



Presbytery of Genesee Valley

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

WEBSITE: www.pbygenva.org

A Stated Meeting of the Presbytery of Genesee Valley was held electronically via Zoom on Tuesday, July 25, 2023 at 6:00 pm. Pre meetings were held on July 19, 2023 at 6:30 pm via Zoom and on July 25, 2023 at 5:00 pm via Zoom for conversations about the proposed Sexual Misconduct Prevention Policy and the Rochester Korean Church Administrative Commission Report.

CONSTITUTION

The meeting began with announcements of Presbytery events and news at 5:55 pm. Moderator Michelle Sumption (York) then called the meeting to order at 6:00 pm. The Moderator declared a quorum was present and offered a prayer.

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

CONGREGATION	MINISTER	COMMISSIONER(S)	CONGREGATION	MINISTER	COMMISSIONER(S)
Albion, First	Susan Thaine	Annette Mannella	Livonia	CP Jerry Swain	Kenneth Schoonover
Attica, First	CP Brad Smith		Lyndonville	CP Martha Mitchell	Elizabeth Wolanyk
Avon, Central	Carin Farmer		Medina, First	William Wilkinson	
Barre Center			Mt. Morris, United	---	
Batavia, First	EX Roula Alkhouri	Tom Schubmehl	Mumford, First	CP Roger Estes	Susan Csizmadia
Bethany			North Bergen		
Brockport, First	---	Kristen Gerling	Nunda, Trinity	Ron Duttweiler	Julie Simone
Byron, First	Michael Fry		Ogden	---	
Caledonia, First	Vinod Ganaraj	Mary MacIntyre	Ossian, First	---	
Chili, First	EX Brandi Wooten	Nancy Huffman	Penfield	Twyla Boyer	Mindy Shaffer
Christ Clarion	EX CP Mark McDaniel		Perinton	Laura Fry	Barbara Jackson
Corfu United	Evan Wildhack	Patty Miles	Perry, Brick	CP Lynn Burdick	
Covington United	Christine James	Ann Shephard	Pike Community		
Dansville	Marcia Reiff		Pittsford, First (2)	Aaron Neff Erin Jacobson	Barbara Smith Judith VanDorn
Downtown	Lauire Tiberi		Roch. Korean (2)	---	
East Avon, First			Scottsville, Union		Donald Tubman
East Bethany			South	EX Deb Swift	Mary Lee Miller
Elba, First	EX Barbara Tipton		Sparta, First	---	
Gates	EX Laura Bachmann	Thomas Brewer	Stone, Bergen		Deborah Godlove
Geneseo, Central	Nancy Lowmaster	Holly Harvey	Summerville	Elaine Loggi	Mary Haverfield
Groveland Fed.			Third (3)	Rebecca Segers Tedd Pullano	Christopher Bensch Tom Gillett

Holley, First	---	Don Welch	Trinity Emmanuel (2)	Ernst Krug	
Honeoye Falls	Kirk Baker	Martha Kumler	Tuscarora, First		
Irondequoit		Norma Carter	Twelve Corners	Jeff Fox Kline	Katharine Iuli
John Calvin	---	Ellen Best	Victor, First		Dean Cornwell
John Knox	CM Alan Dailey	Priscilla Thomas	Warsaw United	---	
LeRoy, First			Webster	CM Phil Davis	Anita Brocker
Lima	David Kilgore		York, United	Michelle Sumption	Nancy Richenberg

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

Present:

Louise Armstrong (R)	Val Fowler (R)	Carson Mouser (R)	Stephanie Suave (R)
Bruce Boak (R)	Carolyn Grohman (R)	Nadia Mullin (AL)	Walter Stuber (AL)
Elizabeth Beckhusen(R)	Judy Lee Hay (R)	Laurel Nelson (VM)	Anne Waasdorp (R)
Philip Benier (AL)	Lisa Lancaster (R)	James Renfrew (R)	Marsha Wenhold (R)
Viktoria Berlik (AL)	Ray Lindquist (R)	Charles Roberts (R)	James Widboom (R)

Excused:

Thomas Gardner (R)	Harriett Mc Connachie (R)	Jane Watt (R)
Robert Heppenstall (R)	Nathan Mochizuki (AL)	Pat Youngdahl (R)

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

Lewis Becker (Pittsford)	Robert Mecredy (Pittsford)	Karen Pryor (Third
Kathleen Coons (Journal Clerk)	Roger Miller (Trinity Emmanuel)	Hezekiah Simmons (Pittsford)
Betty Iwan (Third)	Susan Orr (Transitional Leader/Stated Clerk)	Kay VanNostrand (Lyndonville)

CORRESPONDING MEMBERS ENROLLED FOR THIS MEETING (others noted under "Congregations"): None

REGISTERED VISITORS including PRESBYTERY STAFF and COMMISSIONED PASTORS not serving churches:

Scott Anthony (Third)	Stephen Gaudioso (Third)	Michael Reinhardt (Victor)
Cheryl Battaglia (Staff)	Dong Ki Kim (Roch. Korean Methodist)	Sang Sim (Rochester Korean)
Lisa Bennett (Staff)	Hae Seo Kim (Rochester Korean)	Lea Theuer (Third)
Gordon Chapman (Ogden)	Karen Kingsbury (Third)	CP Whitney Scoville
Janice Fitzgerald	Carol Neman (Ogden)	Judy Sumption
Janet Flynn (Caledonia)	Don Pryor (Third)	Ron Sumption
	Harry Pittman (Ogden)	

SUMMARIES OF 2023 MEETINGS	Jan 28	Feb 28	Apr 29	July 25		
Total Minister Members of Presbytery	109	109	106	105		
Total Minister Commissioners Present	49	31	45	41		
Total Elder Commissioners Present	54	36	43	48		
Parity (expressed in terms of Elders, + or -)	+5	+5	-2	+7		
Total Churches Unrepresented by Elders	21	34	28	26		

Total Churches Unrepresented by Elders & Pastors	13	19	19	15		
Total Registered Visitors	16	7	12	21		
TOTAL REGISTERED ATTENDANCE - 2023	119	74	100	110		

LAND ACKNOWLEDGEMENT

Elder Mindy Shaffer (Penfield) read the Land Acknowledgement statement in which we pay respects to the indigenous people on whose traditional land this meeting was collectively held tonight. Presbyters were encouraged to work toward partnership with our indigenous siblings with a spirit of reconciliation and collaboration and address the historic injustices toward indigenous people, especially the injustices that occurred at Presbyterian affiliated schools.

INTRODUCTORY BUSINESS

Greeting New Commissioners

A commissioner attending his first Presbytery meeting in this role introduced himself and was welcomed.

Enrollment of Corresponding Members

None

Approval of Docket

Having no objections, the Presbytery **VOTED** to approve the following docket for this meeting:

			THEME:	
			Spirit: <i>"For God has not given us a spirit of fear, but of power, and of love, and of a sound mind." ~2 Timothy 1:7</i>	
Page Reference				
5 p.m.			Pre-meetings: <ul style="list-style-type: none"> Sexual Misconduct Prevention Policy Revision Rochester Korean Presbyterian (RKPC) Administrative Commission 	Elaine Loggi, Kevin Hershey, Anne Waasdorp, Susan Orr Members of the AC Rochester Korean & Methodist Churches
5:55 p.m.			Announcements	Michelle Sumption Mindy Shaffer
6 p.m.			Call to Order & Declaration of Quorum <ul style="list-style-type: none"> Opening Prayer Land Acknowledgement 	
			Introductory Business <ul style="list-style-type: none"> Greeting New Commissioners Enrollment of Corresponding Members Approval of Docket Privilege of the Floor 	Michelle Sumption
			Call for New Business	
6:10 p.m.		p. 3, 6-23	Consent Agenda	
6:15 p.m.		p. 24	Rochester Korean Presbyterian AC Report <ul style="list-style-type: none"> Related motions 	Lew Becker, Twyla Boyer
6:30 p.m.			Worship	Michelle Sumption
7 p.m.		p. 27	Committee on Ministry Report <ul style="list-style-type: none"> Call of Tedd Pullano as Associate Pastor at Third and related motions Commissioning Elder Whitney Scoville to service as Pastor at Ogden Presbyterian Church 	Charles Roberts Tom Gillett, Chris Bensch

7:25 p.m.			Break	
7:30 p.m.		p. 28, 31-44	Committee on Ministry Report - continued <ul style="list-style-type: none"> ▪ Revision of the Policy on Background Checks ▪ Revision of Sexual Misconduct Prevention Policy & Appendices 	Charles Roberts Elaine Loggi, Anne Waasdorp, Kevin Hershey
8 p.m.			Good News from Congregations and Neighborhoods	
			Prayer Focus	Jim Renfrew
8:10 p.m.		p. 45	Grants Working Group Report <ul style="list-style-type: none"> ▪ 2023 Grant Recipients ▪ Second Chance Grants 	Judy Lee Hay
8:15 p.m.			Transitional Leader/Stated Clerk Report	Susan Orr
8:20 p.m.		p. 47, 49	Big Picture Team Report <ul style="list-style-type: none"> ▪ Restoration of the Matthew 25 Fund 	Jim Renfrew
8:30 p.m.		p. 51	Committee on Representation Report <ul style="list-style-type: none"> ▪ Election of the Moderator & Moderator Elect ▪ Installation of the Moderators 	Erin Jacobson Michelle Sumption
8:40 p.m.			Three Key Things to Take Home	Twyla Boyer
8:45 p.m.			Adjourn with Prayer	

Privilege of the Floor

Having no objections, the Presbytery **VOTED** to grant privilege of voice to non-commissioners for the purpose of participating in reports.

Call for New Business

None

CONSENT AGENDA

The purpose of a Consent Agenda is to enable a governing body to deal with routine business expeditiously, thus freeing up time for other activities.

How to lift items for discussion or debate:

- *An opportunity will be given for presbyters to request that action items be lifted from the Consent Agenda. Simply go to the microphone and when you are recognized, request the item you wish to lift out.*
- *Items lifted out for discussion will be handled during the committee report associated with that item.*
- *The remaining items (those not lifted out) will be approved in one motion.*

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

CONSENT AGENDA: Items for Presbytery's Action

The Stated Clerk moves that the Presbytery:

(Minutes)

Approve the Minutes of the April 29, 2023 stated meeting of the Presbytery of Genesee Valley.

(Treasurer's Report)

1. **Receive** the Treasurer's Report, month ending June 30, 2023
2. **Receive** the summary report of the 2022 Presbytery of Genesee Valley Audit Review dated May 10, 2023 as conducted by Heveron & Co, Certified Public Accountants.
Appendix A: Balance Sheet Summary as of June 30, 2023
Appendix B: Operating Statement Summary as of June 30, 2023

Appendix C: Mission and Per Capita Apportionment

Appendix D: Investment Statement

Appendix E: 2022 Review Summary Letter from Heveron & Co.

(Committee on Representation / Nominations)

1. **Elect**, upon recommendation of the Committee on Representation, the following persons to service on the following committees (Class of 2026 unless otherwise noted) effective August 1, 2023:

Budget Development & Oversight

RE Dave Henderson (Victor)

TE Sue Thaine (Albion)

Committee on Ministry

TE Jeff Fox-Kline (Twelve Corners)

TE Tom Gardner (R)

RE Steve LaLonde (Albion)

RE Pat Lockwood (Covington)

TE Elaine Loggi (Summerville)

TE Michael McNamara (AL), Class of 2025

TE Charles Roberts (R)

RE Don Welch (Holley)

RE (female) vacancy, Class of 2025

[NOTE: Due to an error, there is an imbalance between female TE (7) and male TE (5). CoR will work to correct this imbalance as vacancies arise.]

Committee on Preparation for Ministry

TE Laura Bachmann (Gates)

TE Jeff Falter (AL)

TE Nathan Mochizuki (VM)

TE Walter Stuber (AL)

Personnel Committee

RE Roger Miller (Trinity Emmanuel)

RE Mindy Shaffer (Penfield), Class of 2024

TE Brandi Wooten (Chili)

Trustees

RE Barbara James (Summerville)

TE Tedd Pullano (Third)

TE Carol Anne Strawbridge (R), Class of 2025

TE James Widboom (R)

2. **Elect**, upon recommendation of the Big Picture Team, the following persons to service on the Committee on Representation, Class of 2026, effective August 1, 2023:

RE Dean Cornwell (Victor)

TE Michael Fry (Byron)

(Budget)

Upon recommendation of the Big Picture Team:

1. **Approve** redesignating the remaining \$280 in line #3221, Touch of Grace Initiative, to Leader Care & Development Support, to be used at the discretion of the Consultants for Leader Care and Development.
2. **Authorize** the Consultants for Leader Care & Development to oversee operating line #6320, Leader Care & Development (2023 budget of \$750).

(Policies & Procedures Manual)

1. **Approve** the recommendation of the Committee on Preparation for Ministry (CPM) (with the concurrence of the Big Picture Team) to delete the “Candidate Indebtedness Policy” from the Presbytery Policies and Procedures Manual.
[Note: CPM believes the policy is redundant as the CPM’s Manual includes a policy on finances for candidates. A link to the Board of Pensions financial workshops for inquirers and candidates will be included on the CPM webpage.]
2. **Approve** amending the language in the Policies & Procedures Manual regarding Presbytery meetings to allow for in person meetings, upon recommendation of the Big Picture Team.
Appendix F: Proposed changes to allow for in person meetings
3. **Approve** the recommendation of the Budget Development & Oversight Committee (with the concurrence of the Big Picture Team) to amend the Finance, Investment and Funding Policies to include the Parkminster Legacy Fund policy.
Appendix G: Parkminster Legacy Fund Policy
4. **Approve** the recommendation of the Communication & Technology Working Group (with the concurrence of the Big Picture Team) to revise the Website Policy.
Appendix H: Revised Website Policy

(Personnel)

Approve the revised Personnel Policies as submitted by the Personnel Committee, and concurred by the Big Picture Team.
Appendix I: July 2023 Proposed Personnel Policies revisions

CONSENT AGENDA: 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 July 1):

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

(Anniversaries)

The following are the significant anniversaries of congregations that occur in 2023 (listed in 25-year increments):

125 years (1898)	Bethany Presbyterian Church, Rochester, NY
200 years (1823)	North Bergen Presbyterian Church, North Bergen, NY
225 years (1798)	First Presbyterian Church, Victor, NY

(Ordinations/Installations)

The installation of Rev. Susan Thaine as Pastor was held on May 19, 2023, at First Presbyterian Church, Albion, NY.

(Committee on Preparation for Ministry)

The Committee appointed TE Walter Stuber (AL) and RE Ann McMican (Third) to serve as ordination exam readers for 2023-2024.

(Mendon Church)

The Presbytery has received a Notice of Sale or Transfer of Ownership of Property of the former Mendon Presbyterian Church from the Monroe County Clerk’s Office and is in receipt of the agreed settlement amount of \$113,642. The new church clerk will submit all records of historical value, including Minutes, after scanning the items they wish to keep on hand.

(Presbytery Litigation)

In August 2021, a legal action commenced against the Presbytery and the United Church of Mt. Morris under the NY Child Victims Act by a former member of the congregation. Presbytery has retained the law firm of Reformat Hurwitz & Daniel PLLC to represent it in this matter. The plaintiff subsequently commenced a separate legal action under the NY Child Victims Act against the Mt. Morris Central School District. Upon a motion by the plaintiff, the court consolidated these two actions by an order dated January 26, 2023. The consolidated actions are in the discovery phase, which is the process by which parties to litigation exchange information and documentation to establish a factual record and to identify any facts that are disputed, thereby requiring a trial to establish (or “find”) those disputed facts. On March 3, 2023, the court issued an amended scheduling order in the consolidated actions, which provides for discovery to continue through the winter of 2024.

