



Presbytery of Genesee Valley

1049 WEGMAN ROAD • ROCHESTER, NEW YORK 14624 • (585) 242-0080

WEBSITE: www.pbygenval.org

A Stated Meeting of the Presbytery of Genesee Valley was held electronically via Zoom on Tuesday, April 26, 2022. Presbyters were invited to attend a pre-meeting open conversation at 5:00 pm for a time of sharing and learning with the Mission Linkages Working Group and representatives of the eight Designated Ministries of the Presbytery.

CONSTITUTION

Moderator Elder Lea Kone (Downtown) called the meeting to order at 6:02 pm with prayer. She declared a quorum was present.

CONGREGATION	MINISTER	COMMISSIONER(S)	CONGREGATION	MINISTER	COMMISSIONER(S)
Albion, First	Sue Thaine		Lyndonville	CP Martha Mitchell	Elizabeth Smith
Attica, First	CP Brad Smith	Kathy Glowka	Medina, First	William Wilkinson	
Avon, Central			Mendon	---	
Barre Center	---	Bruce Landis	Mt. Morris, United	---	
Batavia, First	Roula Alkhouri	Tom Schubmehl	Mumford, First	CP Roger Estes	Susan Csizmadia
Bethany	Bob Spratt		North Bergen	CP David Fish	
Brockport, First	CP Mark Ross	Kristen Gerling	Nunda, Trinity	Ron Duttweiler	Julie Simone
Byron, First	James Renfrew	Ruth Andes	Ogden	EX Eileen BorduinVanderzwan	Pat Everett
Caledonia, First	Vinod Gnanaraj	Lisa Morrill	Ossian, First	---	
Chili, First			Parkminster	---	
Christ Clarion	EXCP Mark McDaniel		Penfield	EX Twyla Boyer	Melinda Shaffer
Corfu United	Evan Wildhack	Patty Miles	Perinton		
Covington United	Christine James	Pat Lockwood	Perry, Brick	CP Lynn Burdick	
Dansville	Marcia Reiff	Laurie Fox	Pike Community	CP Tim Bucknam	
Downtown	Laurie Tiberi	Sam King	Pittsford, First (2)	Aaron Neff Erin Jacobson	Barbara Smith Judith Van Dorn
East Avon, First	Michelle Allen	Chris Hollinger	Roch. Korean (2)	Young Kim	
East Bethany	---		Scottsville, Union	Kevin Hershey	Donald Tubman
Elba, First	EX Barbara Tipton		South	Deborah Swift	Sonya Kennedy
Gates	EX Laura Bachmann	Tom Brewer	Sparta, First	---	
Geneseo, Central	Nancy Lowmaster	Holly Harvey	Stone, Bergen	CP David Fish	Deborah Godlove
Groveland Fed.			Summerville	Elaine Loggi	Mary Haverfield
Holley, First	---	Don Welch	Third (3)	EX Rebecca Segers Tedd Pullano	Karen Walker
Honeoye Falls	EX Kirk Baker	Martha Kumler	Trinity Emmanuel (2)		Roger Miller Joyce Burwell-Miller
Irondequoit	Deborah Swift	Norma Carter	Tuscarora, First		
John Calvin	EX Marie Hanselman		Twelve Corners	CM Janice Fitzgerald	Kathy Iuli
John Knox	CM Alan Dailey	Pricilla Thomas	Victor, First		Dean Cornwell
LeRoy, First	David Pepper		Warsaw United		
Lima	David Kilgore	Carolyn Fleming	Webster		Anita Brocker
Livonia	---	Kenneth Schoonover	York, United	EX Michelle Sumption	Nancy Richenberg

CONGREGATIONS: MINISTERS & COMMISSIONERS (CM = Corresponding Member; CP = Commissioned Pastor)

MINISTERS IN VALIDATED MINISTRIES / MINISTERS AT LARGE / MINISTERS HONORABLY RETIRED
(VM = Validated AL = At-large HR = Honorably Retired IA =Inactive)

Present:

Louise Armstrong (HR)	Robert Heppenstall (HR)	Stephanie Sauve (HR)
Bruce Boak (HR)	Ho Dong Hwang (AL)	Kathryn Stimson (VM)
Philip Benier (AL)	Robert Kaiser (HR)	Carol Anne Strawbridge (HR)
Viktoria Berlik (AL)	Ernest Krug (HR)	Walter Stuber (AL)
Bruce Boak (HR)	Lisa Lancaster (HR)	Tom Taylor (HR)
Jeff Falter (AL)	Ray Lindquist (HR)	James Tyrrell (HR)
Val Fowler (HR)	Carson Mouser (HR)	Anne Waasdorp (HR)
Carolyn Grohman (HR)	Gail Ricciuti (HR)	Marsha Wenhold (VM)
Judy Hay (HR)	Charles Roberts (HR)	James Widboom (HR)

Excused:

Elizabeth Beckhusen (HR)	Harry Heintz (HR)	Nadia Mullin (VM)
Rod Frohman (HR)	Nathan Mochizuki (AL)	Laurel Nelson (VM)

ADDITIONAL ELDER COMMISSIONERS / CERTIFIED CHRISTIAN EDUCATORS (Appointed by Presbytery to correct elder-clergy imbalance)

Lewis Becker (Pittsford)	Peter Judd (Perinton)	Hezekiah Simmons (Pittsford)
Kathy Coons (Gates)	Lea Kone (Downtown)	Sue Tedesco (CoW)
George Gotcsik (Third)	Bob Mecredy (Pittsford)	Kay VanNostrand (Lyndonville)
Janette Henderson (Pittsford)	Susan Orr (Trinity Emmanuel)	
Betty Iwan (Third)	Karen Pryor (Third)	

CORRESPONDING MEMBERS ENROLLED FOR THIS MEETING (others noted under "Congregations"):

None

REGISTERED VISITORS including PRESBYTERY STAFF and COMMISSIONED PASTORS Not Serving Churches:

Debra Baker (Batavia)	Anne Francis (Pittsford)	Whitney Scoville (Chili)
Cheryl Battaglia (Staff)	Bill Haake (Scottsville)	Cindy Scoville (Chili)
Lisa Bennett (Staff)	Gail Heimberger (Geneva)	Adam Scoville (Chili)
Peter Cook (NYSCC)	Janice Hoyt (Chili)	Tom Ward (Gates)
Mary Cowden (Third)	Steven Jacobson (Pittsford)	Jean White
Dianna Daunton (Third)	Olivia Kassoum-Amadou (Cameron CC)	Jessica White (East Avon)
Doug Fox (Penfield)	Ron Little (12 Corners)	
Sarah Fraiser (Trinity Emmanuel)	Lori Shipman (Livonia)	

SUMMARIES OF 2022 MEETING	Jan 25	Mar 29	Apr 26		
Total Minister Members of Presbytery	108	110	108		
Total Minister Commissioners Present	48	47	49		
Total Elder Commissioners Present	52	49	57		
Parity (expressed in terms of Elders, + or -)	+4	+3	+8		
Total Churches Unrepresented by Elders	29	32	23		

Total Churches Unrepresented by Elders & Pastors	18	18	15		
Total Registered Visitors	11	5	24		
TOTAL REGISTERED ATTENDANCE - 2022	111	101	130		

LAND ACKNOWLEDGEMENT

Rev. William Wilkinson (Medina) read the Land Acknowledgement statement in which we pay respects to the indigenous people on whose traditional land this meeting was collectively being held tonight.

WORSHIP

A video of a worship service prepared by Harvest Neighborhood pastors was shown. Participants included Rev. Sue Thaine, Rev. William Wilkinson, CP Martha Mitchell, CP John Goehle and Elder Mike Thaine. The service included singing of the hymn "Just a Closer Walk with Me" by Gary Simboli (Albion) and reading of 2nd Corinthians 5:16-20. The pastors reflected on the "New in Christ" painting by artist Rev. Lauren Wright Pittman. Rev. William Wilkinson (Medina) closed the service with prayer.

INTRODUCTORY BUSINESS

Greeting of New Commissioners

Moderator welcomed new Commissioners present at this meeting.

Enrollment of Corresponding Members

None

Approval of Docket

Upon motion, the Presbytery **VOTED** by raised hands to approve the docket for the meeting as follows:

			THEME: Healthy, Vital, SUSTAINABLE Congregations & Leaders	
		Page Reference		
5 p.m.			Pre-meeting: Mission Linkages Working Group & Designated Ministries	MLWG
5:55 p.m.			Announcements	Lea Kone
6 p.m.			Call to Order <ul style="list-style-type: none">▪ Declaration of Quorum▪ Opening Prayer▪ Land Acknowledgement	
6:05 p.m.				
6:10 p.m.			Worship	Harvest Neighborhood Pastors
6:40 p.m.			Introductory Business <ul style="list-style-type: none">▪ Greeting New Commissioners▪ Enrollment of Corresponding Members▪ Approval of Docket▪ Privilege of the Floor	Lea Kone
6:45 p.m.			Call for New Business	
6:50		p. 3	Consent Agenda	

6:55 p.m.			Commissioning of the 225th General Assembly Commissioners	Lea Kone
7:05 p.m.		p. 17 p. 27 p. 17, 24 p. 17, 25 p. 18	Report of the Committee on Ministry <ul style="list-style-type: none"> General Assembly Concurrence Welcome to Rev. Bob Heppenstall (HR) Examination of Rev. Erin Jacobson for Associate Pastor Proposed Revision to CoM Committee Description Commissioned Pastor Commissioning 	Marcia Reiff CP Oversight Team
7:50 p.m.			Good News from Congregations and Neighborhoods	Lea Kone
7:55 p.m.			Prayer Focus	Jim Renfrew
8 p.m.			Transitional Leader/Stated Clerk Report <ul style="list-style-type: none"> Breakout discussions 	Susan Orr
8:15 p.m.		p. 30	Grants Working Group	Aaron Neff
8:25 p.m.		p. 38 p. 39	Budget, Development & Oversight Committee Report <ul style="list-style-type: none"> Approval of the Financial Policies revisions 	Bob Mecredy
8:35 p.m.		p. 60	Big Picture Team Report <ul style="list-style-type: none"> Celebrating the People's Pantry 	Karen Pryor
8:40 p.m.			Three Key Things to Take Home	Lisa Morrill
8:45 p.m.			Adjourn with Benediction	

Privilege of the Floor

The Presbytery **VOTED** by raised hands to grant privilege of voice to non-commissioners for the purpose of participating in reports.

Call for New Business

None

CONSENT AGENDA

The Presbytery **VOTED** by poll vote to approve the following Consent Agenda:

Items for Presbytery's Action

The Stated Clerk moved that the Presbytery:

(Minutes)

1. **Approve** the Minutes of the January 25, 2022, stated meeting of the Presbytery of Genesee Valley.
2. **Approve** the Minutes of the March 29, 2022 special meeting of the Presbytery of Genesee Valley.

(Treasurer's Report)

Receive the Treasurer's Report, month ending March 31, 2022.

See Appendix A: Balance Sheet as of March 31, 2022

See Appendix B: Operating Statement as of March 31, 2022

See Appendix C: Mission and Per Capita Report as of March 31, 2022

(2021 Presbytery Annual Statistical Report)

Receive the 2021 Annual Statistical Report for the Presbytery of Genesee Valley. Two churches did not submit reports: Ossian (last reported in 2019); and Warsaw (2018).

See Appendix D: 2021 Presbytery of Genesee Valley Statistical Report

See Appendix E: Notes regarding the PGV 2021 Statistical Report

(Committee on Representation)

Elect the following persons to serve on the Committee on Representation, effective August 1, 2022:

TE Bruce Boak (HR), Class of 2024

RE Kay VanNostrand (Lyndonville), Class of 2025

(Policies and Procedures Manual)

Approve the revisions to the PGV Policies & Procedures Manual, as recommended by the Communications & Technology Working Group and the Big Picture Team (BPT). The organizational maps need to be revised to include two new working groups – Visioning and Youth/Young Adult. These are in addition to all Working Groups currently listed. Specifically,

- add the Visioning Working Group to the existing BPT Working Group map
- add the Youth/Young Adult Working Group to the existing Healthier Congregations Team map

See Appendix F: Policies & Procedures Manual proposed revision April 2022

Items for Presbytery's Information

(Matthew 25 Churches in the Presbytery)

Each of the following congregations have submitted paperwork to the Presbyterian Mission Agency to be declared a Matthew 25 church (as of April 5, 2022):

Chili	Geneseo	Medina	Penfield	Third
Gates	John Knox	Mt. Morris	South	Trinity Emmanuel

(Anniversaries)

The following are the significant anniversaries of congregations that occur in 2022 (listed in 25-year increments):

50 years (1972)

Pike Community Church, Pike, NY

200 years (1822)

First Presbyterian Church, Elba, NY

Union Presbyterian Church, Scottsville, NY

(Administrative Commission for Parkminster Presbyterian Church, Rochester, NY)

No report.

(Presbytery Litigation)

Trustees have retained Reformat, Hurwitz & Daniel PLLC for representation in connection with Osborne v. United Church (Mt. Morris) and Presbytery of Genesee Valley. A motion to dismiss all claims has been filed with the Livingston County court. The Plaintiffs have opposed the motion to dismiss the complaint. The return date for the motion is May 3, and the judge will render a decision sometime after that date.

(Child & Youth Safety Policy)

A day-long youth retreat was held in October at Camp Whitman. Camp safety and registration protocols were followed. Although billed as a Presbytery-wide youth retreat, Camp Whitman hosted the event for youth in the several presbyteries. As such, Camp Whitman's safety policy, more expansive than PGV's, was followed.

(Schedule: BIG PICTURE TEAM (BPT) & PRESBYTERY: 2022 Meetings)

- BPT – Monday, May 23, 2022 at 6pm
- BPT – Monday, June 13, 2022 at 6pm
- PRESBYTERY – Tuesday, July 26, 2022 at 6pm
- BPT – Monday, August 29, 2022 at 6pm
- BPT – Monday, September 26, 2022 at 6pm
- PRESBYTERY – Tuesday, October 25, 2022 at 6pm
- BPT – Monday, November 28, 2022 at 6pm

COMMISSIONING OF THE 225TH GENERAL ASSEMBLY COMMISSIONERS

The Moderator led a brief service of commissioning in support of the Presbytery's elected commissioners to the 225th General Assembly which will be a hybrid event on June 18 - July 9, 2022. Committee sessions will be in person and plenary session will be online. Commissioned to service as Commissioners to the 225th General Assembly were the following:

- RE Roger Estes (Mumford)
- TE Michelle Sumption (York)
- Young Adult Advisory Delegate: Abigail Dove (active at Geneseo Central)

Alternatives:

- TE Christine James (Covington)
- RE Mindy Shaffer (Penfield)

Theology, Worship, Education Committee Assistant

- RE Susan Orr

REPORT OF COMMITTEE ON MINISTRY

Rev. Marcia Reiff (Dansville), member of the COM Leadership Team, gave the report of the Committee on Ministry which included the following:

(General Assembly Overture Concurrence)

Rev. Reiff explained the purpose of the overture from the Presbytery of Philadelphia. The Presbytery then **VOTED** by poll vote to:

Concur with an overture to the 225th General Assembly (2022) from the Presbytery of Philadelphia entitled "On the Adoption and Implementation of Harassment Policies in All Councils." This would include amending the Book of Order G-3.0106 to require all councils to adopt and implement a sexual misconduct policy, a harassment policy, and a child and youth protection policy.

(Welcoming Rev. Robert Heppenstall)

Rev. Robert Heppenstall (HR), whose membership transfer from Grace Presbytery was approved by COM, was welcomed.

