%	Presbytery Leader Training
Training	-	5,618	-	-		New - moved from Funds to budget
<b>Committee Support</b>	<b>3,069</b>	<b>28,324</b>	<b>18,000</b>	<b>18,000</b>	<b>157%</b>	<b>J'burg meeting &amp; training not planned</b>
<b>Personnel</b>						
Staff Salaries & Benefits	34,582	369,943	449,095	449,095	82%	fewer than budgeted staff until June
Continuing Ed. & Prof. Expenses	3,063	12,559	14,400	14,400	87%	Presbytery Leader Formation;
Moving expenses for new staff	-	20,329	24,000	24,000	85%	within budget; timing as expected
Administrative Staff Travel	-	-	1,000	1,000	0%	
Employer Payroll Taxes	1,348	16,527	10,000	10,000	165%	underbudgeted
Payroll Service Fees	723	2,789	2,000	2,000	139%	includes W-2's & 1099's; HR service
<b>Presbytery Support Personnel</b>	<b>39,715</b>	<b>422,147</b>	<b>500,495</b>	<b>500,495</b>	<b>84%</b>	fewer than budgeted staff
<b>Office Operations &amp; Insurance</b>						
Rent (Lakewood Hope Office)	200	3,000	2,500	2,500	120%	some '22 payments made in 2023
Computers & Services	784	12,635	10,000	10,000	126%	computer, support; Realm; licenses
Telephone & Internet	61	736	1,500	1,500	49%	
Postage & Mailing Supplies	124	848	1,000	1,000	85%	mail from office to staff
Supplies & Resources	41	318	2,000	2,000	16%	
Miscellaneous (including bank fees)	91	1,091	2,000	2,000	55%	bank fees; employee gift; background checks;
Workers Comp Expenses	342	1,913	1,500	1,500	128%	midyear insurance price increase
Insurance	2,223	13,062	10,500	10,500	124%	midyear insurance price increase
Annual Financial Review	-	-	7,000	7,000	0%	not completed when planned
<b>Office Operations &amp; Insurance</b>	<b>3,867</b>	<b>33,602</b>	<b>38,000</b>	<b>38,000</b>	<b>88%</b>	<b>tracking below budget</b>
<b>Presbytery Property Expenses</b>	<b>900</b>	<b>5,286</b>	<b>4,250</b>	<b>4,250</b>	<b>124%</b>	<b>midyear insurance price increase</b>
<b>TOTAL EXPENSES</b>	<b>57,982</b>	<b>665,347</b>	<b>738,035</b>	<b>738,035</b>	<b>90.2%</b>	<b>below YTD budget</b>
<b>REVENUE OVER/UNDER EXPENSES</b>	<b>47,930</b>	<b>0</b>	<b>(2,000)</b>	<b>(2,000)</b>	<b>0.2%</b>	<b>balanced with investment transfer</b>

# 2023 Ministry Funds – Activity & Balances

**Ministry Funds** support ministries outside the annual budget. Contributions may pass through when Presbytery processes donations, accumulate for future needs, or be spent as needed on specific projects. Short-term investment funds are managed like a foundation. Long-term investment funds are managed like an endowment.

- \$135K of the total \$212K approved from the Short-term accounts was disbursed as grants in December. Awaiting signed letters from grant recipients before remaining funds can be released.
- Uncommitted increased significantly due to investment gains in December.

## Pass-through Mission

- Received \$27,883 in December
- One PC(USA) Grant received in December processed in January 2024

12/31/2023

Ministry Funds	Dec-22	YTD Increases	YTD Expenses	Dec-23	Comment
<b>Pass-through Mission Funds</b>					
Camp Johnsonburg Support	-	7,925	7,925	-	contributions
GA Shared Mission	-	6,580	6,580	-	contributions
GA Designated Mission	-	31,850	31,850	-	mission partner support contributions
Synod Shared Mission	-	2,605	2,605	-	contributions
Extra Commitment Mission (including PDA)	-	11,066	11,066	-	contributions; disaster assistance
Special Offerings	-	68,595	68,595	-	'22 & '23 Christmas Joy; OGHS; Pentecost
<b>Unrestricted Funds</b>					
Triennium	21,926	-	-	21,926	
Preparation for Ministry	20,307	-	2,146	18,161	inquirer/candidate expenses
Legal/Judicial	(5,699)	20,336	11,601	3,035	from uncommitted; legal fees
Trustees	-	19,037	7,000	12,037	'21 balance; appraisals; Bethany
Equipping the Saints => Training	1,438	4,180	5,618	-	Leaderwise training; <b>transferred to budget</b>
Church Dissolutions	227,415	3,678,256	3,905,671	-	Monmouth tail insurance; severance; FPC of Lakewood maintenance; FPC of Plainsboro; <b>transferred to General</b>
Genesis Center insurance payout	60,000	-	60,000	-	POD rental; <b>transferred to General</b>
Unrestricted General	609,117	190,796	645,506	154,407	
<b>Restricted Funds</b>					
Peacemaking	25,380	506	3,366	25,886	contributions
Ministerial Student Assistance	602	24,514	-	25,116	Replenished w/ '21 balance;
CAFE PDA Grant	3,692	-	765	2,927	
Vital Congregations Grant	15,637	-	2,450	13,187	leadership; <b>Slackwood participation</b>
Sabbatical Grant => PC(USA) Grants	-	10,000	7,500	2,500	grants received; <b>1 processed in '24</b>
<b>Investment Funds</b>					
Short-Term Accounts	274,811	375,000	211,615	438,196	added from FPC of Lakewood; <b>grants</b>
Long-Term Accounts	2,473,296	3,375,000	-	5,848,296	added from FPC of Lakewood
<b>Totals</b>	<b>3,727,922</b>	<b>7,826,246</b>	<b>4,991,858</b>	<b>6,565,674</b>	
<b>Total Uncommitted</b>	<b>266,873</b>			<b>804,866</b>	(banks + investments - funds)