(Schedule: BIG PICTURE TEAM (BPT) & PRESBYTERY: 2023 Meeting Dates)

- BPT – Monday, August 28, 2023 at 6:00 pm via zoom
- BPT – Monday, September 18, 2023 at 6:00 pm via zoom
- PRESBYTERY – Tuesday, October 24, 2023 at 6:00 pm via zoom
- BPT – Monday, November 20, 2023 at 6:00 pm via zoom

ROCHESTER KOREAN PRESBYTERIAN CHURCH ADMINISTRATIVE COMMISSION REPORT

Elder Lew Becker (Pittsford) and Rev. Twyla Boyer (Penfield), members of the Administrative Commission, presented the final Report of the Commission. Also in attendance to speak on behalf of the church and the Rochester Korean United Methodist Church were Rev. Dong Ki Kim from Rochester United Methodist Church and Elder Hai Seo from Rochester Korean Presbyterian Church. Eighteen people attended the pre meeting conversation on the Report at which members of the Commission answered questions. Elder Becker reported this was the sixth administrative commission to work with the church over the years which involved a cumulative total of over 30 people. Presbytery **VOTED** unanimously by poll vote to:

1. **Acknowledge** that all debts and back per capita of the Rochester Korean Presbyterian Church, which totaled \$13,166.38, have been received by the Presbytery from the proceeds of the sale of the manse as approved by the Presbytery at the April 29, 2023 stated meeting and which closed on May 4, 2023, giving Rochester Korean Presbyterian Church a “clean slate”, and
2. **Authorize** the Rochester Korean Presbyterian Church (the “Church”), 2363 Pinnacle Rd, Town of Rush, Monroe County, NY, 14624 to convey all of its rights, title and interest in and to real property located at 2363 Pinnacle Rd, Rush, NY (tax number 203.03-1-3.14) to the Rochester Korean United Methodist Church (RKUMC) a religious corporation, and
3. **Concur** with the request of the Church and the Administrative Commission that, as a legacy to the life of the Church as a congregation within the Presbytery, a tithe of \$74,500 from the Church and a payment \$49,500 from Rochester Korean United Methodist Church (being a tithe of the appraised value of the Church building) (a total of \$124,000) be considered to satisfy all remaining financial obligations of the Church to the Presbytery of Genesee Valley; and
4. **Distribute** such amounts accordingly:
 - \$15,000 from the Church to "Heart Care Mission" in Haiti
 - \$15,000 from the Church to "Mission in Liberia"
 - \$15,000 from the Church to "Mission in Nepal"
 - \$29,500 from the Church to the Presbytery's Genesee Valley Fund
 - \$49,500 from the Rochester Korean United Methodist congregation to the Presbytery's Genesee Valley Fund; and

5. **Concur** with the Church's request that all remaining financial assets of the Church be transferred to the Rochester Korean United Methodist Church in gratitude for their reception of former RKPC members into their congregation after the following projects have been completed: 1) repair and successful inspection of the church's elevator, 2) replacement of commercial grade refrigerator, 3) repair of parking lot, 4) carpet replacement in mutually selected areas, 5) minor paint touch up in several areas of the church, as well as 6) paying for the October celebration of the joining of the two churches; and
6. **Dissolve** the Rochester Korean Presbyterian Church effective on October 31, 2023 and if the projects described in paragraph 5 are not completed by such date that dollars that are transferred should be used to complete said projects; and
7. **Authorize** the Chair of the Presbytery Board of Trustees or the Stated Clerk, as necessary and appropriate, to prepare and file such documents and to take such actions, separately or in cooperation with representatives of the Church as may be required to affect the transfer of assets and legal dissolution of the Church, the costs of such actions to be paid by the Rochester Korean Methodist Church, and subject to approval by a New York State Supreme Court Justice if required; and
8. **Extend** special gratitude to Elder Hai Seo, without whose efforts and translation this joyful resolution could not have been reached. Also, **extend** special gratitude to Josh Park, Luke Choi and the office of the General Assembly, who are faithfully dedicated to PC(USA) Korean -speaking congregations and fellowship.
9. **Dismiss** the Administrative Commission for the Rochester Korean Presbyterian Church of the Presbytery of Genesee Valley upon dissolution of the Church.

These actions were approved by the Congregation and Corporation of the Rochester Korean Presbyterian Church at duly called meetings of the Congregation and Corporation on June 11, 2023, and June 25, 2023 as moderated by Elder Lewis Becker, co-chair of the Administrative Commission. These motions of the Administrative Commission have been reviewed by and have received concurrence from the Presbytery's Board of Trustees, the Committee on Ministry and the Big Picture Team.

Appendix J: Report of Rochester Korean Presbyterian Church Administrative Commission

WORSHIP

The Moderator led worship. Elder Lew Becker (Pittsford) gave the call to worship. Rev. Dong Ki Kim (Rochester Korean Methodist Church) read the scripture, John 20:19-23 in both Korean and English. Rev. Sumption offered a reflection on the Spirit guiding us in our faith. The hymn "Spirit, Spirit of Gentleness" was played. Rev. Rebecca Segers (Third) led a prayer of thanks for the work of the late Elder Ron Hansen (Third, Rochester Korean Church Administrative Commission Co-Chair), for the witness of Rochester Korean Presbyterian Church and for the calls of Rev. Tedd Pullano and CP Whitney Scoville. The service ended in prayer.

COMMITTEE ON MINISTRY REPORT

(Call of Rev. Tedd Pullano)

Rev. Charles Roberts (R) reported the Committee on Ministry recommends that Presbytery approve the call of Rev. Tedd Pullano as Associate Pastor for Outreach at Third Presbyterian Church in Rochester, NY. Rev. Pullano has been serving as Temporary Supply Associate Pastor at that church since June 2022. At a meeting of the congregation held on April 23, 2023 the call to install Rev. Pullano was approved and the congregation elected Elders Chris Bensch and Tom Gillett to attest to the congregational meeting and the call of Rev. Pullano. [NOTE: The Book of Order allows that a minister of Word and Sacrament employed in a temporary pastoral relationship may be eligible to serve as an installed pastor if the presbytery determines that its mission strategy permits it. Presbyteries that permit this eligibility

shall establish such relationships only by a three-fourths vote of the members present and voting (G-2.0504c)] Following a period of examination Rev. Pullano was moved to an electronic waiting room. Upon the arresting of the examination, Presbytery VOTED by poll vote (which was 100% in favor) to:

1. **Approve** the call of the Third Presbyterian Church of Rochester, NY to Rev. Tedd Pullano as Associate Pastor for Outreach effective August 1, 2023 at the following terms of call. [Note: Rev. Pullano has been serving as Stated Supply Pastor under a contract which concluded on April 30, 2023. The congregation approved backdating the Terms of Call to June 1, 2023 in order to compensate Rev. Pullano fairly. The Terms presented are for June 1 – Dec 31, 2023.]

Cash Salary	\$23,917.00
Housing Allowance	\$15,167.00
Utilities	\$ 3,500.00
Medical Benefit	\$ 1,167.00
EFFECTIVE SALARY	\$43,751.00
Social Security Offset	\$ 3,455.38
Benefit Plan PC USA	\$17,062.50
Cont Ed/Study Leave	\$ 875.00
Travel/Professional	\$ 3,205.42
TOTAL COMPENSATION	\$68,349.30
Cont. Ed/Study Leave	8 days
Annual Vacation	21 days incl 4 Sun
Sick Leave	1 day/month

2. **Appoint** the following persons as the Administrative Commission to install Rev. Tedd Pullano as Associate Pastor at 3:00 PM on Nov 5, 2023 at Third Presbyterian Church, Rochester, NY:

Moderator Rev. Aaron Neff
Rev. William Wilkinson
Rev. Laura Bachmann
Rev. Laurel Nelson
Elder Ruth Gaskill, Ogden Presbyterian Church
Elder Judy Wandtke, South Presbyterian Church
Elder Tom Gillett, Third Presbyterian Church

3. **Appoint** the following persons as Additional Participants of the Administrative Commission:

Rev. Rebecca Segers, Third Presbyterian Church
Rev. Marilyn Cunningham, Graves Memorial CME, Rochester, NY

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

Rev. Pullano returned to the meeting at this time.

(Commissioning of CP Whitney Scoville)

Rev. Roberts introduced Elder Whitney Scoville and announced she is to be commissioned to serve as commissioned pastor to Ogden Presbyterian Church. On July 6, 2023, the Committee on Ministry approved this call which begins on September 18, 2023. Elder Susan Orr led Elder Scoville in the constitutional questions to which she responded affirmatively. Prayer followed.

(Background Check policy)

Rev. Roberts outlined proposed changes to the Background Check policy. Presbytery VOTED by poll vote to approve the revised policy as presented to this meeting.

See Appendix K: Background Check policy

(Sexual Misconduct Prevention policy)

Rev. Elaine Loggi (Summerville), member of the COM Sexual Ethics Resource Ministry Team, provided highlights of the proposed policy. Both BPT and COM have concurred to approval of this policy. She indicated this is a living document and the Team welcomes comments and suggestions. The Team's goals in drafting the policy were to insure it is:

- grounded in the Bible, it is faith based
- accessible
- flexible
- prioritizes the needs of the victim
- emphasizes prevention, via training
- encourages conversation through establishment of a Resource Team

Rev. Loggi outlined revisions suggested by legal counsel and others and noted these will be included in the final draft of the policy. A question/ answer period followed. Sincere thank yous were offered to Rev. James Evinger (R) who was a resource for this work and to all who participated in its drafting these past six years. Presbytery **VOTED** by poll vote to approve the following:

- Revised Sexual Misconduct Prevention Policy, as amended
See Appendix L: PGV Sexual Misconduct Prevention Policy DRAFT 2023-1
- Manual for Responding to Incidents of Sexual Misconduct Prevention Policy Appendix
See Appendix M: PGV Sexual Misconduct Prevention Policy Appendix – Procedures 2023 DRAFT
- Behavior Covenant regarding Sexual Misconduct Prevention
See Appendix N: Behavioral Covenant 2023 DRAFT

Actions Taken on Behalf of Presbytery

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

(Moderator Appointments)

1. **East Bethany – Appoint** Dr. Rev. Shiela McCullough (Progressive Baptist) as Moderator effective September 1, 2023.
2. **John Calvin – Appoint** Rev. Dr. Carson Mouser (R) as Moderator effective September 1, 2023.
3. **Ogden**
Appoint Rev. Michael McNamara (AL) as Moderator of Session for meetings to be held on June 20, 2023 and August 15, 2023.
Appoint CP Whitney Scoville as Moderator of Session effective September 18, 2023
4. **Webster – Appoint** Rev. Robert Heppenstall (R) as Moderator of the August 2023 Session meeting.

(Membership)

1. **Approve** removing Rev. Ian Johnston (AL) from Presbytery membership rolls. [Note- After several years of not being able to locate Rev. Johnston, COM learned that he is an R member of the Presbyterian Church in Canada. Rev. Johnston served in PGV at Brighton Church in 2004-2005.]
2. **Approve** conferring the status of Honorably Retired to Rev. Thomas Gardner upon his request. [Note: This conference took place prior to July 9th when the status of HR was removed from the Book of Order.]
3. **Approve**, upon examination, enrolling Rev. Janice Fitzgerald (R, Geneva) as a member of the Presbytery of Genesee Valley effective September 27, 2023.

(Validated Ministry)

Grant the status of Validated Ministry to the ministry of Palliative Care Chaplain at Rochester Regional Hospital. [Note: This is the first step in the process to potentially ordain Clif Genge, Candidate Certified Ready to Receive a Call, to this Validated Ministry.]

Actions to be reported to Presbytery for Information

(Downtown / Rev. Laurie Tiberi)

Approved the addendum to the Covenant Agreement with Rev. Laurie Tiberi extending the term of service as full time Pastor for the period July 1, 2023 - December 31, 2023 upon the following terms of call:

Cash Salary	\$40,000.00
Housing Allowance	\$40,000.00
EFFECTIVE SALARY	\$80,000.00
Social Security Offset	\$ 6,120.00
Benefits PC USA	\$ 8,000.00
Non PC(USA) Health	\$ 4,984.00
Cont Ed/Study Leave	\$ 2,000.00
Travel/Prof Allowance	\$ 5,000.00
TOTAL COMPENSATION	\$106,104.00
Cont. Ed/Study Leave	2 weeks
Annual Vacation	36 days incl 6 Sundays
Sick Leave	1 day/month cumulative

(East Bethany / Rev. Dr. Shiela McCullough)

Approved the Covenant Agreement with Dr. Rev. Shiela McCullough (Progressive Baptist) as part-time (50%) Temporary Supply Pastor effective January 1, 2023 – December 31, 2023 upon the following terms of call, noting exceptions to the vacation and medical categories:

Cash Salary	\$12,669.00
Housing Allowance	\$12,669.00
EFFECTIVE SALARY	\$25,338.00
Social Security Offset	\$ 1,938.36
Continuing Ed/Study Leave	\$ 1,500.00
Travel/Professional Allow.	\$ 2,500.00
TOTAL COMPENSATION	\$31,276.36
Cont. Ed/Study Leave	2 weeks
Annual Vacation	18 days incl 3 Sundays
Sick Leave	1 day/month

(John Calvin / Rev. Dr. Carson Mouser)

Approved the Covenant Agreement with Rev. Dr. Carson Mouser (R) as part-time (50%) Stated Supply Pastor effective September 1, 2023 – August 31, 2024 upon the following terms of call, noting the exceptions to the Social Security offset, medical, Continuing Education and Travel categories:

Cash Salary	\$ 6,338.00
Housing Allowance	\$19,000.00
EFFECTIVE SALARY	\$25,338.00
Continuing Ed/Study Leave	\$ 750.00
Travel/Professional Allow	\$ 500.00
TOTAL COMPENSATION	\$26,558.00
Cont. Ed/Study Leave	2 weeks
Annual Vacation	1 month
Sick Leave	1 day/month

[Note: Rev. Mouser requested no social security offset and reduced Continuing Education and Travel benefits in exchange for additional vacation time.]

(Lyndonville / Commissioned Pastor Martha Mitchell)

Approved the following terms of call for Martha Mitchell as full-time Commissioned Pastor effective January 1, 2023 – December 31, 2023:

Cash Salary	\$46,911.29
EFFECTIVE SALARY	\$46,911.29
Social Security Offset	\$ 3,588.71
Benefits PC USA	\$ 0.00
Cont Ed/Study Leave	\$ 1,500.00
Travel/Professional Allow.	\$ 1,000.00
TOTAL COMPENSATION	\$53,000.00
Cont. Ed/Study Leave	2 weeks
Annual Vacation	30 days including 5 Sundays
Sick Leave	1 day/month cumulative

[Note: Martha Mitchell requested exception to health insurance since she has coverage.]

(Ogden / Commissioned Pastor Whitney Scoville)

1. **Authorized** Rev. Rachel Reid (VM) to serve communion on June 4, 2023 and Rev. Michael McNamara (AL) to serve communion on July 2, 2023 and August 6, 2023.
2. **Approved** the Covenant Agreement with Whitney Scoville (Elder, Chili) as full-time Commissioned Pastor effective September 18, 2023 – September 18, 2024 upon the following terms of call, pending combining the housing allowance and utilities categories:

Cash Salary	\$37,400.00
Housing Allowance	\$18,000.00
Utilities	\$ 4,600.00
FSA Health Account	\$ 1,038.00
FSA Dependent Account	\$ 2,038.00
EFFECTIVE SALARY	\$63,076.00
Social Security Offset	\$ 4,590.00
PC USA Plan	\$ 18,230.00
Continuing Ed/Study Leave	\$ 2,500.00
Travel/Professional Allow.	\$ 4,000.00
TOTAL COMPENSATION	\$92,396.00
Cont. Ed/Study Leave	2 weeks
Annual vacation	1 month, 5 Sundays
Sick Leave	1 day/month

[Note: COM concluded the Housing allowance and Utilities should not be listed separately but rather as one item.]

(Perry Brick / Commissioned Pastor Lynn Burdick)

Approved the following Covenant Agreement with Lynn Burdick to serve as part time (50%) Commissioned Pastor effective May 1, 2023 – May 1, 2024 upon the following terms of call:

Cash Salary	\$25,337.00
EFFECTIVE SALARY	\$25,337.00
Social Security Offset	\$ 0
Cont. Ed/Study Leave	\$ 750.00
Travel/Professional Allow	\$ 1,000.00
TOTAL COMPENSATION	\$27,087.00
Cont. Ed/Study Leave	2 weeks
Annual Vacation	30 days incl 5 Sundays

Sick Leave

1 day/month cumulative

CONGREGATIONAL TRANSITION DOCUMENTS

Downtown – Approved Ministry Information Form submitted to CLC for full-time pastor.

Third – Approved the Ministry Information Form submitted to CLC for full-time stated supply associate pastor for Congregational Care.

GOOD NEWS FROM CONGREGATIONS AND NEIGHBORHOODS

Presbyters shared the following news from congregations:

Webster – Prayers of thanks for the call by the congregation to a member of the Presbytery which, if the way be clear, will be approved by Committee on Ministry in August, and for the work of Rev. Philip Davis who served as interim for three years.

Chili – The church has established a strong, active food cupboard ministry. They have created a meditation labyrinth which is open to all and is located down the street from the church.

Geneseo – The congregation celebrated returning to the sanctuary for worship in July upon completion of repairs of damages resulting from the roof collapse which occurred just days before Christmas Eve last year.

Penfield – Once a month, members assist with the free Breakfast Café at Trinity Emmanuel which is offered three Saturdays/month and is now serving nearly 100 guests each week.

South – The congregation is planning a celebration in September of the church's 175th anniversary and the start of their second decade of ministry without a building.

PRAYER FOCUS

Rev. James Renfrew (R) asked that any prayer concerns be shared in the chat section of this Zoom meeting so others could join in silent prayer.

GRANTS WORKING GROUP REPORT

Rev. Judy Lee Hay (R) presented the following report on behalf of the Group:

2023 Collaborative Ministry Grants

Caring For Our Community by Providing Emergency Food, Hope and a Bridge to Self-sufficiency

First Presbyterian Church of Chili, Amount Awarded \$1,000

Grant is to help the First Presbyterian Church of Chili's Food Cupboard. The mission of the cupboard is to offer emergency food in the neighborhood to those who are struggling to provide for their families. The grant will be used to purchase a flatbed cart and moveable shelves to help them more easily distribute the food.