(Pittsford First)

Rev. Reiff introduced Rev. Erin Schubmehl Jacobson. Rev. Jacobson has been serving as Stated Supply Associate Pastor at Pittsford since September 1, 2020 and the congregation now wishes to extend a call to

her. Elder Judith Van Dorn confirmed a congregational meeting was held on February 27, 2022 at which it was approved to extend a call to Rev. Jacobson as Associate Pastor. Elder Anne Francis attested to the call. Following a period of examination, Rev. Jacobson was moved to an electronic waiting room upon the arresting of the examination. Presbytery then **VOTED** by poll vote to:

Approve the call of the First Presbyterian Church of Pittsford, NY to Rev. Erin Schubmehl Jacobson to serve as Associate Pastor (full time) effective May 1, 2022 upon the following terms:

Cash Salary	\$19,670.00
Housing Allowance	\$38,000.00
Effective Salary	\$57,670.00
Social Security Offset	\$ 4,412.00
PC(USA) Benefits Plan	\$21,338.00
Other Benefits	\$ 5,970.00
Cont Ed/Study Leave	\$ 800.00
Travel/Prof Allowance	\$ 4,810.00
Total Compensation	\$95,000.00
Annual Leave & Vacation Time: 36 days, including 6 Sundays	
Cont Ed/Study Leave time: 2 weeks	
Sick Leave:	1 day/mo cumulative

Appoint the following persons as the Administrative Commission to install Rev. Erin Schubmehl Jacobson as Associate Pastor at 3:00 PM on May 15, 2022 at First Presbyterian Church, Pittsford, NY in the church sanctuary:

Moderator-elect Rev. Michelle Sumption (York)
Rev. Aaron Neff (Pittsford First)
Rev. Jeff Falter (AL)
Rev. Carol Anne Strawbridge (HR)
Elder Anne Francis (Pittsford First)
Elder Susan Orr (Trinity Emmanuel)
Elder Tom Schubmehl (Batavia First)

Appoint the following persons as Additional Participants of the Administrative Commission:

Elder Bill Haake (Scottsville Union)
Craig Kunkle (Director of Christian Education at Pittsford First)
Rev. Cynthia A. Weaver (First Presbyterian Church of Ithaca, NY (Presbytery of Geneva))

Dismiss the Administrative Commission at the conclusion of the Service of Installation.

See Appendix G: First Presbyterian Church of Pittsford Session Rationale for calling Rev. Erin Jacobson

Rev. Jacobson rejoined the meeting at this time. Rev. Reiff offered a prayer.

(Committee on Ministry Committee Description)

Presbytery **VOTED** by poll vote to:

Approve revisions to the Committee on Ministry committee description. The changes include:

1. Removal of language suggesting congregations host special Presbytery meetings for the purpose of examining and approving calls.
[Rationale: This language is unnecessary now that all Presbytery meetings are conducted via Zoom]
2. Granting authority to the Committee on Ministry to act on behalf of the Presbytery in approving calls from congregations for services of ministers previously serving as their Pastor for a Designated Term.

[Rationale: The Committee on Ministry currently has authority to approve new calls for pastors currently serving within the Presbytery. This addition clarifies that this authority extends to Pastors serving for a Designated Term being called to the congregation for an indefinite term].

3. Granting authority to the Committee on Ministry to approve the transfer of membership into the Presbytery for At Large (AL) members.

See Appendix H: Job Description for Standing Teams/Committees/Working Groups of the Presbytery

(Commissioned Pastors)

Rev. Robert Kaiser (HR) introduced Elder Whitney Scoville, who was recently commissioned by COM to the Pulpit Supply List, and asked her the examining questions. CP Martha Mitchell (Lyndonville) introduced Elder David Fish, Elder Mark Ross and Elder Tim Bucknam and asked each the examining questions. Presbytery

VOTED by raised hands to approve:

Commissioning the following elders to serve as Commissioned Pastors:

- Elder Whitney Scoville (Chili) to the Pulpit Supply List effective February 1, 2022.
- Elder David Fish (Gates) as Commissioned Pastor at Stone Church Bergen Church effective 1/1/22
- Elder Mark Ross (Batavia) as Commissioned Pastor at Brockport First effective 2/1/22
- Elder Tim Bucknam (Perry) as Commissioned Pastor at Pike Community Church effective 1/1/22

Actions taken by COM on behalf of Presbytery

Acting on behalf of the Presbytery, the Committee **VOTED** to:

(Moderator Appointments)

- **Livonia - Appoint** Rev. James Widboom (HR) as Moderator effective March 16, 2022.
- **East Bethany – Appoint** Rev. Robert Kaiser (HR) as Moderator January 2022 – April 2022.

(Honorable Retirement)

Approve conferring status of Honorably Retired upon:

- Rev. Nancy Overgaard (AL) effective February 1, 2022.
- Rev. Stephanie Sauve (VM serving outside PC USA) effective March 1, 2022.

(Third)

Appoint the following persons as the Administrative Commission to install Rev. Rebecca Segers at 3:00 pm on June 5, 2022 at Third Presbyterian Church, Rochester NY in the church sanctuary:

Moderator Elder Lea Kone (Downtown)	Elder Margaret Rachfal (Third)
Rev. Michelle Allen (East Avon)	Elder Jonathan Nwagbaraocha (Downtown)
Rev. Tom Taylor (HR)	Elder John Goehle (Ogden)
Rev. James Widboom(HR)	

Appoint the following persons as Additional Participants of the Administrative Commission:

Rev. Eddie J. Jusino (First Presbyterian Church of Farmington, Farmington Hills, MI, Presbytery of Detroit)
Rev. Ruth Faith Santana-Grace (via video), (Executive Presbyter, Presbytery of Philadelphia)
Rev. Jo Ann Barrett, (Gathering of Light Multifaith Fellowship, Council of Interfaith Communities)
Virginia Fifield (Mohawk Nation, Haudenosaunee Confederacy; Sisters of Mercy, Roman Catholic Diocese of Rochester)

Dismiss the Administrative Commission at the conclusion of the Service of Installation.

(Warsaw United)

Upon request of the church's Council and in consultation with the Big Picture Team and Moderator Lea Kone, the Committee on Ministry has appointed a Discernment Team to guide a process of prayer and discernment to determine whether the congregation will remain in relationship with the Presbytery and PC(USA). The

members of the Team are Rev. Michelle Allen (East Avon), Rev. Jeff Falter (AL) Rev. Nancy Lowmaster (Geneseo) and two members to be appointed by and from the United Church of Warsaw, a joint congregational witness with the United Church of Christ.

(Presbytery Membership)

- **Permit** Rev. Jamie Tyrrell (HR) to labor outside the bounds as Temporary Pastor at United Church of Phelps upon the concurrence from the Presbytery of Geneva.
- **Approve** the transfer of membership of Rev. Robert Heppenstall (HR, Grace Presbytery) effective April 5, 2022.

See Appendix I: Rev. Robert Heppenstall - Biography

See Appendix J: Rev. Robert B. Heppenstall - A Statement of Faith

(Pulpit Supply List)

- **Approve** adding Rev. Ho Dong Hwang (AL) to the pulpit supply list.
- **Commission** Elder Whitney Scoville (Chili) to the pulpit supply list.
- **Permit** Inquirer Ted Warner to serve as pulpit supply at Holley.
- **Authorize** the following to officiate communion at the Barre center church during February – April, 2022: Rev. Jimmy Reader (American Baptist), CP John Goehle, Rev. Joy Bergfalk (American Baptist).
- **Approve** adding Rev. Robert Heppenstall (HR) to the pulpit supply list.

(2021 Minister Annual Review)

1. **Approve** the continued status of Validated Minister for the following: Rosemary Mitchell, Laurel Nelson
2. **Recognize** the following as active At Large Members: Viktoria Berlik, Jeff Falter, Michael Fry, Tom Gardner, Michael McNamara, Nathan Mochizuki, Rachel Reid, Walter Stuber
[NOTE: The following ministers have paperwork pending: S. Philip Benier (AL), Kathryn Bindig (AL), Lawrence DeVuyst (AL), Kathryn Stimson (VM)]
3. **Change** the status of the following member from Validated Minister to At Large Member due to a change in employment: Nadia Mullin

Actions to be reported to Presbytery as Information

Rev. Vinod Gnanaraj – Approved Presbytery acting as petitioner on behalf of Rev. Gnanaraj (Caledonia) in obtaining an immigrant Visa. [Note: Presbytery will be the petitioner for the Visa process as it was for his Green Card process. The church has allocated funds both these processes.]

Barre Center – Received the Separation Ethics Boundaries Covenant for Rev. Barbara Tipton effective November 30, 2021.

Attica – Approved the Covenant Agreement with CP Brad Smith as part time (20hrs/week) Commissioned Ruling Elder effective January 1, 2022 upon the following terms of call noting with exceptions since the terms allow for payment to be made on an hourly basis:

Cash Salary:	\$21.00 per hour
Continuing Ed/ Study Leave allowance:	\$ 800
Travel/Professional Allowance:	\$ 5,000
Annual Vacation:	2 days/year including 5 Sunday

Dansville - Approved the following revised Covenant Agreement with Rev. Marcia Reiff as part time (44%) Stated Supply Pastor effective January 1, 2022 upon the following terms of call:

Cash Salary:	\$ 3,000.00
Housing Allowance	\$ 17,000.00
Medical Deductible	
Benefit	\$ 1,670.00
Effective Salary:	\$ 21,670.00
Social Security Offset:	\$ 1,658.00
Study Leave allowance:	\$ 800.00
Travel/Professional	
Allowance:	\$ 2,167.00
Total Compensation:	\$ 26,295.00
Continuing Ed/Study Leave time:	2 weeks
Annual Vacation:	30 days, including 5 Sundays
Sick Leave:	1 day/month cumulative

Elba - Approved the Covenant Agreement with Rev. Barbara Tipton as part time (50%) Stated Supply Pastor effective January 1, 2022 upon the following terms of call:

Cash Salary:	\$ 18,600.00
Fair Rental Value of Manse	\$ 12,000.00
Effective Salary:	\$ 30,600.00
Social Security Offset:	\$ 2,341.00
Benefits Plan (PCUSA):	\$ 14,259.00
Continuing Ed/	
Study Leave allowance:	\$ 800.00
Other – Suppl Death	\$ 1,140.00
Travel/Professional	
Allowance:	\$ 2,405.00
Total Compensation:	\$ 51,545.00
Continuing Ed/Study Leave time:	2 weeks
Annual Vacation:	44 days, including 8 Sundays
Sick Leave:	1 day/month cumulative

Mumford - Approved the Covenant Agreement with CP Roger Estes as part time (50%) Commissioned Pastor effective January 1, 2022 upon the following terms of call, with exception noting that the Professional Allowance does not meet minimum requirement:

Cash Salary:	\$ 13,961.00
Housing Allowance	\$ 7,331.00
Utilities	\$ 1,618.00
Effective Salary:	\$ 22,910.00
Social Security Offset:	\$ 1,753.00
Study Leave allowance:	\$ 800.00
Travel/Professional	
Allowance:	\$ 300.00
Total Compensation:	\$ 25,763.00
Continuing Ed/Study Leave time:	2 weeks
Annual Vacation:	30 days, including 5 Sundays
Sick Leave:	1 day/month cumulative

Pike - Approved the Covenant Agreement with CP Tim Bucknam as part time (26%) Commissioned Pastor effective January 1, 2022 upon the following terms of call, with exception noting that the Professional Allowance does not meet the minimum requirement:

Cash Salary:	\$ 0
Housing Allowance	\$ 10,000.00
Effective Salary:	\$ 10,000.00
Social Security Offset:	\$ 765.00
Continuing Ed/ Study Leave allowance:	\$ 800.00
Travel/Professional Allowance:	\$ 500.00
Total Compensation:	\$ 12,065.00
Continuing Ed/Study Leave time: 2 weeks	
Annual Vacation: 30 days, including 5 Sundays	
Sick Leave: 1 day/month cumulative	

Stone Bergen – Approved the Covenant Agreement with CP David Fish as part time (33%) Commissioned Ruling Elder effective January 1, 2022 upon the following terms of call:

Cash Salary:	\$ 4,865.00
Housing Allowance	\$ 8,000.00
Effective Salary:	\$ 12,865.00
Social Security Offset:	\$ 985.00
Continuing Ed/ Study Leave allowance:	\$ 267.00
Travel/Professional Allowance:	\$ 1,296.00
Total Compensation:	\$ 15,413.00
Continuing Ed/Study Leave time: 2 weeks	
Annual Vacation: 30 days, including 5 Sundays	
Sick Leave: 1 day/month cumulative	

Webster - Approved the Covenant Agreement with Rev. Philip Davis Sr. as full time Stated Supply Pastor effective January 1, 2022 upon the following terms of call:

Cash Salary:	\$ 43,303.00
Housing Allowance	\$ 12,000.00
Effective Salary:	\$ 55,303.00
Social Security Offset:	\$ 4,231.00
Non PCUSA Plan:	\$ 20,462.00
Continuing Ed/ Study Leave allowance:	\$ 800.00
Travel/Professional Allowance:	\$ 5,495.00
Total Compensation:	\$ 86,291.00
Continuing Ed/Study Leave time: 2 weeks	
Annual Vacation: 36 days, including 6 Sundays	
Sick Leave: 1 day/month cumulative	

Brockport - Approved the Covenant Agreement with CP Mark Ross as part time (50%) Commissioned Pastor effective February 1, 2022 upon the following terms of call, with exception noting that the Professional Allowance is not listed separately but instead is included in the salary:

Cash Salary:	\$ 14,480.00
Housing Allowance	\$ 8,000.00
Effective Salary:	\$ 22,480.00
Social Security Offset:	\$ 1,720.00
Study Leave allowance:	\$ 800.00
Travel/Professional	

Allowance: incl. in salary
Total Compensation: \$ 25,000.00
Continuing Ed/Study Leave time: 2 weeks
Annual Vacation: 30 days, including 5 Sundays
Sick Leave: 1 day/month cumulative

Victor – Approved the Covenant Agreement with Rev. Nicolas Dorland as full time interim pastor effective February 14, 2022 upon the following terms of call:

Cash Salary: \$ 38,765.84
Housing Allowance \$ 16,000.00
Effective Salary: \$ 54,765.84
Social Security Offset: \$ 4,189.59
PCUSA Benefit Plan: \$ 20,263.36
Continuing Ed/
Study Leave allowance: \$ 800.00
Travel/Professional
Allowance: \$ 4,810.00
Total Compensation: \$ 84,828.79
Continuing Ed/Study Leave time: 2 weeks
Annual Vacation: 30 days, including 5 Sundays
Sick Leave: 1 day/month cumulative

GOOD NEWS FROM CONGREGATIONS AND NEIGHBORHOODS

Lima - Rev. David Kilgore (HR) reported the congregation had its first worship service in a few years in the sanctuary on Easter. They have not been able to do so due to a fire and the pandemic.

Byron – Rev. Jim Renfrew announced the blessings of many upcoming baptisms.

Covington – Elder Pat Lockwood reported the Sunday School children have been making and selling jewelry as a fundraiser for Ukraine. To date, they have collected over \$789.

PRAYER FOCUS

Rev. Jim Renfrew (Byron) asked that, since we can no longer pass around a prayer journal as done in in person meetings, people share their prayer concerns in the chat section of this Zoom meeting.

TRANSITIONAL LEADER/STATED CLERK REPORT

Susan Orr gave an overview of the 2021 Statistics Report. She reflected on the trends in the denomination. She quoted from a report which indicated that if we do nothing different by 2040 all current churches with a size 100 or less will be gone. She reminded everyone that this is a liminal season, and it is time to focus on the future and how we can use the gifts God has provided us. Members divided into breakout rooms to discuss the question, “What is a spark of hope in our congregations?”

GRANTS WORKING GROUP

Rev. Aaron Neff (Pittsford), member of the Grants Working Group, introduced the following individuals who provided an overview on 2021 projects:

Elder Lori Shipman – Livonia – The church used grant funds for their “Building Virtual Community” ministry. They upgraded their audio/video equipment. They can now reach those who are not comfortable being physically present in the church as well as pastors in Cambodia and Pakistan.

CP Lynn Burdick- Perry/Brick - The church used grant funds to sponsor a community wide Corn Festival. This event energized the small congregation and gave an opportunity to work with other groups in the community.

Doug Fox – Penfield - Church members are working with the Tiny House Committee, a subcommittee of REACH Advocacy, in their work to provide permanent housing for homeless in Rochester NY. The group is using grant funds toward developing tiny homes on a parcel of land in the city.

Rev. Neff encouraged other churches to submit applications for 2022 grant funding. Deadline for filing for a Collaborative Ministry Grant or a Congregational Vitality grant is June 24, 2022. There is no deadline for Peacemaking grant applications.

BUDGET, DEVELOPMENT & OVERSIGHT COMMITTEE

Elder Bob Mecredy (Pittsford), chair of the committee, presented proposed revisions to the Presbytery's financial policies as developed by a task force of the committee. He thanked those who worked on this project including Peter Judd, Treasurer, Susan Orr, Transitional Presbytery Leader and Cheryl Battaglia, Financial and Program Administrator. He explained a proposed revision is to increase the percentage of the Genesee Valley Fund allowed to be applied to the annual operating budget from 5% to 5%-8% of the Fund's value. This may be drawn annually for income based on a 20-quarter rolling average, with the 20th quarter being the most recent calendar year third quarter. The Presbytery **VOTED** by poll vote to approve this revision. Bob then explained other proposed revisions to the financial policies which include updating, eliminating duplications and adding clarification language. Presbytery **VOTED** by poll vote to approve these revisions.