# Statement of Financial Position

DOCKET

As of December 31, 2023	
	Total
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Total Bank Accounts</b>	<b>175,887</b>
Total Accounts Receivable	0
Total Other Current Assets (NCTC investment income)	10,584
<b>Total Current Assets</b>	<b>186,472</b>
<b>Other Assets</b>	
150100 Presbyterian Investment & Loan	108,920
150200 NCTC IMA-ST (0778)	494,394
150300 NCTC Spec Trust-ST (0057)	94,221
150400 NCTC IMA-LT (0677)	4,735,775
150500 NCTC Special Trust-LT (0050)	1,519,159
150800 Merrill Lynch	242,185
<b>Total Other Assets</b>	<b>7,194,653</b>
<b>TOTAL ASSETS</b>	<b>7,381,125</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Total Liabilities</b> (prepaid '24 per capita & loan payment)	<b>3,423</b>
<b>Equity</b>	
360000 Unrestricted Net Assets	
360005 Preparation for Ministry Fund	18,584
360010 Legal/Judicial	3,035
360015 Trustees	12,037
360020 Genesis Center	0
360025 Equipping the Saints/Training	0
360030 Triennium	21,926
360045 Church Dissolutions	0
360800 Short-Term Accounts	514,446
360900 Long-Term Accounts	5,848,296
360999 Unrestricted General	155,845
<b>Total 360000 Unrestricted Net Assets</b>	<b>6,574,169</b>
379999 Total Restricted Net Assets	
370200 PCUSA Grants	2,500
370230 Vital Congregations Grant	13,187
370240 Ministerial Student Assistance Fund	25,116
370300 CAFE PDA Grant	2,927
370310 Peacemaking Fund	22,521
<b>Total 379999 Total Restricted Net Assets</b>	<b>66,251</b>
Net Revenue	737,282
<b>Total Equity</b>	<b>7,377,702</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>7,381,125</b>

# Per Capita – 2022 & 2023 YTD

DOCKET

- Per Capita and Mission Giving summary is shared with all churches at the end of May, September, November, & December. The latest summary is on the website.
- Giving summary statements are on track to be sent out by the end of the month.
- A total of \$12,122 for 2022 received in January and \$4,000 received for 2024 are included in the 2023 totals.

## YTD December 2023

Church Name (in QuickBooks)	Town or Place	2023 per capita assessed	YTD per capita received	% paid in 2023	% paid in 2022	Presbytery Shared Mission	Pass-through Mission	Peace & Global Witness
Allentown Presbyterian Church	Allentown	\$23,880	\$23,880	100.0%	100.0%	\$0	\$0	
First Presbyterian Church of Avenel	Avenel	\$3,600	\$1,000	27.8%	21.5%	\$0	\$0	
First Presbyterian Church, Belmar	Belmar	\$4,160	\$2,080	50.0%	100.0%	\$0	\$823	\$38
Brick Presbyterian Church	* Brick	\$10,960	\$10,960	100.0%	100.0%	\$14,625	\$3,578	\$570
First Presbyterian Church of Carteret	Carteret	\$1,400	\$1,400	100.0%	100.0%	\$200	\$925	
First Presbyterian Church of Cranbury	Cranbury	\$19,680	\$7,950	40.4%	32.6%	\$0	\$12,210	\$200
First Presbyterian Church of Dayton	Dayton	\$7,200	\$7,200	100.0%	100.0%	\$0	\$774	
Trinity Presbyterian Church, East Brunswick	East Brunswick	\$8,800	\$2,615	29.7%	25.1%	\$500	\$0	
Community Presbyterian Church, Edison	Edison	\$2,640	\$2,640	100.0%	100.0%	\$900	\$360	
Lord of Hope Presbyterian Church, Edison	Edison	\$800	\$0	0.0%	0.0%	\$0	\$0	
Oak Tree Presbyterian Church, Edison	Edison	\$1,160	\$800	69.0%	100.0%	\$0	\$0	
First Presbyterian Church, Englishtown	* Englishtown	\$1,920	\$1,320	68.8%	58.0%	\$750	\$0	
Ewing-Covenant Presbyterian Church	Ewing	\$7,200	\$8,800	122.2%	110.6%	\$4,000	\$1,440	\$716
Pierce Memorial Presbyterian Church, Farmingdale	Farmingdale	\$2,000	\$2,000	100.0%	100.0%	\$1,125	\$3,747	
First Presbyterian Church of Fords	Fords	\$600	\$600	100.0%	100.0%	\$0	\$0	
Forked River Presbyterian Church	Forked River	\$4,280	\$1,874	43.8%	22.2%	\$0	\$0	
First Presbyterian Church, Freehold	Freehold	\$6,040	\$3,000	49.7%	17.7%	\$0	\$0	
First Presbyterian Church of Hamilton Square	Hamilton Square	\$16,480	\$16,480	100.0%	100.0%	\$0	\$3,254	
Christ Presbyterian Church	Hamilton Township	\$1,720	\$760	44.2%	86.3%	\$0	\$0	
First Presbyterian Church of Hightstown	Hightstown	\$6,720	\$4,000	59.5%	49.0%	\$0	\$0	
Hopewell Presbyterian Church	Hopewell	\$6,320	\$6,320	100.0%	100.0%	\$0	\$0	
First Presbyterian Church of Iselin	Iselin	\$3,640	\$0	0.0%	100.0%	\$0	\$1,220	
Cornerstone Presbyterian Church of Jackson	Jackson Township	\$3,000	\$3,000	100.0%	100.0%	\$300	\$1,087	
Presbyterian Church of Jamesburg	Jamesburg	\$7,320	\$1,575	21.5%	13.8%	\$0	\$15	
Grace Presbyterian Church	Kendall Park	\$3,480	\$3,480	100.0%	100.0%	\$0	\$1,949	\$681
Kingston Presbyterian Church	Kingston	\$4,240	\$4,240	100.0%	100.0%	\$1,155	\$1,735	
Presbyterian Church at Lakehurst	Lakehurst	\$2,720	\$535	19.7%	23.9%	\$0	\$0	
First Presbyterian Church of Lakewood	* Lakewood	\$920	\$1,200	130.4%	75.9%	\$0	\$0	
Lakewood Hope Presbyterian Church	* Lakewood	\$4,360	\$1,500	34.4%	33.8%	\$1,200	\$651	
Grace Taiwanese Presbyterian Church	* Lawrenceville	\$1,560	\$2,242	143.7%	0.0%	\$0	\$0	
Lawrence Road Presbyterian Church	Lawrenceville	\$4,400	\$2,524	57.4%	42.4%	\$0	\$1,000	
Presbyterian Church of Lawrenceville	Lawrenceville	\$21,240	\$11,560	54.4%	94.8%	\$11,250	\$3,100	\$247
Slackwood Presbyterian Church	Lawrenceville	\$3,760	\$3,424	91.1%	100.0%	\$3,960	\$728	
Lincroft Presbyterian Church	Lincroft	\$2,280	\$520	22.8%	37.1%	\$0	\$235	
Cliffwood Beach, Principe de Paz	Long Branch	\$1,200	\$1,200	100.0%	0.0%	\$0	\$0	
Manasquan Presbyterian Church	Manasquan	\$26,640	\$26,640	100.0%	100.0%	\$0	\$0	
* % paid in 2023 includes all 2022 per capita received in 2023								