Local community service organizations have joined in the work of the cupboard as well as 45 people have become volunteers. The food Cupboard has grown from 29 households in April of 2022 to 87 served in March.

Meal Preparation & Delivery to Seniors & Neighbors in Need

Irondequoit Presbyterian Church, Amount Awarded \$1500

Irondequoit Presbyterian Church and Community Food Cupboard work together to make and deliver meals to seniors and they distribute emergency provisions to neighbors in need. The grant funds will be used for capital improvements which will improve the services provided to clients of the food cupboard.

2023 Congregational Vitality Grants

Faith and Grief Ministry

Albion First Presbyterian, Amount Awarded \$1,000

This new ministry focus of grief support from a Reformed Tradition perspective will directly minister to the congregation and will also be offered to folks in the Harvest Neighborhood and the greater Albion and Orleans

country area. The grant will help to cover initial training for the Faith and Grief Leadership Team as well as advertising and printing.

Celebrating 'What's Next?

South Presbyterian Church (Rochester), Amount Awarded \$1,000

2023 marks the beginning of the second decade that south Presbyterian Church has been doing community-based ministry outside a building. Awarded South Presbyterian Church a \$1,000 Congregational Vitality Grant for the Celebrating What's Next program. The monies will underwrite the portion of their Saturday program open to the entire Presbytery with the Rev. Dr. Ray Jones, Director of Theology, Formation and Evangelism for the PC(USA). The topic he will address on "new forms of ministry and the future of the church" is beneficial for our Presbytery churches and to hear from the learnings of South's ministries."

One in Christ (Our inclusive Exploration)

Webster Presbyterian Church, Amount Awarded \$1,000

This grant will make a positive difference for the congregation by education and enlightening all with regard to the LGBTQIA+ community, thereby enabling the congregation to live into the Identity Statement: *We are followers of Jesus Christ, living and sharing the love of God through faith and action, welcoming all.* The "Building an Inclusive Church: A Welcoming Tool Kit" will be the resource and guide for the project.

2023 PEACEMAKING GRANTS

Albion First \$500

Awarded Albion First a \$500 Peacemaking grant to underwrite the program for English language learning for farm workers in the area. The Presbytery realizes the importance of language education and the aspect of hospitality in providing a meal as learners come from their jobs.

Rural and Migrant Ministries \$500

Awarded Rural Migrant Ministries a \$500 Peacemaking grant to underwrite their summer day program. The Presbytery appreciates the ongoing ministry to support marginalized youth and adults.

Building Minds in Sudan (BMISS) \$500

Awarded BMISS a \$500 Peacemaking grant to underwrite the education for two women in their second year of college. The Presbytery celebrates the education of women that BMISS has sponsored and the building of two schools for women and children.

Presbyterian Church of South Sudan (PCOSS) Murle Congregation

Boroli Refugee Camp, Adjumani District, Uganda \$500

Awarded the Presbyterian Church of South Sudan a \$500 Peacemaking grant to underwrite the education of men and women in restorative justice, peace, reconciliation, peace mediation and forgiveness.

[NOTE: Second Chance Grant Applications for Congregational Vitality, Coaching, and Collaborative Ministries are due September 15. Churches are encouraged to apply.]

TRANSITIONAL LEADER/STATED CLERK REPORT

Elder Susan Orr reported the Personnel Committee and Big Picture Team have approved her using accrued study time so that she may take a four-week break. She will be out of the offices from August 1, 2023 – August 26, 2023. She referenced the book, "When the Church Stops Working" by Andrew Root and Blair Bertrand and indicated she intends to follow what these authors propose. She hopes to practice "stopping" work and waiting for the Holy Spirit to direct her on where she will find joy. She expressed thanks for this time of rest.

BIG PICTURE TEAM REPORT

(Matthew 25 Fund)

Rev. James Renfrew (R) reported the Racial Justice Peace Advocacy Working Group has requested that an error in fund allocations in the 2022 budget be corrected. BPT agreed and proposed that \$4000.00 from the Genesee Valley Fund be transferred to the Matthew 25 Fund for their ministry work. Presbytery **VOTED** by poll vote to approve the transfer of \$4000.00 from the Genesee Valley Fund to the Matthew 25 Fund.

Actions Taken on behalf of Presbytery

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

(Rochester Presbyterian Home Chaplaincy)

Approve the recommendation of the Mission Linkages Working Group to change the management of the chaplain employed at Rochester Presbyterian Home (RPH) as follows:

- Effective at the termination of the current chaplain contract on June 30, 2023, RPH assumes management of all employment and Human Resources functions related to the chaplain position.
- Funding for the chaplain salary continues to be drawn from the Westminster Fund, managed by Presbytery. An annual application for chaplain salary funding shall be requested by RPH through the Mission Linkages Working Group Funds application.
- Processing and funding of the salary shall be transferred in one annual payment, rather than the current 10 payments/year.

(Personnel)

Approve the revised job description for the Communications Coordinator as recommended by the Personnel Committee.

Appendix O: Communications Coordinator Position Description

Items reported to Presbytery for Information

(BPT Convener)

Rev. Evan Wildhack (Corfu) was elected BPT Convener effective August 2023 for a one-year term.

(New Worshipping Community Seed Grant)

The Mission Development Resources Committee of the OGA Office of Mission Program Grants approved a \$10,000 grant to the "Pray and Play" group led by CP Whitney Scoville in partnership with Chili Presbyterian Church.

(Synod Innovation Grants)

The Synod Mission and Ministries Commission approved the following innovation grants:

- Grant to Third Presbyterian Church in the amount of \$5,000.00 for their Digital Ministry project.
- Grant to Chili Presbyterian Church in the amount of \$2,500.00 for their Chili Food Cupboard project.

(Book Study)

Transitional Leader/Stated Clerk Susan Orr led two sessions of a six-week study of the book, "Beyond Resistance: The Institutional Church Meets the Postmodern World". More than 50 people from 22 congregations engaged in thoughtful and challenging conversations about moving the institutional Church out of a modality of denial and into a perspective of hope. There is much within its pages for Presbytery's consideration: "Because so much is changing, whether we like it or not, it is now incumbent on the leadership of the Church to think long and hard about what we believe. What are our non-negotiables? With so much on the table, including some very sacred cows, are there core values, accepted practices, or fundamental beliefs that, if these change, we cease to be? It is very important to adopt a relationship toward the new. Decisions must be made about how to relate to what is emerging."

(Presbytery Remote Offices)

The Trustees Task Force are developing plans for the move of the Presbytery offices to remote offices. The telephone system replacement has been selected and they are reviewing options for the IT systems and file conversion. A group of volunteers had a successful workday at the offices on June 28, 2023, and began the cleaning out process. Some office property has been donated to churches and/or Camp Whitman but some furniture and equipment are still available.

(Leader Care & Development Consultant Team)

Recent activities of the Team include the following: hosted Retired Clergy lunch at which pastoral care was discussed, had discussions with people at the Commissioned Pastors retreat, met with Neighborhood groups, met with executive presbyters and leaders in other presbyteries and met with people within our Presbytery.

Findings to date include: other presbyteries are putting financial and/or personnel resources into care and development of pastors (it was learned there is a Thriving Congregations Lily Grant Initiative which is being used for congregational development and leader development in the Presbytery of Cincinnati), people are longing for relationships and connections, there needs to be clear intentions behind whatever is done, people need to be trained and informed of these intentions, cultural shifts might be necessary (encouragement for self-care, becoming more relational, more intention behind initiatives). The Team is evaluating the various requests and suggestions made at their meetings with these various groups.

(In-person Meeting Survey)

A survey was sent to all Presbytery commissioners regarding preference for in-person or Zoom format for Presbytery meetings. The survey was completed by 58 recipients. There was no definitive conclusion. Preferences for each format were expressed. BPT will consider these options in their planning for future Presbytery meetings.

(Staffing)

The current contracts for Susan Orr (Transitional Leader/Stated Clerk) and Kathy Coons (Transitional Journal Clerk) have been extended through July 31, 2024.

(Communications & Technology Working Group)

Communication enhancement projects for the Presbytery are supported by the Synod of the Northeast Grant and handled in conjunction with the CTWG. First, as part of a Presbytery-wide communication audit, surveys and focus groups were completed in May, results compiled in June, and analysis conducted in July. Final report and recommendations are planned for completion in August. Second, using data gathered from the communication audit, work of the leader care and development consultants, and the previous website redesign feedback, CTWG is initiating a visual identity project that includes developing a logo, wordmark, symbol, typeface, and color palette for the Presbytery.

In August and September members of CTWG will be connecting with designated leaders of committees and working groups to review their current materials on the Presbytery website and to facilitate content update. NOTE: While requests for updates to the website are constantly being made, this CTWG activity is planned as a biannual practice (Aug/Sept and Feb/Mar) to ensure website content stays current and committee and working group resources are serving the needs of our congregations.

A revised website policy was proposed and approved, with the concurrence of the Big Picture team, as reported in the Consent Agenda.

COMMITTEE ON REPRESENTATION REPORT

Rev. Erin Jacobson (Pittsford), member of the Committee, presented candidates for election as Moderator and Moderator -Elect. Sincere thanks were given to the outgoing Moderator Michelle Sumption for her dedication and service to the Presbytery since August 2021 during which she served as Moderator-Elect and Moderator. The Presbytery VOTED by poll vote to elect the following for a term August 1, 2023 – July 31, 2023:

Moderator

TE Aaron Neff (Pittsford First)

Moderator Elect

RE Mindy Shaffer (Penfield)

Rev. Michelle Sumption led the installation service for the Moderator and Moderator-Elect. She asked the constitutional questions to which each responded affirmatively. She then offered a prayer.

THREE KEY THINGS TO TAKE HOME

Rev. Twyla Boyer (Penfield) highlighted the following:

- The slow but powerful work of the Spirit in the ministry of Rochester Korean Presbyterian Church
- The dedication of those who drafted the Sexual Misconduct Prevention policy
- The funding of the ministries by the Grants Working Group

ADJOURNMENT WITH PRAYER

The meeting adjourned at 8:30 pm with the Moderator offering a Celtic benediction.

ATTEST: _____

Susan Orr, Stated Clerk

Kathleen L Coons, Journal Clerk

APPENDICES

- Appendix A: Balance Sheet Summary as of June 30, 2023
- Appendix B: Operating Statement Summary as of June 30, 2023n
- Appendix C: Mission and Per Capita Apportionment
- Appendix D: Investment Statement
- Appendix E: 2022 Review Summary Letter from Heveron & Co.
- Appendix F: In person meeting proposal
- Appendix G: Parkminster Legacy Fund policy
- Appendix H: Revised Website policy
- Appendix I: Revised Personnel policies
- Appendix J: Rochester Korean Presbyterian Church Administrative Commission Report
- Appendix K: Revised Background Check policy
- Appendix L: Sexual Misconduct Prevention policy
- Appendix M: Sexual Misconduct Prevention policy appendix
- Appendix N: Sexual Misconduct Prevention Behavioral Covenant
- Appendix O: Communication Coordinator Job Description

Appendix A: Balance Sheet as of June 30, 2023

	Total		
	As of Jun 30, 2023	As of May 31, 2023 (PP)	Change
ASSETS			
Current Assets			
Bank Accounts			
1117 M & T Checking	68,467	46,966	21,501
1118 M & T Commercial Savings	10,372	10,372	0
Total Bank Accounts	\$ 78,839	\$ 57,338	\$ 21,501
Accounts Receivable			
1200 Accounts Receivable	0	0	0
1210 GPC Receivable	0	0	0
Total 1200 Accounts Receivable	\$ -	\$ -	\$ -
1216 Mortgage Receivable			0
1216A Mortgage Rec.-Lakeside 3/1/29	248,661	249,000	(339)
Total 1216 Mortgage Receivable	\$ 248,661	\$ 249,000	\$ (339)
Total Accounts Receivable	\$ 248,661	\$ 249,000	\$ (339)
Other Current Assets			
1300 Invested Funds			0
1312 PILP	100,000	100,000	0
1313 Investment Fund	1,290,139	1,321,283	(31,144)
1313A Gain / Loss	1,360,496	1,250,750	109,746
Total 1313 Investment Fund	\$ 2,650,635	\$ 2,572,033	\$ 78,602
Total 1300 Invested Funds	\$ 2,750,635	\$ 2,672,033	\$ 78,602
1499 Undeposited Funds	0	0	0
Total Other Current Assets	\$ 2,750,635	\$ 2,672,033	\$ 78,602
Total Current Assets	\$ 3,078,136	\$ 2,978,372	\$ 99,764
Fixed Assets			
1800 Equipment & Fixtures	1,999	1,999	0
1900 Accumulated Depreciation	(11,296)	(11,296)	0
Total Fixed Assets	\$ (9,297)	\$ (9,297)	\$ -
Other Assets			
1400 Loans to Churches			0
1412 Gates	5,966	6,459	(493)
1413 RKPC Loan 5 yr pymts begin 8/22	0	5,939	(5,939)
Total 1400 Loans to Churches	\$ 5,966	\$ 12,398	\$ (6,432)
Total Other Assets	\$ 5,966	\$ 12,398	\$ (6,432)
TOTAL ASSETS	\$ 3,074,805	\$ 2,981,473	\$ 93,332

	As of Jun 30, 2023	As of May 31, 2023 (PP)	Change
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 Accounts Payable	0	0	0
Total Accounts Payable	\$ -	\$ -	\$ -
Credit Cards			
2001 Business Credit Cards			0
2001D Credit Card - SO	0	0	0
2001E Credit Card - CB	0	0	0
Total 2001 Business Credit Cards	\$ -	\$ -	\$ -
Total Credit Cards	\$ -	\$ -	\$ -
Other Current Liabilities			
2100 Employee Related Accounts			0
2101 Employer Pension Escrow	0	2,528	(2,528)
2102 Employee Pension Escrow	0	1,125	(1,125)
2103 US Withholding Taxes	0	0	0
2104 NYS Withholding Taxes	0	0	0
2106 Social Security / Medicare	0	0	0
2107 Employee Medical Premiums	0	0	0
2107A Employee Vision Care	0	0	0
Total 2107 Employee Medical Premiums	\$ -	\$ -	\$ -
2108 FSA	0	0	0
Total 2100 Employee Related Accounts	\$ -	\$ 3,652	(3,652)
2200 Insurance Premiums	0	0	0
2310 Funds Held For Others 3-1-23	0	0	0
Total Other Current Liabilities	\$ -	\$ 3,652	(3,652)
Total Current Liabilities	\$ -	\$ 3,652	(3,652)
Total Liabilities	\$ -	\$ 3,652	(3,652)
Equity			
3000 Donor Restricted Funds			0
3001 Slater Fund	(46)		(46)
3001A Slater Fund - Book Value	22,623	22,623	0
3001B Slater Fund Total Return	(279)	(1,108)	828
Total 3001 Slater Fund	\$ 22,298	\$ 21,515	\$ 782
Total 3000 Donor Restricted Funds	\$ 22,298	\$ 21,515	\$ 782
3100 Donor Specific Use Funds			0
3101 Misc. Designated Gifts	1,564	10,773	(9,209)
3101B Blossom Trust	364	364	0
3101CLS Congregational Legal Support	7,785	7,785	0
3101MM Measuring Mission	1,736	1,815	(79)
3101S Scholarships	3,287	3,287	0
3101SNE Synod Partnership Grant	0	0	0

MINUTES OF STATED MEETING OF PRESBYTERY
JULY 25, 2023 AT 6:00 P.M.