See Appendix K: Presbytery Finance, Investment and Funding Policies proposed revisions

BIG PICTURE TEAM REPORT

Elder Karen Pryor (Third) reported that the South Wedge Food Program previously located in the Calvary St. Andrews church has moved to 555 Avenue D, Rochester NY. The pantry, renamed as People's Pantry, is now a 501c3 nonprofit organization. A video of the pantry narrated by Jay Rowe, its Executive Director, was shown. People's Pantry is a recipient of a significant portion of funds from the sale of the 68 Ashland Street property.

Karen indicated another portion of the proceeds from the sale of the Ashland Street property has been transferred to the newly formed Matthew 25 Fund. Details on this Fund will be presented at the July 2022 Presbytery meeting.

Items for Presbytery Action

See Consent Agenda

Actions taken on behalf of Presbytery

Acting on behalf of the Presbytery, the Big Picture Team **VOTED** to:

(July 2022 Presbytery Meeting)

Approve changing the date of the July Stated Meeting of Presbytery from Tuesday, July 12, 2022 to Tuesday, July 26, 2022.

(Pastors and Pastoral Care Committee)

Elect Rev. Rachel Reid (AL) to the Pastoral Care Committee, Class of 2025, effective immediately to fill a vacancy due to the resignation of Pastor Young Kim (Rochester Korean).

(Batavia – Sale of Property)

Concur with Presbytery Board of Trustees' recommendation that the Presbytery of Genesee Valley, Inc. authorize the First Presbyterian Church of Batavia (the "Church"), 300 East Main Street, in the City of Batavia, Genesee County, New York 14020, to:

1. Sell to Phillip J. Kirch and Carol C. Leport-Kirch, residing at 1284 Sand Ridge Road, Alden New York 14004, the premises known as 246 North Spruce Street in the City of Batavia, Genesee County, New York, being the parcel of vacant land acquired by the Church by executor's deed dated June 8, 1966 and recorded in the Genesee County Clerk's office on July 20, 1966 in Liber 393 of Deeds at page 215;

Such sale shall take place in accordance with a Purchase and Sale contract between the parties dated on or about January 26, 2022, which Purchase and Sale contract provides for a sale price of \$22,500 with such contingencies, terms and conditions as are set forth in such Contract and negotiated by the Trustees of the Batavia Presbyterian Church;

The authorization shall be subject to approval by a Justice of the Supreme Court of the State of New York, as provided by law; and

2. Apply the net proceeds of the sale of such property, after payment of all necessary and customary closing costs, including attorney's fees and the expenses of procuring the Court Order, for the use and benefit of the Batavia Presbyterian Church.
3. Authorize the Trustees, Clerk of Session and Ruling Elders of the First Presbyterian Church of Batavia to take such actions and to execute and deliver such documents as shall be appropriate and necessary to effectuate the foregoing.

[Note: These actions were approved by the Congregation and Corporation of the First Presbyterian Church of Batavia at a special meeting of the Congregation and Corporation held on February 27, 2022, subject to the approval of Presbytery and the Supreme Court.]

Actions to be reported to Presbytery as Information

(Multi-Presbytery [Cayuga-Syracuse, Genesee Valley, Geneva, Lake Erie, Western NY] Conversation Update)

Highlights of recent gatherings of this group include:

- Stated Clerks for all five Presbyteries met on January 6, 2022. Over 30 people attended with good sharing of practices and plans for more gatherings.
- Committees on Ministry for each Presbytery gathered via Zoom on February 15, 2022. Issues related CRE's/CP's to be addressed.
- Genesee Valley invited all five presbyteries to their March 5, 2022 congregational training event. Plans are this will become an annual event with all five presbyteries planning and participating.
- Presbyteries are planning a May 9 Zoom event with General Assembly Commissioners.
- Financial representatives from the 5 presbyteries met on March 15, 2022 via Zoom to explore possibilities for collaboration. While merger is a possibility, it is not being actively pursued at the present time. It was clear that all five presbyteries face similar challenge of declining membership. The finance group agreed to meet roughly every 2 months.
- Goals of the joint task force for 2022:
 - Build out the Incarnational nature of collaboration.
 - Have an administrative strategy in place by December 2022.
 - Lower anxiety by having more of work written down and widely distributed throughout our presbyteries.

(Synod Mission & Ministries Commission grants)

At the January 28-29, 2022 Mission & Ministries Commission meeting, the Mission Working Group recommended and the Commission approved the following grants:

- *Youth and Young Adult Ministry* - Adult Leadership Development Grant for the Finger Lakes Youth Ministry project at Camp Whitman Center in the amount of \$7,000.
- *Campus Ministry* - Campus Ministry grant for the Genesee Area Campus Ministries in the amount of \$2,500 for 2022.

(Sale of Ashland St. property)

The sale of this property closed on February 15, 2022. The proceeds were allocated in accordance with the framework previously adopted by the Big Picture Team as follows:

Available for Distribution		\$246,467.03
35%	35% to a new "Matthew 25" fund	\$ 86,263.46
25%	25% to the Food Ministry Fund	\$ 61,616.76
10%	10% to Food Ministry Fund as Gift	\$ 14,646.70
20%	20% to the Westminster Fund	\$ 49,293.41
10%	10% to the Genesee Valley Fund	\$ 24,646.70
100%		\$ 246,467.03

(2022 Youth Triennium)

The Office of Presbyterian Youth and Triennium announced its decision to cancel the Presbyterian Youth Triennium 2022 in-person event. This is due to their desire to prioritize the safety and health of the participants and their communities – youth, adult volunteers, and churches. Instead of holding a traditional Triennium this summer, they will flip and begin with their PYT Beyond work. The PYT Beyond Team was created to carry the 2022 theme out into the world after the event and beyond the four days spent in Indianapolis. This work will now serve as a pathway leading up to the next in-person Triennium which they are close to confirming dates for in July 2025.

THREE KEY THINGS TO TAKE HOME

Elder Lisa Morrill (Caledonia) offered the following:

- Worship service was inspiring in the way we “dance with re-creation”
- We celebrated with our Commissioned Pastors, new member Rev. Heppenstall, and Rev. Jacobson in her new role
- The 2021 grant projects showed us how we are moving forward and doing something new

ADJOURNMENT WITH BENEDICTION

The meeting adjourned with a blessing and charge sung by Rev. Sue Thaine (Albion) at 8:25 pm.

ATTEST: _____

Kathleen L Coons, Journal Clerk

APPENDICES

Appendix A: Balance Sheet as of March 31, 2022

Appendix B: Operating Statement as of March 31, 2022

Appendix C: Mission and Per Capita as of March 31, 2022

Appendix D: 2021 Presbytery Statistical Report

Appendix E: Notes regarding the PGV 2021 Annual Statistical Report

Appendix F: Proposed revisions to Presbytery Policies and Procedures Manual

Appendix G: First Presbyterian Church of Pittsford Session Rationale for calling Rev. Erin Jacobson

Appendix H: Job Description for Standing Teams/Committees/Working Groups of the Presbytery

Appendix I: Rev. Robert Heppenstall - Biography

Appendix J: Rev. Robert B. Heppenstall - A Statement of Faith

Appendix K: Proposed revisions to Presbytery Finance, Investment and Funding Policies

Appendix A: Balance Sheet as of March 31, 2021

	<u>Mar 31, 22</u>	<u>Feb 28, 22</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
1117 · M & T Checking	209,336	437,498	(228,162)
1118 · M & T Money Market	10,369	10,369	0
Total Checking/Savings	219,705	447,867	(228,162)
Accounts Receivable			
1200 · Accounts Receivable	10,044	26,743	(16,699)
1216 · Mortgage Receivable			
1216A · Mortgage Rec.-Lakeside 3/1/23	254,174	254,540	(366)
Total 1216 · Mortgage Receivable	254,174	254,540	(366)
Total Accounts Receivable	264,218	281,283	(17,065)
Other Current Assets			
1300 · Invested Funds			
1312 · PILP	100,000	100,000	0
1313 · Investment Fund			
1313A · Gain / Loss	1,417,931	1,404,391	13,540
1313 · Investment Fund - Other	1,110,790	887,631	223,159
Total 1313 · Investment Fund	2,528,721	2,292,022	236,699
Total 1300 · Invested Funds	2,628,721	2,392,022	236,699
Total Other Current Assets	2,628,721	2,392,022	236,699
Total Current Assets	3,112,644	3,121,172	(8,528)
Fixed Assets			
1800 · Equipment & Fixtures	1,999	1,999	0
1900 · Accumulated Depreciation	(11,082)	(11,058)	(24)
Total Fixed Assets	(9,083)	(9,059)	(24)
Other Assets			
1400 · Loans to Churches			
1412 · Gates	13,361	13,854	(493)
1413 · RKPC Loan 5 yr pymts begin 8/22	6,939	6,939	0
Total 1400 · Loans to Churches	20,300	20,793	(493)
Total Other Assets	20,300	20,793	(493)
TOTAL ASSETS	<u>3,123,861</u>	<u>3,132,906</u>	<u>(9,045)</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Credit Cards			
2001 · Business Credit Cards			

2001E · Credit Card - CB	0	13	(13)
Total 2001 · Business Credit Cards	0	13	(13)
	Mar 31, 22	Feb 28, 22	\$ Change
Total Credit Cards	0	13	(13)
Other Current Liabilities			
2100 · Employee Related Accounts			
2101 · Employer Pension Escrow	0	2,325	(2,325)
2102 · Employee Pension Escrow	0	592	(592)
Total 2100 · Employee Related Accounts	0	2,917	(2,917)
2200 · Insurance Premiums	76,331	76,331	0
Total Other Current Liabilities	76,331	79,248	(2,917)
Total Current Liabilities	76,331	79,261	(2,930)
Total Liabilities	76,331	79,261	(2,930)
Equity			
3000 · Donor Restricted Funds			
3001 · Slater Fund			
3001A · Slater Fund - Book Value	22,623	22,623	0
3001B · Slater Fund Total Return	691	(1,160)	1,851
Total 3001 · Slater Fund	23,314	21,463	1,851
Total 3000 · Donor Restricted Funds	23,314	21,463	1,851
3100 · Donor Specific Use Funds			
3101 · Misc. Designated Gifts	800	669	131
3101B · Blossom Trust	103	103	0
3101CLS · Congregational Legal Support	8,785	8,785	0
3101MM · Measuring Mission	2,224	2,224	0
3101S · Scholarships	3,287	3,287	0
3101SNE · Synod Partnership Grant	171	171	0
3101VWG · Visioning Working Group	16,793	16,793	0
3104 · Presbytery Peace Offering	2,934	2,934	0
3110 · Ministry Candidates Aid Fund	8,139	8,139	0
3114 · Commissioned Pastor Training	2,871	2,871	0
3116 · New Worshipping Communities			
3116A · Companions on the Way	3,799	3,736	63
Total 3116 · New Worshipping Communities	3,799	3,736	63
3117 · Emergency Aid Fund (PCD)	13,235	13,045	190
Total 3100 · Donor Specific Use Funds	63,141	62,757	384
3200 · Presbytery Designated Funds			
3204 · Matthew 25 Fund	94,268	0	94,268
3207 · Food Ministry Fund	67,335	0	67,335
3211 · Westminster-RPH Mission Fund	79,023	27,077	51,946
3214 · Genesee Valley Fund			
3214A · Calvary St. Andrews	10,000	258,496	(248,496)
3214G · Lakeside	64,774	63,241	1,533

MINUTES OF STATED PRESBYTERY MEETING
APRIL 26, 2022 AT 6:00 PM

ELECTRONIC MEETING VIA ZOOM
ROCHESTER NY

3214 · Genesee Valley Fund - Other	<u>2,642,479</u>	<u>2,401,474</u>	<u>241,005</u>
Total 3214 · Genesee Valley Fund	<u>2,717,253</u>	<u>2,723,211</u>	<u>(5,958)</u>
	Mar 31, 22	Feb 28, 22	\$ Change
3220 · Youth Triennium Escrow Fund	<u>8,164</u>	<u>8,164</u>	<u>0</u>
3221 · Touch of Grace Initiative-TOGI	<u>280</u>	<u>280</u>	<u>0</u>
Total 3200 · Presbytery Designated Funds	<u>2,966,323</u>	<u>2,758,732</u>	<u>207,591</u>
3300 · Un-Designated Equity	<u>589,596</u>	<u>589,596</u>	<u>0</u>
3900 · Retained Earnings	<u>(326,127)</u>	<u>(325,761)</u>	<u>(366)</u>
Net Income	<u>(268,717)</u>	<u>(53,139)</u>	<u>(215,578)</u>
Total Equity	<u>3,047,530</u>	<u>3,053,648</u>	<u>(6,118)</u>
TOTAL LIABILITIES & EQUITY	<u>3,123,861</u>	<u>3,132,909</u>	<u>(9,048)</u>

Appendix B

Operating Statement as of March 31, 2021

	<u>Mar Actual</u>	<u>Mar Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
4000INC · Congregational & Individual					
4000 · Presbytery General Mission	14,614	19,726	30,172	25,879	140,898
4100 · Presbytery Per Capita	12,843	20,431	38,665	49,253	145,933
Total 4000INC · Congregational & Individual	27,457	40,157	68,837	75,132	286,831
4400INC · Other Support					
4430 · Credit Card Rewards-Misc Income	98	42	98	125	500
4490 · Master Insurance Service Rcpts.	56	0	352	400	1,600
Total 4400INC · Other Support	154	42	450	525	2,100
4500INC · Investment Income Support					
4552 · Inv Support for Sustainability	0	0	0	0	89,561
Total 4500INC · Investment Income Support	0	0	0	0	89,561
4610 · Synod & GA PC Paid by Churches					
4611 · Synod PC Paid by Churches	2,340	2,216	7,048	6,647	26,588
4612 · GA PC Paid by Churches	5,127	4,853	15,439	14,559	58,234
Total 4610 · Synod & GA PC Paid by Churches	7,467	7,069	22,487	21,206	84,822
4620 · Mission Support Income					
4621 · Matthew 25 Support	0	4,000	0	4,000	4,000
Total 4620 · Mission Support Income	0	4,000	0	4,000	4,000
Total Income	<u>35,078</u>	<u>51,268</u>	<u>91,774</u>	<u>100,863</u>	<u>467,314</u>
Gross Profit	35,078	51,268	91,774	100,863	467,314
Expense					
5600 · Designated Mission Support					
5601 · Cameron Comm Ministry	700	700	1,400	1,400	7,000
5603 · Greater Roch Comm Churches	0	0	1,000	1,000	1,000
5604 · Camp Whitman	1,750	1,750	3,500	3,500	17,500
5605 · Youth Triennium	(450)	0	(450)	0	2,500
5607 · Genesee Area Campus Ministries	1,000	0	2,000	1,000	4,000
5609 · NYS Council of Churches	0	0	1,000	1,000	1,000
Total 5600 · Designated Mission Support	3,000	2,450	8,450	7,900	33,000
6200 · Healthier Congregations Work					
6210 · Grants	0	0	0	0	20,000
6220 · Relationships	0	438	596	438	1,750
6230 · Tools & Training					
6232 · Measuring Mission	0	125	0	125	500
6233 · Scholarships	0	250	0	250	1,000
6234 · Mission Day	0	0	0	0	300
6236 · Event Sponsorship (PGV/N/C)	0	306	0	306	1,225

