

Synod of the Sun Presbyterian Church (U.S.A.)



2018 Minutes & Records

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Synod of the Sun

2018 Minutes & Records

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PRESBYTERIAN CHURCH (U.S.A.)

OFFICE OF THE GENERAL ASSEMBLY

The 2016 Minutes of the Synod of the Sun were approved by the 223rd General Assembly (2018) with the following comment.

The Assembly Committee on Mid Council commends the Synod for Their creative way of electronic meetings.

The General Assembly further advises:

- All synods include photos and narratives of the mission work being done in their synod as part of the minutes.
- Synod minutes should be provided to the General Assembly electronically and in paper form to better facilitate the review process.

The General Assembly thanks the synods who provided reports and presentations regarding the mission work in their particular synod to the Mid Council Committee. All synods are encouraged to participate in this process for future assemblies.

Co-Moderator, 223rd General Assembly

The Reverend J. Herbert Nelson II, Stated Clerk

July 24, 2018



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**Synod Mid-Year Stated Meeting
Trinity Presbyterian Church, Mansfield, TX
March 12-13, 2018**

Synod Moderator, Shelly Hernandez, called the meeting to order at 1:15 p.m. and in accordance with the Bylaws, Sec. 3.1.3 whereby 50% or more of the elected commissioners constitutes a quorum, a quorum was declared with 18 of 22 Commissioners present. The meeting was opened with prayer by Moderator Hernandez.

ATTENDANCE

	First Name	Last Name	Presbytery	Committee assignment	Status
FTE	Tracy	Spencer-Brown	Tres Rios		Commissioner
FRE	Christianne	Chase	Cimarron	Stewardship	Commissioner
FRE	Jennifer	Grantham	Eastern Oklahoma	Connecting	Commissioner
FRE	Grace	Goodeagle	Eastern Oklahoma	Connecting	Commissioner
MTE	Josyph	Andrews	Mission		Commissioner
FRE	Lynne	Castle	South Louisiana	Connecting	Commissioner
FRE	Sharon	Curry	Grace	Connecting	Commissioner
FRE	Shelley	Hernandez	New Covenant	Moderator	Commissioner
FTE	Janice	Six	Palo Duro	Connecting	Commissioner
FRE	Frances	Carlton	Tres Rios	Stewardship	Commissioner
MTE	Mitch	Miller	Indian Nations	Stewardship	Commissioner
MTE	David	Stipp-Bethune	Pines	Stewardship	Commissioner
FRE	Emily	Laurel	Arkansas	Stewardship	Commissioner
MTE	Jesse	Gonzalez	Grace	Connecting	Commissioner
MRE	Joe Pat	Nance	Mission	Connecting	Commissioner
FTE	Elizabeth	Gabbard	Arkansas	Stewardship	Commissioner
MTE	Gordon	Edwards	Cimarron		Corresponding Member
MTE	Greg	Coulter	Eastern Oklahoma	Stewardship	Corresponding Member
MTE	Joe	Hill	Pines	Connecting	Corresponding Member
MTE	Stewart	Smith	Arkansas	Connecting	Corresponding Member
FRE	Carol	Davis	New Covenant	Connecting	Synod PW

FTE	Deborah	Meinke	Cimarron		Presbytery Stated Clerk
FTE	Ruth	Clendenin	Palo Duro		Presbytery Stated Clerk
MTE	Leigh	McCaslin	Eastern Oklahoma		Presbytery State Clerk
FRE	Patti	Nance	Mission		Visitor/Guest
MTE	Princeton	Abaraoha	Grace		Visitor/Guest
MTE	Bill	McConnell	Arkansas		Mission Engagement Advisor
	Richard	Schempp	Palo Duro		Synod of the Sun Presbyterian Foundation
	Mary Ellen	Summerlin	Mission		Synod of the Sun Presbyterian Foundation
FRE	Melinda	Hunt	Grace		Solar Under the Sun
MRE	Ernie	Higginbotham	Grace	Assistant Stated Clerk	Synod Staff
FRE	Valerie	Young	Grace	Acting Synod Leader & Stated Clerk	Synod Staff
	Thomas	Riggs	Grace	Communications & Administration Coordinator	Synod Staff
	EXCUSED				
FRE	Bernadette	Coffee	Tres Rios		Commissioner
MTE	John	SoRelle	Palo Duro	Connecting	Commissioner
MTE	Charles	Mills	Cimarron	Stewardship	Commissioner
FTE	Kim	Rodrique	South Louisiana		Commissioner
MRE	Doug	Dodd	Eastern Oklahoma	Connecting	Commissioner

FTE	Diane	Baldwin	Grace	Stewardship	Commissioner
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Motion was made, Seconded, and Approved to seat all as Corresponding members with voice, but no vote. Visitors were also welcomed and approved to seat with voice, but no vote.

Motion and Second to adopt the docket was Approved

	Monday, March 12, 2018
	Opening Prayer
	~ Welcome & Introductions <ul style="list-style-type: none"> · <i>Roll Call & Declaring a Quorum</i> · <i>Seating of Corresponding Members and visitors</i> · <i>Adoption of the Agenda</i>
	Welcome from host church pastor <i>Rev. Betsy Lockhart</i>
	Getting Oriented
	Gather in Committees <i>Get Organized</i> <i>Set meeting dates</i> <i>Business coming to plenary</i>
	Presentation: Synod of the Sun Presbyterian Foundation <i>Rev. Richard Schempp and Mary Ellen Summerlin</i>
	Break
	Update: Solar Under the Sun
	Presentation: Racial Ethnic & Women's Ministries <i>Rev. Lemuel Garcia, Presbyterian Mission Agency</i>
	Dinner
	Worship & Installation
	Tuesday, March 13, 2018
	Morning Prayers
	Plenary Session - Reports & Action

	Connecting - <i>Lynne Castle & Rev. Harry Cooper</i>
	Personnel – <i>Grace Goodeagle</i>
	Stewardship - <i>Frances Carlton and Mitch Miller</i>
	Representation - <i>Bruce Goodlock</i>
	Coordinating Team Report - <i>Bernadette Coffee</i> OVT – On Carbon Pricing OVT – On Renewing Our Call to Environmental Justice OVT-14 – On Engagement with the Issue of Climate Change OVT-007 – On Establishing a Grant to Develop Resources to Educate Entities Regarding Serious Mental Illness Issues
	Administrative Commission for Indian Nations - <i>Janice Six</i>
	Synod Leader & Stated Clerk’s Report - <i>Valerie Young</i>
	Adjourn with Prayer <i>Shelley Hernandez, Moderator</i>

Welcome from host church

The Rev. Betsy Lockhart brought greetings from the congregation of Trinity Presbyterian Church of Mansfield. Among the amazing ministries happening at TPC, the congregation prepares to nest a Thai congregation in the near future.

Orientation

The Coordinating Team creatively presented to the new and existing commissioners the how, what, when, and where of the Synod's work.

Report: Synod of the Sun Presbyterian Foundation

Richard Schempp and Mary Ellen Summerlin presented a report and began a discussion on behalf of the SOSPF. The presentation included an overview of the work of the Foundation for the assembly.

The discussion that SOSPF brought to the assembly for their consideration: *Shall the Board of Trustees of the Synod of the Sun Foundation dissolve the Foundation and transfer operations to TPF to serve as Trustee?*

After small group discussions around tables and large group interaction, feedback was received, with the leadership assuring those assembled that their input was heard and that further input would be gratefully received.

Update: Solar Under the Sun

Melinda Hunt presented on behalf of Solar Under the Sun, detailing their work in training teams to combat Energy Poverty around the world. This update was received with great thanks.

Report: Racial Ethnic & Women's Ministries – Rev. Lemuel Garcia, Presbyterian Mission Agency

Rev. Garcia detailed the work of the Racial Ethnic & Women's Ministries of the Presbyterian Mission Agency. Additionally, Lemuel and Rev. Princeton Abaroha presented the resolution of "Declaring an imperative for the Reformation of the Presbyterian Church (USA) in being a Transformative Church in This Intercultural Era."

The meeting adjourned at 5:30pm for dinner and preparations for worship.

Tuesday, March 13, 2018

Our morning session was convened with Morning Prayers at 9:00am. Led by Moderator Hernandez, participants sang "The Summons" as part of a prayerful liturgy.

Committee Report: Connecting – (Attachment A)

Lynne Castle, Committee Moderator and Rev. Harry Cooper, Committee Vice Moderator, presented on behalf of the committee.

Actions Items: Moved that Christianne Chase (RE, Cimarron Presbytery) be nominated for election by the Synod of the Sun Presbyterian Foundation, as Trustee in class of 2018 and that Richard Mize (TE, Indian Nations Presbytery) be elected as a member of the Synod of the Sun Permanent Judicial Commission, class of 2023. Motion carried.

The three subcommittees reported:

Nominating - Jesse Gonzales (TE, Grace Presbytery) requested that the Synod create a database to improve the ability of the sub-committee to find candidates for various positions. Also, seeking database help from Presbyteries for specific open positions.

Covenants – Members of the sub-committee have been assigned to review covenants that are due in 2018, with a report coming at the Fall Meeting. The group created a list of covenant partner liaisons. They report that a conversation will also begin with Dwight Mission for a covenant partnership.

Networking – The sub-committee reviewed the recent IMAGINE Conference, noting that it has developed very well. Networks are beginning around the three Presbyteries of Oklahoma and around the #metoo conversation. An informal women’s group is in process in West Texas. A desire for a network for commissioned ruling elders also was discussed.

Committee Report: Personnel

Grace Goodeagle, Committee member, presented on behalf of the committee. The Personnel Committee welcomed Valerie and Thomas to the Synod staff. Two policies were moved by the committee:

Policy #1 – Sabbatical guidelines (*Attachment B*)

Policy #2 – Honoraria guidelines (*Attachment C*)

Questions were asked regarding when the guidelines will (or did) take effect for Valerie and if Ruling Elders were included in the policy, given that the policy addressed Teaching Elders and Educators. With questions effectively answered, the motion carried.

Committee Report: Stewardship – (*Attachment D*)

Francis Carlton, Committee Moderator, presented on behalf of the committee.

Informational point: Changing our accounting over to Summerville and Assoc. Valerie informed the delegates on how they will receive repayment via mail.

Emily Laurel reported regarding Synod Sunday 2018. This is an educational effort to make the Synod better known to Presbyteries and Churches, with the theme of Isaiah 43:19.

Thomas Riggs presented the details of the Communications Services Plan.

The Stewardship moved the adoption of the budget (*Attachments E, F, and G*). Motion carried.

Amendments to the Presbyterian Foundation of Louisiana were presented (*Attachment H*). Greg Coulter presented information regarding changes to the Foundation, changes needed based on present inconsistent information. The amended changes were moved by committee. Motion carried.

Committee Report: Representation

Bruce Goodlock, COR Chair, presented on behalf of the Committee.

Bruce reported that this Committee doesn't "speak for the trees", as the Lorax does. Instead, they are about the work of bringing everyone to the table.

Report: Synod Coordinating Team

Elizabeth Gabbard, CT Member, presented on behalf of the Committee.

The following overtures were brought by Presbyteries to the Synod Assembly for concurrence. The overtures were presented without comment by the Coordinating Team.

OVT	On Carbon Pricing (<i>Attachment J</i>)
OVT	On Renewing Our Call to Environmental Justice (<i>Attachment K</i>)
OVT-14	On Engagement with the Issue of Climate Change (<i>Attachment L</i>)
OVT-007	On Establishing a Grant to Develop Resources to Educate Entities Regarding Serious Mental Illness Issues (<i>Attachment M</i>)

A motion was made by Christianne Chase and seconded by Emily Laurel to concur with all four overtures. Rationale on the overtures were presented. Questions regarding how these overtures may or may not impact Foundations were answered. The motion carried unanimously.

Permission to develop a policy by the CT to handle concurrence of future overtures was moved. The motion passed.

Permission to compile and complete a review and self-study by the Moderating Team (with the Synod Leader). The motion passed.

Report: Administrative Commission for Indian Nations

Janice Six, Commission Chair, reported on behalf of the commission.

A positive report was presented, highlighting the work of the leadership of the Synod and their discernment for moving forward. A transition task force is currently working on restructuring, identifying failures of previous structures and creating new structures that are effective and more inclusive. Transparency and storytelling are emphasized.

Synod Leader & Stated Clerk's Report – (Attachment #) Valerie Young highlighted the following from her report:

The PJC has had no business.

The Hispanic Ministries Mission Network is meeting at APTS in April, with great thanksgiving.

We are working on building impactful relationships through Listening Sessions.

The effort to realize “Crossing Boundaries” and starting relationship is not always easy, but impactful and needed in the Church.

The theme for November’s IMAGINE event at FPC/Norman, OK will be “Moving Into the Neighborhood”.

As a closing piece of information, Joe Hill reminded GA Commissioners from the Presbyteries of Synod of the Sun of a gathering at GA in St. Louis.

After a closing charge, the meeting was adjourned with prayer by Moderator Hernandez. at 11:20 a.m.

Submitted by,

Valerie Young
Synod Leader & Stated Clerk

These minutes have been read and approved by Moderator, Shelley Hernandez and Moderator-Elect Rev. Elizabeth Gabbard.

COMMON WORSHIP & INSTALLATION OF VALERIE YOUNG

March 12, 2018
Synod of the Sun Spring Stated Meeting
Trinity Presbyterian Church, Mansfield, TX

GATHERING IN GOD'S NAME

PRELUDE/PROCESSION

WELCOMING AND ANNOUNCEMENTS

RE SHELLEY HERNANDEZ, MODERATOR

CALL TO WORSHIP

RE CAROLYN WYATT

This is the day God has promised: the day of the new covenant.

We are here, because our hearts are filled with love for our God.

No longer carved on cold stone, this covenant is engraved on our hearts.

Our hearts are open so God's Word can shape us.

We will reach out to our neighbors, our friends and family, even to strangers.

Our hearts are ready to serve God and all of God's people.

PRAYER OF THE DAY

HYMN 461

CALL TO RECONCILIATION

RE BRUCE GOODLOCK

UNISON PRAYER OF CONFESSION

O Heart which seeks our own: we yearn for your presence in our lives, yet turn away from you time and again. We want to serve others, but become obsessed with our own desires.

We need your Word to fill our emptiness, yet let it be silenced by the noise of our world. Our hearts are clogged with the foolishness of our lives, and often struggle to beat in rhythm with your own.

In this silence, and in the depths of our hidden souls, come to us and make us whole, Steadfast Love. Write *grace* upon our hearts, so we might be more forgiving people; write *mercy* on our hearts, so we might become more welcoming people; write *hospitality* upon our hearts that we might become more like Jesus Christ, our Lord and Savior, who came for all people, even us.



"GOD IS HERE!"

SILENCE IS KEPT

Hear our Prayers, O Lord. Amen.

ASSURANCE OF PARDON

A new heart, a generous spirit, a fresh start: these are the gifts our God gives to us.

Through Christ, we are cleansed; through Christ, we are healed; through Christ, we become new people. Thanks be to God. Amen.