ELECTRONIC MEETING
ROCHESTER, NY

	As of Jun 30, 2023	As of May 31, 2023 (PP)	Change
3101VWG Visioning Working Group	14,665	15,515	(850)
3101YYA YYAWG PC(USA) Grant 2023			0
3101PC PC(USA) Grant	0	0	0
3101SYN Syond Grant	4,610	4,950	(340)
			\$
Total 3101YYA YYAWG PC(USA) Grant 2023	\$ 4,610	\$ 4,950	(340)
3104 Presbytery Peace Offering	2,717	4,217	(1,500)
3110 Ministry Candidates Aid Fund	8,999	8,999	0
3114 Commissioned Pastor Training	2,871	2,871	0
3116 New Worshipping Communities	0	0	0
3116A Companions on the Way	4,221	4,181	39
Total 3116 New Worshipping Communities	\$ 4,221	\$ 4,181	\$ 39
3117 Emergency Aid Fund (PCD)	16,817	16,817	0
3121LCD Leader Care & Dev Consultant	16,195	16,633	(438)
			\$
Total 3100 Donor Specific Use Funds	\$ 85,831	\$ 98,206	(12,375)
3200 Presbytery Designated Funds	0	0	0
3204 Matthew 25 Fund	90,406	87,235	3,171
3207 Food Ministry Fund	54,044	52,148	1,895
3211 Westminster-RPH Mission Fund	56,036	56,030	6
3213 Parkminster Legacy Fund	75,711	73,055	2,656
3214 Genesee Valley Fund	2,566,941	2,466,205	100,736
3214A Calvary St. Andrews	0	0	0
3214G Lakeside	88,414	86,726	1,688
3214L Wyoming	0	0	0
Total 3214 Genesee Valley Fund	\$ 2,655,355	\$ 2,552,931	\$ 102,424
3218 Denominational Materials Sales	0	0	0
3220 Youth Triennium Escrow Fund	9,367	9,367	0
3221 Touch of Grace Initiative-TOGI	280	280	0
Total 3200 Presbytery Designated Funds	\$ 2,941,199	\$ 2,831,047	\$ 110,152
3300 Un-Designated Equity	584,805	584,805	0
3900 Retained Earnings	(507,950)	(507,611)	(339)
999 Opening Bal Equity	0	0	0
Net Income	(51,376)	(50,141)	(1,236)
Total Equity	\$ 3,074,805	\$ 2,977,821	\$ 96,984
TOTAL LIABILITIES AND EQUITY	\$ 3,074,805	\$ 2,981,473	\$ 93,332

Appendix C: Operating Statement as of June 30, 2023

	June Actual	June Budget	Difference	YTD Actual	YTD Budget	Difference	Annual Budget
Income							
4000INC Congregational & Individual			0			0	
4000 Presbytery General Mission	11,585	11,154	430	61,121	66,926	(5,805)	133,853
4100 Presbytery Per Capita	15,325	15,102	224	70,538	76,059	(5,521)	137,573
Total 4000INC Congregational & Individual	\$26,910	\$ 26,256	\$ 654	\$131,660	\$142,986	\$ (11,326)	\$271,426
4400INC Other Support			0			0	
4430 Credit Card Rewards-Misc Income		125	(125)	45	250	(205)	500
4490 Master Insurance Service Rcpts.		0	0		0	0	0
Total 4400INC Other Support	\$ -	\$ 125	\$ (125)	\$ 45	\$ 250	\$ (205)	\$ 500
4500INC Investment Income Support			0			0	
4552 Inv Support for Sustainability		32,564	(32,564)		65,128	(65,128)	130,255
Total 4500INC Investment Income Support	\$ -	\$ 32,564	\$ (32,564)	\$ -	\$ 65,128	\$ (65,128)	\$130,255
4610 Synod & GA PC Paid by Churches			0			0	
4611 Synod PC Paid by Churches	2,679	2,089	590	12,887	12,535	352	25,069
4612 GA PC Paid by Churches	5,812	5,019	793	31,090	30,113	977	60,226
Total 4610 Synod & GA PC Paid by Churches	\$ 8,491	\$ 7,108	\$ 1,383	\$ 43,977	\$ 42,648	\$ 1,330	\$ 85,295
4620 Award and Grant Income			0			0	
4621 4621 Matthew 25 Income (deleted)		0	0		0	0	0
4622 Synod NE Grant Support		1,024	(1,024)	12,290	6,145	6,145	12,290
Total 4620 Award and Grant Income	\$ -	\$ 1,024	\$ (1,024)	\$ 12,290	\$ 6,145	\$ 6,145	\$ 12,290
Total Income	\$35,401	\$ 67,077	\$ (31,676)	\$187,972	\$257,156	\$ (69,183)	\$499,766
Gross Profit	\$35,401	\$ 67,077	\$ (31,676)	\$187,972	\$257,156	\$ (69,183)	\$499,766
Expenses							
5600 Designated Mission Support			0			0	
5601 Cameron Comm Ministry	1,500	1,500	0	7,500	7,500	0	15,000
5603 Greater Roch Comm Churches		0	0	1,000	1,000	0	1,000
5604 Camp Whitman	2,500	2,500	0	12,500	12,500	0	25,000
5605 Youth Triennium		0	0		0	0	2,500
5607 Genesee Area Campus Ministries		0	0	2,000	2,000	0	4,000
5609 NYS Council of Churches		0	0	1,000	1,000	0	1,000
Total 5600 Designated Mission Support	\$ 4,000	\$ 4,000	\$ -	\$ 24,000	\$ 24,000	\$ -	\$ 48,500
6200 Healthier Congregations Work			0			0	
6210 Grants	4,000	0	4,000	1,500	0	1,500	20,000
6220 Relationships			0			0	
6222 Relationship Building		438	(438)		875	(875)	1,750
6222-1 Relationship Bldg - 1st Event		0	0	381	0	381	0
6222-2 Relationship Bldg - 2nd Event		0	0	170	0	170	0
6222-3 Relationship Bldg - 3rd Event	(75)	0	(75)	(75)	0	(75)	0
6222-4 Relationship Bldg - 4th Event		0	0	(76)	0	(76)	0
Total 6222 Relationship Building	\$ (75)	\$ 438	\$ (513)	\$ 399	\$ 875	\$ (476)	\$ 1,750
Total 6220 Relationships	\$ (75)	\$ 438	\$ (513)	\$ 399	\$ 875	\$ (476)	\$ 1,750

MINUTES OF STATED MEETING OF PRESBYTERY
JULY 25, 2023 AT 6:00 P.M.

ELECTRONIC MEETING
ROCHESTER, NY

	June Actual	June Budget	Difference	YTD Actual	YTD Budget	Difference	Annual Budget
6230 Tools & Training		280	(280)		280	(280)	280
6231 Congregational Learning Day		0	0		250	(250)	250
6232 Measuring Mission		0	0		500	(500)	500
6233 Scholarships	730	250	480	1,000	1,000	0	1,000
6235 Satellite Courses		300	(300)		300	(300)	300
6236 Event Sponsorship (PGV/N/C)		408	(408)		817	(817)	1,225
Total 6230 Tools & Training	\$ 730	\$ 1,238	\$ (508)	\$ 1,000	\$ 3,147	\$ (2,147)	\$ 3,555
6260 Youth & Young Adults WG		0	0	540	500	40	1,000
Total 6200 Healthier Congregations Work	\$ 4,655	\$ 1,676	\$ 2,979	\$ 3,439	\$ 4,522	\$ (1,082)	\$ 26,305
6300 Healthy Leaders Work			0			0	
6310 Committee on Ministry			0			0	
6311 CoM Committee Expenses		250	(250)	448	500	(52)	1,000
6312 Resources		100	(100)		100	(100)	100
6313 Sexual Misconduct Trng		100	(100)		100	(100)	100
6314 Discretionary Fund		375	(375)		750	(750)	1,500
6315 CP Scholarships		250	(250)		500	(500)	1,000
Total 6310 Committee on Ministry	\$ -	\$ 1,075	\$ (1,075)	\$ 448	\$ 1,950	\$ (1,502)	\$ 3,700
6320 Leader Care & Development		188	(188)		375	(375)	750
6323 Pastoral Wellness & Hospitality		0	0		0	0	0
Total 6320 Leader Care & Development	\$ -	\$ 188	\$ (188)	\$ -	\$ 375	\$ (375)	\$ 750
6330 Cmte on Prep. for Ministry			0			0	
6331 Committee Expenses		0	0		200	(200)	300
6332 Career Evaluation		640	(640)		1,280	(1,280)	1,280
Total 6330 Cmte on Prep. for Ministry	\$ -	\$ 640	\$ (640)	\$ -	\$ 1,480	\$ (1,480)	\$ 1,580
Total 6300 Healthy Leaders Work	\$ -	\$ 1,903	\$ (1,903)	\$ 448	\$ 3,805	\$ (3,357)	\$ 6,030
7700 Support for a Healthy Pby			0			0	
7701 Salaries & Benefits			0			0	
7702 NYS Disability Insurance	(10)	0	(10)	85	100	(15)	100
7703 NYS Unemployment Insurance	12	0	12	626	525	101	1,049
7704 Worker's Compensation		0	0		850	(850)	850
7705 NYS Paid Family Leave	(75)	0	(75)	442	0	442	0
7720 Transitional Leader/StatedClerk (extended to 07/2024)			0			0	
7721 TPL/SC Salary	8,117	8,117	(0)	48,703	48,703	(0)	97,406
7723 TPL/SC Pension 403(b)	812	812	(0)	4,870	4,871	(0)	9,741
7724 TPL/SC Social Security	621	621	(0)	3,726	3,726	(0)	7,452
7727 TPL/SC Medical/Dental	1,070	961	110	5,551	5,764	(213)	11,527
7728 TPL/SC Professional Expense			0			0	
7728A TPL/SC Travel & Professional	116	458	(343)	826	2,750	(1,924)	5,500
7728B TPL/SC Coaching		150	(150)	600	900	(300)	1,800
Total 7728 TPL/SC Professional Expense	\$ 116	\$ 608	\$ (493)	\$ 1,426	\$ 3,650	\$ (2,224)	\$ 7,300
7729 TPL/SC Study Leave		438	(438)		875	(875)	1,750
Total 7720 Transitional Leader/StatedClerk (extended to 07/2024)	\$10,736	\$ 11,556	\$ (821)	\$ 64,276	\$ 67,588	\$ (3,312)	\$135,176

MINUTES OF STATED MEETING OF PRESBYTERY
JULY 25, 2023 AT 6:00 P.M.

ELECTRONIC MEETING
ROCHESTER, NY

	June Actual	June Budget	Difference	YTD Actual	YTD Budget	Difference	Annual Budget
7730 Other Salaries & Benefits			0			0	
7731A Financial Admin - Salary	5,318	5,318	(0)	31,909	31,909	(0)	63,818
7734 Financial Admin-Pension 403(b)	452	452	(0)	2,712	2,713	(0)	5,425
Total 7731A Financial Admin - Salary	\$ 5,770	\$ 5,770	\$ (0)	\$ 34,621	\$ 34,622	\$ (0)	\$ 69,243
7731B Communications - Salary	2,466	3,070	(603)	16,640	18,418	(1,778)	36,836
7731C Journal Clerk - Salary (extended to 07/2024)	588	1,008	(420)	5,187	6,046	(859)	12,092
7733 Social Security-Other Salaries	640	640	0	4,111	3,842	268	7,685
7736 Staff Mileage Expense	82	42	40	211	250	(39)	500
Total 7730 Other Salaries & Benefits	\$ 9,547	\$ 10,530	\$ (983)	\$ 60,770	\$ 63,178	\$ (2,408)	\$126,356
Total 7701 Salaries & Benefits	\$20,209	\$ 22,086	\$ (1,877)	\$126,198	\$132,240	\$ (6,042)	\$263,531
7740 Personnel Committee			0			0	
7741 Staff Retreat		150	(150)		300	(300)	300
7742 Staff/Vol Recognition		0	0	277	0	277	400
7744 Payroll Service Fee	86	86	0	455	527	(72)	1,200
7745 Support Staff Cont Ed.		250	(250)	319	500	(181)	1,000
Total 7740 Personnel Committee	\$ 86	\$ 486	\$ (400)	\$ 1,051	\$ 1,327	\$ (276)	\$ 2,900
7750 Office/Admin			0			0	
7753 Office Supplies	50	63	(13)	191	375	(184)	750
7754 Postage 07/29/24 Lease end date		0	0	598	658	(60)	1,316
7755 Telephone/Netwok Usage/Security	36	40	(4)	543	240	303	2,418
7756 Non-cap Equip/Software/Warranty	128	152	(24)	578	909	(331)	1,818
7757 Computer Maintenance		0	0	290	0	290	1,057
7758 Copy Expense		63	(63)		125	(125)	250
7759 PGV Technology Support		0	0	396	309	87	618
7759A Database Expense	400	400	0	2,400	2,400	0	4,800
7759B Website Expense	67	67	0	402	402	0	804
Total 7759 PGV Technology Support	\$ 467	\$ 467	\$ -	\$ 3,198	\$ 3,111	\$ 87	\$ 6,222
Total 7750 Office/Admin	\$ 681	\$ 784	\$ (102)	\$ 5,398	\$ 5,418	\$ (20)	\$ 13,831
7760 Trustees/Facilities			0			0	
7762 Office Rent	918	918	0	5,505	5,505	0	11,010
7763 General Insurance		0	0	525	5,789	(5,265)	7,114
7764 Legal		625	(625)		1,250	(1,250)	2,500
7767 Move to Remote Office Expense	112	500	(388)	130	1,000	(870)	2,000
Total 7760 Trustees/Facilities	\$ 1,030	\$ 2,043	\$ (1,013)	\$ 6,160	\$ 13,544	\$ (7,384)	\$ 22,624
7780 Judicial Expenses		125	(125)		250	(250)	500
7782 Admin Comm Exp		42	(42)		250	(250)	500
Total 7780 Judicial Expenses	\$ -	\$ 167	\$ (167)	\$ -	\$ 500	\$ (500)	\$ 1,000
7785 Audit/Banking/Depr Exp			0			0	
7786 Heveron & Co. Audit		0	0	7,463	4,750	2,713	7,125
7788 Banking Fees		33	(33)	74	196	(122)	392
7789 Depreciation		24	(24)		143	(143)	286
Total 7785 Audit/Banking/Depr Exp	\$ -	\$ 57	\$ (57)	\$ 7,537	\$ 5,089	\$ 2,448	\$ 7,803
Total 7700 Support for a Healthy Pby	\$22,007	\$ 25,621	\$ (3,615)	\$146,344	\$158,118	\$ (11,774)	\$311,689

MINUTES OF STATED MEETING OF PRESBYTERY
JULY 25, 2023 AT 6:00 P.M.

ELECTRONIC MEETING
ROCHESTER, NY

	June Actual	June Budget	Difference	YTD Actual	YTD Budget	Difference	Annual Budget
7790 Big Picture Team			0			0	
7791 Big Picture Team Oper Exp		0	0		200	(200)	400
7792 PGV Moderator's Expense		0	0	(508)	0	(508)	300
7793 RJPA Working Group		0	0	0	0	0	2,000
7794 RespHigherGovBodies-OGA SNE		3,000	(3,000)		3,000	(3,000)	3,000
Total 7790 Big Picture Team	\$ -	\$ 3,000	\$ (3,000)	\$ (508)	\$ 3,200	\$ (3,708)	\$ 5,700
8000 Synod & GA Per Capita Pd by Pby			0			0	
8010 Synod PC Paid by Pby		0	0	29,098	29,844	(746)	29,844
8020 GA PC Paid by Pby	5,975	5,975	0	35,849	35,849	0	71,698
Total 8000 Synod & GA Per Capita Pd by Pby	\$ 5,975	\$ 5,975	\$ 0	\$ 64,947	\$ 65,693	\$ (746)	\$101,542
Total Expenses	\$36,636	\$ 42,174	\$ (5,538)	\$238,670	\$259,337	\$ (20,667)	\$499,766
Net Operating Income	\$ (1,236)	\$ 24,903	\$ (26,138)	\$ (50,698)	\$ (2,182)	\$ (48,516)	\$ -

Appendix C: Mission and Per Capita as of June 30, 2023

CHURCHES	PGV Mission Estimate	PGV Mission Paid To Date	PGV Mission Estimate Balance	PGV Per Capita Apportionment	PGV Per Capita Paid To Date	PGV Per Capita Balance	Synod Per Capita Apportionment	Synod Per Capita Paid To Date	Synod Per Capita Balance	GA Per Capita Apportionment	GA Per Capita Paid To Date	GA Per Capita Balance	Total Per Capita Apportionment	Total Per Capita Paid	% Per Capita Paid To Date
ALBION, FIRST	0	0	-	2,070	0	2,070	377	0	377	906	0	906	3,353	0	0
ATTICA, FIRST	100	0	100	1,170	0	1,170	213	0	213	512	0	512	1,895	0	0
AVON, CENTRAL	0	0	-	3,240	564	2,676	590	103	488	1,418	247	1,172	5,249	913	17
AVON, FIRST	0	0	0	1,778	889	889	324	162	162	778	389	389	2,880	1,440	50
BARRE CENTER	0	0	-	1,575	1,050	525	287	191	96	690	460	230	2,552	1,701	67
BATAVIA, FIRST	0	0	-	4,748	2,531	2,217	865	461	404	2,078	1,108	970	7,691	4,100	53
BETHANY	6,594	2,748	3,847	7,065	3,533	3,533	1,287	644	644	3,093	1,546	1,546	11,445	5,723	50
BROCKPORT, FIRST	0	1,494	(1,494)	2,093	872	1,221	381	159	222	916	382	534	3,390	1,413	42
BYRON, FIRST	0	1,300	(1,300)	2,588	2,588	0	472	472	0	1,133	1,133	0	4,192	4,192	100
CALEDONIA, FIRST	3,000	1,500	1,500	2,025	1,462	563	369	266	103	887	640	246	3,281	2,369	72
CHILI , FIRST	0	0	-	2,183	1,091	1,091	398	199	199	955	478	478	3,536	1,768	50
CORFU, FIRST	0	0	-	2,948	221	2,726	537	39	498	1,290	96	1,194	4,775	357	7
DANSVILLE	0	0	-	1,013	929	83	185	170	14	443	368	76	1,640	1,467	89
DOWNTOWN UNITED	12,000	0	12,000	4,275	1,069	3,206	779	195	584	1,872	468	1,404	6,926	1,731	25
EAST BETHANY	0	0	-	1,418	0	1,418	258	0	258	621	0	621	2,296	0	0
ELBA	0	0	-	1,890	1,890	0	344	344	0	827	827	0	3,062	3,062	100
FAIRPORT, PERINTON	9,000	3,750	5,250	9,068	4,534	4,534	1,652	826	826	3,970	1,985	1,985	14,689	7,345	50
GATES	0	1,603	(1,603)	7,448	1,529	5,919	1,357	279	1,079	3,260	669	2,591	12,065	2,476	21
GENESEO, CENTRAL	0	500	(500)	4,860	0	4,860	886	0	886	2,128	0	2,128	7,873	0	0
GROVELAND, FEDERATED	219	219	-	135	0	135	25	0	25	59	0	59	219	0	0
GROVELAND, SPARTA	0	0	-	608	0	608	111	0	111	266	0	266	984	0	0
HENRIETTA, JOHN CALVIN	100	100	0	810	810	0	148	148	0	355	355	0	1,312	1,312	100
HOLLEY	0	0	-	1,035	1,035	0	189	189	0	453	453	0	1,677	1,677	100
HONEOYE FALLS, FIRST	1,000	500	-	4,005	2,003	2,003	730	365	365	1,753	877	877	6,488	3,244	50
IRONDEQUOIT	2,760	1,150	1,610	1,665	833	833	303	152	152	729	364	364	2,697	1,349	50
JOHN KNOX	0	0	0	1,868	0	1,868	340	0	340	818	0	818	3,025	0	0
KOREAN	0	0	-	338	0	338	62	0	62	148	0	148	547	0	0
LEROY, FIRST	0	0	-	2,093	1,046	1,046	381	191	191	916	458	458	3,390	1,695	50
LIMA	500	500	-	833	833	0	152	152	0	364	364	0	1,349	1,349	100

MINUTES OF STATED MEETING OF PRESBYTERY
JULY 25, 2023 AT 6:00 P.M.