6230 · Tools & Training - Other	0	23	0	70	280
Total 6230 · Tools & Training	0	704	0	751	3,305
	Mar	Mar	YTD	YTD	Annual
	Actual	Budget	Actual	Budget	Budget
6260 · Youth & Young Adults WG	60	250	60	250	1,000
Total 6200 · Healthier Congregations Work	60	1,392	656	1,439	26,055
6300 · Healthy Leaders Work					
6310 · Committee on Ministry					
6311 · CoM Committee Expenses	0	92	0	275	1,100
6312 · Resources	0	20	0	40	200
6313 · Sexual Misconduct Trng	0	0	0	0	200
6314 · Discretionary Fund	0	500	0	500	1,500
Total 6310 · Committee on Ministry	0	612	0	815	3,000
6320 · Patorial Care Committee					
6321 · Committee Expense	0	13	0	40	160
6322 · Education & Training	0	90	0	90	360
6323 · Pastoral Wellness & Hospitality	0	300	0	300	1,200
Total 6320 · Patorial Care Committee	0	403	0	430	1,720
6330 · Cmte on Prep. for Ministry					
6331 · Committee Expenses	0	75	0	75	300
6332 · Career Evaluation	0	320	715	320	1,280
6333 · CP Scholarships	0	0	0	0	1,000
Total 6330 · Cmte on Prep. for Ministry	0	395	715	395	2,580
Total 6300 · Healthy Leaders Work	0	1,410	715	1,640	7,300
7700 · Support for a Healthy Phy					
7701 · Salaries & Benefits					
7702 · NYS Disability Insurance	(10)	(5)	54	315	270
7703 · NYS Unemployment Insurance	0	278	42	278	1,110
7704 · Worker's Compensation	0	0	0	0	1,655
7705 · NYS Paid Family Leave	(75)	(39)	702	351	0
7720 · Transitional Leader/StatedClerk					
7721 · TPL/SC Salary	7,468	7,468	22,403	22,403	89,610
7723 · TPL/SC Pension 403(b)	747	747	2,240	2,240	8,961
7724 · TPL/SC Social Security	571	571	1,714	1,714	6,855
7727 · TPL/SC Medical/Dental	844	844	2,398	2,533	10,130
7728 · TPL/SC Professional Expense					
7728A · TPL/SC Travel & Professional	77	458	144	1,375	5,500
7728B · TPL/SC Coaching	0	150	300	450	1,800
Total 7728 · TPL/SC Professional Expense	77	608	444	1,825	7,300
7729 · TPL/SC Study Leave	0	438	0	438	1,750
Total 7720 · Transitional Leader/StatedClerk	9,707	10,676	29,199	31,153	124,606
7730 · Other Salaries & Benefits					
7731A · Financial Admin - Salary					
7734 · Financial Admin-Pension 403(b)	416	416	1,248	1,248	4,990
7731A · Financial Admin - Salary - Other	4,893	4,893	14,678	14,678	58,710

Total 7731A · Financial Admin - Salary	5,309	5,309	15,926	15,926	63,700
7731B · Communications - Salary	1,756	1,882	5,450	5,646	22,582
	Mar Actual	Mar Budget	YTD Actual	YTD Budget	Annual Budget
7731C · Journal Clerk - Salary	631	927	2,185	2,781	11,124
7733 · Social Security-Other Salaries	557	589	1,707	1,767	7,070
Total 7730 · Other Salaries & Benefits	8,253	8,707	25,268	26,120	104,476
Total 7701 · Salaries & Benefits	17,875	19,617	55,265	58,217	232,117
7740 · Personnel Committee					
7741 · Staff Retreat	0	0	0	0	300
7742 · Staff/Vol Recognition	0	0	131	0	400
7743 · Resp Higher Gov. Bodies	13	0	13	0	1,000
7744 · Quarterly Payroll Service Fee	0	250	0	275	1,025
7745 · Support Staff Cont Ed.	0	250	0	250	1,000
Total 7740 · Personnel Committee	13	500	144	525	3,725
7750 · Office/Admin					
7753 · Office Supplies	104	133	114	400	1,600
7754 · Postage	0	40	304	425	1,700
7755 · Telephone/Netwok Usage/Security	86	275	258	825	3,300
7756 · Non-cap Equip/Software/Warranty	15	13	828	829	1,765
7757 · Computer Maintenance	0	215	44	215	1,530
7758 · Copy Expense	0	42	0	125	500
7759 · PGV Technology Support					
7759A · Database Expense	400	400	1,200	1,200	4,800
7759B · Website Expense	67	67	5,398	5,898	6,501
7759 · PGV Technology Support - Other	0	50	0	150	600
Total 7759 · PGV Technology Support	467	517	6,598	7,248	11,901
Total 7750 · Office/Admin	672	1,235	8,146	10,067	22,296
7760 · Trustees/Facilities					
7762 · Office Rent	883	883	2,650	2,650	10,800
7763 · General Insurance	0	0	1,173	1,173	6,907
7764 · Legal	4,935	1,500	4,935	1,500	6,000
7765 · Other Legal Services	0	0	0	0	500
Total 7760 · Trustees/Facilities	5,818	2,383	8,758	5,323	24,207
7780 · Judicial Expenses	0	0	0	0	500
7785 · Audit/Banking/Depr Exp					
7786 · Heveron & Heveron Audit	0	2,913	0	2,913	11,650
7788 · Banking Fees	37	33	138	100	400
7789 · Depreciation	24	24	923	72	286
Total 7785 · Audit/Banking/Depr Exp	61	2,970	1,061	3,085	12,336
Total 7700 · Support for a Healthy Pby	24,439	26,705	73,374	77,217	295,181
7790 · Big Picture Team					

MINUTES OF STATED PRESBYTERY MEETING
APRIL 26, 2022 AT 6:00 PM

ELECTRONIC MEETING VIA ZOOM
ROCHESTER NY

7791 · Big Picture Team Oper Exp	0	33	0	100	400
7792 · Moderator's Expense	0	33	171	100	400
	Mar	Mar	YTD	YTD	Annual
	Actual	Budget	Actual	Budget	Budget
7793 · Racial Justice Working Group	0	1,000	0	1,000	4,000
Total 7790 · Big Picture Team	0	1,066	171	1,200	4,800
8000 · Synod & GA Per Capita Pd by Pby					
8010 · Synod PC Paid by Pby	0	0	30,861	31,652	31,652
8020 · GA PC Paid by Pby	0	5,777	23,109	17,331	69,326
Total 8000 · Synod & GA Per Capita Pd by Pby	0	5,777	53,970	48,983	100,978
Total Expense	27,499	38,800	137,336	138,379	467,314
Net Ordinary Income	7,579	12,468	(45,562)	(37,516)	0
Net Income	7,579	12,468	(45,562)	(37,516)	0

Appendix C

Mission and Per Capita as of March 31, 2022

CHURCHES	Mission Estimate	Mission PTD	Mission Estimate Balance	Pby Per Capita Apportionment	Pby Per Capita PTD	Pby Per Capita Balance	Synod Per Capita Apportionment	Synod Per Capita PTD	Synod Per Capita Balance	GA Per Capita Apportionment	GA Per Capita PTD	GA Per Capita Balance	Total Apportionment	Total Paid	% Per Capita PTD
ALBION, FIRST	-	0	-	2,610	0	2,610	476	0	476	1,042	0	1,042	4,127	0	0%
ATTICA, FIRST	100	0	100	1,305	0	1,305	238	0	238	521	0	521	2,064	0	0%
AVON, CENTRAL	-	0	-	3,285	653	2,632	599	119	480	1,311	261	1,050	5,195	1,033	20%
AVON, FIRST	0	0	-	2,070	518	1,553	377	94	283	826	207	620	3,273	818	25%
BARRE CENTER	-	0	-	1,440	360	1,080	262	66	197	575	144	431	2,277	569	25%
BATAVIA, FIRST	-	0	-	4,995	0	4,995	910	0	910	1,994	0	1,994	7,899	0	0%
BETHANY	6,477	1,619	-	7,245	1,811	5,434	1,320	330	990	2,892	723	2,169	11,457	2,864	25%
BROCKPORT, FIRST	-	0	-	2,723	446	2,276	496	81	415	1,087	178	908	4,305	706	16%
BYRON, FIRST	-	650	-	2,588	2,588	0	472	472	0	1,033	1,033	0	4,092	4,092	100%
CALEDONIA, FIRST	3,000	750	2,250	2,993	748	2,244	545	136	409	1,194	299	896	4,732	1,183	25%
CHILI, FIRST	-	0	-	2,138	534	1,603	390	97	292	853	213	640	3,380	845	25%
CORFU, FIRST	-	0	-	2,903	0	2,903	529	0	529	1,158	0	1,158	4,590	0	0%
DANSVILLE	-	0	-	1,350	342	1,008	246	64	182	539	139	400	2,135	545	26%
DOWNTOWN UNITED	-	0	-	4,590	0	4,590	836	0	836	1,832	0	1,832	7,258	0	0%
EAST BETHANY	-	0	-	1,418	0	1,418	258	0	258	566	0	566	2,242	0	0%
ELBA	-	0	-	1,935	1,935	0	353	353	0	772	772	0	3,060	3,060	100%
FAIRPORT, PERINTON	10,000	2,500	7,500	9,945	2,486	7,459	1,812	453	1,359	3,969	992	2,977	15,726	3,932	25%
GATES	4,250	0	4,250	7,425	0	7,425	1,353	0	1,353	2,963	0	2,963	11,741	0	0%
GENESE, CENTRAL	500	500	0	4,973	0	4,973	906	0	906	1,985	0	1,985	7,863	0	0%
GROVELAND, FEDERATED	-	0	-	180	0	180	33	0	33	72	0	72	285	0	0%
GROVELAND, SPARTA	-	0	-	608	0	608	111	0	111	242	0	242	961	0	0%
HENRIETTA, JOHN CALVIN	100	100	0	855	855	0	156	156	0	341	341	0	1,352	1,352	100%

MINUTES OF STATED PRESBYTERY MEETING
APRIL 26, 2022 AT 6:00 PM

ELECTRONIC MEETING VIA ZOOM
ROCHESTER NY

HOLLEY	0	0	-	1,058	1,058	0	193	193	0	422	422	0	1,672	1,672	100%
HONEOYE FALLS, FIRST	-	0	-	3,960	0	3,960	722	0	722	1,580	0	1,580	6,262	0	0%
CHURCHES	Mission Estimate	Mission PTD	Mission Estimate Balance	Pby Per Capita Apportionment	Pby Per Capita PTD	Pby Per Capita Balance	Synod Per Capita Apportionment	Synod Per Capita PTD	Synod Per Capita Balance	GA Per Capita Apportionment	GA Per Capita PTD	GA Per Capita Balance	Total Apportionment	Total Paid	% Per Capita PTD
IRONDEQUOIT	2,760	690	2,070	1,620	405	1,215	295	74	221	647	162	485	2,562	640	25%
JOHN KNOX	3,642	0	3,642	1,913	0	1,913	349	0	349	763	0	763	3,024	0	0%
KOREAN	-	0	-	360	0	360	66	0	66	144	0	144	569	0	0%
LEROY, FIRST	-	0	-	2,138	356	1,781	390	65	325	853	142	711	3,380	563	17%
LIMA	500	500	-	968	968	0	176	176	0	386	386	0	1,530	1,530	100%
LIVONIA CENTER, FIRST	750	188	563	675	0	675	123	0	123	269	0	269	1,067	0	0%
LYNDONVILLE	750	0	750	1,733	452	1,280	316	84	232	691	184	507	2,740	720	26%
MEDINA, FIRST	2,000	500	1,500	1,800	521	1,279	328	95	233	718	208	510	2,846	824	29%
MENDON	-	0	-	1,283	0	1,283	234	0	234	512	0	512	2,028	0	0%
MOUNT MORRIS	-	0	-	540	270	270	98	49	49	216	108	108	854	427	50%
MUMFORD, FIRST	0	0	0	990	0	990	180	0	180	395	0	395	1,566	0	0%
NORTH BERGEN	-	0	-	1,013	0	1,013	185	0	185	404	0	404	1,601	0	0%
NUNDA, TRINITY	-	0	-	1,170	0	1,170	213	0	213	467	0	467	1,850	0	0%
OSSIAN	-	0	-	405	0	405	74	0	74	162	0	162	640	0	0%
PARKMINSTER	-	0	-	1,238	0	1,238	226	0	226	494	0	494	1,957	0	0%
PAVILION, COVINGTON	2,500	2,500	0	2,790	0	2,790	508	0	508	1,114	0	1,114	4,412	0	0%
PENFIELD	4,072	0	4,072	2,970	0	2,970	541	0	541	1,185	0	1,185	4,697	0	0%
PERRY, BRICK	-	0	-	1,688	0	1,688	308	0	308	674	0	674	2,669	0	0%
PIKE, COMMUNITY	250	250	-	270	0	270	49	0	49	108	0	108	427	0	0%
PITTSFORD, CHRIST CLARION	-	5,250	-	1,598	0	1,598	291	0	291	638	0	638	2,526	0	0%
PITTSFORD, FIRST	21,000	0	-	17,820	5,940	11,880	3,247	1,082	2,165	7,112	2,371	4,741	28,179	9,393	33%
SCOTTSVILLE	-	0	-	3,015	0	3,015	549	0	549	1,203	0	1,203	4,768	0	0%
SOUTH	500	0	-	1,013	0	1,013	185	0	185	404	0	404	1,601	0	0%
SPENCERPORT OGDEN	2,900	725	-	3,960	486	3,474	722	88	633	1,580	195	1,386	6,262	769	12%
STONE CHURCH BERGEN	-	0	-	450	0	450	82	0	82	180	0	180	712	0	0%

MINUTES OF STATED PRESBYTERY MEETING
APRIL 26, 2022 AT 6:00 PM

ELECTRONIC MEETING VIA ZOOM
ROCHESTER NY

SUMMERVILLE	2,750	2,750	-	2,453	2,453	0	447	447	0	979	978	1	3,878	3,877	100%
THIRD	-	7,515	-	22,748	5,687	17,061	4,145	1,036	3,109	9,079	2,270	6,809	35,971	8,993	25%
TRINITY EMMANUEL	300	300	-	1,125	0	1,125	205	0	205	449	0	449	1,779	0	0%
CHURCHES	Mission Estimate	Mission PTD	Mission Estimate Balance	Pby Per Capita Apportionment	Pby Per Capita PTD	Pby Per Capita Balance	Synod Per Capita Apportionment	Synod Per Capita PTD	Synod Per Capita Balance	GA Per Capita Apportionment	GA Per Capita PTD	GA Per Capita Balance	Total Apportionment	Total Paid	% Per Capita PTD
TUSCARORA, FIRST	100	100	-	990	993	-3	180	181	-1	395	396	-1	1,566	1,570	100%
TWELVE CORNERS	3,720	0	-	1,913	0	1,913	349	0	349	763	0	763	3,024	0	0%
VICTOR	2,240	560	1,680	5,850	731	5,119	1,066	133	933	2,335	292	2,043	9,251	1,156	13%
WARSAW, UNITED	-	0	-	810	0	810	148	0	148	323	0	323	1,281	0	0%
WEBSTER	5,000	1,250	3,750	6,323	1,583	4,740	1,152	288	864	2,523	633	1,890	9,998	2,504	25%
YORK	3,900	975	2,925	3,488	3,488	0	636	636	0	1,392	1,392	0	5,515	5,515	100%
ADJUSTMENT															
TOTALS	84,061	30,172	35,052	173,700	38,665	135,035	31,652	7,048	24,604	69,326	15,439	53,886	274,678	61,153	
CHURCHES NOT YET MAKING A CONTRIBUTION:		37			31			31			31				

Appendix D

2021 Presbytery Statistical Report

Presbytery

Genesee Valley

Address

1049 Wegman Rd, Rochester, NY 14624

Phone

585-242-0080

Fax

585-242-0086

Email

office@gbvgenval.org

Web Site



Membership

Prior Active Members	7720	Adjusted membership	7718
----------------------	------	---------------------	------

Gains

Certificate	30
-------------	----

Youth Professions	16
-------------------	----

Professions & Reaffirmations	48
------------------------------	----

Total Gains	94
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Total Ending Active Members	7279
------------------------------------	-------------

Losses

Certificate	25
-------------	----

Deaths	170
--------	-----

Deleted for any Other Reason	338
------------------------------	-----

Total Losses	533
---------------------	------------

Baptisms

Presented by Others	56
---------------------	----

At Confirmation	0
-----------------	---

All Other	0
-----------	---

Average Weekly Worship Attendance	2361
-----------------------------------	------

Female Members	4381
----------------	------

Friends of the Congregation	1175
-----------------------------	------

Ruling Elders on Session	442
--------------------------	-----

Do you have Deacons? Yes / No	41 / 15
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Age Distribution of Active Members

25 & Under	577
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26 - 40	775
---------	-----

41 - 55	1108
---------	------

56 - 70	1761
---------	------

Over 70	2131
---------	------

Total Age Distribution	6352
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People with Disabilities

Hearing impairment	377
--------------------	-----

Sight impairment	128
------------------	-----

Mobility impairment	358
---------------------	-----

Other impairment	368
------------------	-----

Christian Education

Birth - 3	79
-----------	----

Age 4	39
-------	----

Kindergarten	44
--------------	----

Grade 1	40
---------	----

Grade 2	54
---------	----

Grade 3	48
---------	----

Grade 4	55
---------	----

Grade 5	53
---------	----

Grade 6	57
---------	----

Grade 7	59
---------	----

Grade 8	71
---------	----

Grade 9	53
---------	----

Grade 10	53
----------	----

Grade 11	52
----------	----

Grade 12	47
----------	----

Young Adults	51
--------------	----

Over 25	794
---------	-----

Teachers/Officers	255
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Total Christian Education	1904
----------------------------------	-------------

Racial Ethnic

Asian/Pacific Islander/South Asian	63
------------------------------------	----

Black/African American/African	119
--------------------------------	-----

Middle Eastern/North African	36
------------------------------	----

Hispanic/Latino-a	45
-------------------	----

Native American/Alaska Native/Indigenous	47
--	----

White	6808
-------	------

Multiracial	27
-------------	----

Total Racial Ethnic	7145
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Financial Data

Annual Income	10,374,940
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Annual Expenses	10,163,773
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Mission Expenses	959,056
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Personnel Expenses	6,001,812
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Facilities Expenses	2,010,153
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Appendix E

Notes regarding the PGV 2021 Annual Statistical Report

- The following two churches did not submit statistics, with last submission year noted in parentheses: **Ossian** (2019) and **Warsaw** (2018). A few churches did not complete the report fully.
- Therefore, the statistical report may be somewhat misleading as it only includes those that entered the information, and some did not. Some information (such as membership) is carried over from the last year reported. Accuracy of data must also be considered.