THE WORD OF THE LORD

PRAYER FOR ILLUMINATION

REV. LEMUEL GARCIA

SCRIPTURE:

JEREMIAH 31:31-34

JOHN 12:20-33

MESSAGE

"COVENANT RENEWAL"

REV. LEMUEL GARCIA

HYMN 388

"OH JESUS, I HAVE PROMISED"

INSTALLATION OF VALERIE YOUNG

SENTENCES OF SCRIPTURE

RE CHRISTIANNE CHASE

CALL TO DISCIPLESHIP

RE GRACE GOODEAGLE

We are called by God to be the church of Jesus Christ, a sign in the world today of what God intends for all humankind.



The great ends of the church are the proclamation of the gospel for the salvation of humankind; the shelter, nurture, and spiritual fellowship of the children of God; the maintenance of divine worship; the preservation of the truth; the promotion of social righteousness; and the exhibition of the Kingdom of Heaven to the world.

The call of Christ is to willing, dedicated discipleship. Our discipleship is a manifestation of the new life we enter through baptism. Discipleship is both a gift and a commitment, an offering and a responsibility.

CONSTITUTIONAL QUESTIONS

TO VALERIE - REV. LEMUEL GARCIA, RE SHELLEY HERNANDEZ

TO THE ASSEMBLY GATHERED - RE GRACE GOODEAGLE

INSTALLATION PRAYER

RE SHELLEY HERNANDEZ

All who are ordained please come forward for Laying on of Hands

Faithful God, in baptism you claimed us, and by your Holy Spirit you are working in our lives, empowering us to live a life worthy of our calling. We thank you for leading Valerie to this time and place. Establish her in your truth, and guide her by your Holy Spirit, that in your service she may grow in faith, hope, and love, and be a faithful disciple of Jesus Christ, to whom, with you and the Holy Spirit, be honor and glory, now and forever.

Almighty God, in Jesus Christ you called disciples and, by the Holy Spirit, made them one church to serve you. Let your Spirit rule your church, so that we may be joined in love and service to Jesus Christ, who, having gone before us, is coming to meet us in the promise of your kingdom. Amen.

SPECIAL MUSIC

CARMEN TIMORA

CHARGE AND BLESSING

RE SHELLEY HERNANDEZ, MODERATOR

RESPONSE TO GOD

OFFERTORY INVITATION

RE MARTHA KINARD

DOXOLOGY

PRAYER OF DEDICATION/OFFERING

COMMUNION FOR THE PEOPLE OF GOD



INVITATION TO THE LORD'S TABLE

REV. LEMUEL GARCIA AND REV. ELIZABETH GABBARD

GREAT PRAYER OF THANKSGIVING

May the Lord of Lent be with you.

May the Lord of Lent be also with you.

LITURGY CONTINUES ON THE OTHER SIDE

People of God, lift up your hearts.
We lift our hearts to the One who writes a new covenant upon them.

Give thanks to the God who makes you new.

We open our lips to sing praises to the One who sustains us with a generous spirit.

...And so, we open our lips to join our songs of praise with the faithful of every time and place, singing to the glory of your name:

Holy, holy, holy are you, Writer of our hearts. All creation is drawn to your side. Hosanna in the highest!

Blessed is the One who comes with mercy for us. Hosanna in the highest!

...As we come to this Table, remembering all that he has done for us, we proclaim the mystery of our faith:

Christ died, the One lifted up for all people.

Christ was raised, the One called forth from death for all.

Christ will come, the One who is the source of eternal life for all.

LORD'S PRAYER

BREAKING OF THE BREAD

COMMUNION OF THE PEOPLE

PRAYER

REV. LEMUEL GARCIA AND REV. ELIZABETH GABBARD

SENDING OUT INTO THE WORLD

HYMN #514

"LET US TALENTS AND TONGUES EMPLOY"

CHARGE AND BLESSING

REV. VALERIE YOUNG, SYNOD LEADER



God sends us forth as people of the covenant.

Our hearts are filled with compassion, which we will share with others.

Jesus call us to share hope with all we meet.

Our hands will bring food for the hungry and build shelters for the homeless.

The Spirit of hospitality is engraved upon our spirits.

We will welcome everyone we meet with the grace which is written large upon our hearts.

Recessional

(c) 2015 Thom M. Shuman



WORSHIP PARTICIPANTS

LITURGISTS:

RE Carolyn Wyatt, RE Martha Kimard

PARTICIPANTS IN WORSHIP/INSTALLATION:

Ruling Elder Shelley Hernandez, Moderator, Synod of the Sun

Teaching Elder Lemuel Garcia, co-president
Associate Director/Racial Ethnic and Women's Ministries,
PC(USA)

Teaching Elder Elizabeth Gabbard, co-president
First Presbyterian Church, Arkadelphia, AR

Ruling Elder Valerie Young

Synod Leader/Stated Clerk, Synod of the Sun

Ruling Elder Christianna Chase

Ruling Elder Bernadette Coffe

Ruling Elder Ernest Higginbotham

Assistant Stated Clerk, Synod of the Sun

SOLOIST:

Carmen Timora

ACCOMPANIST:

Gelin Mentl



OUR THANKS AND OFFERING NOTE

OUR THANKS TO:

Teaching Elder Elizabeth Lockhart and the people of
Trinity Presbyterian Church of Mansfield, TX

TODAY'S OFFERING:

The Offering today will be split between the Food Pantry of
Trinity Presbyterian Church
and
Synod of the Sun Mission Grants

REPORT OF THE CONNECTING COMMITTEE
FOR THE MARCH 12-13, 2018, SYNOD GENERAL ASSEMBLY

- Action items for the Assembly:
 - That Christianne Chase (RE, Cimarron presbytery) be nominated for election by the Synod of the Sun Presbyterian Foundation, as Trustee in class of 2018.
 - That Richard Mize (TE, Indian Nations presbytery) be elected as a member of the Synod of the Sun Permanent Judicial Commission, class of 2023.

- The Connecting Committee will be divided into subcommittees; committee members will make their choice of subcommittee (if they don't, they will be deployed to one).
 - **Nominations:** actually, all committee members are involved in this, but subcommittee members will coordinate and facilitate in this area.
 - **Networks:** Connection, Consultation, Communication are Connecting Committee tasks with networks; subcommittee will work with Synod networks in these three areas.
 - **Covenant renewal:** subcommittee will work with institutions/organizations affiliated with the Synod on periodic covenant renewal.

- RE Ernest Higginbotham updated the Covenant Partners Gathering held in 2017.

Respectfully submitted,

Lynne Castle, Chair, Connecting Committee

Sabbatical Guidelines
Synod of the Sun
November 2017

Policy Statement

Synod of the Sun recommends to the Synod commissioners that full-time exempt staff working for the Synod of the Sun be granted a compensated sabbatical leave of at least three months following seven years of service to the Synod.

Rationale

Sabbatical leave is a planned time of study and renewal by which a minister or educator seeks personal and professional growth. Sabbatical leave may include continuing education, spiritual formation, mentoring with respected teachers, and personal refreshment. It is an opportunity for an individual to disengage from regular and routine tasks so that his/her ministry may be viewed from a new perspective.

Sabbatical leave is an extension of the biblical concept of the Sabbath year of renewal. It is both an act of faith that God will sustain us through a period of reflection and an occasion for the renewal of vital energies. The goal of the sabbatical leave is to allow the staff member to return to their professional responsibilities with renewed energy, spiritual vision, and effectiveness.

Sabbatical leave is qualitatively different from “time off” or “vacation” in that there is a plan for personal and professional renewal. Neither vacation nor study leave should be affected by sabbatical leave. However, accrued vacation or study leave may be taken in conjunction with the sabbatical leave, adding no more than four additional weeks to the sabbatical leave.

Responsibilities of the Person Requesting Sabbatical Leave

1. Bring a written proposal for a sabbatical leave and an outline for sabbatical time to the Personnel Committee of Synod at least six month prior to the anticipated leave.
2. Secure the approval of the Synod for the sabbatical leave through recommendation of Personnel Committee to Synod and work with the Synod staff to provide the necessary coverage for professional responsibilities.
3. Assure the Synod of continued service to the Synod for at least one year from the conclusion of the sabbatical leave. (Taking a sabbatical leave cannot formally obligate the minister or educator to continued service to the Synod, but it should at least be the intent of the person at the time of the sabbatical.)
4. Bring up to date all pending responsibilities, in consultation with the Executive Committee or responsible committee, prior to departing on sabbatical leave.
5. Upon return, present a written and verbal overview of the sabbatical experience to the

synod.

Synod Responsibilities

1. Personnel Committee is to share a copy of the approved plan for the sabbatical leave with the Executive Committee, or responsible committee, of Synod for information prior to Synod action.
2. Synod, through the recommendation of the Personnel Committee, acts on the proposal for sabbatical leave. Negotiation of the details of the proposal will ordinarily be completed at least four months prior to the leave. Details are to be worked out through the Personnel Committee of Synod.
3. Continue the terms of call to the minister/educator during the sabbatical leave.
4. Fully fund any temporary pastoral or professional services necessary in the absence of the minister or educator. Synod may wish to set aside funds each year, in anticipation of requests for sabbatical leave.

Resource Information

The Louisville Institute, a Lilly Endowment Program housed at Louisville Seminary, provides study grants for pastoral leaders.

JRF, May, 2004

Revised by committee, Nov 2017

Synod Leader/Stated Clerk
Honoraria and Reimbursements

The Synod Leader/Stated Clerk (SLSC) is often called to represent the Synod within the presbyteries and their congregations and institutions. On some occasions, the SLSC is asked to make a presentation, to lead a workshop, to preach and/or to participate in some event. The Synod budget includes funds to underwrite the expenses of the SLSC.

On some occasions, presbyteries, congregations, institutions or groups decide to offer the SLSC an honorarium and/or an expense reimbursement. Ordinarily, when this occurs, the honorarium will be deposited in the Synod Budget as miscellaneous income and any expense reimbursement into the expense account for the SLSC. The SLSC will report to the Personnel Committee any such transactions.

Should the SLSC be given a material gift, such as jewelry, a liturgical stole, etc., these would be considered as personal expressions of gratitude for the SLSC and would become the SLSC's personal possessions.

Should the SLSC be invited to speak, to lead a retreat/workshop, to preach or to be involved in an event outside the Synod of the Sun, the SLSC is responsible for all the negotiations of those opportunities. The SLSC is not performing in these occasions because of serving as SLSC. Honoraria and reimbursements for these occasions are between the SLSC and the other party. Time away from the Synod is to be arranged with verification from the Personnel Committee Chair prior to the event.

Adopted by Personnel Committee
November 30, 2017

Stewardship Committee Report

Items of a Routine matter:

1. Effective January 1, 2018, the synod's accounting became the responsibility of Sommerville and Associates, P.C. This firm specializes in non-profit and church accounting systems. Also effective January 1, 2018, checks are being processed twice monthly, rather than weekly.

2. Planning for Synod Sunday 2018 began soon after the Synod Sunday 2017 celebration.

Isiah 43:19 was adopted as the text. "Watch for the new thing I am going to do. It is happening already—you can see it now! "

3. Communications Services Plan development

Action Item:

1. Approval of the proposed budget for the year 2018
2. Approval of Resolution and Amendments to Presbyterian Foundation of Louisiana

ASSETS

CASH AND CASH EQUIVALENTS	500,747.42	
EQUIPMENT (LESS ACCUMULATED DEPRECIATI	516.65	
OTHER ASSETS	693,567.45	
PREPAID INSURANCE	1,958.23	
PREPAID RENT	0.00	
OTHER PREPAIDS	76,845.93	
TOTAL ASSETS		\$ <u>1,273,635.68</u>

LIABILITIES

CURRENT LIABILITIES	36,048.98	
NOTES PAYABLE	0.00	
DEFERRED REVENUE	0.00	
FUND BALANCES	1,321,376.72	
CURRENT PERIOD INCOME AND EXPENSE	(83,790.02)	
TOTAL LIABILITIES & CAPITAL		\$ <u>1,273,635.68</u>

Synod of the Sun
EXPENSE AND BUDGET REPORT
Year-To-Date Detail
December 31, 2017

Attachment F

	Total Budget	YTD Budget	YTD Actual
INCOME			
Endowments, Undesignated Interest & Donations			
43000 PILP Interest Earned	\$ 16,404.44	16,404.44	\$ 21,825.28
44002 SOSPF Endowment (Mission/Admin	214,400.00	214,400.00	214,400.00
44003 SOSPF Endowment Rent	10,000.00	10,000.00	10,000.00
41500 Presby & Misc Gifts to Synod	4,000.00	4,000.00	32,630.00
	<hr/>	<hr/>	<hr/>
- Total Endowments, Undesignated Interest & Donations	244,804.44	244,804.44	278,855.28
- Mission Contributions from Presbyteries 33687 Giving for use in odd years	151,972.65	151,972.65	151,972.65
- Withdrawal from Unrestricted Reserves 45500	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>
TOTAL INCOME	\$ 396,777.09	396,777.09	\$ 430,827.93
	<hr/>	<hr/>	<hr/>
Office Expenses			
66002 Office Rent	\$ (10,000.00)	(10,000.00)	\$ (8,579.50)
66004 Telephone	(7,000.00)	(7,000.00)	(3,405.01)
66006 Postage	(350.00)	(350.00)	(480.27)
66008 Copiers	(500.00)	(500.00)	(22.10)
66010 Supplies	(3,000.00)	(3,000.00)	(2,535.80)
66030 File Retention/Storage	(2,500.00)	(2,500.00)	(2,120.94)
65302 Bookkeeping Services	(9,000.00)	(9,000.00)	(9,000.00)
66013 Insurance	(5,000.00)	(5,000.00)	(3,162.25)
66015 Audit Fees	(8,600.00)	(8,600.00)	(11,000.00)
66017 Bank Charges	(1,000.00)	(1,000.00)	(820.86)
66025 Misc Charges	(1,000.00)	(1,000.00)	(343.16)
67001 Contingency Expense	(1,000.00)	(1,000.00)	(253.20)
	<hr/>	<hr/>	<hr/>
Total Office Expenses	(48,950.00)	(48,950.00)	(41,723.09)
Meeting and Book of Order Expenses			
64203 Stated Meeting, Fall	(9,000.00)	(9,000.00)	(6,161.71)
64204 Stated Meeting, Spring	(9,000.00)	(9,000.00)	(10,853.45)
64300 Perm Jud Commission	(3,000.00)	(3,000.00)	(3,395.15)
64350 Administrative Commission	(5,000.00)	(5,000.00)	(5,326.19)
64100 COR & Nominating Comm	(2,000.00)	(2,000.00)	(1,345.89)
64150 National Event Hospitality	(3,000.00)	(3,000.00)	(826.76)
64220 Moderator Expenses	(2,000.00)	(2,000.00)	(2,320.42)
64405 Personnel Committee	(2,000.00)	(2,000.00)	(2,228.70)
64250 Other Committee Expenses	(7,000.00)	(7,000.00)	(4,839.59)
	<hr/>	<hr/>	<hr/>
Total Meeting and Book of Order Expenses	(42,000.00)	(42,000.00)	(37,297.86)
Personnel Expenses			
65647 Synod Leader/SC Salary&House	(80,000.00)	(80,000.00)	(79,999.98)
65648 Synod Leader/SC BOP	(24,212.00)	(24,212.00)	(24,271.68)
65648.5 Synod Leader/SC FICA Share	(5,800.00)	(5,800.00)	(6,028.26)
65649 Synod Leader/SC Prof Expenses	(1,500.00)	(1,500.00)	(752.53)
65650 Synod Leader/SC Prof Developme	(1,500.00)	(1,500.00)	(1,500.00)
65631 SOS Co-Lead 1 Moving Exp	(7,500.00)	(7,500.00)	0.00
65504 Receptionist	(5,500.00)	(5,500.00)	(4,426.13)