ELECTRONIC MEETING
ROCHESTER, NY

CHURCHES	PGV Mission Estimate	PGV Mission Paid To Date	PGV Mission Estimate Balance	PGV Per Capita Apportionment	PGV Per Capita Paid To Date	PGV Per Capita Balance	Synod Per Capita Apportionment	Synod Per Capita Paid To Date	Synod Per Capita Balance	GA Per Capita Apportionment	GA Per Capita Paid To Date	GA Per Capita Balance	Total Per Capita Apportionment	Total Per Capita Paid	Per Capita Paid To Date
LIVONIA CENTER, FIRST	750	0	750	675	675	0	123	123	0	296	296	0	1,094	1,094	100
LYNDONVILLE	500	750	(250)	1,688	1,688	0	308	308	0	739	739	0	2,734	2,734	100
MEDINA, FIRST	2,000	1,000	1,000	1,643	635	1,008	299	116	184	719	278	441	2,661	1,028	39
MENDON	0	0	-	900	0	900	164	0	164	394	0	394	1,458	0	0
MOUNT MORRIS	0	0	-	585	293	293	107	53	53	256	128	128	948	474	50
MUMFORD, FIRST	0	0	0	990	248	742	180	45	135	433	108	325	1,604	401	25
NORTH BERGEN	0	0	-	945	0	945	172	0	172	414	0	414	1,531	0	0
NUNDA, TRINITY	0	0	-	1,193	0	1,193	217	0	217	522	0	522	1,932	0	0
OSSIAN	0	0	-	405	405	0	74	74	0	177	177	0	656	656	100
PARKMINSTER	0	0	-	900	900	0	164	164	0	394	394	0	1,458	1,458	100
PAVILION, COVINGTON	2,500	2,500	0	2,723	2,723	0	496	496	0	1,192	1,192	0	4,410	4,410	100
PENFIELD	0	1,330	(1,330)	2,385	1,193	1,193	435	217	217	1,044	522	522	3,864	1,932	50
PERRY, BRICK	0	0	-	1,620	0	1,620	295	0	295	709	0	709	2,624	0	0
PIKE, COMMUNITY	0	0	-	270	0	270	49	0	49	118	0	118	437	0	0
PITTSFORD, CHRIST CLARION	0	0	-	1,530	0	1,530	279	0	279	670	0	670	2,479	0	0
PITTSFORD, FIRST	21,000	5,250	15,750	17,550	11,700	5,850	3,198	2,132	1,066	7,683	5,122	2,561	28,431	18,954	67
SCOTTSVILLE	0	440	-	2,970	743	2,228	541	135	406	1,300	325	975	4,811	1,203	25
SOUTH	500	500	-	945	945	0	172	172	0	414	414	0	1,531	1,531	100
SPENCERPORT , OGDEN	0	725	(725)	3,893	486	3,407	709	88	621	1,704	195	1,510	6,306	769	12
STONE CHURCH, BERGEN	775	775	-	405	405	0	74	74	0	177	177	0	656	656	100
SUMMERVILLE	2,750	2,750	0	2,408	2,408	0	439	439	0	1,054	1,054	0	3,900	3,900	100
THIRD	45,090	15,030	30,060	21,173	5,293	15,879	3,858	965	2,894	9,269	2,317	6,952	34,299	8,575	25
TRINITY EMMANUEL	500	500	0	1,013	1,013	0	185	185	0	443	443	0	1,640	1,640	100
TUSCARORA, FIRST	0	0	0	990	0	990	180	0	180	433	0	433	1,604	0	0
TWELVE CORNERS	1,800	1,860	(60)	1,800	0	1,800	328	0	328	788	0	788	2,916	0	0
VICTOR	2,240	1,120	1,120	5,355	1,339	4,016	976	244	732	2,344	586	1,758	8,675	2,169	25
WARSAW, UNITED	0	0	-	810	0	810	148	0	148	355	0	355	1,312	0	0

MINUTES OF STATED MEETING OF PRESBYTERY
JULY 25, 2023 AT 6:00 P.M.

ELECTRONIC MEETING
ROCHESTER, NY

CHURCHES	PGV Mission Estimate	PGV Mission Paid To Date	PGV Mission Estimate Balance	PGV Per Capita Apportionment	PGV Per Capita Paid To Date	PGV Per Capita Balance	Synod Per Capita Apportionment	Synod Per Capita Paid To Date	Synod Per Capita Balance	GA Per Capita Apportionment	GA Per Capita Paid To Date	GA Per Capita Balance	Total Per Capita Apportionment	Total Per Capita Paid	Per Capita Paid To Date
WEBSTER	5,000	2,500	2,500	5,715	2,677	3,038	1,041	521	520	2,502	1,440	1,062	9,258	4,638	50
YORK	3,900	975	2,925	3,465	3,465	0	631	631	0	1,517	1,517	0	5,613	5,613	100
ADJUSTMENT															
TOTALS	124,578	53,367	71,151	163,778	70,538	93,239	29,844	12,887	16,957	71,698	31,090	40,608	265,320	114,516	
CHURCHES NOT YET MAKING A CONTRIBUTION:		30			17			17			17				

Appendix D: Investment Report

INVESTMENT REPORT
June 1, 2023 - June 30, 2023

PRESBYTERY OF GENESEE VALLEY INC - CORPORATION

Account Summary

Account Value: **\$2,650,634.65**

Change in Account Value **▲ \$78,601.89**

	This Period	Year-to-Date
Beginning Account Value	\$2,572,032.76	\$2,308,689.37
Additions	-	176,841.23
Deposits	-	176,841.23
Subtractions	-31,144.26	-51,160.10
Withdrawals	-25,000.00	-45,000.00
Transaction Costs, Fees & Charges	-6,144.26	-6,160.10
Change in Investment Value *	109,746.15	216,264.15
Ending Account Value	\$2,650,634.65	\$2,650,634.65
Accrued Interest (AI)	0.00	
Ending Account Value Incl. AI	\$2,650,634.65	

Reflects appreciation or depreciation of your holdings due to price changes, transactions from Other Activity In or Out and Multi-currency transactions, plus any distribution and income earned during the statement period.

Income Summary

	This Period	Year-to-Date
Taxable	\$14,749.04	\$27,068.30
Dividends	14,749.04	27,068.30
Total	\$14,749.04	\$27,068.30

Top Holdings

Description	Value	Percent of Account
Ishares Tr Esg Aware Msci USA ETF	\$798,197.40	30%
Ishares Tr Esg Awr Us Agrgt	535,143.65	20
Ishares Tr Esg Aw Msci Eafe	249,055.95	9
Ishares Core S&P Mid-Cap ETF	173,884.20	7
Ishares Tr Esg Aware Msci USA-Small Cap ETF	156,998.40	6
Ishares INC Esg Awr Msci Em	130,315.60	5
Spdr Portfolio S&P 500 Value ETF	96,120.00	4
Schwab Strategic Tr Us Tips ETF	88,606.70	3
Ishares 0-5 Year Tips Bond ETF	63,928.00	2
Ishares Tr Us Treas Bd ETF	60,456.00	2
Total	\$2,352,705.90	88%

Core Account and Credit Balance Cash Flow

	This Period	Year-to-Date
Beginning Balance	\$12,463.39	\$16,309.88
Investment Activity		
Securities Bought	-	-\$274,283.82
Securities Sold	23,061.68	124,471.83
Dividends, Interest & Other Income ^D	14,416.92	26,602.87
Total Investment Activity	\$37,478.60	-\$123,209.12



Appendix E: 2022 Review Summary Letter from Heveron & Co.



Presbytery of Genesee Valley Review Summary December 31, 2022

Thank you for the opportunity to serve as independent accountants.

This report provides information about the review and our key findings and recommendations.

About the Review

- ✓ A review includes a professional analysis of your financial statements based on normal relationships of accounts, your budget, your prior year's activities, and what we learn about your operation from inquiries, review of board minutes, and similar procedures. It does not include audit procedures such as verification with independent sources, and examining supporting documentation.
- ✓ A review is *not a review of all of your transactions*, and we cannot verify whether your internal controls were in place and working properly throughout the year, so a review does not provide assurance that financial statements are not misstated due to errors or fraud. You need to monitor operations carefully and question unusual activities to reduce the possibility of financial statement misstatements.

Review Results

- ✓ We have completed our review of your December 31, 2022 financial statements and issued our draft accountants' report on those financial statements, confirming that we are not aware of any material changes that needed to be made to your financial statements.

Our Findings and Recommendations

Status of Prior Recommendations

With respect to recommendations that we made in the prior year, we noted that the following matter *has been* addressed and procedures implemented:

- ✓ Someone independent of transferring donations received through PayPal, now reviews monthly or quarterly reports from PayPal.

With respect to recommendations that we made in the prior year, we noted that the following matter *continues to need attention*:

- ✓ There are a few old outstanding checks and deposits from your checking account that should be reviewed and resolved. Some or all of the outstanding checks may be required to be remitted to

New York State under the unclaimed funds law. You should review all older reconciling items on your bank reconciliation to determine if corrections need to be made, if checks should be re-issued to the payees or amounts should be remitted to New York State.

Current Recommendations

There are no new recommendations ©

Important Financial Results/Trends

A major item that impacted your financial results this year includes:

- ✓ ROC SALT closed during 2022, which resulted in the reduction of assets, liabilities, and net assets from 2021 to 2022. The related property was sold and mortgage was paid off during 2022. The food pantry that was part of ROC SALT became a separate nonprofit organization.

Conclusion

Based on our review we are not aware of any material changes that needed to be made to your financial statements in order for them to be in accordance with the modified cash basis of accounting.

Partners involved with the review included:

Brenda J. Smith, CPA – bsmith@heveroncpa.com – 585-232-2956 x210

Kimberly Emilo, CPA – kemilo@heveroncpa.com – 585-232-2956 x213

Appendix F: Proposed changes to allow for in-person meetings

Proposed changes to Presbytery Policies and Procedures Manual to allow for in-person meetings (text to be deleted is struck through; text to be added is in red)

1. Amend the first bullet under “Electronic Meeting Policy” on page 12 of the Presbytery Policies and Procedures Manual to read as follows:

~~Effective August 2021, All stated and special meetings of the Presbytery will be held either~~ *in-person or by virtual platform.*

2. Amend the “Setting Dates and Locations” section of “Presbytery Meeting Policies” on page 13-14 of the Presbytery Policies and Procedures Manual to read as follows:

All stated and special meetings of the Presbytery are held either in-person or by virtual platform (Zoom). Stated Presbytery meetings are ~~normally~~ held four times a year, one per quarter. Typically, meetings are held either on Tuesday evenings or on Saturdays. Occasionally there will be special called meetings to deal with business which cannot wait until the next stated meeting. Special meetings are ~~usually~~ ordinarily held on a Tuesday evening via virtual platform (Zoom). Effective August 2021, all stated and special meetings of the presbytery are held by video conferencing (Zoom). ~~When the list of meetings is finalized, it is approved by the Big Picture team and communicated with the Presbytery.~~

Rationale for these proposed changes

When the COVID-19 pandemic forced all meetings to be held virtually, the attendance at virtual meetings surged by 30. Recognizing the Zoom platform provided greater accessibility to its members, the Presbytery voted in July 2021 to hold all stated and special meetings by virtual platform, thus eliminating the possibility of having in-person meetings. In the summer of 2022, the Big Picture Team began exploring the possibility of revisiting that previous action. After multiple conversations, the Big Picture Team eventually decided to recommend to the Presbytery that an exception to the standing rules be made to allow for an in-person meeting to be held in April 2023. The Presbytery approved this in October 2022.

At the October 2022 meeting, it was said that “if the feedback ends up being overwhelmingly positive, BPT would likely explore recommending a change to our rules to allow for in-person meetings, in addition to Zoom meetings, in 2024 and/or beyond.”

Following the April 2023 meeting, the feedback received from those attending the in-person meeting suggested that more in-person meetings were desired, though many also indicated a preference for Zoom meetings. Recognizing this, and in order to provide for a greater degree of flexibility, these changes to the Policies and Procedures manual are being proposed. These proposed changes do not mandate that Presbytery meetings have to be in-person; they simply allow for the possibility without requiring the Presbytery set aside its standing rules. Also, the proposed changes involving the word “ordinarily” or “typically” provides additional flexibility when scheduling Presbytery meetings, especially special meetings.

Appendix G: Parkminster Legacy Fund Policy

Change to the Finance, Investment and Funding Policies as follows:

-Insert the following between the description of the Food Ministry Fund and the Grace Fund for Urban Ministry:

Parkminster Legacy Fund

Background

At the Presbytery meeting on October 25, 2022, Presbytery approved that the net proceeds from the sale of the Parkminster Presbyterian Church property be distributed at defined percentages to various missions, including 10 to be held in a Presbytery Designated Fund named "Parkminster Legacy Fund".

Policy

The Parkminster Legacy Fund shall make available Transformational Grants to be awarded to congregations of fewer than 100 members for projects that promote positive change, are creative and innovative, and have a reasonable chance of success. The Grants Working Group shall promote, evaluate and approve the uses of the Parkminster Fund, and will report disbursements to the Presbytery at least annually. The assets of the Parkminster Fund shall be placed in the Investment Funds professionally managed by the Board of Trustees and shall share in the capital gain or loss of these funds.

Responsible Committee: Grants Working Group of the Healthier Congregations Team

-Reflect this addition in the Table of Contents and in the listing of Funds in line 155.

Appendix H: July 2023 Proposed Website Policy Revision

Website Policy *(draft 7/25/23)*

Editorial Policy

Items to be posted on the Presbytery website must be **initiated and** sponsored by content creators including:

- a congregation within the Presbytery
- a Presbytery committee **and working group**
- a special mission supported by Presbytery
- or a Presbytery corporation

Content creation

Presbytery committees and working groups are responsible for reviewing relevant website content and providing updates to the communications coordinator for publication on the website. This content includes, but is not limited to, updating annual schedules, forms, resources, committee policies, and contact information. Regular, periodic review of relevant web pages including [Committees & Working Groups pages](#), [Documents & Forms pages](#) is recommended 2 times annually. Items requiring committee approval should be directed to the chair/convenor of the appropriate committee.

Presbytery congregations can submit information for their church-hosted events for inclusion on the Presbytery events calendar [using this form](#) and for [position openings](#) at their church. **Position descriptions** ~~In addition, the posting~~ should be submitted as a .doc or .PDF and should ~~provide~~ include a contact name and ~~information. Links~~ to an email ~~address and/or~~ church website. ~~s will gladly be posted.~~ Material should be submitted to the ~~webmaster~~ Communications Coordinator. **Job descriptions for positions outside of the Presbytery Employment opportunities and other information will automatically be removed after 30 days** unless an extension is requested by contacting the ~~webmaster~~ Communications Coordinator.

Submission Guidelines

~~revised November 8, 2011~~

- Please follow the acceptable formats for submissions listed below
- Submit all materials to the Communications Coordinator—materials from a Presbytery committee should also be copied to the support staff member who is assigned to work with that committee so they are aware of the updates.
- Include all links associated with your content
- ~~As indicated above, employment postings may be sent directly to the webmaster (communications coordinator)~~
- ~~Material from a Presbytery committee should be sent to the support staff member who is assigned to work with that committee~~
- ~~All other materials should be sent to the Operations Manager (communications coordinator)~~

~~Preferred s~~Submission method

~~The preferred method of s~~ Submit materials via email as plain, unadorned, unstyled, unformatted text with graphics included as attachments. See below for alternative accepted formats. In general, we do not accept printed materials, or scans of printed materials.