Membership

PGV's current membership is 7279, down 441 members from 2020. **The membership loss is about 5.7%** compared to approximately 4.5% in 2020. **In 2021, PGV gained 94 members and lost 535.** Membership loss was 5.4% in 2019, 4.5% in 2018 and 8% in 2017.

- **Dissolved** congregations = *No congregations were dismissed or dissolved in 2021.*
- **Roll reviews** (total overall losses of more than 10) = **374**
(Batavia – 11; Pittsford – 12; Downtown – 13; East Avon – 13; Dansville – 15; Parkminster – 15; Mendon – 17; Victor – 22; Albion – 23; Penfield – 26; Webster – 27; Brockport – 28; Perinton – 39; Caledonia – 43; Third - 70)

NOTE: "Overall" is defined as total membership additions minus total membership losses.

Churches with **overall membership GAINS** (with total in parentheses): Trinity Nunda (1); Tuscarora (1); Chili (2); Corfu (2); Irondequoit (2); Mt. Morris (2); Barre Center (6)

Churches with **membership GAINS** of five or more: Elba (5); Honeoye Falls (5); Spencerport (5); Third (6); Barre Center (8); Pittsford (12)

Other Notes:

- Average worship attendance is down by 14.5% in 2021 (2361/week vs 2730 in 2020). This equates to 32.5% of our membership in worship (35% in 2020)
- There were 56 baptisms in 2021.
- 41 of our 58 congregations have a Deacon board (down from 42 in 2020). 10 Sessions have 10+ members. The remaining Sessions have an average of 7 elders serving on Session.
- 16 congregations (27.5%) report being 100% white. Overall membership of PGV is 95% white.
- 16 congregations (28%) reported deficit budgets.
- 20 congregations (34.5%) report less than 50 members. 38 congregations (65.5%) report less than 100 members.
- Age Distributions (of the congregations that reported):

Under 25 years: 9%	56-70 years old: 28%
26-40 years old: 12%	Over 71 years old: 33.5%
41-55 years old: 17.5%	

MISSION GIVING

Churches that report mission giving 10% or more than Income (more than 15% in parentheses; *does not include in-kind giving*):

Dansville (18%), East Avon, Groveland Federated, Medina (16%), Nunda, Pittsford, Sparta (21%), Third, Trinity Emmanuel (27%), Tuscarora, Victor, Webster (21%)

Total PGV Mission Giving (based on reported income and reported mission expenses): **9.24%**

Total PGV Personnel Expenses in relationship to Total PGV Income: **58%**

Total PGV Facilities Expenses in relationship to Total PGV Income: **19.5%**

Appendix F

Policies and Procedures Manual <https://pbygenval.org/wp-content/uploads/sites/25/2022/04/Policies-and-Procedures-Manual-no-appendices-DRAFT-rev-042622.pdf>

Appendix G

First Presbyterian Church of Pittsford Session Rationale for calling Rev. Erin Jacobson April 2022

In 2017, the Pastor of the First Presbyterian Church of Pittsford retired, leading to the calling of an Interim Pastor who worked alongside the church's Associate Pastor for two years. At the end of 2019, the Interim Pastor finished his work and took another Interim Pastor position in Florida, and the Associate Pastor resigned from her position to take a job with the Board of Pensions in New Jersey. Over the next year, pastoral leadership was carried out by a series of temporary and part-time Pastors. In March 2020, the congregation called Rev. Aaron Neff as its next installed Pastor, just before the COVID-19 pandemic erupted in the United States and the stay-at-home orders were issued in New York. Rev. Neff began his ministry with the congregation in May 2020 and worked alongside three temporary and part-time pastors through the end of their covenant agreements at the end of the summer of 2020. During that time, the congregation's full-time Director of Youth Ministry resigned from his position and moved to New Jersey where his wife had been hired for a new job.

First Presbyterian is an 800-member congregation, and, during the height of the pandemic, it was faced with needing to find replacements for its Associate Pastor and Director of Youth Ministry positions. Due to budget constraints, the Session decided to eliminate the Director of Youth Ministry position and roll the responsibilities of that position into a reconfigured Associate Pastor position. The Session, working together with Rev. Neff, put together a job description for an Associate Pastor whose primary responsibilities covered the areas of pastoral care leadership and youth ministry leadership. The heightened need for this kind of leadership brought on by the pandemic meant that the congregation needed a person to fill that role quickly. As a result, the Session decided to search for a Temporary Supply Associate Pastor.

A search committee was assembled, made of two people from the Personnel Committee, two youth from the congregation, a Deacon, and an Elder who is also the parent of children from the congregation. A job posting was sent throughout the Presbytery and multiple very qualified candidates were interviewed. After interviewing Rev. Erin Jacobson, the search committee was unanimous in its recommendation to the Session to hire her. The Session approved their recommendation unanimously. Rev. Jacobson began her ministry with the congregation in September 2020 and worked alongside Rev. Neff for many months in a socially distanced, remote-only ministry environment.

Rev. Neff and Rev. Jacobson are very happy working together. They share similar approaches to ministry, leadership strategy, theology, and vision for the future; yet, they have complementary communication styles and personalities. As a female clergyperson, Rev. Jacobson brings needed diversity to our pastoral leadership that benefits the congregation.

The ongoing nature of the pandemic requires ongoing and stable leadership. The congregation needs permanent leadership from the Associate Pastor position, and losing Rev. Jacobson in that role would be a significant loss that would have regressive effects on its life together. Keeping the congregation connected during this “distanced” season of ministry has been difficult; nevertheless, it is happening successfully, and Rev. Jacobson’s efforts in pastoral care leadership have been a significant part of that. She is actively making the effects of the pandemic easier for congregants to endure through her pastoral outreach and work with the Deacons. It is tenuous trying to keep the youth and their families connected to each other in a hybrid meeting model, and Rev. Jacobson is the link between those that meet in-person to those that meet remotely. The church’s young people have undergone a significant transition in the last year, and Rev. Jacobson is a welcome and needed source of stability for them.

Since the Spring of 2021, the Session has gradually loosened restrictions on our COVID-19 safety protocols, and increasingly more people have been able to interact with Rev. Jacobson in-person. The consensus from the congregation is delight and gratitude to have. Her experience and gifts are perfectly suited for her ministry of pastoral care leadership and youth ministry leadership.

Appendix H

JOB DESCRIPTIONS FOR STANDING TEAMS/COMMITTEES/WORKING GROUPS OF THE PRESBYTERY

(appears as Appendix E6 in Policies and Procedures Manual)

Committee on Ministry

Committee on Ministry furthers spiritual and temporal welfare of congregations, ministers, certified Christian educators, and commissioned lay pastors of presbytery. Responsible for churches going through pastoral transitions.

Membership: 24

The Presbytery shall elect a Committee on Ministry, which shall function as the pastor, counselor and advisor according to the *Form of Government* G-3.0307. In its work the Committee on Ministry shall seek to be open at all times to communication regarding the life and ministries of the Presbytery’s congregations and minister members; and to further the spiritual and temporal welfare of congregations, ministers, certified Christian educators, and commissioned pastors of the Presbytery.

The Committee on Ministry shall ordinarily have twenty-four (24) members in three classes of eight (8) persons. The Committee on Ministry shall ordinarily be comprised of twelve (12) ministers and twelve (12) elders. Care shall be taken to ensure that the Committee on Ministry is representative of both the demographics and the geography of the Presbytery.

With the provision that all such actions be reported to the next stated meeting of Presbytery, the Committee on Ministry shall have authority to act on behalf of Presbytery to:

- facilitate the oversight of Presbytery’s minister members, including granting Honorable Retirement status
- find in order calls and covenant agreements issued by churches
- approve and present calls to the Presbytery for services of ministers **per G-3.0307. To accommodate pastoral candidates, and to save the congregation the cost of an “extra trip” to attend a regularly**

~~scheduled Presbytery meeting for examination, upon COM approval, a congregation may:~~

- ~~* wish to host a Special Meeting of Presbytery called for the purpose of Examining and Receiving their Candidate, and Approving the Call, if the way be clear, during the candidate's visit.~~
- ~~* Invite the candidate to participate electronically, both audio and video, at the next stated meeting or at a special meeting of the Presbytery as hosted by the calling congregation.~~
- approve pastor members of Presbytery accepting new calls within the Presbytery, **including pastors serving designated terms being called by the congregation to an indefinity term** and examine and **approve** Honorably Retired **and at large** members of other presbyteries requesting transfer to, or temporary membership in, the Presbytery **per G-3.0306**
- establish administrative commissions for ordination and/or installation services as per G- 2.0703 and G-2.0805
- grant permission, and annually review, minister members laboring within or outside the bounds of Presbytery
- dismiss ministers to other presbyteries
- dissolve the pastoral relationship when requested and/or necessary G-2.09
- settle difficulties on behalf of the Presbytery where possible and expedient
- consult with congregations and neighborhoods regarding its strategy for mission, in collaboration with the Big Picture Team and the Relationships Working Group of the Healthier Congregations Team
- conduct and approve clearance and exit interviews with pastors and sessions
- establish minimum compensation standards for pastoral calls and Certified Christian Educators
- counsel with a session concerning reported difficulties within a congregation, including:
 - (1) advising the session as to appropriate actions to be taken to resolve the reported difficulties
 - (2) recommending resources for mediation
 - (3) acting to correct the difficulties if requested to do so by the session or, if the session is unable or unwilling to do so, following the procedural safeguards of the Rules of Discipline with the provision that all such actions be reported to the next stated meeting of Presbytery
 - (4) walking with congregations through the grieving process resulting from difficulties
- encourage congregations make full use of the resources available to them, such as Congregational Learning Day and Pastoral Care & Development, and be an active participant in its Presbytery Neighborhood

The Committee on Ministry shall make recommendations to Presbytery to:

- Oversee the division, dismissal, revitalization, union or dissolution of congregations in consultation with their members
- Assume original jurisdiction in accordance with G-3.0303e The Committee on Ministry shall:
 - walk with congregations through times of transition
 - work in conjunction with other appropriate committees of the Presbytery for the care and well-being of the minister members and congregations of the Presbytery.
 - shall oversee training and education regarding sexual misconduct awareness and prevention. For more information see the Presbytery's Sexual Ethics Policy.
 - shall conduct on-going evaluation of the work of the committee and its impact on the Presbytery

Appendix I

Rev. Robert Heppenstall Biography

Name: Robert Bole Heppenstall, III
Address: 208 Dunning Avenue, Webster, NY 14580
Phone: 803-466-8209 (cell)

Date: March 24, 2022
E-mail: Heyhepp@me.com

Work History:

01/2021-06/2021	Part-time Parish Associate Trinity Presbyterian Church McKinney, Texas
10/2018-4/2020 (Ret.)	Northridge Presbyterian Church Lakewood, TX Interim Pastor / 550 Members
5/2009-5/2018	First Presbyterian Church of Mendham ("Hilltop Church") 14 Hilltop Road Mendham, NJ 07945 Head of Staff/Small Town-Village / 420 Members
8/2002-10/2007	Eastminster Presbyterian Church Columbia, South Carolina Head of Staff Urban Residential/Suburban 2100 Members
8/1995-8/2002	Fox Chapel Presbyterian Church – Pittsburgh, PA Head of Staff/ Suburban/ 2000 Members
5/1992-7/1995	First Church of Christ Congregational (U.C.C.) West Hartford, CT Senior Pastor/ Suburban-Urban Residential/ 1400 Members
7/1983-1992	Bower Hill Community Church in Pittsburgh, PA Head of Staff/ Suburban-Urban Residential/ 850
6/1978-7/1983	The Presbyterian Church of Sewickley in Sewickley, PA Associate Pastor/Suburban/ 1250

Formal Education:

1975 - 1978	Princeton Theological Seminary in Princeton, New Jersey Master of Divinity - Preaching and Pastoral Care Major
1971 - 1975	St. Lawrence University in Canton, New York Bachelor of Arts Degree. Major in Religion

Ecclesiastical Status:

Date ordained: July 2, 1978
Member of: Grace Presbytery

The Reverend Robert B. Heppenstall III is a graduate of Saint Lawrence University in Canton, NY and Princeton Theological Seminary. After 42 years of ordained service in the PCUSA Bob recently retired after serving as Interim Pastor at Northridge Presbyterian Church in Dallas, TX.

Immediately prior to coming to Northridge Bob served for 10 years as the Pastor of the First Presbyterian Church of Mendham, New Jersey. (Affectionately known as Hilltop Church.) Ordained in 1978, Pastor Bob has previously served as Head of Staff at Bower Hill Church and Fox Chapel Presbyterian Church in Pittsburgh, as Head of Staff at Eastminster Presbyterian Church in Columbia, SC and also, for a brief time, in the United Church of Christ as Senior Pastor of First Church of Christ in West Hartford, CT.

Bob is from Pittsburgh, PA (making him a Steeler fan!) and has been married to Patrice since 1983. Bob and Patty have four grown children and two grandchildren. Rob (Married to Evangeline) Beth (Rochester, NY), Claire (Bethel, CT) and Peter (Los Angeles, CA).

Bob has served on the Board of Trustees of Warren Wilson College, the Board of Trustees of the Thornwell Home and School for Children and as President of the Pastoral Counseling Center of West Hartford.

Bob is an avid golfer, a “sometimes” fly fisherman and a “once upon a time” squash and tennis player. He enjoys writing poetry and playing his 12 string guitar.

Bob has been a guest preacher at Bay head Chapel in New Jersey, Montreat Conference Center, in North Carolina, the Union Chapel in Hyannis Port, MA and at Bay View in Michigan.

Appendix J

The Reverend Robert B. Heppenstall III A Statement of Faith

Jesus Christ is Lord! The greatest words ever uttered by a human being may well be the words of the one who has often been derided as “doubting” Thomas, who, in the presence of his pierced and risen Friend proclaimed the central mystery of our faith when he called Jesus of Nazareth “My Lord and my God.” My statement today is a distant echo of that same bold proclamation of faith and trust that has reshaped the world for over twenty centuries.

In the making and keeping of covenants, through the giving of the law and by the word of the prophets God sought to bless the world through the people of Israel. In the fullness of time, by God’s gracious providence, in what most of us would call a backward little town the most magnificent moment of all history unfolded. The Word that first spoke creation into being became flesh as a baby cried in the night and they named Him Jesus for He would save His people from their sin.

What I have come to know of God’s grace and goodness, what I understand of the need for human compassion and stewardship, what I believe about the nature and purpose of the living God I have come to know in and through the person of that same Jesus the Christ our Lord and Savior. Fully God and fully human the heart of Jesus reveals the heart of God, whether it was teaching on a hillside, touching a leper, praying in a garden, reclaiming the temple as a house of prayer or dying on a Roman cross.

Jesus taught, lived, prayed, died and rose again from the dead to the glory of God His Father whom Jesus called "Abba". Calling to Himself women and men and young people to be His disciples He created among and through them a new covenant community that today we call the church. As a sign and seal of our entrance and engrafting into this community He instituted the sacrament of baptism. As a sacred remembrance of His death and an ongoing summons and sustenance for the living out of our discipleship He instituted the sacrament of the Lord's Supper. As daily bread for our soul and light for our path God gave us the gift of Scripture. The Holy Bible is God's gracious gift to the world and to the church to strengthen our faith and to guide our witness. Scripture is "not one witness among others but a witness without parallel." By the power of the Holy Spirit the Scriptures are the unique and authoritative witness to Jesus Christ as Lord and Savior and our rule for faith and practice.