# Per Capita – 2022 & 2023 YTD

DOCKET

Church Name (in QuickBooks)	Town or Place	2023 per capita assessed	YTD per capita received	% paid in 2023	% paid in 2022	Presbytery Shared Mission	Pass-through Mission	Peace & Global Witness
First Presbyterian Church of Matawan	* Matawan	\$7,120	\$6,910	97.1%	0.0%	\$1,200	\$8,162	
First Presbyterian Church of Metuchen	Metuchen	\$26,560	\$26,560	100.0%	100.0%	\$0	\$0	
Middlesex Presbyterian Church	Middlesex	\$1,280	\$0	0.0%	0.0%	\$0	\$0	
Westminster Presbyterian Church, Middletown	Middletown	\$6,840	\$1,800	26.3%	0.0%	\$0	\$0	
Martin Luther King Jr. Presbyterian Church	Neptune	\$800	\$0	0.0%	0.0%	\$0	\$0	
Bayard Street Presbyterian Church	* New Brunswick	\$2,400	\$5,120	213.3%	0.0%	\$0	\$0	
The Presbyterian Church at Peace Chapel	North Brunswick	\$1,600	\$1,600	100.0%	100.0%	\$1,000	\$1,602	\$188
Plumsted Presbyterian Church	* New Egypt	\$1,600	\$2,050	128.1%	0.0%	\$0	\$0	
Presbyterian Church on the Hill, Ocean	Ocean	\$5,240	\$5,240	100.0%	75.0%	\$0	\$7,124	\$278
Pennington Presbyterian Church	Pennington	\$15,400	\$15,400	100.0%	100.0%	\$2,000	\$3,000	
United Presbyterian Church of Millstone, Perrineville	Perrineville	\$5,800	\$5,800	100.0%	97.9%	\$0	\$4,000	
First Presbyterian Church of Perth Amboy	Perth Amboy	\$4,840	\$0	0.0%	0.0%	\$0	\$0	
First Presbyterian Church of Plainsboro	Plainsboro	\$1,760	\$1,760	100.0%	100.0%	\$0	\$0	
Point Pleasant Presbyterian Church	Point Pleasant	\$11,840	\$3,300	27.9%	27.9%	\$2,550	\$4,084	\$830
Nassau Presbyterian Church	Princeton	\$35,840	\$35,840	100.0%	100.0%	\$17,000	\$24,554	
Princeton Korean Presbyterian Church	Princeton	\$2,200	\$2,200	100.0%	100.0%	\$0	\$0	
Witherspoon Street Presbyterian Church	Princeton	\$5,120	\$2,560	50.0%	100.0%	\$955	\$0	
First Presbyterian Church at Red Bank, Tower Hill	Red Bank	\$37,720	\$37,720	100.0%	100.0%	\$4,500	\$6,000	
First Presbyterian Church, Rumson	Rumson	\$8,160	\$8,160	100.0%	42.1%	\$6,624	\$1,545	
First Presbyterian Church of Sayreville	Sayreville	\$3,520	\$1,634	46.4%	36.5%	\$0	\$110	\$65
Presbyterian Church at Shrewsbury	Shrewsbury	\$7,920	\$7,920	100.0%	100.0%	\$400	\$1,910	\$360
First Presbyterian Church of South Amboy	South Amboy	\$2,400	\$0	0.0%	0.0%	\$400	\$200	
Old Tennent Presbyterian Church	Tennent	\$2,240	\$0	0.0%	94.9%	\$0	\$0	
Hope Presbyterian Church, Tinton Falls	Tinton Falls	\$1,920	\$1,740	90.6%	18.4%	\$1,700	\$1,565	\$95
Presbyterian Church of Toms River	Toms River	\$40,840	\$8,200	20.1%	23.3%	\$0	\$0	
First Presbyterian Church, Trenton	* Trenton	\$1,320	\$3,736	283.0%	0.0%	\$440	\$2,540	
Iglesia Presbiteriana Nueva Vida	Trenton	\$960	\$960	100.0%	149.1%	\$0	\$0	
Westminster Presbyterian Church, Trenton	* Trenton	\$4,000	\$8,120	203.0%	0.0%	\$0	\$0	
West Trenton Presbyterian Church	* West Trenton	\$2,680	\$2,700	100.7%	77.5%	\$500	\$0	
First Presbyterian Church of Dutch Neck	West Windsor	\$12,240	\$12,240	100.0%	100.0%	\$6,000	\$22,950	
First Presbyterian Church of Woodbridge	Woodbridge	\$8,280	\$8,280	100.0%	100.0%	\$0	\$0	
United Presbyterian Church of Yardville	Yardville	\$9,600	\$2,045	21.3%	26.6%	\$0	\$744	
Individuals not associated with a church	New Jersey	\$0	\$300	N/A	N/A	\$0		
<b>TOTAL</b>		<b>\$508,360</b>	<b>\$389,214</b>	<b>76.6%</b>	<b>71.2%</b>	<b>\$85,234</b>	<b>\$128,921</b>	<b>\$4,267</b>
	* % paid in 2023 includes all 2022 per capita received in 2023							