All submissions are subject to editing

All text and graphics may be gently edited to improve their appearance or suitability for web presentation ~~and/or~~ to conform with our visual design and authorial tone.

Deadlines Publication expectations

The website is ~~being continually updated but is subject to the part-time schedule of the Communications Coordinator at least twice weekly usually Tuesdays and Thursdays.~~ Postings for the website may be sent directly to the ~~Webmaster~~ Communications Coordinator with a request for a date of publication and ~~must be received by 5:00 pm Mondays and Wednesdays~~ to ensure timely inclusion.

Home page listing

~~New or updated pages are listed on the Home Page under "Recent Updates" for about a month, unless they expire sooner. Calendar events are listed under "Coming Events" for events less than a month in the future, and under "Advance Planner" for events more than a month away.~~

Expirations

Items that have a clear expiration will be removed within a few days following that deadline. Employment opportunities outside of the Presbytery and other information **will automatically be removed after 30** ~~thirty~~ **days** unless an extension is requested by contacting the ~~Webmaster~~ Communications Coordinator.

Links

~~We will happily link to an item on your web site. Just let us know.~~

Fonts

Standard Web fonts ~~for the Presbytery (Calibri, Monserrat, Verdana, Arial, Helvetica, Georgia, Times New Roman, etc.)~~ will be substituted for all other ~~fancy~~ fonts at the discretion of the communications coordinator.

"Save as web page" and "Save as HTML" options

Please **DO NOT** use these options when submitting materials. ~~It makes our job much more difficult since we have to undo everything these options do.~~ Save materials in your application's regular format.

Accepted formats

Clip art, graphics and photos

Graphics and photos may be gently edited to adjust their size or improve their appearance/suitability for web presentation. We can accept graphics in standard JPG, GIF, PNG using the guidelines below ~~and Adobe Photoshop PSD formats.~~

Image tips:

- We prefer full-size, ~~full~~ hi-resolution images so that we can edit and resize them as necessary without degrading image quality
- Photos should be in JPG format; saving photos as GIF degrades their quality ~~and makes everything look speckled~~
- Other images (like clip art) should be in GIF or PNG formats; saving art images in JPG can make them blurry and can introduce other ~~imperfections weirdness~~
- Be certain your clip art's copyright is licensed for publication on the Web (All Microsoft and PC(USA) clip art is licensed)
- Be certain you have the permission of identifiable persons to publish their photographs: **photo release form** ([adult](#)), **photo release form** ([minor](#))
- To protect our children, it is our ~~policy practice~~ not to publish ~~photos or~~ contact information of minors ~~or their photos unless we have obtained a release form from their parent/guardian.~~

Content

■ **Microsoft Word and OpenOffice.org Writer**

Microsoft Word and OpenOffice.org documents with graphics embedded within them are also accepted and make a convenient alternative to attaching multiple files. Please save as .DOC or .ODT only.

■ **Microsoft Excel and OpenOffice.org Calc**

Large spreadsheets will generally be converted to PDF files for downloading. Small spreadsheets may be converted to tables within a web page. Please save as .XLS or .ODS only.

■ **Microsoft Powerpoint and OpenOffice.org Impress**

Presentations will generally be converted to *Flash* animations using *OpenOffice Impress*. Please specify when presentations should be downloadable in their native format. Please save as .PPT or .ODP only.

■ **Microsoft Publisher**

Publisher documents are accepted **ONLY** as *supplemental material* with which to make a PDF file (see below.) Please save as .PUB only. Please supply your text and graphics separately if submitting a *Microsoft Publisher* document ~~since *Publisher* makes it a real pain to copy your text and graphics into a webpage.~~

■ **Adobe Acrobat PDF files**

PDFs are welcome **ONLY** as *printable forms* or *supplemental material* for downloading. PDFs are not intended to be substitutes for web pages, nor can they be easily disassembled so web pages can be made from them. Separate graphics and text are required when submitting PDFs. Where appropriate, we make PDF files from your submitted materials. When submitting your own PDFs, please be courteous to our many visitors with traditional telephone modems by reducing the size, resolution and quality of images in your document. When in doubt, submit your original document and we will make the PDF for you.

■ ~~**Macromedia Flash Animations**~~

~~Flash animations are accepted as standalone items. We do not include animated components within our web pages. Please save as .SWF only. Please supply descriptive text and any included text separately.~~

Adopted by the former Administration Committee on October 1, 2001, Revised July 1, 2010

Appendix I: July 2023 Proposed Personnel Policy Revision (17 pgs.) – [available for review here](#)

Appendix J: Rochester Korean Presbyterian Church Administrative Commission Report

ROCHESTER KOREAN PRESBYTERIAN CHURCH ADMINISTRATIVE COMMISSION REPORT

ITEMS FOR ACTION: The Administrative Commission of the Rochester Korean Presbyterian Church, with the concurrence of the Presbytery Trustees, the Committee on Ministry, and the Big Picture Team, recommends that the Presbytery of Genesee Valley:

1. **Acknowledge** that all debts and back per capita of the Rochester Korean Presbyterian Church, which totaled \$13,166.38, have been received by the Presbytery from the proceeds of the sale of the manse as approved by the Presbytery at the April 29, 2023 stated meeting and which closed on May 4, 2023, giving Rochester Korean Presbyterian Church a “clean slate”, and
1. **Authorize** the Rochester Korean Presbyterian Church (the “Church”), 2363 Pinnacle Rd, Town of Rush, Monroe County, NY, 14624 to convey all of its rights, title and interest in and to real property located at 2363 Pinnacle Rd, Rush, NY (tax number 203.03-1-3.14) to the Rochester Korean United Methodist Church (RKUMC) a religious corporation, and
1. **Concur** with the request of the Church and the Administrative Commission that, as a legacy to the life of the Church as a congregation within the Presbytery, a tithe of \$74,500 from the Church and a payment \$49,500 from Rochester Korean United Methodist Church (being a tithe of the appraised value of the Church building) (a total of \$124,000) be considered to satisfy all remaining financial obligations of the Church to the Presbytery of Genesee Valley; and
2. **Distribute such amounts** accordingly:
\$15,000 from the Church to "Heart Care Mission" in Haiti
\$15,000 from the Church to "Mission in Liberia"
\$15,000 from the Church to "Mission in Nepal"
\$29,500 from the Church to the Presbytery's Genesee Valley Fund
\$49,500 from the Rochester Korean United Methodist congregation to the Presbytery's Genesee Valley Fund; and
3. **Concur** with the Church's request that all remaining financial assets of the Church be transferred to the Rochester Korean United Methodist Church in gratitude for their reception of former RKPC members into their congregation after the following projects have been completed: 1) repair and successful inspection of the church's elevator, 2) replacement of commercial grade refrigerator, 3) repair of parking lot, 4) carpet replacement in mutually selected areas, 5) minor paint touch up in several areas of the church, as well as 6) paying for the October celebration of the joining of the two churches; and
4. **Dissolve** the Rochester Korean Presbyterian Church effective on October 31, 2023 and if the projects described in paragraph 5 are not completed by such date that dollars that are transferred should be used to complete said projects; and
5. **Authorize** the Chair of the Presbytery Board of Trustees or the Stated Clerk, as necessary and appropriate, to prepare and file such documents and to take such actions, separately or in cooperation with representatives of the Church as may be required to affect the transfer of assets and legal dissolution of the Church, the costs of such actions to be paid by the Rochester Korean Methodist Church, and subject to approval by a New York State Supreme Court Justice if required; and
6. **Extend** special gratitude to Elder Hai Seo, without whose efforts and translation this joyful resolution could not have been reached. **Also, extend** special gratitude to Josh Park, Luke Choi and the office of the General Assembly, who are faithfully dedicated to PC(USA) Korean -speaking congregations and fellowship.

7. **Dismiss** the Administrative Commission for the Rochester Korean Presbyterian Church of the Presbytery of Genesee Valley upon dissolution of the Church.

These actions were approved by the Congregation and Corporation of the Rochester Korean Presbyterian Church at duly called meetings of the Congregation and Corporation on June 11, 2023, and June 25, 2023 as moderated by Elder Lewis Becker, co-chair of the Administrative Commission.

These motions of the Administrative Commission have been reviewed by and have received concurrence from the Presbytery's Board of Trustees, the Committee on Ministry and the Big Picture Team.

BACKGROUND and RATIONALE

At a Special Meeting of the Presbytery on September 15, 2022, an Administrative Commission (AC) was formed with original jurisdiction having determined "that the Session of the Church is unable or unwilling to wisely manage its affairs."

Moderator Rev. Michelle Sumption appointed the following persons to serve: Elder Lewis Becker (Pittsford/COM), Elder Barbara James (Summerville/PGV Trustee), Rev. Rebecca Segers (Third), Elder Ronald Hansen (Third), and Rev. Twyla Boyer (Penfield/COM). The AC appointed Elders Lewis Becker and Ronald Hansen as co-chairs and Rev. Boyer as clerk. Records of all proceedings were kept, in accordance with the Book of Order.

The AC met several times both with and without the congregation and both with and without Elder Hai Seo (clerk of Session) representing the interests of the congregation. The purpose of these meetings ranged from training to creating a plan for learning the needs of the congregation to seeking creative options for a future that would allow the congregation to continue in a non-traditional manner to approving pulpit supply. Meeting minutes have been submitted to the Stated Clerk of the Presbytery.

The AC also met with Pastor Young Kim to ascertain his understanding of events and to ensure that his compensation was up to date and continued through the remainder of his contract. Pastor Kim had no interest in continuing beyond the existing contract and looked forward to a peaceful retirement. Pastor Kim did share some of the history of the relationship with the church and it became clear to the AC that there were mistakes and misunderstandings on both sides, but that both Pastor Kim and the congregation had truly tried to be faithful to God, even if not always to Presbyterian process.

The AC has served as the acting Session in a partnering, advisory role with the congregation, while also interpreting the interests of the Presbytery. The AC listened to and worked with the congregation to seek a path forward that took into account the special needs of a geriatric first generation immigrant congregation for whom English is a second language. There were 15 active members of RKPC at the time the AC was formed, all of whom were beyond the age of 62.

It should be noted that the AC was welcomed with enthusiasm by the members of the congregation who offered incredible hospitality. They shared their dreams, hopes, history, and even some of the blessings and challenges of their culture with the AC. Despite the challenge of culture and language, nothing was held back or hidden, and all were welcomed.

The AC observed that previous pastoral relationships have soured when the perceived needs of the congregation were not met whether due to a lack of understanding and following of Presbyterian polity, a lack of funds necessary to sufficiently compensate a pastor for the tasks expected by the congregation or resulting from disharmony among members of the church with different goals and ideas, sometimes as a result of being different generations. The AC also observed that, despite the history of challenges and the existence of several ACs in the past, the congregation of RKPC was passionate about their faith and about continuing to be a congregation offering worship and fellowship in the Korean language. The AC noted that more was at stake since the ability to simply transfer membership to another congregation was hampered by the language hurdle.

The AC was present in conversations and discernment activities with the congregation including several congregational conversations and meetings, and multiple efforts to determine what was and was not realistically possible. Congregational conversations/meetings took place on October 16, 2022 (conversation to explain what an Administrative Commission is and to gather information about the desires of the church members); on February 26, 2023 (to vote on selling the manse and determine which of the available options the congregation wanted to pursue); on March 19, 2023 (to hold a re-vote at the request of a member who reconsidered his vote regarding sale of the manse, and update the congregation on possible future options for exploration); and on April 2, 2023 (to vote to accept an offer to buy the manse). Additional conversations were held both with and without the AC to ensure that all members had an opportunity to express their opinions and that all members fully understood what actions were being taken. These additional conversations were necessary to ensure understanding due to the language challenge.

In addition to the above listed congregational conversations and meetings, there was a zoom meeting on March 28, 2023 that included the AC, RKPC, Stated Clerk Susan Orr, and the Rochester Korean Methodist Church to investigate what would be necessary to combine the congregations under the governance of the UMC and transfer the property of RKPC to Rochester Korean Methodist Church. The name of the congregation was also discussed and it was agreed that the new church will have neither denomination as part of the name, though a particular name was not established.

The result of these conversations and congregational meetings was that on June 11, 2023 there was a congregational meeting at which there was a vote to dissolve as a congregation of the Presbyterian Church USA and the transfer membership to the Rochester Korean United Methodist Church while also transferring the building and the residual funds excepting a total of \$124,000 to be given to the Presbytery as a tithe by RKPC and the Korean Methodist Church. Further discussion was to be held at a congregational conversation for the purpose of determining how the members of RKPC would like to direct the tithe to be used by the Presbytery. On June 25, 2023 a meeting of eleven of the 15 members took place and the wish of the congregation was to designate the distribution of the tithe as noted in the motion above, if the Presbytery concurs and the way be clear. These ministries were selected as a result of a history of mission partnership with these organizations and a recognition of the Presbytery's help and support over the years. It is noteworthy and commendable that the Presbytery was specified as a recipient of roughly 40 of the RKPC tithe.

There will be a celebration service of the uniting of two congregations into one in early October (date TBD). The service will be in Korean and a reception will follow. The AC will participate in this service and the Presbytery will be invited and encouraged to attend this celebration.

It should be noted that Pastor Dongki Kim of RKUMC has been serving as Pastor for both congregations the last month and a half and the two congregations have begun to assimilate by holding joint functions together at the RKPC church and offsite. Together, they held a 3-day revival at the RKPC church earlier this summer and are currently planning a joint picnic at Tinker Natural Park on July 23. Rochester Korean United Methodist Church will end its current lease in August and are planning on starting their program year at RKPC in September. This is truly a wonderful expression of joy and faithfulness with the blending of these two congregations. It is truly a match made in heaven between an aging RKPC congregation that still wants to stay as a worshipping community but not able to abide with Presbytery polity and a RKUMC congregation that was in need of a building.

The Administrative Commission respectfully submits the above motions for the consideration of the Presbytery with the concurrence and blessing of the faithful members of RKPC who will always treasure their long-standing relationship with the Presbytery and which will continue to worship and serve in the name of our Lord Jesus Christ.

In Memoriam

[Elder Ron Hansen \(July 30, 1944 – July 5, 2023\)](#)

Appendix K: Background Check Policy

Background Check Policy

The Committee on Ministry is charged with the responsibility of supporting congregations in their search for effective leadership. Given the pressures that apply to persons in caring professions, the sensitive and often litigious nature of our culture, and anecdotal frequency of reported breaches of acceptable professional and civic conduct, the Committee on Ministry recognizes the wisdom and necessity of requiring background checks on all pastoral leaders for installed or temporary service in our Presbytery.

This policy reflects the Committee on Ministry's commitment to making an informed decision and reflects the Presbytery's commitment to exercise appropriate diligence and oversight in evaluating the fitness and readiness of those seeking ordination or for pastoral service in the churches of this Presbytery. The background check policy shall apply to all pastoral leaders:

- All Candidates coming under care
- Ministers of Word and Sacrament seeking to become minister members of this Presbytery
- Ministers of Word and Sacrament from other denominations requesting permission to labor within its bounds including: pastor, co-pastor, designated pastor.
- Temporary pastoral positions including temporary supply, stated supply, pulpit supply, commissioned pastor, certified Christian Educator, and Moderators.
- Validated Ministers and At Large members engaged in non-parish specialized ministries or honorably retired who wish to be present in congregations as occasional supply preachers.
- Minister members of the Presbytery who receive a new call to a church within the Presbytery will be required to have a background check completed if one hasn't been conducted in the previous three years.

The background check will be conducted as part of the examination and clearance process. The completion of the background check will take place prior to an Inquirer's entry into Candidacy or service as a minister member for installed or temporary service in this Presbytery. To this end, the Presbytery of Genesee Valley will contract with an outside agency to conduct background checks on all individuals in order to meet the standards of the Committee on Ministry and this policy. The local congregation will ordinarily pay for the background check for incoming pastoral leaders. For all background checks, should the cost of the background check cause a financial hardship, please contact your COM/COM liaison for assistance. The Background Check is a Confidence Multi-State Criminal and National Sex Offender Database Search.

Candidates coming under care or as potential individuals for pastoral service will be asked to sign a request form authorizing the background check to be conducted. This request form will include provision of the prospective candidate's name, other names by which the prospective candidate has been known (e.g. maiden name or other names), social security number, current and previous addresses. Failure to grant consent to conducting the background check or to provide the necessary identifying information will be considered grounds for denying clearance for coming under care or service in this Presbytery.

The results of the background check will be sent to the Operations Manager of the Presbytery. Ordinarily no one but the Operations Manager and Stated Clerk will see the contents of the report. The Stated Clerk will consult with the COM Leadership Team and will inform them on the completion of the background check and its results; and together they will determine the

appropriate action on how to proceed. If the Stated Clerk and the COM Leadership Team agree that information in the report of the background check might negatively impact the decision to advance the applicant to candidacy or service in the Presbytery, then the full COM will be advised on the information concerning the background check and it will determine on a case-by-case basis whether the individual should be advanced to candidacy or pastoral service within the Presbytery. In such a case the individual will be supplied a copy of the report and will be given the opportunity to dispute or explain the circumstances identified in the report.