Equipped by the Word and Sacraments and empowered by the Spirit the mission of the church is to bear faithful witness to our Lord by honoring the great commandment and fulfilling the great commission. The life of Jesus guides our understanding of these mandates. In Him we have learned the meaning of the word "love". Through Him we have come to understand the nature of neighborliness. By the presence of God the Holy Spirit our Lord has promised that we would not be left alone but would receive power to bear His witness to the world. That witness is visible in small acts of compassion, in the larger call to justice and the ongoing summons to faithfulness. No one form or cultural expression can claim to fully contain the fullness of the church's mission. The God who is glorified in an expanding universe is also glorified in the diversity of our worship and our service. Certain that the eye cannot say to the hand "I have no need of you" we joyfully pursue the opportunities to link our witness to Christ with other Christians who proclaim His Lordship but express their faith differently.

On the first Easter morning God's love and purpose proved to be deeper than death and stronger than evil and the once hiding and denying disciples soon became the very people who told the world the story of God's purpose made known in the life, death and resurrection of Jesus. But even more important than the story we have to tell to the nations is the fact that by God's grace we are still able to be, as the Apostle Paul would put it, "in Christ." Jesus is not simply a good man who once taught about God. He Himself is living Lord and Reigning Savior, present by the power of the Holy Spirit. He Himself is the way, the truth and the life. In the mystery of His atoning death on the cross the power of sin has been broken and we now await the day when every tear is dried and every hope is gathered into God. We watch with humility for the time when every knee shall bow and every tongue confess Christ's Lordship to the glory of God. Our words of explanation have always failed us in the end but the failure of our language does not discourage the Christian heart- it merely humbles the Christian mind before the incredible grace of God. In Christ we have the opportunity to know the lengths to which God's love would go to seek our prodigal and wandering hearts- not just to find them but to welcome them home. I am one such heart. By the grace of God I lift my voice in praise of One God, Father, Son and Holy Spirit and I offer my life to proclaim that Jesus Christ is Lord.

Appendix K

**PRESBYTERY OF GENESEE VALLEY
FINANCE, INVESTMENT, AND FUNDING ~~by~~ POLICIES
Outline**

	Page
Introduction and Applicability.....	2
A. Presbytery Funding Policies	2
B. Per Capita Policy and Administration.....	4
C. Presbytery Finance Administration.....	5
D. Presbytery Investment Policy.....	9
E. Presbytery Capitalization Policy.....	15
F. Designated Funds: Descriptions and Policies.....	15
F1. Donor Restricted Fund	
F2. Donor Specific Use Funds	
F3. Presbytery Designated Funds	

Index by Page Numbers (To be updated)

	Page #		Page #
Accounting Guidelines	6	Investments and Policy	9
Budget Preparation	7	Linkages, Churches	3
Building Programs	2	Per Capita (Presbytery)	4
Capital Fund Drives	2	Policies Amendment	2
Capital Gains	6	Record Keeping	8
Capitalization Policy	15	Records Retention Guidelines	9
Cash Management	6	Selected Giving	2
Companies, Divestment	12	Slater Fund	10
Dividends	6,10, 16-18	Special Offerings	3
Donor Specified Use Funds	17	Specific Use Funds	5, 11, 17
Fund Designations	5	Unified Fund	2
Genesee Valley Fund	10	Westminster Worship Ministry at RPH Fund	18
Grace Fund for Urban Ministry	19	Youth Triennium Escrow Fund	18
Interest	6, 13-14,17, 19	Linkages, Churches	3

Introduction and Purpose

The Presbyterian Church (U.S.A.), ("PCUSA") is a body of Reformed Christians who agree to conduct worship and other religious activities in conformity with the PC(USA) Constitution including the Book of Order, a Form of Government which describes the formal structure of the Church. As an ecclesiastical organization, PC(USA) does not exist under any federal law. Central to the structure of PC(USA) is the concept of governing bodies. The General Assembly is the national governing body; the synod is the next regional governing body, composed of presbyteries; the presbytery is the next regional governing body, composed of congregations and minister members; and the session is the governing body of the congregation. The presbytery is a middle-governing body of the Presbyterian Church (USA).

This policy provides finance, funding, asset management and internal controls. It provides guidance to staff and external agents in procedures and standards for the handling of investment funds.

In the event of any conflict or inconsistency between these Policies and the Presbyterian *Book of Order* or applicable New York State law, the provisions of the *Book of Order* or state law shall prevail. Specific instances of possible conflict, inconsistencies, or previously-enacted policies, procedures or guidelines not expressly addressed in these Policies, should be brought to the attention of the Big Picture Team in writing. The Big Picture Team shall report any such occurrences to Presbytery, together with its recommendation as to any action.

Ruling Elder and Teaching Elder delegates to Presbytery are encouraged to remind their sessions from time to time of these policies and guidelines and of the principles which lie behind them, so that sessions may better understand the Policies by which Presbytery and its member congregations administer ~~regulate~~ themselves.

A. PRESBYTERY FUNDING POLICIES

The Presbytery Operating Budget

- 1.The Operating Budget is developed by the Budget Development and Oversight Committee with full participation and input from all program and mission units, and subsequently adopted by ~~Presbytery~~ the Big Picture Team.
2. Congregations shall support the mission of the Presbytery through contributions to Presbytery Per Capita and General Mission.
3. Presbytery Per Capita requests to congregations will be based on the most recent membership provided by PC(USA) from church annual reports and is described more fully below.
4. Congregations are encouraged to support Presbytery General Mission as an important part of their mission program.
- 5.Although Presbytery urges sessions to observe the foregoing policies, it recognizes full well that each session may allocate its mission funds as it will. [See *Book of Order* Section G-3.0205. "...the session shall prepare and adopt a budget and determine the distribution of the congregation's benevolences..."].

Special Appeals Offerings

1. The Big Picture Team ~~Presbytery~~, upon recommendation by a committee or working group, may approve a Presbytery-wide special appeal for funding on behalf of any of its mission units.

2. The soliciting committee or working group ~~mission-unit~~ will not suffer any reduction of its normal budgeted amount in the Operating Budget during the special appeal period.
3. The soliciting committee or working group ~~mission-unit~~ will develop adequate informational materials which will enhance and deepen the entire Presbytery's understanding of our mission.
4. When the Big Picture Team Presbytery gives approval to committees or working groups ~~mission-units~~ of Presbytery to conduct special mission appeals, it is understood that a church's giving to such requested funds is over and above the giving church's established commitment to the Operating Budget.
5. The Big Picture Team Presbytery may, from time to time, give permission for special appeals ~~offerings~~ to support ministries and agencies that are not currently supported by the Operating Budget. This is especially the case in order to respond to new opportunities for mission or to meet special needs or emergencies.

General Assembly Special Offerings

The Presbytery shall continue to give high priority and encourage churches to respond with generosity to the Special Offerings of the General Assembly, such as the One Great Hour of Sharing, the Peace & Global Witness Offering, Christmas Joy Offering, Pentecost and other special appeals as they may arise.

We request that all special offerings be sent directly to General Assembly, except the Peace & Global Witness offering, which shall be sent to Presbytery for distribution.

Capital Fund or Building Programs

1. The Presbytery encourages congregations which enter into capital fund or building programs to remember the mission of the whole church. To this end, Presbytery invites sessions to consider an appropriate percentage goal or a specific dollar amount to be raised in capital fund or building programs that would be devoted to mission, possibly with individual members being given the opportunity to designate a portion of their pledge for such purposes. Where circumstances will not permit the inclusion of a percentage component for mission during a particular fundraising effort, churches are encouraged to consider increasing their mission support when the campaign is concluded. Presbytery Trustees shall exercise primary oversight as to congregational mission designation in their capital process.
2. ~~The Book of Order requires that~~ Presbytery shall approve member church's major capital fund campaigns, building programs, and property transactions ~~that encumber the church's property (see Book of Order G-4.0206a)~~ and Presbytery has assigned the approval process to the Presbytery Trustees. The Trustees may require up to two months in order to complete this process, and there may be additional requirements of state law. Well in advance of beginning this process, a session should ~~refer to obtain a copy and study "Trustees of the Presbytery of Genesee Valley Guidelines for Congregations Engaging in a Major Project" available on the Presbytery website. See Trustees "Capital Projects and Campaign Planning" document on the website.~~

B. PER CAPITA POLICY AND ADMINISTRATION

Background

Per Capita is the means by which our denomination funds its "ecclesiastical" expenses, i.e. all the expenses required to run the Church, but not including "mission" expenditures. The Book of Order states that Presbyteries "shall be responsible for raising their own per capita funds and for the timely

transmission of per capita funds to their respective synods and to the General Assembly". In 1992, the GA Permanent Judicial Commission [GA-PJC] ruled that Presbyteries may prepare and publish a list of churches that pay or do not pay their per capita. They also ruled that a church may neither be compelled to pay nor be punished for failure to pay any per capita amounts. In 1999, the GA-PJC ruled that Presbyteries have the responsibility to pay the full amount of Synod and General Assembly per capita, even if member churches do not pay the full amount allocated to them. Presbyteries have the responsibility to pay the full amount irrespective of specific collections from churches "as long as funds are available within the Presbytery." The 1999 GA-PJC also stated that Presbyteries may use unrestricted funds to pay Synod and GA per capita allocations.

Policy

Presbytery shall remit the full amount of Synod and General Assembly per capita in a timely fashion, regardless of the amounts remitted to Presbytery by member churches.

In determining the Presbytery per capita dollar amount needed in the new budget year, the Budget Development and Oversight Committee (BDOC) shall consider anticipated funding received via per capita, general mission and other sources of income as well as anticipated "shrinkage" in the per capita amounts remitted by member churches; any special circumstances that may be coming before the Presbytery, such as a judicial case; and the per capita levels requested in recent years. BDOC will bring the per capita recommendation to the Presbytery for approval at the fall meeting. This "per member per capita" shall be multiplied by the most recent membership data for each member church to arrive at a Presbytery per capita request from each member church.

Before the start of the new budget year, the Budget Development and Oversight Committee shall communicate the ~~is~~ Presbytery, **Synod and General Assembly** per capita apportionment ~~request~~ to each member church.

Congregational Option with Regard to Members Paying Their Own Per Capita

The Presbytery asks its member churches to contribute Presbytery, Synod, and General Assembly per capita apportionment ~~assessments~~ to the Presbytery. ~~Member churches may pass per capita apportionment assessments along to their members for them to contribute their personal per capita to the member church. Member churches then forward their per capita apportionment assessments contributions to the Presbytery.~~ The Presbytery does not receive per capita contributions from individuals, but only from member churches.

Responsible Committee: Budget Development and Oversight Committee.

C. PRESBYTERY FINANCE ADMINISTRATION

Background

During their audit of the Presbytery's books in the spring of 2004, the firm of Heveron & Co. strongly recommended in their Management Letter that the Presbytery have a written policy governing the activities of the Financial Administrator and Treasurer. Such a policy was prepared by the Administration Committee, in consultation with the Trustees, the Treasurer, and Presbytery Leadership.

Introduction

This section establishes guidelines and policies applicable to the operations of the Presbytery's Finance Office and the duties of the Financial Administrator [FA] and Treasurer in the areas of cash management, receipts ~~receiving income~~, disbursements, payroll, tax returns, accounting, per capita, and records retention.

The purpose of this document is to assure that Presbytery has:

- Good stewardship of its financial resources.
- Timely, complete, accurate and understandable picture of its financial status and projections.
- Transparency in all financial transactions.

Accounting

The Presbytery shall use modified cash basis accounting and follow Generally Accepted Accounting Principles (Modified cash is not GAAP reporting).

The General Ledger and all related financial documents shall be kept in a secure form. The ledger and supporting documents will be backed up daily or after each use to prevent loss of data. A copy of the backup shall be kept off-premises and updated at least monthly.

The Chart of Accounts will be established and modified at the direction of the Treasurer and in coordination with the Financial Administrator.

Financial reports, such as the Balance Sheet and the Operating Statement, will be established, formatted, and modified at the direction of the Treasurer and in coordination with the Financial Administrator.

The Presbytery Treasurer has online access to the Presbytery checking account, money market account and credit card statements. The Treasurer will review the accounts on a regular basis.

Under the direction of the Budget Development and Oversight Committee, and with the full cooperation of the Financial Administrator, a financial review or an audit shall be performed annually by an independent CPA firm. Financial reviews shall be conducted in accordance with *Book of Order* G-3.0113. In a year during which a Financial Administrator changes or a Treasurer leaves office, a full audit, as opposed to the less extensive financial review, is required.

Each month the gains/losses in the investment account will be reported on the balance sheet ~~in the investment account~~ and ~~be~~ distributed to the following funds according to their pro rata share of the Investment Funds:

Slater Fund
~~Grace Fund for Urban Ministry~~
Genesee Valley Fund
Westminster-RPH Mission Fund
Matthew 25 Fund
Food Ministry Fund

Because of the activity in the funds that does not pass through to the investment account during the year, an annual review will be conducted by BDOC ~~done. to have the investment fund and the funds that make up the investment account equal to The BDOC will~~ to determine if it is necessary ~~how~~ to allocate any differences among the accounts.

Cash Management

The Treasurer will be responsible for the management of all short-term [less than one year] cash needs of the Presbytery and shall report to Trustees. The Treasurer may move funds or direct the Financial Administrator to move funds between the checking account and a Money Market Fund.

Presbytery Receipts

A staff person or **designated volunteer** other than the Financial Administrator (FA) - **Presbytery Staff**, is responsible for opening any Presbytery receipts. Checks will be stamped "for deposit only" and given to the FA. Cash receipts should include documentation for the total amount being forwarded to the FA. Cash and checks should not be kept in the Presbytery office for more than one week.

The Treasurer (**elected position**) will monitor the PayPal account and review deposit documentation processed by FA.

All receipts must be recorded in the Presbytery's general ledger.

Presbytery receipts for operating and mission functions in the form of securities shall be converted to cash ~~by the Treasurer as soon as is practical.~~

The disposition of securities, land, or property donated to the Presbytery ~~for the Slater Fund or Presbytery Designated Funds~~ shall be the responsibility of the Trustees.

Presbytery Disbursements

All disbursements from the Presbytery shall be made **via** on-line ~~via~~ checks drawn on the Presbytery checking account, by physical check or by the Financial Administrator's **Presbytery** credit card. No transactions shall occur via cash and the Presbytery shall not have a Petty Cash Fund. The Treasurer, the Financial Administrator, and the Presbytery Leader are authorized to sign checks. Other signatories may be designated at the discretion of the Treasurer with the approval of the Trustees.

All disbursements must be recorded in the Presbytery's general ledger.

The Financial Administrator shall never issue a blank check [payee and/or amount field blank] for any reason.

Recurring expenses, which have been approved via the annual budget, such as rent, utility bills, *payroll (see below), payments to Synod and General Assembly, insurance premiums, ~~etc.~~ may be paid by the FA without a specific voucher.

*Payroll disbursements: timesheets for hourly employees are reviewed/approved by the Presbytery Leader. Once approved the Financial Administrator will send payroll to Presbytery **Mike Mirabella** CPA, who will send payroll documentation to the Financial Administrator for payroll processing along with documentation to remit Federal/State taxes. Documentation for all employees is reviewed and signed by the Treasurer.

Non-recurring expenses, such as committee expenses, travel costs, legal expenses, employee reimbursements and miscellaneous expenses shall be paid by the Financial Administrator only upon receipt of a voucher (with receipts attached, if appropriate, or committee action noted) or invoice. Such a voucher or invoice shall be signed by the appropriate Committee representative, **and** the

Presbytery Leader or Treasurer (Treasurer will approve Presbytery Leader reimbursements). Reimbursement for mileage will be calculated at the then current IRS rate for business travel.

Blank checks shall be stored in a locked file or cabinet.

With the approval of the Presbytery Leader and the Personnel Committee, Presbytery employees may be issued a Presbytery credit card to be used for Presbytery business only.

Reports

At the direction of the Treasurer, the Financial Administrator shall prepare a Balance Sheet, Operating Statement and the Mission & Per Capita Report for the preceding month, prior to the BDOC meeting. Reports shall be distributed to the Trustees, BDOC, the Big Picture Team, the Presbytery Leader, and at each stated Presbytery Meeting.