**Presbytery of the Coastlands  
2024 Budget Update**

DOCKET

Account Name	2024 Budget	2024 Assumption	2024 Draft	Change from Nov view
<b>REVENUE</b>				
Per Capita Contributions	378,902	fewer members; percent collected like '23	402,880	percent of assement reduced
Prior Year Per Capita	7,500	less collected late than last year	7,500	
Presbytery Shared Mission	70,000	expected decline based on 2023	65,000	closer to '23 level
Transfer from Investment Funds	280,011	4.7% of Long-Term balance required	257,773	use % of December market value
Rental Income	33,000	no increase	33,000	
<b>Total Revenue</b>	<b>769,413</b>		<b>766,153</b>	<b>increased to cover higher expenses</b>
<b>EXPENSES</b>				
<b>Synod &amp; General Assembly</b>				
Per capita to GA	123,382	\$9.80 x 12,590 members	123,382	
Per capita to Synod	50,329	\$4.10 x 12,590 members, less 2.5%	50,070	actual paid in Jan with discount
<b>Denomination Support</b>	<b>173,711</b>		<b>173,452</b>	<b>actual for Synod instead of estimate</b>
<b>Commissions &amp; Committees</b>				
Presbytery Meeting Expense	10,000	increase based on 2023 spend	10,000	
Commission on Ministry	25,000	increase for Early Ministry Institute & more support for churches	7,000	increased as requested by CoM
Preparation for Ministry	4,000	same as 2023	4,000	
Personnel Committee	500	same as 2023	500	
Search Committtee	500	minimal new hire expenses anticipated	500	
Committee on Representation	1,000	new	-	added as requested by COR/N
Meetings in Churches	2,000	requested new category	2,000	
Training	18,250	3 education events; 1 clergy renewal	18,250	
<b>Committee Support</b>	<b>61,250</b>		<b>42,250</b>	<b>Increased as requested</b>
<b>Personnel</b>				
Staff Salaries & Benefits	428,021	3.2% raise for all staff (2 FT leaders, FT admin & PT bookkeeper); benefits &	452,165	some expenses previously double counted;
Continuing Ed. & Prof. Expenses	19,750	employer part of FICA for W-2 employees	19,750	revised benefits included
Employer Payroll Taxes	13,301	premium HR service for 1 quarter	13,237	tweaked with final benefit quotes
Payroll Service Fees	7,500		2,000	premium level to apply for ERTC credits
<b>Presbytery Support Personnel</b>	<b>468,572</b>		<b>487,151</b>	<b>double-counting corrected</b>
<b>Office Operations &amp; Insurance</b>				
Administrative Staff Travel	500	less admin travel	500	moved from Personnel to Office
Rent (2 offices)	14,880	move office to Hightstown	17,000	based on final agreement w/ Hightstown & Lakewood Hope for Q1
Office preparation	6,000	one-time office clean & improve	5,000	
Computers & Services	10,000	no new computers; support & licenses	10,000	
Telephone & Internet	2,000	new phone & add office internet	2,000	
Postage & Mailing Supplies	1,000	needed to improve church awareness	1,000	
Supplies & Resources	2,000	no change (may need furniture)	2,000	
Miscellaneous (including bank fees)	1,000	no change	1,000	
Workers Comp Expenses	2,000	expect price increase	1,800	More realistic insurance cost projection
Insurance	14,000	expect price increase	11,000	More realistic insurance cost projection
Annual Financial Review	7,500	expect price increase	7,500	
<b>Office Operations &amp; Insurance</b>	<b>60,380</b>		<b>58,800</b>	<b>higher due to insurance payment</b>
<b>Presbytery Property Expenses</b>	<b>5,500</b>	expect insurance price increase	<b>4,500</b>	<b>More realistic insurance cost</b>
<b>TOTAL EXPENSES</b>	<b>769,413</b>		<b>766,153</b>	<b>\$3,259 higher after adjustments</b>
<b>REVENUE OVER/UNDER EXPENSES</b>	<b>0</b>		<b>(0)</b>	<b>Still planning a balanced budget</b>

**The Presbytery of the Coastlands**  
**PILOT Program on Grants**  
 Spring, 2024

The Council of the Presbytery of the Coastlands, in an effort to live into its mission statement and missional priorities, announced the formation of a Short-Term Grants Team this summer. The team developed a pilot program for the fall of 2023. It is based on our mission statement and missional priorities.

Mission Statement, adopted by the Core Transition Team during 2021 – 2022:

*We are here to join God in doing a new thing,  
 Within and beyond:  
 to share faith,  
 seek justice,  
 live into hope,  
 bear witness,  
 and practice love.*

Missional Priorities, from the Core Transition Team Report, February 28, 2022

- |                                       |                          |                       |
|---------------------------------------|--------------------------|-----------------------|
| • Diversity and inclusivity           | • Missional outreach     | • Justice             |
| • Transparency and equity             | • Innovation             | • Evangelism          |
| • Congregational vitality and support | • Leadership development | • Pastoral care       |
|                                       | • Relationship building  | • Congregational care |

For the second pilot cycle (spring 2024), applications for Presbytery grants will be due Monday, April 15, 2024. Awards will be announced no later than May 31, 2024. The Grants Team anticipates there will be two grant cycles per year.

- Fall: Applications due October 15, awards announced November 30
- Spring: Applications due April 15, awards announced May 31

#### Guidelines

- Congregations and validated ministries within the Presbytery of the Coastlands shall be eligible to apply for grants.
- Grant proposals should align with one or more of the missional priorities of the Presbytery. Generally, the greater the duration or value of the proposal, the more missional values it should encompass.
- Application forms will be available via Google Forms, fillable PDF, and paper.
- The Short-term Grants Team consisting of appointees from the Council, Commission on Ministry, and Trustees will evaluate the spring 2024 round of proposals. Criteria will include:
  - alignment with Coastlands' missional values
  - clarity of purpose
  - achievability
  - impact on the target community
- The Short-term Grants Team anticipates awarding a mix of small (< \$7,500) through relatively large grants (\$20,000 or more).
- Awardees will be expected to report on their grant within one year.