The full COM when reviewing negative information identified in a background check will not automatically preclude advancement to candidacy or service within the Presbytery. COM shall consider such factors as: the nature and seriousness of the matter; the relationship of the matter to the purpose of the church; the age of the applicant at the time of the event, the time elapsed since the occurrence, any mitigating circumstances, identification of a pattern of negative behavior versus an isolated incident, the severity of harm to individuals affected, evidence of sincere repentance from inappropriate behavior, and any other information relevant to identified offenses that would affect the individual's ability to serve in the Church. The full COM will take the necessary vote on whether to advance the applicant or not for service in this Presbytery.

The COM Liaison shall inform the Pastor Nominating Committee or the Session for temporary pastoral leadership that a background check must be conducted for any individual being seriously considered for its pastoral position. This background check will take place before the final face-to-face interview by the PNC or the Session. The PNC or Session and COM Liaison shall inform the minister or candidate of the necessity of the background check and provide them a copy of the request form so that the background check can be conducted. Only when the Committee on Ministry perceives no compromising issue in the Background Check can the PNC or Session proceed to the final face-to-face interview.

The report of the background check will be maintained in the minister's confidential and secured file held by the Presbytery indefinitely. The reports will be kept confidential according to the Presbytery's established policy on confidentiality.

Some Clarifying Questions:

1. To whom does the policy apply?
The policy applies to all Ministers of Word and Sacrament seeking to become minister members of this presbytery, candidates coming under care of the Presbytery of Genesee Valley or another presbytery who are seeking to be ordained by this Presbytery and all individuals for temporary service within the Presbytery including Pulpit Supply and Moderators.
2. Why was the policy adopted?
This policy helps Pastoral Nominating Committees, Sessions and the Committee on Ministry to make informed decisions about prospective minister members and pastoral leaders. It also seeks to mitigate the risk of lawsuits based on a claim of inadequate pre-employment screening. Its ultimate goal is to protect our congregations.
3. Who actually conducts the background check?
Presbytery has contracted with an investigative firm to perform the background check on all persons.
Presently that service is provided by Praesidium.
4. How will the background check happen?
The background check will be conducted as part of the person's preparation for the final

examination or clearance interview. This will take place prior to any final face-to-face or electronic interview for the pastoral position and before any call is extended by the Pastoral Nominating Committee or Covenant Agreement is made with the Session.

5. Who will initiate the background check?

The COM liaison and the PNC or Session will request that a background check be conducted. The COM liaison will see that a request form is sent to the person who must sign it and have it returned to the Presbytery's Operations Manager as soon as possible. The Operations Manager will then request the background check from the appropriate investigative firm. This process is followed for all persons for installed or temporary pastoral service or specialized ministries and candidates coming under care.

6. What happens to the information that is gathered?

The Operations Manager and the Stated Clerk will review the report and confer with the COM Leadership Team. The COM Leadership Team will notify the parties involved on the process going forward. The reports are kept in an electronic secured file with the Presbytery indefinitely.

7. Are all criminal convictions considered equally important?

No. Convictions related to auto-related offenses such as speeding are clearly not as significant as a conviction for DWI, embezzlement or any type of abuse. At the same time the presbytery is free to make a judgment about the person's non-voluntarily disclosing of this information.

8. Who bears the cost?

The cost of the background check will ordinarily be paid by the local congregation for incoming pastoral leaders. For all background checks, should the cost of the background check cause a financial hardship, please contact your COM/COM liaison for assistance.

9. What about the person's privacy rights?

The minister or candidate has no right to privacy concerning the Presbytery's gathering of publicly available information related to criminal convictions. The Presbytery's right to know this information is related to its oversight of those seeking membership and for its role in protecting Pastoral Nominating Committees and congregations under its jurisdiction. The person does have a right to be assured that the process is confidential—only those who need to know get to know—and that alleged incorrect information can be challenged with the investigative firm.

10. What happens if the person declines to cooperate with this policy?

The person will be denied from consideration of service in this Presbytery.

(A sample of the Presbytery's Request Form currently in use follows)

Appendix L: PGV Sexual Misconduct Prevention Policy DRAFT 2023-1

Presbytery of Genesee Valley

Understanding Sexual Misconduct Prevention: A Living Policy to Expand the Conversation for a Faithful Response to Boundary Violations

May 2023

I. What is this policy and why do we have it?

As God who called you is holy, be holy yourselves in all your conduct. Tend the flock of God that is your charge, not under compulsion but willingly, not for sordid gain but eagerly. Do not lord it over those in your charge but be examples to the flock... And all of you must clothe yourselves with humility... in your dealings with one another, for God opposes the proud, but gives grace to the humble... Discipline yourselves, keep alert. You know that we who teach shall be judged with greater strictness

1 Peter 1:14; 5:2; 5:5b; James 3:1 (NRSV)

We believe and proclaim, as we are taught in the Scriptures and Book of Confessions, that all people are created by God, that God values all human life, and that God intends that everyone—adults and children—share worth and dignity in all relationships. As God's beloved, all people are inherently deserving of being treated with equality, respect, and justice. In accordance with that proclamation and belief, this policy seeks to nurture a safe, just, compassionate, and caring community within our Presbytery.

The *Book of Order* mandates that all councils have a policy for addressing sexual misconduct, and as instruments of Christ's love and justice, we are all called to work to create ministry and worship environments where God's people can flourish. Every person has a right to a ministry and worship environment that is free from relational misconduct in all its forms. All forms of abusive behavior, and especially sexually abusive behavior, exact immeasurable spiritual, psychological, and physical costs in terms of suffering, human potential, social stability, and damage to the credibility, viability, and very call to be the community of Christ.

This policy, therefore, approaches and understands sexual misconduct not as simply an infraction between two people to be mediated, but as abuse embedded in unhealthy systems and perpetuated by cultures rooted in inequity that have made space for abusive patterns to continue without consequence.

The goal of this policy is to lay out expectations for relational boundaries and behavioral ethics around sexual misconduct, to provide a starting place for larger conversations about the ways that we interact with each other as the Body of Christ, and to provide a framework for further training and education so that we may continue to hold each other accountable and grow together to create a Church culture where sexual misconduct can be prevented, and where those impacted by abusive behavior can find support, healing, compassion, and justice.

This policy does not intend to address every potential incident of sexual misconduct or boundary violations, nor does it seek to dictate prescriptive procedures for responding to every possible eventuality. (Procedural details can be found in the appendix document.) Such circumstances are complex systemic issues, and no one policy can address every situation of sexual misconduct or

boundary violation. As such, this policy is a living document, and will be re-evaluated by the Committee on Ministry after every incident of sexual misconduct, at the request of the Resource Team (see below), or at least every 2 years, as we live into best practices and continue to grow into healthier ways of being together.

II. Who and what does this policy cover?

The various offices in the church do not establish a dominion of some over the others; on the contrary, they are for the exercise of the ministry entrusted to and enjoined upon the whole congregation.
Declaration of Barmen, 8.20

Who:

This policy applies to all persons serving in any capacity in the Presbytery of Genesee Valley, including **pastoral leaders, inquirers, candidates, staff, employees, officers, volunteers, retired ministers, and pulpit supply preachers**, because of the nature of their roles, entrusted with the teachings and leadership of Christ's love and the fiduciary responsibility of leading God's people,

By virtue of their calling and by example of our Servant-Savior, those called into leadership in the Church have been given the responsibility to maintain fiduciary trust with all those they lead, serve, and serve with. The intentional maintenance of this trust is a holy act. Those who engage in ministry—both clergy and lay persons—have a responsibility to acknowledge the inherently imbalanced dynamic of power that exists because the people to whom they relate place trust in the offices and roles of ministry, as well as a responsibility to avoid any temptation to take advantage of this imbalance.

What:

This policy covers all forms of sexual misconduct—a broad term for the breaking of boundaries through violations and abuses of trust of a sexual nature. Terms to describe specific forms of these abuses include:

1. **Sexual Malfeasance** refers to sexual misconduct committed by an individual functioning within the context of a ministerial or professional role. Examples include:
 - a. a pastoral leader with a church member, congregant, co-worker, employee (paid or unpaid), counselee, or volunteer
 - b. a lay employee with a church member
 - c. a presbytery staff member with other staff, volunteers, members of presbytery, or members of a congregation
2. **Sexual Abuse** is both a criminal and ecclesiastical offense. It is defined by the *Book of Order*, Church Discipline (D-7.0801) as any offense involving sexual conduct:
 - a. in relation to a minor
 - b. in relation to an adult who lacks the mental capacity to exercise informed consent
 - c. involving the use of force, threats, coercion, intimidation, or abuse of position of power in ordained ministry or Presbytery role
3. **Sexual Harassment** refers to unwelcome conduct which is either of a sexual nature or directed at an individual because of that individual's sex, sexual orientation, gender, or gender identity. Examples include:
 - a. Physical acts of a sexual nature including touching, patting, kissing, hugging or any unwanted physical advance that the recipient might find confusing, discomforting, or upsetting.
 - b. Verbal behavior including sexually explicit comments, sexually discriminating remarks, demeaning jokes based on gender or gender identity, derogatory references regarding

physical appearance, bullying, yelling, name calling, or offering spiritual and theological rationale to justify questionable conduct (e.g., “God has brought us together.”). The sexual content of the verbal behavior may be direct and explicit, or indirect and implicit, and may include innuendo.

- c. Visual or verbal behavior may occur in person or via text, email, written communication, or through posting sexual or bullying content online, whether from personal devices or Presbytery or church owned devices.
- d. Hostile actions taken against an individual because of their sex, sexual orientation, gender, or gender identity, such as destroying or damaging a person’s reputation, property, or work.
- e. Any action that has the purpose or effect of interfering with an individual’s work performance, creating an intimidating, hostile, or offensive environment, causing the recipient discomfort or humiliation, or interfering with an individual’s ability to participate in the life of the church.

Sexual misconduct of any nature is especially pernicious when accompanied by the imposition of secrecy or submission surrounding the relationship as an explicit or implicit condition of their continuing in their current role, church participation, or employment status.

Sexual misconduct in the Church is an abuse of power and trust and is therefore unjust and sinful. Religious leadership is authentically expressed in a covenant relationship that requires the trustworthy exercise of power on behalf of those for whom we care. The breaking of this sacred trust through sexual misconduct damages the survivor in body, mind, and spirit, violates their personhood, and exemplifies a denial of the value of the perpetrator’s own body, mind, and spirit before God. In addition to the pain caused to the survivor of sexual misconduct, a betrayal of this trust seriously harms the well-being of the Church as a whole.

III. What do we do if sexual misconduct happens?

We believe ... that God, in a world full of injustice and enmity, is in a special way the God of the destitute, the poor and the wronged; that God calls the church to follow God in this; for God brings justice to the oppressed and gives bread to the hungry;...that God wishes to teach the church to do what is good and to seek the right. The Confession of Belhar 10.7

The Presbytery of Genesee Valley affirms that our goal in responding to sexual misconduct should always be rooted in our obligation as followers of Christ to provide a safe, just, compassionate, and caring environment for all who worship and serve within our bounds. As such, it is not the intent of this policy to elevate or seek one universal, prescriptive outcome for every situation of sexual misconduct. Every case of sexual misconduct is unique, and therefore our response needs to make room for the individual nuances of each situation. We affirm that the outcome sought in each situation should be driven by the desires of the identified victim, weighed with the particular nuances of the context, aimed toward preventing further instances of sexual misconduct, and seeking the wholeness and flourishing of all of God’s people.

Many response policies have focused on a goal of personal reconciliation between the person who has been victimized and the person accused, but personal reconciliation is not always the desired outcome of the identified victim, nor is it always a realistic or healthy short-term goal. A process that emphasizes this singular goal can lead to re-victimization for the identified victim, and it can ignore the systemic effect of sexual misconduct by shutting out other parties and community members who are affected.

Response Plan:

The Committee on Ministry will establish and maintain a standing, trained Sexual Misconduct Resource Team (the “Resource Team”) to respond to allegations of sexual misconduct, and to provide a safe space and confidential sounding board for anyone in the Presbytery to bring questions or issues surrounding relational boundaries or sexual ethics, regardless of whether they are connected to a specific incident or not, and regardless of whether the individual(s) or any specific situation fall under the jurisdiction of this policy.

This Resource Team is not an investigative committee. Its purpose is not to assess the validity of a complaint, but to provide a “first response” to potential incidents of sexual misconduct, as well as to provide support and resources to affected parties as they discern a path forward.

1. **The Resource Team may be reached at [dedicated email address] or phone contact information may be found at [website link]. Contacting the Resource Team does NOT trigger any avenue of official investigation or ecclesial or legal process.**
2. The primary responsibility of the Resource Team is to walk with an identified victim through the process of discerning desired outcomes and navigating options, including legal, ecclesial, and personal paths forward.
3. As is necessary and appropriate to the specific situation, the Resource Team may also work with other involved parties, including but not limited to:
 - a. Working with the person accused to help them understand options, what is in their control, and what is not
 - b. Working with any affected communities (e.g. session, congregation, Presbytery staff) to provide communication, support, and an understanding of options, responsibilities, and potential paths forward
4. We affirm and recognize that there are a range of valid and healthy options available beyond the legal paths of pursuing a complaint through the ecclesial process in the *Book of Order* and/or NYS workplace sexual harassment policies.
5. When a path forward is determined by the identified victim, the Resource Team may make provision for an ongoing plan of care for affected parties, and, when appropriate, may provide consultation to the Committee on Ministry or other relevant entities regarding plans and healthy steps forward toward healing.
6. The Resource Team will hold all conversations in confidence unless permission to share information is given by the reporting individual.

Procedural details relating to the composition and work of the Response Team may be found in the accompanying appendix document, which may be amended by the Committee on Ministry as we continue to learn and live into best response practices.

Mandatory Reporting:

The issue of mandatory reporting can raise conflicting ethical responsibilities for leaders serving in ministry. While pastoral leaders are not considered by New York State to be mandatory reporters, it is important to balance the ethical duty to protect children and vulnerable adults with the responsibility to hold in confidence sensitive information revealed in the practice of pastoral care.

In accordance with the *Book of Order*:

“A minister of the Word and Sacrament or a commissioned pastor (also known as commissioned ruling elder) may reveal confidential information when she or he reasonably believes that there is risk of imminent bodily harm to any person.” **G-4.0301**

“Any member of this church engaged in ordered ministry and any certified Christian educator employed by this church or its congregations, shall report to ecclesiastical and civil legal authorities knowledge of harm, or the risk of harm, related to the physical abuse, neglect, and/or sexual molestation or abuse of a minor or an adult who lacks mental capacity when (1) such information is gained outside of a confidential communication as defined in G-4.0301, (2) she or he is not bound by an obligation of privileged communication under law, or (3) she or he reasonably believes that there is risk of future physical harm or abuse.” **G-4.0302**

Retaliation:

No person covered by this Policy shall be subject to adverse action because of reporting an incident, providing information, or otherwise assisting in any investigation of a sexual misconduct complaint. The Presbytery will not tolerate such retaliation against anyone who, in good faith, reports or provides information about suspected sexual misconduct. Any individual who retaliates against a person involved in a sexual misconduct investigation may be subjected to disciplinary action. Examples of retaliation may include but are not limited to any of the behaviors listed above under the definition of Sexual Harassment as well as intentional false reporting or intentional false allegations.

IV. How are we preventing sexual misconduct?

But Jesus called them together and said, “You know that the rulers in this world lord it over their people, and officials flaunt their authority over those under them. But among you it will be different. Whoever wants to be a leader among you must be your servant ...

Matthew 20:25-26 (NLT)

Preventing sexual misconduct must begin with reshaping our understanding of ourselves as leaders in the Church. As servants of Christ, entrusted with guiding and shepherding God’s people, we all participate in shaping the culture of the Church, and in enacting God’s love within and beyond it. We all, therefore, bear individual and communal responsibility for changing and correcting the cultures we have inherited, so that we can prevent sexual misconduct and create a safe space for all people to flourish.

This work of prevention starts with and includes:

- Being aware of our own behaviors and boundaries,
- Maintaining and modeling healthy relationships within our ministry contexts,
- Holding each other accountable,
- Fostering ministry cultures where healthy boundaries and relational ethics are not taboo topics but open realities that can be discussed,
- Hearing and responding swiftly to incidents of sexual misconduct,
- Reversing the Church’s historical patterns of sweeping abuse under the rug.

As preliminary steps toward that growth together, all individuals serving in ministry in any capacity in the Presbytery of Genesee Valley will receive this policy and will be required to sign the accompanying behavioral covenant in agreement to its terms, including:

- a) All Ministers of Word and Sacrament who are members of the Presbytery or have permission to labor within its bounds,
- b) All Inquirers and Candidates for Ministry,
- c) All Certified Christian Educators,
- d) All Commissioned Pastors,
- e) All Presbytery employees,
- f) All individuals approved for the Pulpit Supply List,
- g) All individuals serving on the Committee on Ministry,
- h) All individuals serving on the Committee on Preparation for Ministry,

- i) All individuals serving on the Pastoral Care Committee (or its successor),
- j) All individuals serving on the Big Picture Team,
- k) All individuals serving on the PGV Personnel Committee
- l) All individuals serving on the PGV Permanent Judicial Commission

In addition, this policy will be distributed to all committees and entities of the Presbytery and all clerks and moderators of sessions for their information and understanding.