Synod of the Sun
EXPENSE AND BUDGET REPORT
Year-To-Date Detail
December 31, 2017

65505	Temp Staff & Other Staff Exp	(40,000.00)	(40,000.00)	(22,384.98)
65103	IT/Com Spec Travel	(2,000.00)	(2,000.00)	(289.80)
65106	Synod Leader/SC Travel	(28,000.00)	(28,000.00)	(23,559.70)
65633	Task Force/Search Comm	(2,000.00)	(2,000.00)	(5,193.23)

Total Personnel Expenses		(198,012.00)	(198,012.00)	(168,406.29)
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Connecting Expenditures (Network Support and Institutions)

60000	Connecting Reserves	0.00	0.00	(15,000.00)
63330	Solar Under the Sun	(100.00)	(100.00)	(15,000.00)
61700	COM Event	(4,500.00)	(4,500.00)	(3,166.02)
60400	Mission Grants	(30,000.00)	(30,000.00)	(30,000.00)
60410	Network Nurture	(25,000.00)	(25,000.00)	(16,832.90)
61105	EP Forum	(4,000.00)	(4,000.00)	(3,134.38)
60600	Presbyterian Women	(3,000.00)	(3,000.00)	(3,000.00)
64416	Covenant relationships travel	(2,500.00)	(2,500.00)	(1,385.64)
63101	Lyon College	(100.00)	(100.00)	(100.00)
63110	Austin College	(100.00)	(100.00)	(100.00)
63120	University of Ozarks	(100.00)	(100.00)	(100.00)
63130	Schreiner University	(100.00)	(100.00)	(100.00)
63140	Trinity University	(100.00)	(100.00)	(100.00)
63150	Tulsa University	(100.00)	(100.00)	(100.00)
63160	Pan American School	(100.00)	(100.00)	(100.00)
63170	Austin Seminary	(100.00)	(100.00)	(100.00)
63201	Pby. Children's Homes & Servic	(100.00)	(100.00)	(100.00)
63210	Evergreen Pby. Ministries	(100.00)	(100.00)	(100.00)
63220	Vera Lloyd Home & Family	(100.00)	(100.00)	(100.00)
63230	Goodland academy	(100.00)	(100.00)	(100.00)
63301	Mo Ranch	(100.00)	(100.00)	(100.00)
63310	Pres History Society of SW	(100.00)	(100.00)	(100.00)
63320	TPF	(100.00)	(100.00)	(100.00)
61200	Multi-Cultural Youth Conf.	(3,500.00)	(3,500.00)	(3,500.00)
61400	Synod Youth Workshop	(3,500.00)	(3,500.00)	(3,500.00)
60450	Clerk Forum	(4,000.00)	(4,000.00)	(1,324.44)
60440	Mission Convocation	(12,215.09)	(12,215.09)	(10,005.30)
60470	Critical Needs Fund	(2,000.00)	(2,000.00)	(2,000.00)

Total Connecting Expense		(95,815.09)	(95,815.09)	(109,348.68)
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Communication

62604	Computer (Maint Svc Provider)	(1,500.00)	(1,500.00)	(240.00)
62602	Webmaster	(1,500.00)	(1,500.00)	(971.03)
62603	Communications Initiatives	(4,000.00)	(4,000.00)	(1,804.55)
66020	Computer (Hardware & Software)	(3,500.00)	(3,500.00)	(2,400.09)
66021	Communications (mtgs, web exp)	(1,500.00)	(1,500.00)	(642.44)

Total Communication		(12,000.00)	(12,000.00)	(6,058.11)
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TOTAL EXPENSE	\$	(396,777.09)	(396,777.09)	\$	(362,834.03)
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TOTAL INCOME	\$	396,777.09	396,777.09	\$	430,827.93
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Surplus (Deficit)	\$	0.00	0.00	\$	67,993.90
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		2018 Original APPROVED	ACTUAL Year End 2017	2018 REVISION DRAFT	Notes	
INCOME	Synod Budget Worksheet					
	Endowments, Undesignated Interest & Donations					
	Previous Year Rollover/Retained Earnings	\$ 39,977.19		\$ 67,993.90		
	Mission Contributions from Presbyteries in Previous year	\$ 150,000.00	\$ 151,972.65	\$ 131,807.44	Actual giving received in previous year	
	Presby & Misc Gifts to Synod	\$ 3,894.31	\$ 32,630.00	\$ 4,000.00	undesignated gifts to Synod	
	Contributions					
	Interest Earned	\$ 20,000.00	\$ 44.51	\$ 20,000.00	interest on DAR's invested with PILP & TPF investments	
	PILP Interest Earned on		\$ 3,391.61			
	TPF Interest Earned on Investments		\$ 18,389.16			
	Total Interest Earned on Investments	\$ 20,000.00	\$ 21,825.28	\$ 20,000.00		
44003	SOSPF Endowment Rent	\$ -	\$ 10,000.00	\$ -	equal to rent cost	
44002	SOSPF Endowment (Mission/Administration)	\$ 223,315.00	\$ 214,400.00	\$ 223,315.00	interest on endowments based on SOSPF spend rate	
45500	Withdrawal from Unrestricted Reserves				None since 2013	
	TOTAL INCOME + RE	\$ 437,186.50	\$ 430,827.93	\$ 447,116.34		
EXPENSES	Connecting Reserves		\$ (15,000.00)		Funds expensed to Reserves under Connecting	
	Solar Under the Sun	\$ (15,000.00)	\$ (15,000.00)	\$ (7,500.00)	**Covenant Network	
	COM Event	\$ (4,000.00)	\$ (3,166.02)	\$ -	Program budget	
	Mission Grants	\$ (30,000.00)	\$ (30,000.00)	\$ (30,000.00)	feeds Grant program	
	Network Nurture *	\$ (35,000.00)	\$ (16,832.90)	\$ (30,000.00)	Exploration, Creation, and 2nd year funding	
	EP Forum	\$ (4,000.00)	\$ (3,134.38)	\$ (4,000.00)	Executive Presbyters Forum	
	Presbyterian Women	\$ (3,000.00)	\$ (3,000.00)	\$ (3,000.00)	Paid directly to PW	
	Covenant relationships travel	\$ (5,000.00)	\$ (1,385.64)	\$ (5,000.00)	All non-staff covenant related travel	
	Lyon College	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner	
	60000	61010				
	63330	61020				
	61700	61030				
	60400	61040				
60410	61050					
61105	61070					
60600	61080					
64416	61100					
63101	61110					

63110	61120	Austin College	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner
63120	61130	University of Ozarks	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner
63130	61140	Schreiner University	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner
63140	61150	Trinity University	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner
63150	61160	Tulsa University	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner
63160	61170	Pan American School	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner
63170	61180	Austin Seminary	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner
63201	61190	Pby. Children's Homes & Services	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner
63210	61200	Evergreen Pby. Ministries	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner
63220	61210	Vera Lloyd Home & Family	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner
63230	61220	Goodland academy	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner
63301	61230	Mo Ranch	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner
63310	61240	Pres History Society of SW	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner
63320	61250	TPF	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner
61200	61260	Multi-Cultural Youth Conf.	\$ (3,500.00)	\$ (3,500.00)	\$ (3,500.00)	\$ (3,500.00)	Sponsorship of Program
61400	61270	Synod Youth Workshop	\$ (3,500.00)	\$ (3,500.00)	\$ (3,500.00)	\$ (3,500.00)	Sponsorship of Program
60450	61280	Clerks Colloquium	\$ (4,000.00)	\$ (4,000.00)	\$ (1,324.44)	\$ (3,000.00)	Presbytery Stated Clerk's forum
60440	61290	Mission /Leadership Convocation		\$ (10,005.30)	\$ (5,894.96)		Program budget, even years
60460	61300.00	National Conference sponsorships					upon CT approval
60470	61310.00	Critical Needs fund	\$ (2,000.00)	\$ (2,000.00)	\$ (2,000.00)	\$ (2,000.00)	upon approval of the Connecting Committee
60475	61320.00	OGA/PMA Unrestricted Giving					
64150	61330	National Event hospitality	\$ (6,000.00)	\$ (826.76)	\$ (7,000.00)		Fall Polity, G.A., etc.
64220	61340.00	Moderator Expenses	\$ (2,000.00)	\$ (2,320.42)	\$ (2,000.00)		Travel and costs of representation
62604	62010	Computer (Maint Svc Provider)	\$ -	\$ (240.00)	\$ -		Domain server; Mail server maintenance
62602	62020	Webmaster	\$ (2,000.00)	\$ (971.03)	\$ (4,000.00)		Website work; Social media; enewsletter
62603	62030	Communications Initiatives	\$ (5,000.00)	\$ (1,804.55)	\$ (5,000.00)		Video production awards; new initiatives
66020	62040	Computer (Hardware & Software)	\$ (3,500.00)	\$ (2,400.09)	\$ (5,000.00)		Equipment
66021	62050	Communications (mtgs, web exp)	\$ (1,500.00)	\$ (642.44)	\$ (1,500.00)		Domain, memberships, etc.
64203	64010	Stated Meeting, Fall	\$ (10,000.00)	\$ (6,161.71)	\$ (10,000.00)		meeting costs
64204	64020	Stated Meeting, Spring	\$ (10,000.00)	\$ (10,853.45)	\$ (10,000.00)		meeting costs
60430	64030	Mid-Year Meetings	\$ (8,000.00)	\$ -	\$ -		mid-year Committees/meeting costs
64300	64040	Perm Jud Commission	\$ (3,000.00)	\$ (3,395.15)	\$ (3,000.00)		training
64350	64050	Administrative Commission	\$ (5,000.00)	\$ (5,326.19)	\$ (3,000.00)		
64100	64090	Committee on Representation	\$ (2,000.00)	\$ (1,345.89)	\$ (2,000.00)		meeting costs

64250	64100	Other Committee Expenses	\$	(7,000.00)	\$	(4,839.59)	\$	(7,000.00)	Consultation; Ad hoc Funds left at year-end expensed under Stewardship
64411	64110	Stewardship Year-end Reserves							
65647	65010	Synod Leader/Stated Clerk Salary	\$	(90,000.00)	\$	(79,999.98)	\$	(90,000.00)	New contract as of July 1, 2017
65648	65020	Synod Leader/Stated Clerk BOP	\$	(27,500.00)	\$	(24,271.68)	\$	(27,500.00)	New Benefits package based on contract
65648.5	65030	Synod Leader/Stated Clerk FICA Share	\$	(6,885.00)	\$	(6,028.26)	\$	(6,885.00)	Employer portion only
65649	65040	Synod Leader/Stated Clerk Prof	\$	(1,500.00)	\$	(752.53)	\$	(1,500.00)	Professional Expenses
65650	65050	Synod Leader/Stated Clerk Prof Dev Allow	\$	(1,500.00)	\$	(1,500.00)	\$	(1,500.00)	Continuing Education
	65110	Communications Salary							Prorated 11 mos. Annual Salary of \$45,000
	65120.00	Communications BOP							
	65130	Communications FICA							
	65140	Communications Professional Dev							
65505	65220	Temp Staff & Other Staff Exp	\$	(10,000.00)	\$	(22,384.98)	\$	(10,000.00)	
64405	65410.00	Personnel Committee	\$	(2,000.00)	\$	(2,228.70)	\$	(2,000.00)	Re-establish Personnel Committee
65106	65510	Synod Leader/Stated Clerk Travel	\$	(28,000.00)	\$	(23,559.70)	\$	(28,000.00)	Travel & meeting costs
		Communications Travel							
66002	66010	Office Rent	\$	-	\$	(8,579.50)	\$	-	Office space rent
66004	66020	Telephone & Internet	\$	(7,000.00)	\$	(3,405.01)	\$	(3,500.00)	
66006	66030	Postage	\$	(650.00)	\$	(480.27)	\$	(500.00)	stamps & mailing (include mailbox rental 2017)
66008	66040	Copiers	\$	(500.00)	\$	(22.10)	\$	(200.00)	Contract up 10-16
66010	66050	Supplies	\$	(3,000.00)	\$	(2,535.80)	\$	(3,000.00)	Office supplies
66030	66060	File Retention/Storage	\$	(2,500.00)	\$	(2,120.94)	\$	(2,500.00)	Retention/destruction
65302	66070	Bookkeeping Services	\$	(15,000.00)	\$	(9,000.00)	\$	(30,000.00)	
66015	66071	Audit Fees	\$	(11,000.00)	\$	(11,000.00)	\$	(11,000.00)	independent auditor
66013	66090	Insurance	\$	(5,000.00)	\$	(3,162.25)	\$	(3,000.00)	liability & worker's comp
66017	66100	Bank Charges	\$	(1,000.00)	\$	(820.86)	\$	(1,000.00)	fees
66025	66110	Misc Charges	\$	(1,000.00)	\$	(343.16)	\$	(1,000.00)	flowers, gifts, etc.
67001	66120	Contingency Expense	\$	(1,000.00)	\$	(253.20)	\$	(1,000.00)	Other

**RESOLUTION OF THE MEMBERSHIP OF
PRESBYTERIAN FOUNDATION OF LOUISIANA, INC.**

WHEREAS, the Presbyterian Foundation of Louisiana, Inc. (the “Foundation”) was established on July 18, 1956, by Articles of Incorporation executed before George L. Nicol, a Notary Public, in and for the Parish of Lincoln, State of Louisiana, as an entity under the auspices of the Louisiana Synod of the Presbyterian Church in the United States and drawing its membership therefrom;

WHEREAS, the Articles of Incorporation were amended on August 2, 1973, by Dr. Walter A. Bennett, then President of the Foundation, by virtue of a Certificate of Amendment of Articles of Incorporation executed before a Notary Public in the City of Baton Rouge, in the Parish of East Baton Rouge, State of Louisiana, to acknowledge among other things that the Louisiana Synod had become the Red River Synod of the Presbyterian Church in the United States so that the corporation would draw its members from the Red River Synod;

WHEREAS, in 1983 the northern denomination, the United Presbyterian Church in the United States of America, and the southern denomination, the Presbyterian Church in the United States, underwent reunion at which point the Synod of the Sun of the United Presbyterian Church of the United States of America and the Synod of Red River of the Presbyterian Church in the United States were merged to become the Synod of the Sun of the Presbyterian Church in the United States of America.

WHEREAS, given these changes, it is recommended that the Articles of Incorporation of this corporation be amended so that the Synod of the Sun shall be referenced in place of references to the Synod of Red River in all locations where it now appears in the Articles of Incorporation so that henceforth it is clear that the membership of the Foundation will be the membership of the Synod of the Sun and the corporation shall continue as a Louisiana juridical entity.

WHEREAS, it has been recommended that the Presbyterian Church in the United States of America reduce the number of Synods and reconfigure the same and it is not yet known whether the Synod of the Sun will be expanded to include additional areas or be renamed as a result of this restructuring. As a result, the Articles of Incorporation of the Foundation should be amended to anticipate any name change for the Synod of the Sun so that it is clear going forward that membership in this corporation will be the membership of the Synod of the Sun as renamed, reconstituted, or re-established without the need for additional amendments to the Articles of Incorporation of the Foundation.