**Presbytery of the Coastlands  
Presbytery Grants**

**Applicant's Information**

Church/Ministry: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name of primary contact person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Project Narrative**

Use the space below or attach a narrative.

**Amount requested: \$** \_\_\_\_\_

**Please provide a detailed description of your project. Include the objectives, goals, target audience, expected outcomes, and any relevant timeline.**

**How does this project fulfill the mission of your church or ministry in your community?**

**How does this project respond to one or more of the following mission values? Please check one or more of these values and describe them in your narrative.**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Diversity and inclusivity | <input type="checkbox"/> Innovation             | <input type="checkbox"/> Evangelism          |
| <input type="checkbox"/> Transparency and equity   | <input type="checkbox"/> Leadership development | <input type="checkbox"/> Pastoral care       |
| <input type="checkbox"/> Congregational vitality   | <input type="checkbox"/> Relationship building  | <input type="checkbox"/> Congregational care |
| <input type="checkbox"/> Missional outreach        | <input type="checkbox"/> Justice                |  |

**Outline the project budget, including sources of funding and expenditures**

### **Affirmation and signature**

As the primary contact for this project, I affirm the session of this church or board of this ministry has approved this application. I understand that, if we receive a grant, we will be expected to report on it within one year.

Primary contact's signature \_\_\_\_\_ Date \_\_\_\_\_

Please attach your church or ministry's most recent annual report, including the financial report. Email it to [admin@coastlandspresbytery.org](mailto:admin@coastlandspresbytery.org) or mail it to the presbytery office.

### November 2023 Grants

Congratulations to the churches and ministries that received grant funds from the pilot grants program! The Presbytery awarded \$211,615 in funds to:

<b>Church/ Ministry</b>	<b>Ministry supported</b>	<b>Amount awarded</b>
Brick PC	Homeless outreach	\$25,000
FPC of Cranbury	Abolitionist-in-residence	\$12,000
Lawrence Road PC, Lawrence Twp.	Refugee residence	\$30,000
PC on the Hill, Ocean	Food for food pantry	\$10,000
PC on the Hill, Ocean	Community outreach programs	\$10,000
PC on the Hill, Ocean	Youth ministry facility repairs	\$20,000
Witherspoon Street PC, Princeton	Microloan education workshop	\$20,365
Westminster PC, Trenton	Outreach staff and program support	\$40,000
FPC of Woodbridge	Chairs for community and church use	\$5,000
Johnsonburg Camp & Retreat Center	Social justice cohort	\$19,250
Princeton Presbyterians	Campus ministry expansion to TCNJ	\$20,000



**PRESBYTERY OF THE COASTLANDS****Minutes of the November 6, 2023 meeting of the****Commission on Preparation for Ministry****Monday, November 6, 2023, 6:30 PM Zoom Call****Present:****Teaching Elders:** George Erlandson *co-chair*, Julie Thompson-Barrier *co-chair*, Byron Shafer, Janet Macgregor-Williams,**Ruling Elders:** Debbie Nixon, Mike Meduski**Excused:****Teaching Elders:** Matt Pigman, Jean Benefield Pinto**Ruling Elder:** Carol Meyer

1. Meeting was called to order and **opened** at 6:33 PM in prayer by George.
2. Motion & second to approve **minutes** and **internal notes** of Coastlands Presbytery CPM meeting of Monday, October 2, 2023. **Passed.**
3. **Liaison Update:** There were no meetings with individuals under care of CPM scheduled for the November 6 meeting. We discussed a variety of questions from our liaison teams relevant to progress of the individuals they advise. **One item required a vote** regarding Coastlands CPM approval of CPE planned for this summer in Hong Kong. The program in question is CPSP accredited (The College of Pastoral Supervision and Psychotherapy) instead of ACPE accredited. The Inquirer provided to CPM sufficient written documentation that the CPSP program met equivalent criteria of subject material, patient interaction, length of program, professional supervision, and peer discussion, as would be present in an ACPE accredited CPE. Coastlands CPM unanimously voted to approve the program as satisfying the Inquirer's CPE requirement once successfully completed.

**Motion to adjourn - Julie led in prayer – 6:58 PM**

Respectfully submitted,

Michael Meduski, *secretary*,

Next meeting: Monday, December 4, 2023, via Zoom 6:30 PM

**PRESBYTERY OF THE COASTLANDS**

**Minutes of the December 4, 2023 meeting of the**

**Commission on Preparation for Ministry**

**Monday, December 4, 2023, 6:30 PM Zoom Call**

**Present:**

**Teaching Elders:** George Erlandson *co-chair*, Julie Thompson-Barrier *co-chair*, Byron Shafer, Janet Macgregor-Williams, Jean Benefield Pinto

**Ruling Elders:** Carol Meyer, Mike Meduski

**Non-voting guests:** Elder Jean Woodman, Coastlands Presbytery Administrative Co-Leader & Stated Clerk; Rev. Mary Westfall, Coastlands Presbytery Relational Co-Leader

**Excused:**

**Teaching Elder:** Matt Pigman

**Ruling Elder:** Debbie Nixon

1. Meeting was called to order and **opened** at 6:33 PM in prayer by George.
2. Motion & second to approve **minutes** and **internal notes** of Coastlands Presbytery CPM meeting of Monday, November 6, 2023. **Passed.**
3. **Met with Carl Fritsche, Hope PC, for Commissioned Ruling Elder Candidate Annual Review.** One note: Coastlands Presbytery has to implement a CRE policy. Carl's CRE candidacy is grandfathered under former Monmouth Presbytery CRE policy until such time he is Certified Ready to Receive a Commission.
4. **Met with Andrew Peterson for CRC.** CPM will complete review at its January meeting.
5. **Liaison Update:** Discussed two individuals who will meet with us in January, 2024
6. **New Business:** We will welcome new CPM members **Rev. Lauren McFeaters** and **Rev. Rory Chambers** at our January, 2024 meeting!