The Financial Administrator will provide Balance Sheet and Operating Statements to committee chairs and working group leaders each month.

On a monthly basis, the Financial Administrator will provide member church leaders (Pastors in Churches, Clerks of Session, Church Treasurers and PGV Church Administrators) with the Mission & Per Capita Report.

Presbytery Operating Budget

The Presbytery's fiscal year shall be the calendar year.

The Presbytery's Operating Budget is prepared by the Budget Development and Oversight Committee and approved by vote of the Presbytery. At the Stated Meeting of Presbytery of May 26, 1992, it was approved that the Budget Development and Oversight Committee shall "Prepare, in consultation with the Big Picture Team and all Committee Chairpersons, for recommendation to Presbytery, a **balanced budget** which reflects Presbytery's mission priorities."

The Treasurer shall provide the Budget Development and Oversight Committee with all current financial information, projected trends, and any historical data that it may need in order to prepare a budget.

The Treasurer will assist the Budget Development and Oversight Committee in preparing draft budget spreadsheets and any other documentation it may need in the budgeting process.

~~The Treasurer and Financial Administrator will assist the Budget Development and Oversight Committee in preparing member churches per capita calculations.~~ Each fall, the Budget Development and Oversight Committee will send a **Presbytery General** Mission letter and form to churches with regard to obtaining their General Mission estimate for the coming year.

Record Retention and Record Keeping

The permanent financial records of the Presbytery shall be kept in secure files or cabinets in the Finance Administrator's office. Also, to aid in disaster recovery, the following confidential and financial records are also housed electronically in the finance drive on the network. The Presbytery Leader and Financial Administrator shall have access to the finance drive. Permanent financial records include:

- All Federal and State Tax ID numbers
- The Presbytery's incorporation documents and Federal Tax Exempt Status letter

- All bank accounts, mutual funds, and investment account numbers, names, addresses, and phone numbers
- All insurance policies numbers, names, addresses, and phone numbers
- All software version numbers, serial numbers, installation passwords, vendor tech support phone numbers, i.e. all data needed to reinstall software after a disaster
- Copies of major equipment invoices, including serial numbers, dates of purchase, and warranty information
- Any other irreplaceable and very important documents

The Financial Administrator shall use records retention guidelines such as those ~~at the end of~~ in this policy.

Policy Responsibilities

The Treasurer is responsible for assuring ongoing compliance with these policies.

In the event the Financial Administrator is unable to fulfill ~~his or her~~ their responsibilities within the scope of these policies, the Treasurer may act on ~~his or her~~ their behalf until the Presbytery Personnel Committee has resolved the situation.

In the event the Treasurer is unable to fulfill ~~his or her~~ their responsibilities within the scope of these policies, the Big Picture Team shall appoint a Treasurer Pro Tem who shall serve until the Presbytery Committee on Representation can present a candidate for permanent Treasurer to the appropriate stated meeting of Presbytery.

Policies for related financial areas, such as property management, church loans, and investment management, are the responsibility of the Trustees.

Proposed revisions to this policy shall be submitted to the Budget Development and Oversight Committee, which shall prepare them for presentation to Presbytery.

RECORD RETENTION GUIDELINES

Accident Reports and Claims	7 years	General Ledger	Permanently
Articles of Incorporation	Permanently	Insurance Policies [current]	While current
Audit Reports	Permanently	Insurance Policies [expired]	6 years
Bank Deposit Slips	3 years	Insurance records, claims, accident reports	Permanently
Bank Reconciliations	1 year	Internal Reports	3 years
Bank Statements	Permanently	Invoices from Vendors	8 years

Brokerage Statements	Permanently	Minute Books	Permanently
Budgets, Capital Budgets	2 years	Payroll Records	8 years
Stock and Bond Records	Permanently	Property Appraisals	Permanently
Canceled Checks [ordinary]	7 years	Property Records	Permanently
Canceled Checks [important payments or purchases]	Permanently	Purchase Orders	7 years
Contracts, Mortgages [expired]	7 years	Retirement and Pension Records	Permanently
Contracts, Mortgages [still in effect]	Permanently	Stock and Bond Certificates [expired]	7 years
Correspondence [routine]	3 years	Subsidiary Ledgers [if any]	7 years
Correspondence [legal]	Permanently	Tax Returns and Worksheets	Permanently
Depreciation Schedules	Permanently	Telephone Logs/Message Books	7 years
Employee Expense Reports	3 years	Time Cards	7 years
Employee Payroll Records	4 years	Training Manuals	Permanently
Employee Personnel Records	6 years	Vouchers for Payments	7 years
Employment Applications	3 years	Withholding Tax Statements	7 years
Financial Statements	Permanently		

Responsible Committees: Budget Development and Oversight Committee and Board of Trustees.

D. PRESBYTERY INVESTMENT POLICY

Investment Funds

Investment Funds are those monies and assets which are not required for short-term needs. They are held for future income, growth and use.

Funds of Presbytery of Genesee Valley (PGV)

Funds of the PGV can be used for any lawful purpose as determined by PGV governance, except that certain funds are restricted by the terms of their donation or by a designation previously adopted by PGV (the latter subject to subsequent amendment by PGV).

Loans and Lines of Credit

~~Churches seeking loans or lines of credit for building repair/renovations will be encouraged, with the consultation and approval of the Trustees, to apply first to the Presbyterian Investment and Loan Program (PILP).~~

Reserves

~~The Trustees will calculate the amount of the reserve to be held within the Fund to back the loan guarantees for all PILP Loans or loans from other lenders, including mortgages for new construction. The Fund will be managed in such a way that there are always sufficient reserves to make nine months of payments on loans and loans guaranteed, and to fund any approved lines of credit.~~

DONOR SPECIFIED USE FUNDS

Background

~~Over the years, the Presbytery has acted as banker, receiving agent, disbursing agent, and/or bookkeeper for funds coming from Synod and GA to member churches, funds going from member churches to Synod and GA, and funds related to various Presbytery groups that do not have bookkeeping or banking capabilities. From time to time, the Presbytery will also receive gifts, grants, and bequests, while not permanently restricted, are given with a donor-specified use.~~

Policy

~~The Presbytery may perform the banking and bookkeeping function for Presbytery-related groups, pass-through funds, and donor-specified use funds. These monies shall be accounted for in a 3100 series account in the Presbytery General Ledger. The Financial Administrator shall give these groups reports as to their account activity whenever they A. These Donor Specific Use Funds shall not be placed in the professionally managed Investment Fund and shall not participate in any capital gains or losses that may occur in the Investment Fund.~~

Responsible Committees:

~~Presbytery Peace Offering Grants Working Group of the Healthier Congregations Team~~

~~Ministry Candidates Aid Fund Committee on Preparation for Ministry~~

Applicable Law

Use of PGV funds is subject to The Book of Order and the directives of the General Assembly of the Presbyterian Church, USA and to the laws of the United States and the State of New York, including, but not limited to, the New York Prudent Management of Institutional Funds Act, Article 5 of New York Not-for-Profit Corporation Law (NYPMIFA).

Goals and objectives

1. Investment Goals (General)

- Preserve Capital
- Achieve adequate return net of Inflation and Expenses
- Grow the fund

1. Investment Objectives

- Preserve Capital
- Control risk
- Generate income
- Grow assets
- Follow investment discipline
- Maintain enough liquid assets to meet distributions
- Meet or exceed reasonable market benchmarks chosen by PGV
- Ambitious goals of profit maximization and market timing through short-term and/or speculative investments will not be sought.

RESTRICTIONS ON INVESTMENTS

PGV will ~~abide by the~~ ~~adhere to~~ directive of the General Assembly on Divestment. The General Assembly urges divestment and/or proscription of those corporations on its Divestment List, which is updated annually. PGV seeks to follow this directive by avoiding direct holding of any securities or debt of the listed corporations. PGV recognizes that avoiding any indirect holding of such securities or debt through holding of mutual funds or similar instruments which, in turn, hold securities or debt of the listed corporations, is difficult to achieve, but aspires to minimize these positions as well.

Currently this list is available through a link on General Assembly website at:

<https://www.presbyterianmission.org/ministries/mrti>. ~~To enable screen reader support, press Ctrl+Alt+Z To learn about keyboard shortcuts, press Ctrl+slash~~

PGV has a desire for the management of its investments to reflect its ethical, social, and moral principles. Accordingly, investment strategies that include a focus on positive Environmental, Social, and Governance practices are encouraged, subject to the availability and expected effectiveness of such strategies.

PGV will not invest in the following:

Commodities and Future Contracts

Private Placements

Cryptocurrencies (e.g. bitcoin)

Limited Partnerships

Venture Capital Investments

Hedge Funds

Fixed Income securities that are not denominated in U.S. Dollars or Euros, or Pounds Sterling

Hard assets, including, but not limited to, precious metals, gems, art, collectibles

International Equities not traded on domestic exchanges or in over-the-counter markets unless included in a U.S.-based commingled fund

Real estate other than through publicly traded REITS

Auction rate securities

PGV will not engage in the following ~~prohibited~~ transactions:

Short selling

Margin Transactions

Roles and Responsibilities

Board of Trustees of PGV shall:

Be responsible for oversight of Investment Funds and Investment Policy. That oversight includes:

1. Appoint External Investment Manager.
2. Monitor activity of External Investment Manager, including, but not limited to:
 - a. Set standards of performance, including, but not limited to, market benchmarks. Currently, these standards are: "total return of at least 3-7% above the rate of inflation annually over a market cycle." ~~(Policy for the Professionally Managed Investments in Investment Policy at p. 11.)~~
 - b. Set minimum credit risk for individual investments, and average weighted credit quality for the entire fixed income portfolio.
 - c. Set strategic goals including, but not limited to, asset allocation. The targeted asset allocation is 70% Equity, 30% Fixed income. Variations from these ~~gargets~~-targets should be maintained within plus/minus ten percentage points.
 - d. Set standard for mix between U.S. and foreign holdings. Foreign stocks are expected to comprise 30% of the equity portion of the portfolio, with an allowable range of 10%-40%.
 - e. Monitor investment positions against the list of prohibited investments set forth in this Policy and GA Divestment List.
 - f. Review all statements and reports issued by External Investment Manager and Custodian.
 - g. Meet face to face with External Investment Manager, ~~not less frequently than~~ at least annually.
 - h. Provide the External Investment Manager with a copy of the current Investment Policy at least annually and as soon as reasonably possible after the adoption of any amendments or changes.
3. Report at least quarterly to the Big Picture Team and to the Presbytery on Investment Fund's performance and the performance of the External Investment Manager.

External Manager Shall:

Any External Agent to whom PGV delegates the management and investment of its Investment Fund (hereinafter sometimes referred to as "External Manager") shall:

Invest PGV assets pursuant to the terms of this ~~P~~policy and its successor ~~P~~policies as communicated to External Manager.

Maintain a relationship with PGV terminable at any time, without penalty, with up to ~~upon not more than~~ sixty days' notice. (NYPMIFA, Section 554(e))

Engage, interface, supervise and pay brokers, dealers and custodians. The custodians shall maintain possession of all PGV Investment Fund securities and funds, collect dividend and interest payments, redeem maturing securities, and effect receipt and delivery following purchases and sales. The custodian will also perform regular accounting of all assets owned, purchased, or sold, as well as movement of assets into and out of the PGV accounts.

Provide PGV with Quarterly Reports including a list of assets priced at market value at the end of the quarter and including earnings on an accrual basis, transaction activity and a balancing report for the previous quarter.

Monitor changes in management or other material changes for each of the investments chosen.

Notify PGV promptly of material changes of ownership, structure or key personnel of the External Manager and of the individual account representative of the External Manager assigned to the account of PGV.

Notify PGV promptly of any actual or potential conflicts of interest that could affect PGV account.

Notify PGV promptly of any litigation or enforcement actions outstanding against the External Manager or any of its investment professionals and any notice External Manager has of impending initiation of such.

Investment Management Standards of Conduct:

The following standards will be met in the management of the Funds:

- a. Subject to the intent of a donor expressed in any gift instrument, the Board of Trustees, in managing and investing the Funds, shall consider the ~~P~~purposes of the PGV and the purposes of the Funds.
- b. In addition to complying with the duty of loyalty imposed by law, each person responsible for managing and investing the Funds shall manage and invest in good faith and with the care an ordinarily prudent person in a like position would exercise under similar circumstances. A person who has special skills or expertise, or is selected in reliance upon the person's representation that the person has special skills or expertise has a duty to use those skills or that expertise in managing and investing the Funds.
- c. In managing and investing the Funds, the Trustees and External Manager may only incur costs that are appropriate and reasonable in relation to the assets, the purposes of the PGV, and the skills available to the PGV.
- d. The Trustees and External Manager shall make every reasonable effort to verify the facts relevant to the management and investment of the Funds.
- e. Except as otherwise provided by a gift instrument, the following apply:

1. In managing and investing the Funds, The following factors, if relevant, will be considered:
 - i. General economic conditions;
 - ii. The possible effect of inflation or deflation;
 - iii. Any expected tax consequences, if any, of investment decisions or strategies;
 - iv. The role each investment or course of action plays within the overall investment portfolio of the Funds;
 - v. The expected total return from income and the appreciation of investments;
 - vi. The needs of the PGV and the Funds to make distributions and preserve capital;
 - vii. Other resources of the PGV; and
 - viii. Any specific asset's special value, or special relationship, if any, to the purposes of the Funds.
2. Management and investment decisions about an individual asset must be made not in isolation, but rather in the context of the Funds' portfolio of investments as a whole and as part of an overall investment strategy having risk and return objectives reasonably suited to the Funds and the PGV.
3. The Trustees and the External Manager shall diversify the investments of the Fund unless the Trustees determine that, due to special circumstances, the purposes of the Funds are better served without diversification. The Trustees shall review a decision not to diversify as frequently as circumstances require, but at least annually.
4. Within a reasonable time after receiving property, the PGV shall make and carry out decisions concerning the retention or disposition of the property or to rebalance a portfolio in order to bring the Funds into compliance with the purposes, terms, and distribution requirements of the Funds.
- f. This ~~IPS~~ ~~Pp~~ policy sets forth guidelines on investments and delegation of management and investment functions in accord with Prudent Investor standards and the standards of the New York Prudent Management of Institutional Funds Act (NYPMIFA).

Acquired Assets

Background

As of January 1, 2020, the value of the Acquired Assets Fund, the Revolving Loan Fund, and the Budget Support Fund were combined to form the Genesee Valley Fund. Assets acquired thereafter through the dissolution of congregations, the sale of property, bequests (unless specified by the donor and accepted by the Board of Trustees) and any other undesignated gifts will be held in the Genesee Valley Fund.

Policy

Assets acquired through dissolution or dismissal of congregations, sale of property, bequests (unless specified by the donor and accepted by the Board of Trustees) and any other gifts will be held in the Genesee Valley Fund unless a different allocation is approved by Presbytery. Assets acquired through dissolution or dismissal of congregations that reflect unpaid Per Capita allocations shall be held in the Genesee Valley Fund.

E. PRESBYTERY CAPITALIZATION POLICY

Policy

The Presbytery of Genesee Valley shall capitalize any item, equipment, or software that costs more than ~~\$1,000~~ ~~\$2,500~~ and is expected to last at least three years. Capitalized items shall be depreciated over their estimated useful lifetimes.

Responsible Committee: Budget Development and Oversight Committee

F. DESIGNATED FUNDS: DESCRIPTIONS AND POLICIES

Fund Designation

The Presbytery shall distinguish between Donor Restricted Funds, Donor Specific Use Funds and Presbytery Designated funds:

- **Donor Restricted:** The acceptance and management of Donor Restricted Funds shall be subject to Presbytery's acceptance of the restrictions, if any, placed by the donor upon the use of such funds.
- **Donor Specific Use:** The FA may receive monies intended by their donors for specific groups or events, such as the Peace & Global Witness Offering and Rochester Presbyterian Home, ~~Self-Development of People Fund, or Big Picture Team of Churches~~, and will account for such monies as Donor Specific Use Funds
- **Presbytery Designated:** The Presbytery may specify some of its own funds for specific purposes and the FA shall account for such actions as Presbytery Designated Funds.