WHEREAS, since the original Articles of Incorporation stated the duration of the corporation to be ninety-nine (99) years which will expire in 2055, it is recommended that the Articles of Incorporation of the Foundation be amended to restate the duration of the Foundation to be perpetual.

WHEREAS, the Articles of Incorporation as amended call for the affairs of the Foundation to be governed and managed by a board of eleven (11) directors composed of the Moderator and Stated Clerk of the Red River Synod of the Presbyterian Church in the United States and nine elected directors and it is recommended that the reference to directors be changed to trustees and

that the number of trustees to be elected be set at no less than five (5) but no more than eleven (11) with at least two each but not more than three (3) each serving staggered terms so that a proper continuity may exist in the corporation's affairs, and that the role of Moderator and the Stated Clerk of the Synod of the Sun be limited to appointing and approving of the selection of interim trustees upon a vacancy.

WHEREAS, it is further recommended that the Articles of Incorporation be amended to reduce the necessary quorum from thirty (30) members to ten (10) members.

WHEREAS, it is further recommended that the Articles of Incorporation be amended to provide explicit limitations to act in conformity with the United States Internal Revenue Code sections authorizing tax exempt status and deductible contributions.

WHEREAS, the location of the Foundation's registered office was changed from Shreveport, Louisiana to Jefferson Parish, Louisiana in 2012 but no filing was made in the public records of Jefferson Parish to that effect as required by the Louisiana Non-Profit Corporation Act, La. R.S. 12:236 (B); it is, therefore, further recommended that the Registered Office be changed to Orleans Parish to an address to be designated by the Board of Trustees.

WHEREAS, it is further recommended that the membership acknowledges that actions of the Board and the officers of the Foundation since 1983 have been conducted on behalf of the Synod the Sun and the Presbyterian Church in the United States of America.

THEREFORE, BE IT RESOLVED that the Articles of Incorporation of the Presbyterian Foundation of Louisiana, Inc. be and the same hereby are amended as set forth in the attached Articles of Amendment to Articles of Incorporation of Presbyterian Foundation of Louisiana, Inc.

BE IT FURTHER RESOLVED that the President and Secretary of the Foundation be and the same are hereby authorized, directed, and empowered to appear before a Notary Public and two witnesses to execute the Articles of Amendment to Articles of Incorporation of Presbyterian Foundation of Louisiana, Inc., all in accordance with Louisiana Revised Statute 12:237, and 238 and to file the same as required by law.

BE IT FURTHER RESOLVED that the membership acknowledges that actions of the Board and the officers of the Foundation since 1983 have been conducted on behalf of the Synod the Sun and the Presbyterian Church in the United States of America.

[Secretary's Certification and President's Attestation to follow on the next page]

I HEREBY CERTIFY that the above and foregoing Resolution approving the Articles of Amendment to the Articles of Incorporation of the Presbyterian Foundation of Louisiana, Inc. was unanimously adopted by the membership of said corporation at a meeting held in Irving, Texas, on the ___ day of _____, 2018, and that the Notice of said meeting was duly given as provided for by Louisiana R.S. 12: 237 and that at said meeting more than a quorum of members were present.

Dated this _____ day of _____, 2018.

Secretary

Attest:

President

4827-5844-2829, v. 1

**ARTICLES OF AMENDMENT
TO
ARTICLES OF INCORPORATION
OF
PRESBYTERIAN FOUNDATION OF LOUISIANA, INC.**

These Articles of Amendment to Articles of Incorporation of Presbyterian Foundation of Louisiana, Inc., constituting the second amendment to the Articles of Incorporation, are effective as of this ___ day of August, 2017, and are made by **PRESBYTERIAN FOUNDATION OF LOUISIANA, INC.** (the "Corporation"), herein represented by Margaret Nell Johnston, its President, and by Patricia E. Pannell, its Secretary, duly authorized pursuant to the Resolution of its membership, dated _____, 2018, A certified copy of which is annexed hereto, which does hereby make effective as of _____, 2018, the following amendments to the Articles of Incorporation of this Corporation, to wit:

I.

Article 4 of the Articles of Incorporation of the Corporation is hereby amended and restated to read as follows:

ARTICLE 4 - DURATION

The duration of this corporation shall be perpetual.

II.

Article 5 of the Articles of Incorporation of the Corporation is hereby amended and restated to read as follows:

ARTICLE 5 – REGISTERED OFFICE

The location and post office address of the registered office of the Corporation shall be 1545 State Street, New Orleans, Louisiana.

III.

Articles 2, 7, 9, 10, and 11 of the Articles of Incorporation of the Corporation are hereby amended as follows:

All references to the “Red River Synod of the Presbyterian Church in the United States” are hereby deleted and replaced with “Synod of the Sun of the Presbyterian Church in the United States of America or any successor to the Synod of the Sun as established by the Presbyterian Church in the United States of America.”

Articles 3 and 10 of the Articles of Incorporation of the Corporation are also hereby amended as follows:

All references to the “Presbyterian Church in the United States” are hereby deleted and replaced with “Presbyterian Church in the United States of America or any successor to the Presbyterian Church in the United States of America.”

Articles 9 and 10 of the Articles of Incorporation of the Corporation are also hereby amended as follows:

All references to the “Red River Synod” are hereby deleted and replaced with “Synod of the Sun or any successor Synod.”

IV.

The first paragraph of Article 8 of the Articles of Incorporation of the Corporation is hereby amended and restated to read as follows:

The affairs of the Corporation shall be governed and managed by a board of no less than five (5) and no more than eleven (11) directors composed of teaching or ruling elders affiliated with the Presbyterian Church of the United States of America and residing in the state of Louisiana.

V.

The third paragraph of Article 8 of the Articles of Incorporation of the Corporation is hereby amended and restated to read as follows:

At least two (2) but no more than three (3) directors shall be elected for three (3) year terms at each annual meeting of the members of the corporation. Interim vacancies may be filled by appointment of the Moderator of the Synod of the Sun and/or the President of the Corporation and in either case only with approval of the Stated Clerk of the Synod of the Sun. Such interim appointees shall serve only until the vacancy is filled by regular election at the following annual meeting of the membership held in conjunction with the fall stated meeting of the Synod of the Sun. If at any time in the future, the Synod of the Sun is renamed, reconstituted, or re-established by the Presbyterian Church of the United States of America then Moderator and Stated Clerks empowered to so act shall be the Moderator and the Stated Clerk of the renamed, reconstituted, or re-established successor synod.

VI.

The fourth paragraph of Article 9 of the Articles of Incorporation of the Corporation is hereby amended and restated to read as follows:

No business transacted at a members' meeting shall be valid unless a quorum is present. A quorum shall consist of not less than ten (10) members.

VII.

The Articles of Incorporation of the Corporation are hereby amended to add the following as Article 13:

ARTICLE 13 – Meetings of the Board

The Board of Directors shall hold an annual meeting of the Board on the first Monday in May of each year at such a time and place as determined by the President for the purpose of making all decisions associated with the distribution of benevolence scholarship funds managed by the Corporation for the next school year. Other meetings of the Board may be called at the discretion of the Board members as set forth in the Bylaws. At least two Board Members shall attend the annual meeting of the membership held in conjunction with the fall regular stated meeting of the Synod of the Sun or its successor synod of the Presbyterian Church in the United States of America.

VIII.

The Articles of Incorporation of the Corporation are hereby amended to add the following as Article 14:

ARTICLE 14 – Protection of Non-Profit Status

Notwithstanding any other provisions of these Articles, the Corporation shall not carry on any activities not permitted to be carried on by: (a) any corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code of 1954 or the corresponding provisions of any future United States internal revenue law; or (b) a corporation contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code of 1954 or any other corresponding provision of any future United States internal revenue law.

Other than as amended hereby, the Articles of Incorporation of Presbyterian Foundation of Louisiana, Inc. shall remain in full force and effect and are acknowledged by the Corporation to be in full force and effect as amended hereby.

This Second Amendment to Articles of Incorporation is dated _____, 2018.

THUS DONE AND PASSED by Appearers effective as of _____, 2018.

PRESBYTERIAN FOUNDATION OF LOUISIANA, INC.

By: _____
David Grissett, President

By: _____
Patricia E. Pannell, Secretary

ACKNOWLEDGMENT

STATE OF LOUISIANA

PARISH OF ORLEANS

BE IT KNOWN, that on this ___ day of _____, 2017, before me, the undersigned authority, duly commissioned, qualified and sworn within and for the State and Parish aforesaid, personally came and appeared David Grissett, to me known to be the identical person who executed the above and foregoing Second Amendment to Articles of Incorporation of Presbyterian Foundation of Louisiana, Inc., who declared and acknowledged to me, Notary, in the presence of the undersigned competent witnesses, that she executed the above and foregoing act in her capacity as President of Presbyterian Foundation of Louisiana, Inc., as duly authorized by its Board of Directors.

WITNESSES:

David Grissett

NOTARY PUBLIC

BE IT KNOWN, that on this ___ day of _____, 2017, before me, the undersigned authority, duly commissioned, qualified and sworn within and for the State and Parish aforesaid, personally came and appeared Patricia E. Pannell, to me known to be the identical person who executed the above and foregoing Second Amendment to Articles of Incorporation of Presbyterian Foundation of Louisiana, Inc., who declared and acknowledged to me, Notary, in the presence of the undersigned competent witnesses, that she executed the above and foregoing act in her capacity as Secretary of Presbyterian Foundation of Louisiana, Inc., as duly authorized by its Board of Directors.

WITNESSES:

Patricia E. Pannell

NOTARY PUBLIC

Recommendation

The Presbytery of ----- respectfully overtures the 223rd General Assembly (2018) to do the following:

1. Express its profound concern about the destructive effects of climate change on all God's creation, including a disproportionate impact on those living in poverty and in the least developed countries, the elderly and children, and those least responsible for the emissions of greenhouse gases.
2. Recognize the Gospel's call and the moral mandate for humanity to shift to a sustainable energy regime in ways that are both just and compassionate. This mandate compels us to action as a denomination to implement strategies and actions that directly engage climate change and that offer a realistic prospect of changing the behaviors that are at the root of the issue.
3. Work with citizens/voters, legislators, other decision-makers, and other organizations that have parallel goals[1] to bring into effect national and international policies that create a consistent, rational, and escalating price for emissions of CO₂ and other greenhouse gases, which will reduce consumption and support investment in sustainable alternative energy sources.
4. Protect the poor by advocating policies that implement emissions pricing and offset the regressive nature of the pricing mechanism, such as per capita rebates of all taxes or fees collected through the pricing mechanism.
5. Direct the Office of Public Witness, Advisory Committee on Social Witness Policy, in collaboration with the Presbyterian Mission Agency programs (such as Presbyterian Environmental Ministries and its Earth Care Congregations) to advocate at local, state, and federal levels for policies to rationally price the production of carbon and, therefore, reduce greenhouse gas emissions. This advocacy would include the following:
 - Work with other faith-based organizations (such as **Interfaith Power and Light, Creation Justice Ministries, GreenFaith**) to maximize our effectiveness in taking individual and collective action to slow climate change.
 - Develop educational materials to assist congregations and councils of the church in understanding the impact of climate change and how to take action to slow climate change.
6. Commend the Office of Faith-Based Investing and Corporate Engagement (and the multi-agency board Mission Responsibility through Investment (MRTI)) for its long history of engagement with companies on issues related to climate change, and instruct MRTI to continue that engagement, especially in support of carbon pricing.
7. Direct the Stated Clerk of the PC(USA) to inform the denomination and the larger public of the passage and implementation of this overture.
 1. Citizens' Climate Lobby is one such organization and their proposed Carbon Fee and Dividend is one effective method of Carbon Pricing.

Rationale

In 1981, our church made clear through the document, “The Power to Speak Truth to Power,” the importance of transitioning away from a fossil fuel-based economy.

In 2006, the General Assembly passed a resolution calling all Presbyterians to go Carbon Neutral as our Christian witness to combat the effects of climate change.

In 2008, our church made clear through the document, “The Power to Change,” that the catastrophic effects of climate change make the transition to renewable and away from dependence on fossil fuels essential to the preservation of human life and God’s good creation.

We, as Christians, have the privilege, responsibility, and obligation to speak with moral authority on issues of great importance. This is such an issue.

It is not enough simply to speak truth to power. We must enact in our individual, congregational, and denominational lives meaningful approaches that directly address concerns about climate change and that may require sacrifice. This overture seeks to unite all Presbyterians in directly engaging climate change with responsible, meaningful, and lasting actions that will make a difference in the future of God’s creation. We recognize that emission of greenhouse gases leading to climate change encompasses every sector of our modern economy, at home and around the globe. The following lists major areas, that are linked in complex ways: 1) Transportation – American dependence on the gasoline-powered private automobile rather than support of mass transportation and alternative automobile fuels. 2) Agricultural production, particularly the industrial-scale production of meat, but also heavy dependence on fossil fuel based fertilizers and pesticides. 3) Energy consumption for heating and cooling of virtually all human-inhabited structures. 4) Communications and information technology that uses vast amounts of energy and precious metals. 5) Health care goods and services and medical advances that rely on plastics (hydrocarbon-based products). We cannot extricate ourselves from these systems without withdrawing from modern life. Every member of the PC(USA) uses fossil fuels daily in hundreds of applications that significantly improve quality of life, and yet we also succumb to mindless consumption of products that damage the earth and our fellow human beings. Acknowledging our complicity in damage to the earth, we resolve to move forward together toward a post-fossil fuel economy.

Some Positive Steps

In the 10 years since “The Power to Change” progress has been made on many fronts to advance renewable energy sources and technologies, and there have been setbacks as well, most recently the declaration by the Trump administration to withdraw from the 2015 Paris Climate Accord. We begin with some good news: the United States has been gradually reducing its greenhouse gas emissions in recent years. Between 2004 and 2013, emissions in total declined nearly 9 percent, while per capita emissions are down more than 15 percent. China has made significant investments in green energy. It plans to increase its solar-energy capacity this year alone by 18 gigawatts—as much solar-energy capacity as exists in the U.S. right now. Its wind-energy production has increased tenfold in a half-dozen years, and the country is in the midst of what one analyst called “the largest build-out of hydroelectricity the world has ever seen.” The cost of solar power is rapidly declining. In the sunniest locations in the world, building a new solar-power plant now costs less than coal or natural gas, even without subsidies, and within six years, this will be true of places with average sunlight, too. Coal (the dirtiest of fossil fuels) production has declined in favor of natural gas and is unlikely to resume its former prominence.

Biblical and Theological Rationale

Ecology and justice are implicit in the story of creation itself: “The Lord God took the man and put him in the Garden of Eden to *till it* and *keep it*” (Gen. 2:15, emphasis added). As the 1990

study, *Restoring Creation for Ecology and Justice*, (“RCEJ”) observes, “tilling” requires a community effort that establishes an economy; “keeping” is an act of environmental stewardship that regards the creation as a gift to be cared for. RCEJ identifies four norms that characterize “a new faithfulness” reflecting God’s love for the world: sustainability, participation, sufficiency, and solidarity.^[2] These highlight the inherent tensions. We cannot address only the good of the creation without also considering the good of the community. We cannot address only the good of the community without considering the good of creation. Global climate change, regardless of its cause, threatens both the community and the earth over which we are stewards. Our call is to address these threats responsibly, with meaningful effect, while promoting economic justice.