**Motion to adjourn - George led in prayer – 9:27 PM**

Respectfully submitted,

Michael Meduski, *secretary*,

Next meeting: Monday, January 8, 2024, via Zoom 6:30 PM

**PRESBYTERY OF THE COASTLANDS**  
**Minutes of the January 8, 2024 meeting of the**  
**Commission on Preparation for Ministry**  
**Monday, January 8, 2024, 6:30 PM Zoom Call**

**Present:**

**Teaching Elders:** Julie Thompson-Barrier *co-chair*, Byron Shafer, Janet Macgregor-Williams, Jean Benefield Pinto, Lauren McFeaters, Rory Chambers

**Ruling Elders:** Carol Meyer, Debbie Nixon, Mike Meduski

**Non-voting guests:** Elder Jean Woodman, Coastlands Presbytery Administrative Co-Leader & Stated Clerk

**Excused:**

**Teaching Elders:** George Erlandson *co-chair*, Matt Pigman

1. Meeting was called to order and **opened** at 6:32 PM in prayer by Julie.
2. We welcomed new CPM members **Rev. Lauren McFeaters**, Nassau PC, and **Rev. Rory Chambers**, Dutch Neck PC. Lauren has previously served on New Brunswick CPM, and Rory, of course, is our immediate past Coastlands moderator! Welcome!
3. Motion & second to approve **minutes** and **internal notes** of Coastlands Presbytery CPM meeting of Monday, December 4, 2023. **Passed.**
4. **Met with Andrew Peterson, Nassau PC, for CRC.** Examination to be Certified Ready for a Call (CRC). The motion was seconded and approved.
5. **Met with Heelee Velez, Candidate, Dutch Neck PC.** Return to active CPM rolls as a Candidate. The motion was seconded and approved.
6. **Met with Rob Petillo, Manasquan PC, Advance to Candidate.** Examination for Candidate. The motion was seconded and approved.
7. **Liaison Update:** Discussed status of an individual under care, and two individuals who will meet with us in February, 2024
8. **New Business:** Lauren is taking a CPM lead in working with COM and Presbytery leadership in developing a **Coastlands CRE policy.**

**Motion to adjourn - Rory led in prayer – 9:01 PM**

Respectfully submitted,

Michael Meduski, *secretary*,

Next meeting: Monday, February 5, 2024, via Zoom 6:30 PM

**Motion to create and empower an  
Administrative Commission of the Presbytery of the Coastlands  
to guide the process of  
joining the Lincroft Presbyterian Church  
with the First Presbyterian Church of Matawan  
February 27, 2024**

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 was 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)

*A Story of LPC*

*Lincroft Presbyterian Church ("LPC") in Lincroft, New Jersey began as a new church development project of the First Baptist Church of Red Bank in 1847. It was later incorporated as Lincroft Community Church before joining the United Presbyterian Church in the U.S.A. in 1961. A new church building on 15 acres at Front Street and Everett Road was dedicated in 1966.*

*The church continued growth in both mission and numbers until early 2000 when annual average worship attendance dropped from 82 in 2000 to 22 in 2022. Instead of attracting new members, the church lost many members who moved out of town or state to be closer to their children.*

*LPC's most recent major mission, "Family Promise," which provided homeless families with food and sleeping accommodations four to six weeks per year, was actively supported by most of the congregation before Covid. During Covid it became impossible to support this mission.*

*As the church declined over the past several years, it discerned that it lacks the vital leadership needed to thrive on its own. The church prayed to discern God's plans for its future and considers the answer is to merge with a local church which shares LPC's values and is willing to include LPC in its mission. The church believes it is our Lord's desire, as expressed in John 17, that the*

*world will know us by our love for one another and our unity in the shared mission to make disciples of all nations.*

*In 2023, LPC reached out to six potential partners; visited them multiple times; sent and received results of a survey describing the congregations' theology, vision, mission, outreach, membership, finances, expected changes, blessings, future concerns, and staff; held face-to-face meetings with leaders of three congregations; and identified the First Presbyterian Church of Matawan as the church they felt God was leading them to approach as a merger partner. At their December meeting, the Session voted to ask FPC Matawan to consider merging together and their Clerk reached out to FPC Matawan's pastor with the invitation.*

### *A Story of FPC Matawan*

*The First Presbyterian Church of Matawan traces its roots to a Scotch settlement known as New Aberdeen in 1686. By 1705, court records for Marlboro show a "Lower Meetinghouse" used as a "publick meeting house". Rev. Charles McKnight, called as pastor in 1767, held patriotic meetings in the church, then at Middletown Point. The British army imprisoned Rev. McKnight after the Battle of Princeton in 1777, and Tory sympathizers burned the church building.*

*The church continued to meet in the Middletown Point area until a new building could be built in a more centralized location on Main St., Matawan in 1842. The Main St. church was used for over 100 years until it was destroyed by fire on Christmas Day in 1955. This led to the construction of the current church on Route 34, Matawan on the banks of Lake Lefferts.*

*Today, FPC Matawan is a diverse congregation of nearly 200, offering two in-person services and online worship on Sundays, music programs, Christian education, community mission, and outreach.*

### *LPC and FPC Matawan*

*The congregations of Lincroft PC and FPC Matawan have a long history of shared mission, in CROP Walk and Family Promise. Stemming from friendship between their Pastors and their church members, the LPC and FPC churches came together on a Lenten journey in early 2023, with a "Sabbath" theme. They shared Bible study, a Labyrinth, a sermon series and Holy Week experiences. This grew to another shared Bible study and sermon series in the Fall, and a joint musical coffeehouse in November. This year the two churches plan another Journey to Easter with shared worship, study, cantata, and Holy Week experiences, under the theme of "Mosaic: God Uses All the Pieces". They will also construct a mosaic, to hang in the Matawan sanctuary area when complete, symbolizing their connections and desire to be one community.*

*On January 15, 2024, the Sessions of Lincroft Presbyterian Church and the First Presbyterian Church of Matawan held a joint meeting as well as individual meetings at which each Session voted to unite at this point in their faith journeys. The nature of this connection and path forward will require ongoing discernment.*

This Administrative Commission shall have the power to conclude the following actions.