The Presbytery will require mandatory educational training—to be implemented by the Committee on Ministry and the Resource Team—to continue our collective learning and growth in understanding and living into healthy relational boundaries. **This training is required in addition to the mandated annual NYS Workplace Sexual Harassment training.** This training must be completed within the first year of Presbytery membership or active service within the Presbytery and is required at least every 3 years by everyone in the above list. This training is also recommended for all elders serving on Sessions, and all individuals serving on their congregation's Personnel committee.

Records of training will be kept by the Presbytery office. In the event that an individual fails to complete this mandatory training, the appropriate council, committee, or overseeing body will be informed, including the Master Insurance Policy carrier if applicable, and clergy cards will be withheld when applicable. The Presbytery and/or its committees may impose additional consequences including being placed on unpaid administrative leave, change in membership status, or exclusion from certain forms of service within the Presbytery until such training is completed.

V. How do we move forward toward healing?

One of the scribes came near and heard them disputing with one another, and seeing that he answered them well, he asked him, "Which commandment is the first of all?" Jesus answered, "The first is, 'Hear, O Israel: the Lord our God, the Lord is one; you shall love the Lord your God with all your heart, and with all your soul, and with all your mind, and with all your strength.' The second is this, 'You shall love your neighbor as yourself.' There is no other commandment greater than these."

Mark 12:28-31

Boundary and relational violations and sexual misconduct take place in a culture that has allowed practices and traditions created to serve a portion of the community to take precedence over Jesus' call to love your neighbor as yourself. Such violations hurt and traumatize those directly involved, and the hurt, trauma, and impact ripple out to affect widening circles in and beyond the particular community where the misconduct occurred. The conditions that are a precursor to a violation, the violation itself, and the response to the violation all have sociocultural implications for the particular and the wider community.

There is often a sense of shock and disillusionment associated with a situation of boundary violations - for any and all parties involved - which can lead to an inclination to try to "sweep things under the rug," or a temptation to minimize the situation, blame individuals, or rush forward without addressing the underlying cultural issues that enabled the situation to take place. But this type of response does not make room for the larger-picture, systemic healing that is necessary in order for a community to truly move forward. Communities affected by sexual misconduct may find themselves in a variety of emotional and spiritual places in the aftermath of a violation, but healing for the individuals, the particular community, and the wider community should involve taking proactive steps to address the many and varied needs of all parties involved.

Some common characteristics of healthy steps forward include:

1. Disclosure that honors a primary commitment to the truth, recognizes concerns for privacy and

confidentiality, respects formal ecclesiastical and/or secular investigations, and makes use of trained resource personnel to assist in conversations.

2. Assessment of shared accountability that reviews the cultural norms and organizational practices that risk creating an environment open to misuse of power and violation of boundaries.
3. Naming the need for and working toward a concrete plan for healing that makes space for all voices to be heard.

Again, these are complex systemic issues, and no one policy can address every situation of relational misconduct or boundary violation. Ultimately, our goal as the Body of Christ together should always be to create a culture that encourages living in respectful relationships with all our siblings in Christ, and the best way to live into that call is to create a culture that is mindful of preventing sexual misconduct and boundary violations before they happen.

Appendix M: PGV Sexual Misconduct Prevention Policy Appendix – Procedures 2023 DRAFT

Procedural Manual for Responding to Incidents of Sexual Misconduct

An appendix to
**Understanding Sexual Misconduct Prevention:
A Living Policy to Expand the Conversation for a Faithful Response to Boundary Violations**

May 2023

Resource Team:

The Presbytery will establish and maintain a standing, trained Sexual Misconduct Resource Team (the “Resource Team”) of the Committee on Ministry to respond to allegations of sexual misconduct.

Composition:

- Individuals will be appointed to the Resource Team by the Committee on Ministry, with input from relevant entities as may be appropriate, to ensure that the individuals nominated have the gifts and experience to serve in this role of responding to traumatic events
- Suggestions for nominees can be submitted to the Committee on Ministry’s Ethics Team (or its successor)
- The Resource will consist of at least 3 but no more than 5 individuals, to include both clergy and non-clergy members from the PGV
- Nominations to the Resource Team will also strive to have diversity of gender, age, and race, while still prioritizing the necessary gifts and skills for this role
- Members of the Resource Team will be appointed to 2-year terms, with the option to renew up to a total of 6 consecutive years

Training:

- All members of the Resource Team will receive training upon election to the Team, and repeated at least annually, or on a schedule determined to be appropriate by the Team and the Committee on Ministry
- The Committee on Ministry will provide for the training of the initial Resource Team by expert consultants
- Resources including training materials will be shared, compiled, expanded, adjusted, revised, etc. by the Team as they live into best practices
- The Resource Team will make a report to the Committee on Ministry at least twice per year about the date(s), content, and/or requested content of their training

Responsibilities:

- The Resource Team is not an investigative committee, but it is intended to provide a “first response” to potential incidents of sexual misconduct. Its purpose is not to assess the validity of a complaint, but to provide support and resources to affected parties as they discern a path forward.
- The Resource Team also seeks to provide a safe-space sounding board for anyone in the Presbytery to bring questions or issues surrounding relational boundaries or sexual ethics, regardless of whether they are connected to a specific incident or not, and regardless of whether the individual(s) or any specific situation falls under the jurisdiction of this policy
- The Resource Team will hold all conversations in confidence unless permission to share information is given by the reporting individual. Once a path forward is chosen, the Response

- Team will abide by the appropriate confidentiality guidelines of the chosen path.
- Members of the Resource Team will at all times maintain appropriate boundaries and awareness of conflicts of interest, and will recuse themselves from participation in situations where there is a conflict of interest, or potential for a perceived conflict of interest
- The Resource Team will provide consultation as requested:
 - To the Committee on Ministry regarding its responsibility to provide training for the individuals and groups listed in section III of the main policy,
 - To the Committee on Ministry's Ethics Team (or its successor) as it compiles resources for writing sexual misconduct prevention policies,
- The Resource Team will submit a written report at least once per year to the Committee on Ministry noting the number and type of conversations it has held (general questions, request for resources, accusations, etc.), as well as any trends, discussion points, or recommendations. No names or specific details about conversations will be shared in the written report. The Resource Team will meet with the Committee on Ministry at least once per year to discuss the written report, which will then be shared with the Presbytery.

Response Plan:

Contacting the Resource Team does **not** trigger any avenue of official investigation or ecclesial or legal process. The Resource Team seeks to be a resource and a safe, confidential place for any individual—whether victim, witness, confidante, etc.—to discuss questions or concerns surrounding sexual misconduct, regardless of whether the individual or the specific situation falls under the jurisdiction of this policy.

- 1) The primary responsibility of the Resource Team is to walk with an identified victim through the process of discerning desired outcomes and navigating options, including legal, ecclesial, and personal paths forward. When a question of sexual misconduct arises, this initial phase of communication, which prioritizes the needs and desires of the person who has been victimized, will comprise the bulk of the Resource Team's work.
- 2) Questions and discussions pertinent to this initial phase of communication may include:
 - The nature of the behavior that is reported to be sexual misconduct;
 - Possible violations that may be subject to action by the Church or by civil authorities;
 - The identity of parties involved in, or significantly affected by, this event;
 - Potential paths forward;while, again, always prioritizing the needs and desired outcomes of the identified victim. This initial phase should ordinarily be completed in approximately 60 days.
- 3) As is necessary and appropriate to the specific situation, the Resource Team may also work with other involved parties, including but not limited to:
 - Working with the person accused to help them understand options, what is within their control, and what is not
 - Working with any affected communities (e.g. session, congregation, Presbytery staff) to provide communication, support, and an understanding of options, responsibilities, and potential paths forward
- 4) The work of the Resource Team will ordinarily conclude when the identified victim has chosen a path forward, which may include:
 - A disciplinary process being initiated through Church Discipline;
 - A process being initiated through a NYS Workplace Harassment Policy;
 - A civil or criminal investigation being initiated;
 - Another course of action being chosen;
 - The identified victim choosing not to pursue any further action

If the person who has been victimized chooses to pursue a path for which there is a defined process already in place (e.g. a Church Discipline process or a NYS Workplace Harassment process), then responsibility passes to the relevant entities or parties to continue those processes.

If the person who has been victimized chooses to pursue a path for which there is no defined process already in place (e.g. mediation, counseling, or no action), then the Resource Team should work with the identified victim to determine how best to support them going forward.

The Resource Team may coordinate with the Committee on Ministry or other relevant entity, as appropriate, to provide a plan for ongoing care to affected parties.

- 1) When necessary and appropriate to the specific situation, additional responsibilities of the Resource Team may include:
 - Communication with the Committee on Ministry or other relevant parties, holding details in confidence
 - Making recommendations to the Committee on Ministry or other relevant entity about placing individuals on administrative leave
 - Coordinating with the Presbytery Leader regarding any necessary media contact
 - Providing consultation to the Committee on Ministry or other relevant entity regarding plans and healthy steps forward toward healing
- 2) In addition to its regular written report to the Committee on Ministry, the Resource Team may choose, when they deem it to be necessary and appropriate, to bring a fuller report of a particular incident to the Committee on Ministry for study and learning. The names of persons and parties involved will be kept anonymous, unless the identified victim gives the Resource Team permission to share the information.

As no one policy can cover or make provision for every incident of sexual misconduct, and we understand that we continue to discover best practices, this Appendix is a living document which may be amended by the Committee on Ministry as we continue to grow into healthier ways of being together.

Appendix N: Behavioral Covenant 2023 DRAFT

The Behavior Covenant in Regard to Sexual Misconduct Prevention of the Presbytery of Genesee Valley

This covenant applies to all of those engaged in ministry and/or pastoral care for the Presbytery of Genesee Valley, indicating a common understanding of the nature and language of sexual misconduct in all its forms. It creates a covenant between the signer, the Presbytery, and God to actively recognize, prevent, and avoid engaging in sexual misconduct as part of their calling to be ambassadors, showing the love and justice of Jesus Christ.

To this end:

As it is written in Holy Scripture,

“Do you not know that your body is a temple of the Holy Spirit within you, which you have from God, and that you are not your own?” (1 Cor 6:19)

So I covenant:

- To recognize that people’s bodies are the sacred dwelling places of God and therefore deserve such reverence.
- To avoid all forms of unwanted physical touch, sexualized language or images, sexualized behavior, and/or sexualized attention given to another.
- To honor the boundaries of my ministerial role, and to honor boundaries set by others, both physical and relational, about their body, gender, and identity.
- To adopt the responsibility to proactively inquire about these boundaries when they are unclear.

As it is written in Holy Scripture,

“Whoever blasphemes against the Holy Spirit... is guilty of an eternal sin.” (Mark 3:28)

So I covenant:

- to honor that sexual misconduct is more than a break in trust to be mediated between people; it is an abuse against the spirit of the person and Spirit of God.
- to recognize that, in answering my call to care for the spirit of others in my work for the Presbytery, I am in a position of real and/or perceived power.
- to actively maintain an awareness of that power dynamic when it comes to my interactions with others in our physical and relational interactions.

As it is written in Holy Scripture,

“When the Son of Man comes in his glory, and all the angels with him, then he will sit on the throne of his glory. All the nations will be gathered before him ... And the king will answer them, ‘Truly I tell you, just as you did it to one of the least of these who are members of my family, you did it to me.’” (Matt 25:31-32a, 40)

So I covenant:

- to recognize that sexual misconduct is not just the sin of an individual, but is a sin born out of a context, culture, and system that makes the abuses of sexual misconduct possible, and that this sin is compounded when we fail to address such abuses in light of this awareness.
- to intentionally work in my ministry context toward creating a culture that actively rejects and dismantles such systems that allow sexual misconduct to occur and seeks to reverse the

Church's historical patterns of sweeping abuse under the rug.

- to actively raise the question of whether something I have done is being perceived as sexual misconduct, when I observe such a possibility.
- to speak out if I witness an action that may be considered sexual misconduct.
- to create a safe space in my ministry context and within myself, for others to bring an experience of sexual misconduct, whether as identified victim/survivor, identified perpetrator, or observer.
- to learn how to respond to accusations of sexual misconduct in our Presbytery, through participating in required and recommended boundaries training opportunities, and through continued listening and conversation, so I am prepared to address them in healthy ways and guide those in my ministry context to do the same.

All of these, I covenant with the Presbytery of Genesee Valley, before God, as I seek to be a friend among my colleagues in ministry, to further the peace, unity, and purity of the Church, and to love others as Christ has loved me by caring for their bodies, boundaries, spirits, and sacred worth, as I do my own.

Name

Date

Appendix O:

Presbytery of Genesee Valley Communications Coordinator Position Description

TITLE:

Communications Coordinator

PURPOSE:

The purpose of this position is to assist in implementing the Presbytery's vision and programs by developing and maintaining media and communications to grow and enhance relationships within the Presbytery.

RELATIONSHIPS:

The Communication Coordinator will relate to:

- The Presbytery Leader as project/vision collaborator, colleague, support and supervisor.
- The Stated Clerk as project collaborator, colleague, support, and supervisor in the absence of the Presbytery Leader.
- Other elected staff, officers, committee chairs and volunteers as resource.
- Pastors and teaching elders as a resource and aide in communications/media matters.
- The Personnel Committee with whom ~~s/he~~ they work on issues of accountability and job performance.

RESPONSIBILITIES:

ADMINISTRATIVE:

In close conjunction with the Presbytery Leader and Stated Clerk

- Maintain the basic administrative duties of the Presbytery. Including: monitor primary email account, database, directories and ~~list-serves~~ listservs.
- Function as Webmaster by:
 - o updating web pages with appropriate resources, dates, photos, and attachments, creating/deleting web pages as needed.
 - o responding to requests for ~~new user logins or lost login information~~ directory password
 - o keeping Presbytery ~~directory~~ database ~~up to date~~ up to date.
 - o providing technical support to Committee chairs.
- Prepare and distribute stated meeting ~~packets~~ information via the website.
- Maintain Presbytery primary email account.
- ~~Distribute physical mail sent to the Presbytery office.~~ Note: Cheryl does this
- Prepare and send Presbytery e-newsletter.
- Presbytery meetings: ~~Coordinate site visit with host church~~, create online registration form, prepare ~~Mailed & Taken~~ Docket, create ~~slide show~~ & run slide show at meetings (including: communication with report givers for materials, ~~bring all equipment needed to run the slide show~~).
- ~~Serve as primary staff support for selected committees and working groups~~

RELATIONAL:

Strengthen ties between the Presbytery, its pastors and churches through appropriate forms of communication, including the use of social media.

- Evaluate the Presbytery's current modes of communication for efficacy and connectional impact.
- Investigate the possibility of using new modes of communication for the Presbytery, including social

media ~~outlets-platforms~~.

- Be available to pastors, members, and Presbytery committee/commission chairs as needed.
- Be available to attend Presbytery meetings (ordinarily 4/year, either on Tuesdays ~~(2:30-6)~~, or Saturdays (8-noon) ~~within the Presbytery~~, and other events as requested by the Presbytery Leader and/or Stated Clerk.

CONNECTING:

Ensure that communication channels are open and functioning within the Presbytery in order to share resources and information effectively.

- Work collaboratively with the Presbytery Leader and Stated Clerk as a contact point for queries within the Presbytery.
- Forward queries/information/ideas, particularly from the Presbytery email account to appropriate people/committees/commissions.
- Help to communicate details of training events and other special events within the Presbytery.
- Help to plan and advertise Presbytery Meetings and other appropriate Presbytery events and functions.

ACCOUNTABILITY AND EVALUATION:

The Communication Coordinator will be supervised by the Presbytery Leader and accountable to the Big Picture Team, through the Personnel Committee. The Communication Coordinator will work for a probationary period of four months; during the third month of this period, there will be a formal job review.

This Position Description will be revisited and revised, as necessary, ~~twelve~~ 12 months following the hire of the Communication Coordinator in order to assess whether the position is meeting the needs of the Presbytery.

Hours: This is a non-exempt position. Approximately 20 hours/week (Work ~~at office hours~~ Tuesday-Thursdays, 9-4 p.m., with half hour for lunch).

~~**Remuneration:** \$20/hour.~~

Vacation: After successful completion of the probation process, paid vacation allowance will be accrued on a pro-rated basis based on hours worked per week. Per Presbytery policy, observed federal holidays may be paid based on agreed-upon working schedule. The office is closed between Christmas and New Year's Day.

IT and Software competency: Experience with Windows 10, MS Office Professional, ~~Breeze Church Management System~~, database management, ~~Web-site website~~ management, ~~photo/video editing~~, Facebook, Instagram, and other current applications as they become available.

06/06/19
11/05/19