Denominational and Faith-Based Rationale

Our denomination has long recognized a moral obligation to be faithful stewards of God’s creation. We have acknowledged the realities of climate change and its effect on the “least of these,” and the need to take action. Previous General Assemblies (1981, 1998, 1999, 2003, 2006, and 2008) have passed overtures, resolutions, and reports warning us of the dangers of climate change and calling on us to reduce our energy consumption and transition away from fossil fuels. Now is the time to move beyond pronouncements and symbolic actions into education and behavioral changes.

People of every faith tradition are re-committing to the theological call to stewardship in increasing numbers. GreenFaith: Interfaith Partners for the Environment includes Jewish, Muslim, Buddhist, and Christian traditions. Our traditional partners from the mainline Protestant tradition are joined by Roman Catholics energized by Pope Francis’ highly regarded encyclical *Laudato Si* as well as Young Evangelicals for Climate Action and the Evangelical Environmental Network. It is particularly encouraging that young members are deeply committed to creation care.¹

An Effective Approach

The actions proposed in this overture include advocacy to bring into effect consistent, rational pricing of CO₂ and other greenhouse gas emissions, together with mechanisms to protect the poor by addressing the inherently regressive nature of any such system. We believe the four questions above are all answered in the affirmative for this proposal.

From our perspective, the root cause of the climate change issue is behaviors—both consumption and investment. We all engage in destructive behaviors. We do this in part because we do not bear the full social costs of our behaviors, a problem that economists label “negative externalities.” Consistent rational pricing of emissions will enlist market forces to drive those changes in individual and institutional consumption necessary to reduce greenhouse gas emissions, and will provide the economic incentive necessary to promote investment to develop and implement low-carbon or zero-carbon infrastructure and technologies. Affordable energy would continue to be available to drive responsible economic development, while emissions driven by our consumption would decline. We thus address our dual responsibility to promote the well-being of the disadvantaged and to protect the earth.

When we evaluate the actions proposed in this overture from the perspective of the four questions above, we conclude: The actions proposed in this overture will address the problem, they will have a practical effect, we are prepared to be subject to the proposed system ourselves, and—assuming the regressive effects are properly dealt with—the proposed actions will advance economic justice.

Even if the more disastrous scenarios of climate change do not materialize, pricing carbon (reducing our consumption and investing more in renewable energy sources) has little downside. Pricing carbon

¹ <http://www.greenfaith.org>, <http://www.creationjustice.org/members-and-partners.html>, <http://www.yecaction.org>, <http://www.creationcare.org>, http://w2.vatican.va/content/francesco/en/encyclicals/documents/papa-francesco_20150524_enciclica-laudato-si.html,

can therefore be seen as insurance against the more dire consequences of climate change. It will also conserve our hydrocarbon resources for that many more generations.

We recognize that the consistent pricing of greenhouse gas emissions will affect the business prospects of the fossil fuel industry and industries that rely on fossil fuels, and we are not insensitive to the challenge this may create for those employed in or dependent upon those industries. We note that it is the intent of our proposal that greenhouse gas emissions be priced so as to reflect the full social and environmental cost of their production. We note also that it is the responsibility of every industry to adapt to changes in prices in the markets in which it operates. As the global economy adapts to rational pricing of emissions, we expect our investment managers to adjust our portfolios. We expect investments to be shifted away from firms and industries that adapt poorly to the new alternative energy economy and toward firms and industries that should benefit.

An effective method of pricing is a Carbon Fee and Dividend as developed and advocated by Citizens' Climate Lobby.

Citizens' Climate Lobby's Carbon Fee and Dividend Proposal

The Citizens Climate Lobby (CCL) has developed and is advocating for a comprehensive approach to implement such a plan. Full details may be found at the CCL website <https://citizensclimatelobby.org/>. The fee is collected on the major greenhouse gases (which include CO₂ and methane) when they are produced (at the well or mine) or imported, and the amount is based on the amount of CO₂-equivalent produced when burned or emitted. The dividend is the return of 100 percent of the fees to the public on a per capita basis. The carbon fee and dividend should be implemented as soon as practical at a moderate level of \$15/MT to \$40/MT. (The current official CCL proposal starts at \$15/MT, while others advocate starting somewhat higher.) That level is increased every year (at a rate of \$10 per MT per year) to provide clear price signals to consumers and industry.

The CCL plan phases in the emissions price over time, rather than jumping from the current explicit price of zero to the full social cost all in one step, and then raises the fee annually to continually increase the incentive to shift to cleaner energy sources.

This predictable increase will allow industry to make the large investments necessary to expand alternative energy sources and become more efficient while providing the energy we and the world need. The fee assures that market prices favor lower carbon energy sources, while the dividend redresses the inherently regressive nature of the fee. For example, electricity produced by natural gas generates about 50 percent of the CO₂ produced by generating from coal. A \$15/MT carbon fee will add about 1.6¢/kwhr to the price of electricity from coal, but only 0.6¢/kwhr for electricity from natural gas-based electricity (assuming a U.S. average price of 10¢/kwhr). After a decade the fee will have increased to \$115/MT, adding 12.1¢/kwhr for coal but only 5.0¢/kwhr for natural gas. Looking at the example of gasoline, a \$15/MT fee will add about 15¢/gallon at the pump, increasing to \$1.15/gallon over a decade.

In the CCL plan, the dividend would be allocated based on "shares," with one share per person up to 4 shares per family and a half share for children under 18. At the current levels of consumption and energy mix, the dividend would start at several hundred dollars per year (distributed monthly) and would rise to more than a thousand dollars in a decade. A carbon fee and dividend transfers money from capital intensive to more labor intensive segments of the economy, and is projected to provide an economic stimulus.

A third implementation detail that a carbon fee and dividend must address is a system of border adjustments to assure that production of energy-intensive products is not forced off shore. These import fees on products imported from countries without a carbon price (along with rebates for exports to countries without a price of carbon) will create a fair competitive environment for exporters. A carbon fee and dividend is the most transparent, predictable, and transportable method of pricing greenhouse gases around the world. When the United States enacts such a proposal, our huge

economy will be a powerful driver for the countries without a price on carbon to adopt similar carbon pricing policies.

There is tremendous energy inequality around the world. The developed nations (which have contributed the most to the carbon emissions that are driving climate change) need to lead the development of low-carbon and no-carbon alternatives. A carbon fee and dividend will drive the growth of alternative energy sources and efficiency improvements that will benefit developing countries, allowing them to have greater access to lower-carbon energy sources and thus partially leap frog the “carbon stage.” A key requirement of any energy and climate action is that it must support developing countries to provide greater access to energy and allow all people to reach their full potential.

Summary

We Presbyterians approach creation with the twin perspectives of responsible use (“tilling”) and sustainable care (“keeping”). An ethic of stewardship, therefore, considers God’s creation as a good in itself beyond utilitarian value, though creation is God’s way of providing resources for human growth and community. The responsibility of holding wealth is directed toward an ethic of engagement that seeks to use the wealth to transform injustice and immorality. The necessary changes in consumption and investment behavior would be greatly accelerated and facilitated by consistent, rational pricing of CO₂ and other greenhouse gas emissions. Action to bring about that outcome would be consistent with long-standing denominational policy statements and would be a faithful response to the urgent climate change issues that are before us.

[1] https://www.presbyterianmission.org/site_media/media/uploads/environment/pdf/restoring-creation-for-ecology&justice.pdf

[2] Sustainability means “the ongoing capacity of natural and social systems to thrive together—which requires human beings to practice wise, humble, responsible stewardship, after the model of servanthood that we have in Jesus. Participation refers to the inclusion of all members of the human family in obtaining and enjoying the Creator’s gifts for sustenance. Sufficiency provides for all to have enough through equitable sharing and organized efforts to achieve that end. Solidarity means “steadfastness in standing with companions, victims, and allies ... to the realization of the church’s potential as a community of support for adventurous faithfulness.”

[3] *Minutes*, 1984, Part I, p. 201.

On Renewing Our Call to Promote Environmental Justice

RECOMMENDATION

The Presbytery of Newton overtures the 223rd (2018) General Assembly of the Presbyterian Church (U.S.A.) to

1. Renew our denomination's call to promote environmental justice and oppose environmental injustice in all its forms.
2. Listen to the perspectives and voices of people most impacted by environmental injustice, including environmental racism.
3. In accordance with the Gospel, position the church's approach to environmental problems primarily as responses to the voices most directly impacted by environmental injustice and the cry of God's creation for environmental justice.

RATIONALE

Jesus stood up to read, and the scroll of the prophet Isaiah was handed to him. Unrolling it, he found the place where it is written

“The Spirit of the Lord is on me,
because he has anointed me
to proclaim good news to the poor.
He has sent me to proclaim freedom for the prisoners
and recovery of sight for the blind,
to set the oppressed free”

Luke 4:16-18

History of PCUSA Actions

The PCUSA has long been a proponent of action to promote social and environmental justice. Presbyterian General Assemblies have been speaking on issues of environmental protection and justice since the late 1960's. Their witness has ranged broadly from drinking water safety and acid rain, to protecting endangered species, to cleaning up dirty power plants, to climate change and U.S. energy policy. The Assemblies' major policy statements on environmental issues were in 1971, 1990 and 2008, and on energy in 1981.

The 202nd General Assembly (1990) adopted a policy statement on “Restoring Creation for Ecology and Justice.” The policy affirmed that “. . . restored creation is not a short-term concern to be handled in a few years, but a continuing task to which the nation and the world must give attention and commitment . . .”(Minutes, p.647) One of the norms identified for keeping and healing God's creation is sustainability. It is to be promoted in

conjunction with sufficiency, participation by those normally excluded, connecting economic justice with environmental concerns, and solidarity so that community can be achieved by diminishing the gap between the rich and poor. "Restoring Creation" also addressed global warming.

The 207th General Assembly (1995) approved a resolution on "Hazardous Waste, Race and the Environment" that amended the 1990 "Restoring Creation" policy, calling for advocacy on environmental justice concerns on behalf of and with the poor and people of color, and "the development of public policies that result in reducing the generation of hazardous wastes and reduction in the use of hazardous substances." (Minutes, pp. 492-493) The underlying basis for this resolution was the unfortunate fact that some individuals, groups and communities are at special risk from environmental threats. This is especially the case for low income persons, the working poor, people of color and indigenous peoples whose livelihoods and health may be imperiled by resource extraction, waste disposal and pollution in their neighborhoods and hazards in their workplace. A special culprit in causing many of these problems were and are the fossil fuel and power companies whose activities have included mountain top removal to access coal, pollution of water and earth from fracking for oil and natural gas, and releases of air and water pollution by oil refineries and chemical plants, as well as the location of toxic waste facilities.

The commissioners at the 218th General Assembly (2008) approved "The Power to Change: U.S. Policy and Global Warming" which pronounced policy recommendations on climate change with a commitment to "stand with 'the least of these' and advocate for the poor and oppressed in present and future generations who are often the victims of environmental injustice and who are least able to mitigate the impact of global warming that will fall disproportionately on them."

<http://www.pcbiz.org/Explorer.aspx?id=1537&promoID=10>.

Environmental Justice, Injustice and Racism

Environmental justice is a concept first articulated by Dr. Robert Bullard to denote the movement to resolve the problems created by the confluence of environmental destruction, racism, and poverty. The U.S. EPA defines environmental justice as:

" . . . the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income, with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies . . . It will be achieved when everyone enjoys the same degree of protection from environmental and health hazards and equal access to the decision-making process to have a healthy environment in which to live, learn and work."

Thus environmental justice calls for (1) equal treatment with respect to exposure to environmental hazards and (2) equal opportunity to be heard with respect to environmental matters.

Subsumed in the rubric of environmental injustice is environmental racism, a term, first coined by the Reverend Benjamin Chavis in 1981, and used to describe the disproportionate burden of environmental problems that people of color experience. In his landmark national study, Toxic Waste and Race in the United States, he showed statistically that in the United States people of color are more likely to live in areas more exposed to pollutants in the air, ground, and water. Also it has been found that environmental catastrophes, such as floods, hurricanes, and earthquakes, disproportionately impact people of color, because these communities are more likely to live in substandard housing and within floodplains; and people of color generally have fewer resources to escape environmental disasters. Moreover, undocumented immigrants in the United States are less likely to seek government assistance in recovery efforts, because they fear detention and deportation.

Current Challenges

We live in a time when the environmental regulations that protect our air and water and that are designed to lessen the rate of climate change are being subjected to an all-out assault at the Federal level. Although they do so imperfectly, such regulations do tend to lessen the impacts of environmentally hazardous conditions on minorities and the poor and create the opportunity for their voices to be heard.

More significantly, the impacts of environmental injustice are being magnified by and focused upon the poor and minorities by the increasingly evident impacts of global warming/climate change which have exacerbated devastating heat waves, flooding, hurricanes and wildfires. These impacts are only expected to increase as global temperatures continue to climb.

Dr. Robert Bullard, a Distinguished Professor of Urban Planning and Environmental Policy and Administration of Justice at Texas Southern University, explains how Hurricane Harvey exposed the environmental racism embedded in Houston, Texas:

“When we look at the color of vulnerability and we look at which communities are actually at greatest risk from disasters and floods like this, historically, it’s been low-income communities and communities of color, communities that live in low-lying areas that are areas that are very prone to flooding. And it’s very difficult to get insurance, not just flood insurance, but regular insurance, because of redlining. So, what Harvey has done is to expose those inequalities that existed before the storm.”

Also in 2017, similar effects have been visited upon the poor and minorities in Florida and the Virgin Islands by Hurricane Irma and by virtually everyone in Puerto Rico by Hurricane Maria.

On a larger scale, it is the impoverished and minority people from the Global South, who bear the brunt of climate change. A recent report by the Intergovernmental Panel on Climate Change, for example, predicts that rising temperatures will significantly reduce the growing seasons and available arable land in Africa, South Asia and the Middle

East, thus exacerbating hunger, poverty and competition for scarce resources. A recent study by Columbia University's Lamont-Doherty Observatory projects that by 2080 combined heat and humidity will render much of these areas uninhabitable, an area where one half of the world's population lives.

To make matters worse, those who bear the brunt of environmental problems often find their voices silenced by those who see the problem of environmental damage only through privileged eyes. We live in a time when money talks and the voices of those without it are not heard.

The church must combat these problems on both fronts—work to minimize environmental problems and do so by listening to the voices of those most disproportionately impacted. Unfortunately, the call for a long term commitment to address these matters has seen the passage of decades when the world's time to address these matters has dwindled away. The increasing intensity of the effects of climate change and highly credible predictions that these effects are accelerating, tell us that the time to prevent catastrophic changes in God's wonderful creation is rapidly passing. God's creation is calling out to us to deal with these issues with a sense of urgency which was absent in the past. Our Church and our monies need to speak out to give voice in aid of the victims of environmental injustice with a renewed strength and enthusiasm.

“Truly I tell you, whatever you did for one of the least of these brothers and sisters of mine, you did for me.”