1. To engage the services of an attorney to advise the AC.
2. To determine how to join the two congregations.

3. To consult with, and gain the approval of, the Presbytery Trustees regarding the sale of the real property of Lincroft Presbyterian Church in accordance with New Jersey Statute (N.J.S.A.) 16:11-23.
4. To provide for pastoral care for those who do not wish to or are unable to transfer their membership to the resulting church, and to transfer those members to other congregations.
5. To grant letters of dismissal to members for those who do not wish to join the resulting church but have not found a new church after a period of one year.
6. To work with the leaders of the Korean Church of New Jersey (KCNJ) – a.k.a. Millennium Birth NCD – The Bramblewild School, Boy Scout Troop 246, and all others who use the LPC facilities, ensuring their vital community work continues until they can secure new meeting space.
7. To assist the Session of the Lincroft Presbyterian Church – and, if advised by the attorney, the First Presbyterian Church of Matawan – in conducting a review of financial records, and in transferring of any accounts to the appropriate corporation.
8. To assist the Sessions of both churches in developing an inventory of equipment and furnishings, and to advise the Sessions regarding requests relating to the disposition of memorials and other property not needed by the joined church, honoring these requests where possible.
9. To transfer all official records of either congregation, should one or both cease to exist as a congregation of the Presbyterian Church (U.S.A.) as a result of this process, to the Presbyterian Historical Society (PHS) under the direction of the Stated Clerk and guided by PHS, and to oversee the transfer of other historical records to appropriate caretaking organizations, such as historical societies.
10. To ensure that the ministry and faithful history of Lincroft Presbyterian Church are suitably celebrated in a closing service of worship.

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

The Administrative Commission shall include Revs. \_\_\_\_\_ and Elders \_\_\_\_\_. It shall include representatives of Lincroft Presbyterian Church and First Presbyterian Church of Matawan in as equal numbers as possible. At least one minister member and one ruling elder from the Presbytery shall not previously have served or been a member of either church. At least one member shall be a current or former trustee of Coastlands Presbytery. Should a member resign or be considered to have resigned according to the Presbytery's Standing Rules, the Moderator may appoint another member in that person's place.

This Administrative Commission shall report its actions to a future Stated Meeting of the Presbytery of the Coastlands. The Administrative Commission shall provide the Presbytery with interim reports semi-annually and its work shall conclude with the completion of the above delegated tasks.

\_\_\_\_\_ [signature]

February 27, 2024

Elder Jean Woodman, Stated Clerk of the Presbytery of the Coastlands.

January 2, 2024

To the Presbytery of the Coastlands,

Having been called to serve alongside Witherspoon Street Presbyterian Church as an Administrative Commission, we as a Commission have sought to advise, support, and foster healing. Starting our work in January of 2023, individual members of the Commission have been present and active in congregational meetings, in worship, in prayer, in conversation and in care. We have sought to listen to the leadership, the congregation, and the previous pastor. We have advised and, encouraged leadership, walked alongside their Session, trained new leaders, and have attempted to educate the leadership regarding Presbyterian polity as it relates to a dissolution of a relationship with a pastor. We have also been actively seeking a transitional pastor/interim pastor who can assist Witherspoon Street Presbyterian Church during this time of transition.

We want to celebrate the way as a congregation Witherspoon Street Congregation Church has navigated this year. They have gathered for meaningful worship and welcomed many voices into their pulpit. They have had wonderful opportunities for joy-filled fellowship and for mission. They have received affirmations and gifts for their continued witness of Jesus Christ. Throughout a hard year Witherspoon Street Presbyterian Church gathered faithfully as God's people and as Christ's witnesses.

We also believe they have grown positive connections with the Presbytery since the events leading to dissolution of the relationship with the pastor arose.

Witherspoon Street Presbyterian Church remains in need of prayerful and active support of the Presbytery as it looks to retain a transitional/interim pastor to lead them through the discerning steps of evaluation and reflection as to the Church's mission before seeking their next installed pastor. But as a Commission we believe we have lived into the directions given us in our charge to this work by the Presbytery. The relationship between the pastor and congregation has been completed and will be finished as the final payment is sent to the pastor. We have hope this is coming shortly.

Our charge was to focus on this relationship and support to the leadership and congregation. We believe we have done this. We give thanks for the work we have done, and hope Witherspoon Street Presbyterian Church has found some comfort and guidance from the Commission's efforts.

We believe what we can do has been done and ask the presbytery to close our Commission.

Respectfully submitted and trusting God's grace,  
Rev Sharyl Dixon WSPC AC Moderator

## **Middlesex Presbyterian Church Administrative Commission**

**Formed:** September 2021

### **Members of the Administrative Commission:**

**Moderator:** Teaching Elder Rev. Joyce MacKichan Walker

**Secretary:** Ruling Elder Beth Rigby

**Property Sale Liaison:** Ruling Elder Paul Gunsser

Invitation to the Session to identify a standing representative of MPC, voice without vote, was extended on October 21 and was declined (session members not available/willing, and no one else available. November 4, 2021 – all session members offered an open invitation to online meeting as available.

**First Meeting:** September 27, 2021

**Warrant** for the Administrative Commission

**Minutes** of all meetings forwarded to the New Brunswick Presbytery/Presbytery of the Coastlands by Beth Rigby after each meeting.

**Last worship service** of the congregation held in the MPC building in March of 2020

**Session members:** John Ajongwen (President of the Corporation), Lori Horne, Wilson Tawe

**Session Moderator:** Rev. Joyce MacKichan Walker appointed by the Presbytery

**Clerk of Session:** None; Lori Horne elected by the session in January of 2022

**Volunteer Building Manager:** Mike Wick (still doing this in 2024)

**Financial Administrator:** Sheri Hall (still doing this in 2024, together with a contracted accountant (2023), Polly Hartzell, Hartzell Bookkeeping Services

**Membership in 2020 when last worship held:** 32

**Non-denominational congregation meeting weekly in the building for 23 years as of 2021:** Grace Christian Fellowship. Exited in 2022.