F1. DONOR RESTRICTED FUND

Slater Fund

Background

The Fund was established in 1882 by the will of Eleazer Slater to benefit the churches of Niagara Presbytery located in Niagara and Orleans Counties. Unfortunately, the original documentation relating to this Fund has been lost. However, a 1882 newspaper clipping about the Slater bequest and several legal documents in the Presbytery's files indicate that Slater intended that the principal of the fund be permanently restricted, i.e. could not be spent, and that only the income could be used for the benefit of the above mentioned churches. In 1988, the Orleans County Surrogate Court divided the Fund between the Presbytery of Western New York and the Presbytery of Genesee Valley, since Niagara Presbytery no longer existed. The book value, or original value, of our share of the Fund was \$22,623.

The Orleans County Court also directed that the income from the Fund be used for the benefit of the five Presbyterian Churches located in Orleans County, namely First Presbyterian Church of Albion; Barre Center Presbyterian Church; First Presbyterian Church of Holly; Lyndonville Presbyterian Church; and First Presbyterian Church of Medina. In 1991, New York endowment law was changed, so that any capital gains arising from restricted funds are not restricted. Thus, only the original book value of \$22,623 is restricted.

Policy

The income of the Slater Fund for a given year shall be its pro rata share of all income [dividends and interest] generated by the Presbytery Investment Funds as of December 31st of the prior year. This income shall be divided equally between and dispersed to each of the Presbyterian Churches located in Orleans County, namely First PC of Albion, Barre Center PC, Lyndonville PC, First PC of Holley, and First PC of Medina. The Presbytery encourages the five churches to work together to tithe this

income. If for some reason such income is not dispersed to these churches, said income will be added to the principal of the Slater Fund.

As noted in the **Background** above, only the original book value [\$22,623] is permanently restricted from being spent. The realized capital gain accumulated in the fund is also for the benefit of the five churches. The churches may submit proposals for the use of this realized gain, if they so desire, to the Presbytery Trustees for consideration.

The Slater Fund shall be part of the professionally managed Investment Funds and share in the capital gain or loss of these funds.

Responsible Committee: Board of Trustees

F2. DONOR-SPECIFIC USE FUNDS ~~[Donor Specific Use Funds]~~

Background

Over the years, the Presbytery has acted as banker, receiving agent, disbursing agent, and/or bookkeeper for funds coming from Synod and GA to member churches, funds going from member churches to Synod and GA, and funds related to various Presbytery groups that do not have bookkeeping or banking capabilities. From time-to-time, the Presbytery will also receive gifts, grants, and bequests, while not permanently restricted, are given with a donor-specified use or functional understanding.

Policy

The Presbytery may serve as the banking and bookkeeping function for Presbytery-related groups, pass-through funds, and donor-specified use funds. These monies shall be accounted for in a 3100 series account in the Presbytery General Ledger. The Financial Administrator shall give these groups reports as to their account activity whenever they request. These Donor Specific Use Funds shall not be placed in the professionally managed Investment Fund and shall not participate in any capital gains or losses that may occur in the Investment Fund.

Donor Specific Use Funds & Responsible Committees:

Misc. Designated Gifts.....No responsible committee
Financial Administrator holds funds from churches for Rochester Presbyterian Home and General Assembly and remits to those entities annually.

Blossom Trust.....Grants Working Group of the Healthier Congregations Team
Background: The Blossom Trust is held by the Presbyterian Foundation. Quarterly interest/dividends are sent to the Presbytery of Genesee Valley. The Trust was created for the work of the Women's Board of Foreign Missions (WBFM) in accordance with the wishes of the Women's Presbyterial Society of Rochester. Both organizations have been dissolved for many years. Upon consultation with our auditors, Presbytery may distribute these funds to international missions.

Congregational Legal Support.....Trustees
and Committee on Ministry

Measuring Mission.....Tools & Training Working Group of the Healthier Congregations Team

Scholarships.....Tools & Training Working Group of the Healthier Congregations Team

Synod Partnership Grant.....Shared by three presbyteries (Genesee Valley, Geneva, Western NY) w/ Big Picture Team Oversight

Visioning Working Group.....Big Picture Team

Presbytery Peace & Global Witness Offering (formerly Peacemaking).....Grants Working Group of the Healthier Congregations Team

Ministry Candidates Aid Fund.....Committee on Preparation for Ministry

Commissioned Pastor Training.....Committee on Ministry

New Worshiping Communities (NWC) - Presbytery holds grant funds from other sources. NWC monitor those funds.....NWC Leadership

Emergency Aid Fund.....Pastoral Care Committee

F3. PRESBYTERY DESIGNATED FUNDS

Westminster Worship Ministry at Rochester Presbyterian Home Fund A ~~Presbytery-Designated Fund~~

Background

After the sale of their building in 1997, the Westminster Church congregation rented space in the former Presbytery office on Thurston Road owned by the Presbyterian Home. The Westminster congregation held regular worship services at the Presbyterian Home and became very involved and connected with the daily life of the Home.

As of June 30, 2006, at their request, the Presbytery dissolved the Westminster congregation. The Westminster session recommended to the Presbytery that their remaining assets be used to establish a fund to support the ministry of a “mission co-worker chaplain” at the Presbyterian Home.

Policy

The only purpose of this fund is to support the work of a Mission Co-worker Chaplain at the Rochester Presbyterian Home. It is recognized that this support will require the use of all of the funds pro rata share of investment interest and dividends, as well as a portion of the fund principal. ~~It is anticipated that, in its first year of use, the fund will experience a draw of about \$17,200.~~

The demands made on the fund and the progress of the program will be reviewed annually by the ~~Mission and Advocacy Committee~~ Mission Linkages Working Group of the Big Picture Team and the Presbytery Trustees.

If for some reason the Mission Co-worker Chaplain program at the Presbyterian Home were to be terminated, any assets remaining shall be used as directed by the Big Picture Team and approved by Presbytery in the fund shall be combined with the Grace Fund for Urban Ministry. This fund will be renamed the Grace Westminster Fund for Urban Ministry. This will ensure that the Westminster funds will be used for other purposes consistent with the vision and goals of the Westminster Congregation. The assets of the Westminster Ministry Project Fund shall be placed in the professionally managed Investment Fund and share in the capital gain or loss of these funds.

Responsible Committees: ~~Mission & Advocacy Committee~~ The Big Picture Team via Mission Linkages Working Group ~~of the Big Picture Team and Board of Trustees.~~

GENESEE VALLEY FUNDS POLICY

Background

The former Revolving Loan Fund of the Presbytery (RLF), in its various forms, had been used by the Presbytery since 1952 to grow invested funds and to use income from the Fund for loans and lines of credit to churches. In 2011, Presbytery affirmed the existing purposes of the RLF, and upon recognizing that accruing interest and sound investment had grown the fund to a level consistently higher than necessary to respond to requests from churches, revised the RLF policy to cap the fund at an appropriately sufficient level to meet anticipated needs (\$850,000). Assets in the fund which exceeded this level were placed in another Presbytery Fund to support other Presbytery-determined mission and ministry. This fund was first named the Great Ends of the Church, and then re-named Presbytery Budget Support.

~~As of January 1, 2020, the value of the Acquired Assets Fund, the Revolving Loan Fund, and the Budget Support Fund were combined to form the Genesee Valley Fund. Assets acquired thereafter through the dissolution of congregations, the sale of property, bequests (unless specified by the donor and accepted by the Board of Trustees) and any other undesignated gifts will be held in the Genesee Valley Fund.~~

Policy

The purpose of this Fund is to grow in value with investment return and to provide Total Return/Spend income for the Presbytery operating budget annually. A Total Return/Spend policy is a defined calculation methodology that determines the annual amount of non-restricted investments that may be used to support the Presbytery's operating budget on a sustainable basis, year over year.

- Total Return is the combination of investment fund income, dividends, and market fluctuation.
- ~~Total Spend is the calculated annual amount used available using a pre-determined percentage (5%) and a rolling average investment market Fund value (20 quarters) in order to smooth out the impact of market volatility.~~
- The Presbytery has approved that 5%-8% of the Fund's value may be drawn annually for income based on a 20 quarter rolling average, with the 20th quarter being the most

recent calendar year third quarter. Any proposed change to the value to be drawn will be recommended by the Trustees, approved by the Big Picture Team, and reported to the Presbytery.

~~The Trustees and the Big Picture Team recommended, and the Presbytery approved, that 5% of the Fund's value, calculated over the third calendar quarter preceding 20 quarters for a rolling investment market Fund value, be drawn annually as income. For subsequent years, The Trustees shall review these in advance of in conjunction with the budget preparation and proposal process of the Budget Development and Oversight Committee. Any change in either figure will be recommended by the Trustees, approved by the Big Picture Team, and reported to the Presbytery.~~

The operating budget will show the amount to be drawn from the Genesee Valley Fund in the line item titled **Investment Support for Sustainability**. If additional funds are required from the Presbytery's Investment Funds, the Treasurer shall first obtain approval from the Trustees which will bring the recommendation to Presbytery. Any amount approved by the Presbytery in addition to this draw will be shown at the bottom of the Operating Statement and Annual **Operating Budget** as Deficit Offset from the Genesee Valley Fund ~~to show clearly~~ for transparency that this is additional support beyond the **budgeted amount**.

~~The Operating Budget will show the amount to be drawn for each year in the line item: *Budget Support from Investments*. Any amount approved by the Presbytery in addition to this draw will be shown at the bottom of the Operating Statement and Annual Budget as *Deficit Offset from the Genesee Valley Fund* to show clearly to the Presbytery that this is additional support beyond the annual draw.~~

Additional Uses of this Fund:

Loans and Lines of Credit

Churches seeking loans or lines of credit for building repair/renovations will be encouraged, with the consultation and approval of the Trustees, to apply first to the Presbyterian Investment and Loan Program (PILP). If PILP does not grant the loan or line of credit, the Trustees will have the discretion to recommend to the Big Picture Team/Presbytery that the church receive a loan or line of credit from the Genesee Valley Fund. Loan repayment terms should compare very favorably with those in the commercial loan market.

Reserves

The Trustees will calculate the amount of the reserve to be held within the Fund to back the loan guarantees for all PILP Loans or loans from other lenders, including mortgages for new construction. The Fund will be managed in such a way that there are always sufficient reserves to make nine months of payments on loans and loans guaranteed, and to fund any approved lines of credit.

Responsible Committees: Budget Development and Oversight, Board of Trustees

Youth Triennium Escrow Fund ~~[A Presbytery-Designated Fund]~~

Background

Since the Youth Triennium **ordinarily** occurs ~~only~~ every third year, the Presbytery felt that it was less disruptive to the annual budgeting process to budget for the triennium every year and to accumulate the funds until needed.

Policy

To provide financial support to help send Presbytery's youth delegates to the ~~GA-PC(USA)~~ sponsored Youth Triennium. This fund shall not be part of the professionally managed Investment Fund and shall not participate in any capital gains or losses that may be generated by the Investment Fund.

Responsible Committee: ~~Congregational Development Committee.~~ Youth and Young Adult Working Group of the Healthier Congregations Team.

Matthew 25 Fund (~~A Presbytery Designated Fund~~)

Background

On April 24, 2021, the Presbytery approved the recommendations of the Big Picture Team involving the sunseting of the ROC SALT Mission Center, a three-year pilot mission project of the Presbytery of Genesee Valley. Included in the motions was the approval to sell the ROC SALT building (former Calvary St. Andrews--68 Ashland St., Rochester, NY)

The Presbytery approved that net proceeds from the sale of the property would be distributed at defined percentages to various mission opportunities including the South Wedge Food Program, originally a ministry of Calvary St. Andrews and then of ROC SALT, and the newly defined herein "Matthew 25 Fund." Matthew 25 is a PC(USA) initiative that embraces three areas of focus: dismantling structural racism, eradicating systemic poverty, and building congregational vitality. The Presbytery of Genesee Valley became a Matthew 25 Mid Council at the same April 2021 stated meeting.

Policy

The Big Picture Team and its Working Groups shall make recommendations to the Presbytery for uses of the "Matthew 25 Fund" with a focus on dismantling structural racism and eradicating systemic poverty and income disparities within the city of Rochester, NY.

The assets of the "Matthew 25 Fund" shall be included in the Investment Funds professionally managed by the Board of Trustees and share in the capital gain or loss of these funds.

Approved at the July 27, 2021 Stated Presbytery meeting.

Responsible Committee: Big Picture Team

Food Ministry Fund

Background

At the Presbytery meeting held on April 24, 2021, the Presbytery voted to approve the following amended motion:

A percentage of the net proceeds (from the sale of 68 Ashland St) be gifted to the South Wedge Food Program in recognition of its history as a ministry of the Calvary St. Andrews congregation, with the balance of the proceeds returning to the Presbytery of Genesee Valley

for future mission opportunities focused on racial and income disparities in Rochester. The Presbytery of Genesee Valley will determine the final distribution of the proceeds from the sale of the building. Percentages will take into consideration income and expenses for the building between the time of SWFP incorporation and sale of the building.

At the Presbytery meeting held on July 27, 2021, the Presbytery voted to approve the following amended motion regarding the distribution of the net proceeds from the sale of the Calvary St. Andrews building (68 Ashland St), to be paid after payment of expenses of the sale and the outstanding loan from Presbytery Loan Program:

*35% to the Matthew 25 Fund ~~(to be formed)~~
10% to the South Wedge Food Program [NOTE: renamed to The People's Pantry of Rochester]
25% to the food ministry fund of the Presbytery ~~(to be formed)~~
20% to Westminster Fund (for funding of chaplaincy at Rochester Presbyterian Home) 10% to Genesee Valley Fund*

Proceeds shall be reduced by all closing-related costs, any outstanding loans, and any building-related expenses that have been incurred by Presbytery. Additionally, a reserve for the ROC Salt portion of the 2021 financial review/audit shall be deducted along with any unpaid Per Capita amounts attributed to the former Calvary St. Andrews congregation. Proportionate labor expense (accounting and facility) will be included in the offset to arrive at net proceeds.

Policy

25% of the net proceeds from the sale of 68 Ashland St, as defined in the paragraph above, shall be held as a Presbytery Designated Fund named "FOOD MINISTRY FUND". The Food Ministry Fund shall be part of the professionally managed Investment Funds and share in the capital gain or loss of these funds.

The FOOD MINISTRY FUND shall be evenly distributed to The People's Pantry of Rochester (TPPR) over the course of five years via one payment ordinarily made by January 31 of each year. The first installment will be made in January 2023.

To monitor the viability of the TPPR, the TPPR shall forward quarterly financials (Income Statement and Balance Sheet) to the Trustees. Should the Trustees and the Big Picture Team determine that the long-term viability of the TPPR may be limited, funding may then be focused and distributed to other Food Ministry programs within the Presbytery. Recommendations to approve funding food ministries other than the TPPR will come from the Trustees and/or the Big Picture Team to a stated meeting of Presbytery.

Approved at the January 25, 2022 Stated Presbytery meeting.

Responsible Committee: Big Picture Team

Grace Fund for Urban Ministry

Established on May 23, 2000 upon dissolution of the Grace Presbyterian Church and sale of property. Funds designated for urban congregational ministries.

January 25, 2022 Presbytery voted to gift the remaining fund balance to Trinity Emmanuel Presbyterian Church.

~~GRACE FUND FOR URBAN MINISTRY [A Presbytery Designated Fund]~~

~~Background~~

~~On May 23, 2000, the Presbytery voted to dissolve the congregation of Grace Presbyterian Church and approved the sale of the Grace Church Building. On September 26, 2000, the Trustees reported that the building had been sold for \$160,000. In May, 2001, the Presbytery approved that \$22,041 of these proceeds be granted to the Presbytery Foundation and in September, 2001 approved that \$25,000 be granted to the Cameron Community Ministries. The Presbytery at that time also directed that the Trustees work with the Big Picture Team Congregational Ministries Committee to formulate appropriate uses for the remainder of this fund. ? remove?[In September, 2005, the remainder stood at \$141,710]. In 2010, the name of the fund was changed from “Grace New Church Development Fund” to “Grace Fund for Urban Ministry.”~~

~~Policy~~

~~The Congregational Development Committee Big Picture Team shall make recommendations to the Presbytery for uses of the Grace Fund in the areas of New Church Development, Redevelopment and Revitalization of Churches, and Presbytery Mission. First priority shall be given to projects in the City of Rochester, then to projects in Monroe County, and lastly, to projects anywhere in the Presbytery of Genesee Valley.~~

~~-~~

~~The assets of the Grace Fund shall be placed in the professionally managed Investment Fund and share in the capital gain or loss of these funds.~~

~~-~~

~~Responsible Committees: Board of Trustees and Congregational Development Committee Big Picture Team.~~

02/28/22 DRAFT