Matthew 25:40

[OVT-014] On Engagement with the Issue of Climate Change—From the Presbytery of N
Source: Presbytery
Committee: Unassigned
Event: 223rd General Assembly (2018)
Sponsor: New Covenant Presbytery
Type: General Assembly Full Consideration

Recommendation

The Presbytery of New Covenant overtures the 223rd General Assembly (2018) of the PC(USA) to:

1. Express its profound concern about the detrimental effects of climate change on all God's creation, including those living in poverty, the elderly and children, and those least responsible for the emissions of greenhouse gases.
2. Proclaim that we recognize the Gospel's call to shift to a just, compassionate, and sustainable energy plan.
3. Acknowledge that this compels us to implement strategies and actions that engage climate change and offer the realistic prospect of changing our destructive behaviors that contribute to the issue.
4. Call upon congregations and councils of the church to develop ways for those who disagree on climate change to be in dialogue with one another, seeking together to find and represent the will of Christ; affirm the need for dialogue and discernment, not only within and among our congregations, but also all parties outside our denomination, seeking faithful individual and collective responses to address climate change, trusting that we share a common belief in the need to respond.
5. Affirm that we have a duty to assure that our response to climate change does not endanger the economic progress and improvements in living conditions that have been made among all of God's people, most notably the impoverished, but instead enables that progress to continue.
6. Affirm that is both possible and practical to effect meaningful change; urge individuals, congregations, councils of the church, and institutions (including the Presbyterian Church (U.S.A.) Foundation, Board of Pensions, Presbyterian Mission Agency, Office of General Assembly, camps, conference centers, colleges, and theological seminaries) to initiate, continue, and build upon steps to reduce our carbon footprint and to continue adoption of lower-carbon and zero-carbon technologies and lifestyles.
7. Commend the Committee on Mission Responsibility through Investment ("MRTI") for its long history of corporate engagement on climate change issues.
8. Instruct MRTI to continue that engagement, applying the long-standing PC(USA) principles related to corporate engagement and consideration of divestment.
9. Acknowledge that our response must not be limited to corporate engagement, and that engagement also requires us to develop, advocate, and implement faithful responses that alter harmful individual, institutional, and corporate behaviors that contribute to climate change.
10. Affirm the steps already taken by the Presbyterian Foundation, Board of Pensions, and Presbyterian Investment and Loan Corporation, Inc. to leverage investments to help care for God's creation and mitigate the adverse effects of climate change by urging these groups to establish and enhance programs to target climate change solutions, such as the "Restoring Creation Loan" program, which allows congregations to renovate their buildings using energy-efficient products to conserve energy, lower costs, and reduce carbon emissions.

11. **Commend congregations that have committed to the “earth care pledge” and encourage all congregations to consider joining the Earthcare Congregation Network of the PC(USA).**
12. **Advocate for the reduction of greenhouse gases through the use of alternative, cleaner energy sources, such as natural gas, nuclear, wind, solar, and industrial-scale power storage, even if only as a bridge to the long-term future.**
13. **Direct the Advisory Committee on Social Witness Policy, in collaboration with Congregational Ministries Publishing, The Thoughtful Christian, and other organizations with parallel goals, to develop a policy paper and educational materials to assist congregations and councils of the church to understand the impact of climate change and in taking individual and collective action to slow climate change, including: shareholder activism; investments in renewable energy; advocacy at local, state, federal, and international levels for policies to reduce greenhouse gas emissions (including policies to price greenhouse gas emissions); and local efforts to reduce carbon footprint, consistent with the 2006 call for denominational carbon neutrality, and the 2008 “Power to Change” recommendations.**
14. **Direct the Stated Clerk of the PC (USA) to inform the denomination and the larger public of the passage and implementation of this overture.**

Rationale

Our denomination has long recognized our obligation to be faithful stewards of God’s creation (including General Assembly actions in 1981, 1998, 1999, 2003, 2006, and 2008). We have acknowledged the realities of climate change and its effect on the “least of these,” and the need to take action by reducing energy consumption and reliance on fossil fuels. Now is the time to move from symbolism to education and behavioral changes.

We must also adopt in our individual, congregational, and denominational lives meaningful approaches that address climate change. As Christians, we have the privilege, responsibility, and obligation to speak with moral authority on issues of great importance. Climate change is such an issue.

This overture exhorts us to unite all Presbyterians to engage climate change with responsible, meaningful, and lasting actions that will make a difference in the future of God’s creation. Through the actions called for in this overture, the PC (USA) will demonstrate the depth of our theological understanding of the stewardship of God’s creation and community by promoting faithful actions that unite us in addressing the issues of climate change.

Biblical and Theological Rationale

Ecology and justice are implicit in the story of creation itself: “The Lord God took the man and put him in the Garden of Eden to till it and keep it” (Gen. 2:15). This Scripture affirms four values that characterize “a new faithfulness” reflecting God’s love for the world: sustainability, participation, sufficiency, and solidarity. These values also highlight the inherent tensions. We cannot address only the good of the creation without also considering the good of the community. We cannot address only the good of the community without considering the good of creation. Global climate change, regardless of its cause, threatens both the community and the earth over which we are stewards. Our call is to address these threats responsibly, with meaningful effect, while promoting economic justice.

A Proposed Response

From our perspective, the consistent, rational, and equitable global pricing of emissions would enlist market forces to drive changes in consumption necessary to reduce greenhouse gas emissions and also provide the economic incentive necessary to promote investment in low-carbon or zero-carbon infrastructure and

technologies. Affordable energy would continue to be available to drive responsible economic development, while global emissions driven by consumption would decline. We thus address our dual responsibility to promote the well-being of the disadvantaged and the protection of the earth.

We also recognize that this pricing system must originate with the secular authorities, not PC(USA). This overture, therefore, also highlights many actions that we as individuals, congregations, and institutions can take on our own authority, and that some among us are already taking. We urge broader adoption of these actions.

Summary

We Presbyterians approach creation with the twin perspectives of responsible use and sustainable care. An ethic of stewardship therefore must consider creation both as a good in itself and as a resource for economic justice. The responsibility of holding wealth is directed toward an ethic of engagement that seeks to use wealth to transform injustice and immorality rather than shunning such engagement. Action to bring about that outcome is a faithful response to the urgent climate change issues that are before us.

Concurrence

Detroit

Grand Canyon

Huntingdon

Missouri River Valley

Wabash Valley

de Cristo

Additional Resources

Language - Korean

014_Climate_Change-New_Covenant_Korean.pdf

[OVT-007] On Establishing a Grant to Develop Resources to Educate Entities Regarding Illness Issues—From the Presbytery of Mission.

Source: Presbytery
Committee: Unassigned
Event: 223rd General Assembly (2018)
Sponsor: Mission Presbytery
Type: General Assembly Full Consideration

Recommendation

The Presbytery of Mission overtures the 223rd General Assembly (2018) to:

1. Recognize the 10th anniversary of the “Comfort My People: A Policy Statement on Serious Mental Illness”¹ approved at the 218th General Assembly (2008) of the Presbyterian Church (U.S.A.) and to acknowledge the relevancy it still holds for our church and society in 2018.
2. Establish a \$250,000 grant to be used to implement the provisions of this overture. The funds will be used to develop plans of action and resources that will be used by presbyteries, congregations, and seminaries of the PC(USA) to further educate these entities within PC(USA) regarding serious mental illness issues with the intent to provide a foundation for action within the denomination.
3. While it is acknowledged that all of the recommendations within the “Comfort My People”² statement are worthy of implementation, this overture focuses on those action items that are foundational to any development of long-term policies and plans for action within the PC(USA). Grants to be awarded will therefore focus on the following recommendations:
 - a. Presbyteries: Recommendations 6.a.–d., g, 10. (pp. 8, 10).
 - b. Congregations: Recommendations 9.a., d.–k., o., q., t. (pp. 9, 10).
 - c. Seminaries: Recommendations 14.a.–e. (p. 11).
4. Conduct a review and evaluation of the actions that have been taken since the policy statement was approved, with a report to be presented at the 224th General Assembly (2020).
 - a. Survey of presbyteries, congregations, and seminaries to evaluate how these organizations have responded to the policy statement’s recommendations.
 - b. Based on survey results, recommend specific activities designed to focus and implement measures to enhance mental health initiatives in presbyteries, congregations, and seminaries.
5. Review, update, and present a second edition of “Comfort My People” for approval at the 224th General Assembly (2020). This review and update would examine terminology, facts, findings, hyperlinks, and add any additional resources (i.e. websites, books, movies) published since 2008 that would add value to the statement.

Rationale

The “Comfort My People: A Policy Statement on Serious Mental Illness,” approved at the 218th General Assembly (2008) of the Presbyterian Church (U.S.A.), was a profound statement of faith for persons, families, and communities living with mental illness. This statement has aided in the message of hope through educating Christians and reducing the stigma associated with mental illness.

In recognition of its tenth anniversary, it is our desire to see this statement reimagined and instituted as a priority within our denomination and put into practice in our presbyteries, congregations, and seminaries. Our hope is to see this document serve as an instrument for God's love in the lives of those who still feel as if they are living in the "The Land of Exile" within their own communities.

Accepting that our denomination has allocated limited resources to ensure these recommendations are effectively implemented, we believe that by allocating funds that will be available to these entities as grants, there would be a grassroots effort that would ensure "God's Call to Comfort" is honored.

Finally, we strongly believe God is still calling the Presbyterian Church (U.S.A) to be a prophetic voice within our contexts to comfort God's people. This overture will demonstrate our denomination's commitment to serve those who live with mental illness and their families/communities in the process of healing and wholeness.

Endnotes

1. <https://www.pcusa.org/resource/comfort-my-people-policy-statement-serious-mental>
2. "Comfort My People: A Policy Statement on Serious Mental Illness" approved at the 218th General Assembly (2008) of the Presbyterian Church (U.S.A.), pp. 8–12.

Concurrence

Chicago

Grand Canyon

New Covenant

Santa Fe

Southeastern Illinois

Tres Rios

Wabash Valley

West Jersey

de Cristo

Additional Resources

Language - Korean

007_Mental_Issues-MissionKorean.pdf



SAVE THE
DATE

We, the members of the Synod of the Sun, proudly invite you to
join us as we celebrate

**The Installation of our new Synod Leader/Stated Clerk
Valerie Young**



Monday, March 12, 2018
7:00 p.m.
Trinity Presbyterian Church
1200 Clover Hill Rd.
Mansfield, TX

Reception follows at:
Hampton Inn & Suites
1640 US 287 North
Mansfield, TX

We will celebrate this blessed occasion through worship and with
God's Word. Your presence will make this event a memorable
experience for Valerie and the Synod.

CONNECT WITH US!





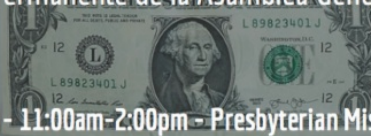
June 6 - 11:00am - Presbyterian Mission Center, Irving, TX

Per Capita Conversation/Conversación Per Capita

with/con el Rev. J. Herbert Nelson

Stated Clerk of the General Assembly, PC(USA)

Secretario Permanente de la Asamblea General, IP(EUA)



June 6/Junio 6, 2018 - 11:00am-2:00pm - Presbyterian Mission Center, Irving TX.

[Click here for more information/Oprima aquí para más información](#)

This invitation is open to any Pastor or Elder friends who might have concerns about this issue and being a part of the conversation regarding the increase in per capita.



Presenter:

The Reverend Dr. J. Herbert Nelson, II serves as Stated Clerk of the General Assembly of the Presbyterian Church (U.S.A.)]

Cost: Free (lunch registration is requested)

When: June 6, 2018, 11am-2pm

Where: Presbyterian Mission Center, 6100 Colwell, Blvd., Irving, TX 75039

Please register with the link below.

[Register Now](#)



Empower your people to spread Good News.
Equip your people to tell their story.
Connect your people to one another.



Telling the story.

Synod of the Sun Communication Services Provider

Social Media for Churches Webinar Next Week

Does the idea of getting on Twitter make you all a twitter? (*we're sorry, we couldn't help ourselves to that pun*). Do you know the difference between Instagram and Snapchat? Do you have an interest in Pinterest or tumbled around on Tumblr? (*again, sorry...*). Ever posted your resume on LinkedIn? Is your face on Facebook? (*that's the last one... we promise*).



Churches can make a HUGE impact on their communities with the tools of Social Media. A team of highly trained computer specialists need not apply. Creative, pastoral, and outreach-minded people can get your church into the neighborhood, the community and the world effectively, using the Social Media tools of Twitter, Instagram, Facebook and more.

To help your church get started, we are offering a Social Media for Churches webinar on Thursday, August 30th at 1:30 pm (CST) to help your congregation get an idea of the impact they can have in their communities.

The cost is \$10 per participant and held on ZOOM teleconference.

More information HERE: <http://www.synodsun.org/news>

Register for the event HERE:
<https://form.jotform.com/82105097684158>

SYNOD OF THE SUN

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Presbytery Leadership Summit

August 17-18, 2018
Woodhaven Presbyterian Church
Irving, TX

Presbytery Leadership Summit

Facilitated by Landon Whitsitt
Synod Exec - Synod of Mid-America

EP Forum - August 16-17
(noon-noon)

Leadership Summit - August 17-18
(noon-noon)

Woodhaven Presbyterian Church
Irving, TX

Synod of the Sun will pay room & board (double occupancy) for 5 from each presbytery to attend.

This event is open particularly to Committee Leadership of Presbyteries - Councils; Futuring & Transition Task Forces; Search Committees and Committee Moderators.

Registration has closed for this event.
Contact Tom Riggs for any openings.
thomas.riggs@synodsun.org

IMAGINE



Moving Into the Neighborhood

The Word became flesh and blood, and moved into the neighborhood. We saw the glory with our own eyes, the one-of-a-kind glory, like Father, like Son, Generous inside and out, true from start to finish.

John 1:14 The Message

November 2-3, 2018 at FPC/Norman, OK

Event begins at 5pm on Friday and concludes at 2:30pm on Saturday



Keynote Speaker: Rev, Larissa Kwong Abazia

We are excited to announce that the Rev. Larissa Kwong Abazia will be the keynote speaker for the event. Larissa is a teaching elder and is the Vice Moderator of the 221st General Assembly (2014-2016), Much of her time as Vice Moderator has had Larissa traveling across the denomination to inspire, teach, preach, and listen to the diversity of stories represented in the pews.

A gathering around common mission of all kinds to share, connect with and learn from one another.

Discover mission that is happening in our congregations and presbyteries; share visions of congregation and presbytery mission; generate excitement for mission and enthusiasm for mission connections; experience the breadth of mission within the synod.

All are welcome!

Registration: \$75 per person
(Includes Friday dinner & Saturday lunch)

Deadline for registration is Oct. 10

Reduced hotel rate for event participants (see registration for information).

Synod pays room and board for up to six persons from each Presbytery. Contact your Presbytery for information.

Register HERE:

<http://www.synodsun.org/imagine>

Focus Groups

Moving from "Monastery" to
Community Center

Public Worship

Ecumenical Partnerships

Purple People Server: Moving
Beyond Divisions and Being Jesus

Internet Neighborhood

Disaster Assistance

Campus/College Town Ministries

Sending the Church Out

Ministering to the Homeless in
your Neighborhood.

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**Synod Mid-Year Stated Meeting
First Presbyterian Church
November 2, 2018**

Synod Moderator, Shelley Hernandez, called the meeting to order at 1:15 p.m. and in accordance with the Bylaws, Sec. 3.1.3 whereby 50% or more of the elected commissioners constitutes a quorum, a quorum was declared with 20 of 24 Commissioners present. The meeting was opened with prayer by Moderator Hernandez.