**Sale of Building:** Interest from Grace Christian Fellowship, and from the Municipality of Middlesex, from whom the property was purchased in the early 1960s. Conversations begun re sale in November 2021.

### **Major actions of the AC:**

1. AC begins to meet and also meets with the Session to listen.



2. Building sale negotiations begun November 2021
3. All members sent a registered letter to ascertain:
  - a. those still in the area
  - b. desire a visit and/or pastoral care
  - c. desire help finding another church
  - d. desire a letter of transfer
  - e. desire a letter of dismissal
  - f. desire more time to find a church
  - g. want to attend a service of worship in celebration at the time of dissolution

Responses followed up on with letters of dismissal, second attempt to find non-respondents. (2 “need more time;” 2 requests for letter of dismissal; 3 returned to sender with no forwarding; 2 with forwarding address but no subsequent reply.

All remaining members except the three members of session received letters of dismissal in September of 2023. The congregation cannot be dissolved until the building transaction is accomplished and affirmed by the session, which is also the remaining congregation.

4. Property bids received in April 2022 from three bidders.  
 Bid of \$900,000 from the Municipality of Middlesex accepted May 2022.  
 Discussion of legacy desires held with the session. Session desires received and recorded in summer, 2022.  
 The assistance of a lawyer was retained in the fall of 2022 when “Due Diligence” extensions came and went with the municipality. This relationship continues with Mary Smith Hanley, esq. Ruling Elder Paul Gunsser continues to monitor all building and property interactions which now exceed 1 year and 7 months as of January 2024.
5. All financial matters at the church researched and overseen by Ruling Elder Beth Rigby, including researching, and preparing for the archiving of records with the Presbyterian Historical Society. Obtained access to financial records after months of requests and with the assistance of a letter from the presbytery’s stated clerk. The Presbytery of the Coastlands through the AC contracted with an independent Certified Accountant to manage and monitor all remaining financial matters.
6. And we are waiting ...

Joyce MacKichan Walker, Moderator,

Middlesex Presbyterian Church Administrative Commission, January 17, 2024

## Stated Clerk of the Presbytery of the Coastlands

Report for February 27, 2024

1. **For Presbytery Action:** The Stated Clerk requests that the Presbytery elect SueAnn Shiah as a Theological Student Advisory Delegate (TSAD) on behalf of Princeton Theological Seminary.
  - This request comes from the Office of the General Assembly's Office of the Stated Clerk. The General Assembly's Standing Rule B.2.e specifies that TSAD nominees be elected by their presbytery of jurisdiction.
  - SueAnn Shiah has been an inquirer under care of the Presbytery of the Coastlands since August 28, 2023, is a student at Princeton Theological Seminary, and is a member of Westminster Presbyterian Church in Trenton. She has an internship with Taiwanese American Fellowship Presbyterian Church in Hillsborough, works on the Farminary, and is passionate about art.

### For Information:

2. Report regarding disciplinary allegation
  
3. The presbytery office is moving! Our address as of April 1, 2024 will be  
 320 North Main Street  
 Hightstown, NJ 08520  
 Phone remains the same: 908-783-1331

Our offices will be on the second floor of Wilson House on the First Presbyterian Church of Hightstown property. Although Wilson House is not ADA accessible, the main church building is, and the Hightstown session is happy to let the presbytery use it. The location is convenient to US 130, State Highway 33, and Exit 8 of the NJ Turnpike, and the church has ample parking.

Our thanks go to Hope Presbyterian Church in Lakewood for storing presbytery files and handling the mail during the presbytery realignment.

We'll be looking for about 6 people to help move 50 boxes, some furniture, and metal shelves. Please contact the presbytery office to volunteer.

## **Solidarity with the Suffering: Presbyterian Church (U.S.A.) Delegation to Palestine and Israel**

February 15-22, 2024

Our delegation was planned in response to a call from our Christian partners in Palestine-Israel. It is a PC(USA) delegation, with a few ecumenical partners in attendance. The 35-member delegation includes a former moderator of the General Assembly, five mid council executives, and several Presbyterian ministers and elders from 19 different presbyteries.

The purposes of the trip are to express solidarity with all who are suffering in Palestine and Israel during this time of immense violence, to demand an end to Israel's genocidal bombardment of Gaza and an end to Israel's systematic ethnic cleansing of Palestinians in Gaza and the West bank and the release of all Palestinian prisoners held unlawfully by Israel, and to call for an end to Hamas' acts of horrendous violence against civilians and the return of all Israeli hostages held by Hamas.

We call attention to Israel's increased violence and dispossession of Palestinians in the West Bank – assassinating hundreds of Palestinians in recent weeks, placing entire communities under military closure, forcibly displacing Palestinian civilians and destroying their homes, and conducting arbitrary detentions of adults and children.

We call on Israel to stop impeding urgently needed relief supplies from reaching the residents of Gaza who have suffered intolerable cruelty, collective punishment, and blatant violations of their human rights under Israeli military occupation for decades, and especially during the past four months.

We join human rights organizations in Palestine and Israel and throughout the world who assert that the current crisis occurs in the context of seventy-six years of Israel's violent dispossession of Palestinians, Israel's ongoing deliberate ethnic cleansing of Palestine, apartheid policies, and the denial of Palestinian refugees' right to return.

We condemn in the strongest terms the U.S. government's unconditional support of the government of Israel which enables it to maintain its brutal military occupation of Palestine by providing weapons and financial support, as well as diplomatic shielding. Since October 7, the United States has supported Israel's displacement of two million Palestinians in Gaza and killing more than 27,000, including at least 10,000 children. We decry the Biden's administration's decision to suspend aid to UNRWA, thus denying the entire 2.3 million inhabitants of Gaza desperately needed food and relief supplies while under Israeli military assault.

We lift up those Palestinians and Israelis who engage in nonviolent actions to achieve a future of justice, equality, and peace for all Palestinians and Israelis, and pledge to continue to pray for and pursue such a future.