ATTENDANCE

Status	First Name	Last Name	Presbytery	Committee assignment	Status
FTE	Tracy	Spencer-Brown	Tres Rios		Commissioner
MRE	Doug	Dodd	Eastern Oklahoma		Commissioner
FRE	Edith	Hill	Pines		Commissioner
FTE	Christianne	Chase	Cimarron	Stewardship	Commissioner
FRE	Grace	Goodeagle	Eastern Oklahoma	Connecting	Commissioner
MTE	Josyph	Andrews	Mission		Commissioner
FRE	Lynne	Castle	South Louisiana	Connecting	Commissioner
FRE	Jackie	Cummings	Grace	Connecting	Commissioner
FRE	Shelley	Hernandez	New Covenant	Moderator	Commissioner
FTE	Janice	Six	Palo Duro	Connecting	Commissioner
FRE	Frances	Carlton	Tres Rios	Stewardship	Commissioner
MTE	Mitch	Miller	Indian Nations	Stewardship	Commissioner
MTE	David	Stipp-Bethune	Pines	Stewardship	Commissioner
FRE	Emily	Laurel	Arkansas	Stewardship	Commissioner
MTE	Jesse	Gonzalez	Grace	Connecting	Commissioner
FTE	Elizabeth	Gabbard	Arkansas	Stewardship	Commissioner
FRE	Bernadette	Coffee	New Covenant		Commissioner
MTE	Mitch	Miller	Indian Nations		Commissioner
MTE	Gary	Dill	Tres Rios		Commissioner
MTE	Charles	Mills	Cimarron		Commissioner
MTE	Scott	Campbell	Palo Duro		Commissioner

MTE	Harry	Cooper	Pines		Commissioner
MTE	Stephen	Hill	New Covenant		Commissioner
MTE	Gordon	Edwards	Cimarron		Corresponding Member
MTE	Greg	Coulter	Eastern Oklahoma	Stewardship	Corresponding Member
MTE	Joe	Hill	Pines	Connecting	Corresponding Member
MTE	Stewart	Smith	Arkansas	Connecting	Corresponding Member
FTE	Sallie	Watson	Mission		Corresponding Member
FTE	Lynn	Hargrove	New Covenant		Corresponding Member
MTE	Ron	Sutto	South Louisiana		Corresponding Member
FTE	Janet	DeVries	Grace		Corresponding Member
FRE	Carol	Davis	New Covenant	Connecting	Synod PW
FRE	Mary Ellen	Summerlin	Mission		Solar Under the Sun
MTE	Princeton	Abaraoha	Grace		Racial Equity & Women's Intercultural Ministries, PMA
	Terry	Dunning			Committee on Mission Responsibility Through Investment
	Joseph	Kinard			Committee on Mission Responsibility Through Investment
MRE	Melinda	Hunt	Grace		Solar Under the Sun
	Renee	Chancellor	Eastern Oklahoma		Visitor/Guest
MRE	Shawn	Kang	New Covenant		Visitor/Guest
MTE	Peter	Crouch			PCHAS
MTE	Robert	Duncan			Dwight Presbyterian
MTE	John	Williams			Austin College

FTE	Maggie	Alsup			Lyon College
MRE	Ernie	Higginbotham	Grace	Assistant Stated Clerk	Synod Staff
FRE	Valerie	Young	Grace	Synod Leader & Stated Clerk	Synod Staff
	Thomas	Riggs	Grace	Communications & Administration Coordinator	Synod Staff

Executive/General Presbyters and **Committee on Representation** members were introduced. Motion was made, Seconded, and Approved to seat all as Corresponding members with voice but no vote.

Motion and Second to adopt the docket was Approved.

Those assembled were greeted by our host church, represented by Rev. Jessica Dixon, Interim Associate Pastor and Austin Plank, Director of Second Wind. Jessica also brought greetings from the Mayor of Norman, OK!

	Friday, November 2, 2018
11:00 am	Opening Prayer
	Welcome and Introductions <i>Roll Call and Declaring a Quorum</i> <i>Seating of Corresponding Members & Visitors</i> <i>Adopting of the Agenda</i>

	<p>Welcome from host church pastor <i>Rev. Jessica Dixon, Interim Associate Pastor</i> <i>First Presbyterian Church, Norman, OK</i></p>
	<p>Synod Leader and Stated Clerk Report <i>Valerie Young</i></p>
	<p>Celebration of Covenant Renewal Lyon College, <i>Rev. Margaret Alsup</i> Austin College, <i>Rev. John Williams</i></p>
	<p>Presentation: Vision Review Task Force <i>Shelley Hernandez, Elizabeth Gabbard, Mitch Miller, Valerie Young & Ernie Higginbotham</i></p>
Noon	Lunch
1:00pm	<p>Celebration of Covenant Renewal Dwight Mission, <i>Rev. Margaret Alsup</i> Presbyterian Children's Homes and Services, <i>Rev. Peter Crouch</i></p>
	<p>Personnel – <i>Timothy Davenport-Herbst</i></p>
	<p>Representation - <i>Bruce Goodlock</i></p>
	<p>Celebration of Covenant Renewal Vera Lloyd, <i>Kathy French</i></p>
	<p>Stewardship Report - <i>Francis Carlton</i></p> <p>Communications Services Plan – Thomas Riggs Finance/Budget Board Designated Reserve account consolidation Synod Sunday</p>
	<p>Grants and Scholarships Commission - <i>Emily Laurel</i></p>
	<p>Connecting-</p> <p>Nominations– Jesus Gonzalez Networks – Tracy Spencer-Brown</p> <ul style="list-style-type: none"> • OPN (Oklahoma Presbytery Network) • Commissioned Pastor Network • Empowering Women • Solar Under the Sun • Faithful Action on Climate Change • Synod Youth Workshop

3:00 pm	Mission Responsibility Through Investment <i>Joseph Kinard and Terry Dunning</i>
3:45 pm	Coordinating Team Report <ul style="list-style-type: none"> • Overture Policies Task Force – David Stipp-Bethune • Other Business
4:00 pm	Adjourn for IMAGINE Event w/Worship & Moderator Installation

Report: Synod Leader & Stated Clerk – (Attachment A)

Synod Leader and Stated Clerk Valerie Young reported to those assembled.

PJC received one complaint, that was dismissed.

Elizabeth Gabbard and Shelley Hernandez reported to Mid-Councils Committee of General Assembly on the work of the Synod of the Sun.

The Synod provided for a Leadership Summit in August.

Three new networks were formed this year.

The Vision Task Force created a report that was presented prior to the gavel and discussed during the meeting.

Ernie Higginbotham reported on the reading of the Presbytery minutes, noting that the Presbyteries do a great job in their reporting. Motion was made and seconded to accept the report. Motion approved.

In the work of the Synod, Valerie spoke of how “we are catching up to the Holy Spirit”, reflecting on how what we do in our work and ministry is seeking to catch up to her inspiration.

Celebration of Covenant Renewal: Lyon College – (Attachments B & C)

Rev. Margaret Alsup reported on behalf of Religious Life at Lyon College, noting programs for students of all belief systems. After the presentation, a motion came from the Connecting Committee to reaffirm our Covenant relationship with Lyon College. The motion was seconded and passed unanimously.

Celebration of Covenant Renewal: Austin College – (Attachment D)

Rev. John Williams reported on the life and work of Austin College, noting that this year's enrollment is the largest freshman class in the school's history. Williams also reported that Austin College is one of two schools in the U.S. to be "minority majority". A motion came from Connecting Committee to reaffirm our Covenant relationship with Austin College. Motion was seconded and passed unanimously.

Report: Vision Review Task Force – *(Attachment E)*

Shelley Hernandez, Moderator; Rev. Elizabeth Gabbard, Moderator-Elect; Rev. Mitch Miller; Valerie Young, Stated Clerk and Synod Leader; Ernie Higginbotham, Assistant Stated Clerk made a presentation to the assembled group. Those attending also were directed to the presentation document in the packet. Participants were asked to offer feedback after discussing during the lunch time. It was moved that provisional adoption of the plan, with the design team being able to make changes, be moved forward. The motion was seconded and approved.

Celebration of a New Covenant: Dwight Mission – *(Attachment F)*

Rev. Robert Duncan reported on the work and ministry of Dwight Mission, noting the inclusive history of the camping program and it's outreach programs in process. After the presentation, a motion came from the Connecting Committee to create a Covenant relationship with Dwight Mission. Motion was seconded and passed unanimously.

Celebration of Covenant Renewal: Presbyterian Homes and Services – *(Attachment G)*

Rev. Peter Crouch reported on the work and ministry of Presbyterian Homes and Services with an amazing video that showed their work in the lives of children. After the presentation, a motion came from the Connecting Committee to **create a** Covenant relationship between Synod of Mid-America, Synod of the Sun and PCHAS. Motion was seconded and passed unanimously.

Committee Report: Personnel – *Rev. Tim Davenport-Herbst, Moderator*

Grace Goodeagle reported on behalf of the Personnel Committee. An expression of thanks to the staff was offered by the Committee. The well-earned accolades for Valerie Young in her annual review were spoken.

MOTION: The committee moved that Ernie Higginbotham be elected to another year as Assistant Stated Clerk. Seconded and passed unanimously.

Committee Report: Representation – (Attachment I)

Bruce Goodlock, Moderator, reported on behalf of the committee. After speaking about the mandated and important mission of the committee, Bruce asked us to think about who we need to invite to the table of Synod leadership.

Celebration of Covenant Renewal: Vera Lloyd – (Attachment J)

Kathy French reported on the work and ministry of Vera Lloyd Children's Homes with a touching video that featured some of their clients. After the presentation, a motion came from the Connecting Committee to reaffirm our Covenant relationship with Vera Lloyd. Motion was seconded and passed unanimously.

Committee Report: Stewardship – (Attachments K - U)

CSP - Thomas Riggs, Communications and Administrative Coordinator, presented on behalf of the Communication Services Plan. Tom reported that we have seven clients, both inside and outside Synod of the Sun, with two more clients coming on board in the very near future.

Mitch Miller, reporting on behalf of the committee, recommended that the submitted financial reports in the packet be received by the Synod as information. Seconded and passed.

The committee recommended the revisions to the Board Designated Reserve accounts as indicated in the report. Seconded and passed.

No irregularities being found in the audit, the committee recommended that the report be received by the synod as information. Seconded and passed.

The committee also recommended that the Assembly duplicate the finalized 2018 Budget until March 2019 when the Assembly will be presented with an amended budget. Seconded and passed.

Synod Sunday – Emily Laurel reported on the successes of Synod Sunday, with plans for next year and the future.

Commission Report: Grants and Scholarships – (Attachments V, V1 & V2)

Emily Laurel presented the G&S report, noting that there is a down tick in applications. G&S will focus more in the communication of the opportunities to the larger constituency.

Committee Report: Connecting – *(Attachments W – BB)*

Nominations: Jesus Gonzalez reporting.

Three nominations were presented by Jesus Gonzalez (Attachment W). Seconded and passed.

Trustees for two Covenant partners were presented (Attachment W). Seconded and passed, with note of a spelling change for one nominee.

Nominations slate under the provisional structure plan were presented (Attachment W). Seconded and passed.

Networks: Tracy Spencer Brown, reporting. Three new networks (OPN, Empowering Women, Commission Pastor Network) have been formed.

Motion to approve change to Solar Under the Sun bylaws as attached was presented. Seconded and Passed.

Mission Responsibility Through Investment - As an Order of the Day, those assembled heard from the MRTI team on their work and ministry on behalf of the General Assembly.

Report: Coordinating Team – *(Attachment CC)*

Overture Policies Task Force: David Stipp-Bethune presented a Draft Policy (Attachment CC) for Consideration of Overtures. The policy will not be discussed until the provisional structure plan is adopted.

Bernadette Coffee and Elizabeth Gabbard presented Moderator Hernandez with a gift of appreciation on behalf of the Synod for her tireless work as the 2018 Moderator.

The meeting was adjourned with prayer by Moderator Hernandez, with many of the Stated Meeting participants attending the IMAGINE event, which began with worship and the Installation of Elizabeth Gabbard as the 2019 Moderator.

Synod Assembly & IMAGINE Fall 2018

Worship

THE GATHERING

Prelude

Call to Worship

Bernadette Coffee

Welcome to each one of us.

Welcome to those who have come from far and from near.

Welcome to those who are sure of what is going on, and welcome to those who have lots of questions. And welcome to those who fall into both categories!

Welcome to each of us, as we all bring unique gifts and skills to the service of God.

Just as our God welcomes us here, we, in turn, welcome one another.

Let us join in welcoming each other by sharing the peace of God.

Welcome.

Sharing of Christ's Peace

Gathering Prayer

Rev Mitch Miller

Almighty and Eternal God,
you have called us to this time and place

to be your servant people

as we follow our servant Lord.

Make your Holy Spirit move within and among us,

that together we may live a new life

in the crucified and risen Christ.

Bind us together in faith,

so that as we receive all spiritual gifts

needed to support our calling,

we may support one another in common ministry;

through Jesus Christ our Lord. **Amen.**

Hymn

I Come With Joy

#515

Call to Confession

We are the children of God.

We are to live as Christ lived, showing love and kindness to everyone, including ourselves.

We are to live as the Spirit leads us every day of our lives.

But we fall short. We are sinners.

But this is not the end of our story, for we worship a God of mercy and grace.

We worship a God who chooses us again and again.

Let us confess our sins with sincere hearts, knowing what God's answer already is.

Let us pray.

Prayer of Confession

We gather together because we are called to see the new thing God is doing.

We gather because our God has called us to be his people, to do her work in the world.

But we fall short. We don't follow where your Spirit calls.

When we see the new work you are calling us to, sometimes we choose to stay where we are, comfortable in our current situations.

We want to spread the Good News of mercy and grace;

we want to be your hands and feet, but sometimes we get scared.

Forgive us, O God, for refusing to trust in the hope you have given us.

Forgive us, O God, for ignoring the future you have planned for us.

Forgive us, O God, for choosing our own path when you have placed one before us.

Forgive us, O God, and grant us mercy.

(a moment of silent confession)

Assurance of Pardon

By grace you have been saved through faith,
and this is not your own doing; it is the gift of God.

(Ephesians 2:8)

I declare to you, in the name of Jesus Christ, we are forgiven!

Thanks be to God!

THE WORD OF GOD

Prayer for Illumination

Rev. Larissa Kwong Abazia

Scripture Readings

Exodus 3:1-5

Isaiah 43:19a

John 1:14

This is the Word of the Lord.

Thanks be to God.

Sermon

Hymn

Here I am, Lord

#69

THE INSTALLATION

Sentences of Scripture

There are varieties of gifts,
but it is the same Spirit who gives them.

**There are different ways of serving God,
but it is the same Lord who is served.**

God works through each person in a unique way,
but it is God's purpose that is accomplished.

**To each is given a gift of the Spirit
to be used for the common good.**

Together we are the body of Christ,
and individually members of it.

Statement on Installation

We are all called into the church of Jesus Christ by baptism,
and marked as Christ's own by the Holy Spirit.

This is our common calling,
to be disciples of Jesus Christ

Rev. Stewart Smith

(1 Corinthians 12:4-7, 27)

Valerie Young

and servants of our servant Lord.

Within the community of the church,
some are called to particular service.

Today, we install Rev. Elizabeth Gabbard as the 2019 Moderator of Synod the Sun,
in answer to God's calling and the affirmation of the people of God upon her life.

Profession of Faith & Thanksgiving for Baptism

Rev. Blake Brinegar

Our God calls all of us to gladly bear the yoke of Christ
given in the covenant of Baptism.

Let us, therefore, reaffirm our baptismal vows,
renouncing all that opposes God and God's rule
and affirming the faith of the holy catholic church.
Please rise in body or in spirit.

In life and in death we belong to God.

(taken from A Brief Statement of Faith)

**Through the grace of our Lord Jesus Christ,
the love of God,
and the communion of the Holy Spirit,
we trust in the one triune God, the Holy One of Israel,
whom alone we worship and serve.**

We trust in God the Holy Spirit

everywhere the giver and renewer of life.

**The Spirit justifies us by grace through faith,
sets us free to accept ourselves and to love God and neighbor,
and binds us together with all believers
in the one body of Christ, the Church.**

The same Spirit

**who inspired the prophets and apostles
rules our faith and life in Christ through Scripture,
engages us through the Word proclaimed,
claims us in the waters of baptism,**

**feeds us with the bread of life and the cup of salvation,
and calls women and men to all ministries of the Church.**

In a broken and fearful world

the Spirit gives us courage

to pray without ceasing,

to witness among all peoples to Christ as Lord and Savior,

to unmask idolatries in Church and culture,

to hear the voices of peoples long silenced,

and to work with others for justice, freedom, and peace.

In gratitude to God, empowered by the Spirit,

we strive to serve Christ in our daily tasks

and to live holy and joyful lives,

even as we watch for God's new heaven and new earth,

praying, "Come, Lord Jesus!"

With believer in every time and place,

we rejoice that nothing in life or in death

can separate us from the love of God in Christ Jesus our Lord.

Glory be to the Father, and to the Son, and to the Holy Spirit. Amen.

You may be seated.

Constitutional Questions

Elizabeth:

In accordance with the Constitution
of the Presbyterian Church (U.S.A.),
show your commitment to this calling
by responding to these questions:

Do you trust in Jesus Christ your Savior,
acknowledge him Lord of all and Head of the church,
and through him believe in one God,
Father, Son, and Holy Spirit? **I do.**

Shelley Hernandez

Do you accept the Scriptures of the Old and New Testaments
to be, by the Holy Spirit,
the unique and authoritative witness to Jesus Christ
in the church universal,
and God's Word to you? **I do.**

Do you sincerely receive and adopt
the essential tenets of the Reformed faith
as expressed in the confessions of our church
as authentic and reliable expositions
of what Scripture leads us to believe and do,
and will you be instructed and led by those confessions
as you lead the people of God? **I do and I will.**

Will you fulfill your ministry in obedience to Jesus Christ,
under the authority of Scripture,
and be continually guided by our confessions? **I will.**

Will you be governed by our church's polity,
and will you abide by its discipline?
Will you be a friend among your colleagues in ministry,
working with them,
subject to the ordering of God's Word and the Spirit? **I will.**

Will you in your own life
seek to follow the Lord Jesus Christ,
love your neighbors,
and work for the reconciliation of the world? **I will.**

Do you promise to further the peace, unity,
and purity of the church? **I do.**

Will you seek to serve the people

with energy, intelligence, imagination, and love? **I will.**

To the assembled body:

do we, the members of the Synod of the Sun,
accept Elizabeth as our Moderator,
chosen by God through the voice of this body
to guide us in the way of Jesus Christ? **We do.**

Do we agree to pray for her, encourage her,
to respect her decisions, and to follow as she guides us,
serving Jesus Christ, who alone is Head of the church? **We do.**

Prayer of Installation

Rev. Larissa Kwong Abazia

The Lord be with you.

And also with you.

It is right to give thanks to the Lord our God.

It is right to give our thanks and praise.

Gracious and eternal God,
with joy we give you thanks and praise.

Throughout the ages and in every place
you have chosen servants from among your people
to point the way to salvation by your grace.

We are grateful for ancestors in the faith
who followed without fear,
placing their trust in you alone—
for judges and monarchs
who ruled in righteousness and peace;
for prophets and apostles
who spoke your bold words of mercy and truth;
for leaders and teachers in every age
who have nurtured your people in faith and faithfulness.

Above all, we praise you for Jesus Christ,
who came not to be served, but to serve,
and to give his life to set others free.

Anointed by your Holy Spirit,
he proclaimed your reign on earth,
revealing your saving love
in all he said and did.

Gracious God,
we also give you thanks for your servant Elizabeth
as she continues in the ministry
to which you have called her.
Help her to rely on the gifts of your Spirit
and to follow Christ faithfully in this calling.

By the power of your Holy Spirit,
empower her to build up the church,
to strengthen the common life of your people,
and to lead with compassion and vision.

In the walk of faith and for the work of ministry,
give to all your servants gladness and strength,
discipline and hope,
humility, humor, and courage,
and an abiding sense of your presence.

Gracious God,
pour out your Spirit of power and truth
upon the whole church,
that we may be for you a holy people
baptized to serve you in the world.
Sustain your church in ministry.
Ground us in the gospel,

secure our hope in Christ,
strengthen our service to the outcast,
and increase our love for one another.

Show us the transforming power of your grace
in our life together,
that we may be effective servants of the gospel,
offering a compelling witness in the world
to the good news of Christ Jesus our Lord. **Amen.**

Charge to the Newly Installed

Valerie Young

Elizabeth, you are installed to service
as Moderator of the Synod of the Sun.
May the God of peace make you holy in every way,
and keep your whole being,
spirit, soul, and body,
free from every fault
at the coming of our Lord Jesus Christ.

(1 Thessalonians 5:23)

Alleluia!

THE EUCHARIST

Rev. Larissa Kwong Abazia & Rev. Elizabeth Gabbard

Hymn

You Satisfy the Hungry Heart

#523

Invitation to the Lord's Table

The Great Thanksgiving

Breaking of the Bread

Communion

Prayer after Communion

THE RESPONSE TO CHRIST'S CALL

Hymn

We All are One in Mission

#733

Offering

Rev. Jessica Dixon

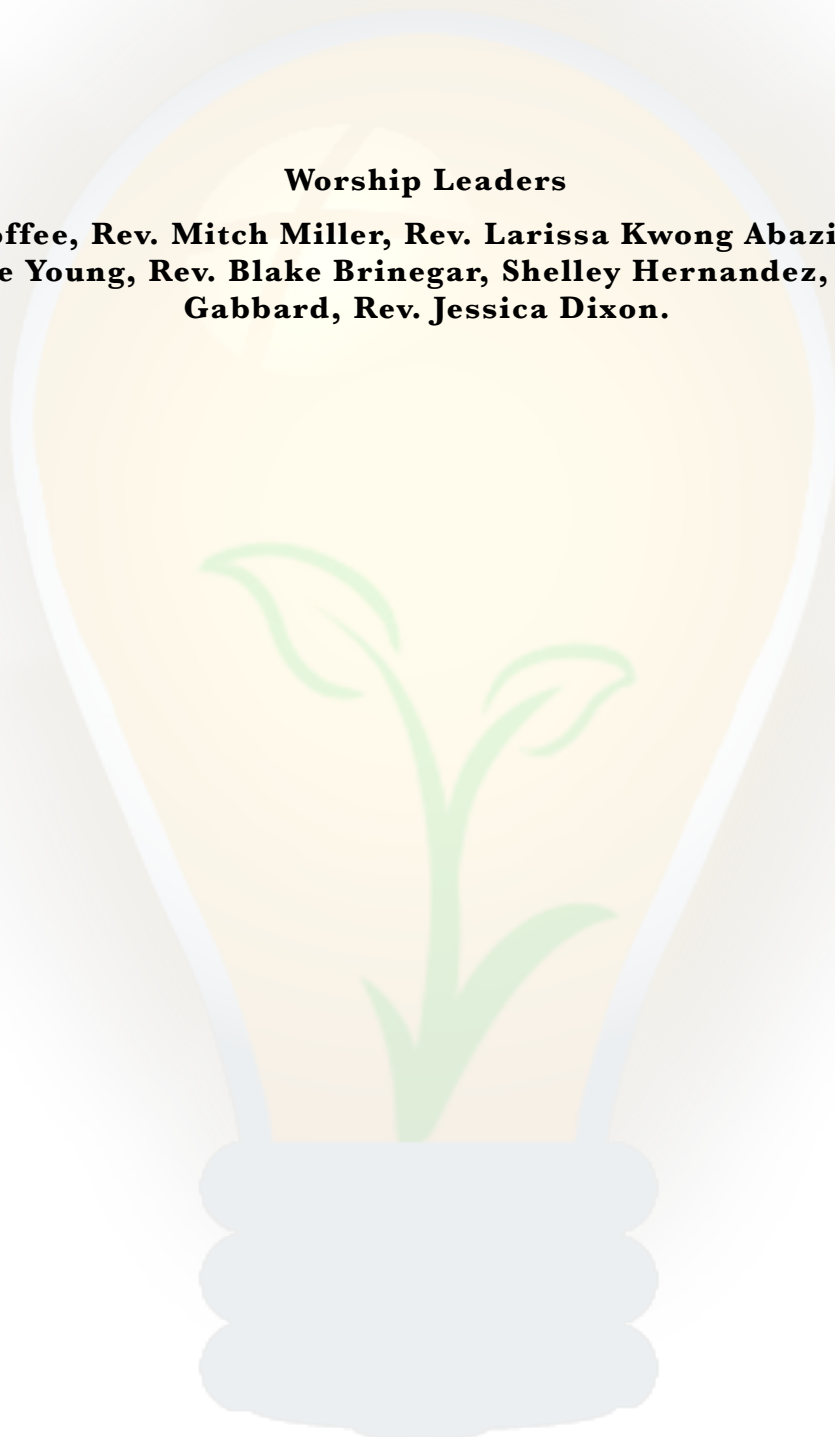
Charge

Rev. Larissa Kwong Abazia

(Going into the Neighborhood—the introduction of dinner plans & sending into the world)

Worship Leaders

Bernadette Coffee, Rev. Mitch Miller, Rev. Larissa Kwong Abazia, Rev. Stewart Smith, Valerie Young, Rev. Blake Brinegar, Shelley Hernandez, Rev. Elizabeth Gabbard, Rev. Jessica Dixon.



REPORT
ON
REVIEW OF 2017 PRESBYTERY MINUTES
By
Ernest R. Higginbotham, Assistant Stated Clerk
October 31, 2018

Pursuant to G-3.0108a, the 2017 minutes of the eleven presbyteries within the Synod of the Sun have been reviewed utilizing "Synod of the Sun Guidelines for Reviewing Presbytery Minutes & Records" (Attachment A). The review was conducted by Rev. Lynn Hargrove, Stated Clerk, Presbytery of New Covenant; Gary Matthews, Clerk of Session, First Presbyterian Church, Tulsa, Oklahoma; Rev. Gerry Tyer, Stated Clerk, Grace Presbytery; and Ernest R. Higginbotham, Assistant Stated Clerk, Synod of the Sun.

<u>PRESBYTERY</u>	<u>EXCEPTIONS</u>	<u>COMMENTS</u>
Arkansas	#8 (G-3.0103) no evidence of a financial review	otherwise complete
Cimarron	none	well formatted, easy to read and follow
Eastern Oklahoma	none	see Attachment B
Grace	none	well organized, easy to access
Indian Nations	none	
Mission	none	
New Covenant	none	#10 cannot find where both the stated clerk AND moderator signed the minutes
Palo Duro	see Attachment C	see Attachment C
Pines	see Attachment D	minutes well organized
South Louisiana	none	
Tres Rios	none	well formatted, easy to read and follow

Some General (and hopefully helpful) Suggestions

1. Abbreviations should be avoided in the permanent minutes. Even common terms like "COM" may change in the future and historians will not know who or what is being referenced. For example, prior to 1983 the committee doing the work currently assigned to the COM was the Ministerial Relations Committee, which was abbreviated "MR." Today we would think it referred to "Mister." If any abbreviation is used, it should be explained in a glossary somewhere in the permanent minutes.
2. Effective dates should always be specified in motions (especially in terms of call).
3. Titles and roles of people (such as Pastor, Rev., Ruling Elder, Teaching Elder, Certified Christian Educator, Minister of Word and Sacrament, Commissioned Pastor, etc.) should always be clear in the permanent minutes.

SYNOD OF THE SUN

Guidelines for Reviewing Presbytery Minutes & Records

The review of the minutes of each presbytery is conducted by a Minutes Review Committee, each presbytery minutes being reviewed by at least two different members of the committee.

G-3.0108a Reviewers of presbytery minutes and records shall report to the synod whether the:

- a) proceedings have been correctly recorded;
- b) proceedings have been in accordance with the Constitution;
- c) proceedings have been prudent and equitable;
- d) proceedings have been faithful to the mission of the whole church; and
- e) lawful injunctions of the General Assembly have been obeyed.

The synod's Minutes Review Committee shall recommend appropriate action to the synod, and if it believes the synod should take exception to something in the Presbytery's minutes, that exception shall be listed in the report to the Synod Assembly.

CONTENT OF MINUTES & RECORDS

SUBJECT TO EXCEPTION

*Required by the Constitution of the Presbyterian Church (U.S.A.) the following matters shall be included in the minutes, as applicable. **These are subject to Exception.***

Meeting Date & Page #	Item #	Description
	1	The opening of each meeting with prayer. G-3.0105
	2	The call for any special meeting and the name of the requester(s) and/or the caller in accordance with the Presbytery's own rules. G-3.0404
	3	A statement that a quorum was present, including an indication of the number specified as a quorum in the presbytery bylaws or standing rules. G-3.0404
	4	The roll of commissioners present or absent and their presbytery of membership, and other attendees and their council of membership. G-3.0104
	5	The existence of a committee on representation, established by the presbytery's own rule. G-3.0103
	6	Evidence of "procedures and mechanisms for promoting and review the presbytery's implementation of the church's commitment to inclusiveness and representation". G-3.0103
	7	The approved presbytery budget "to support the church's mission within its area". G-3.0103
	8	Report of the results of "A full financial review of all financial books and records by a public accountant or committee of members versed in accounting procedures". -3.0113
	9	Evidence of "property and liability insurance coverage to protect its facilities, programs, staff and elected and appointed officers". G-3.0112
	10	A review of "the proceedings and actions of all entities related to the" presbytery and "of all officers able to act on behalf of the body". G-3.0108a
	11	A review of the records of lower councils (sessions) within its jurisdiction. G-3.0108a
	12	Indication that each lower council (session) records has been reviewed to determine adherence to G-3.0106 "All councils shall adopt and implement a sexual misconduct policy and child protection policy".
	13	Indication of the "development of a manual of administrative operations that will specify the form and guide the work of the mission in that council"

Meeting Date & Page #				Item #	Description
					(Attach policy in appendix) G-3.0106
				14	The "adoption and implementation of a sexual misconduct policy and child protection policy" (Attach policies in appendix) G-3.0106
				15	A "process for nominating persons to serve in positions requiring election" by presbytery that ensures the requirements of G-3.0111
				16	Report of decisions of an(y) administrative commission and record of any recension or amendment of action. G-3.0109b
				17	All actions on recommendations made to the presbytery by its committees. G-3.0109
				18	Report of any and all actions regarding the sale, encumbrance, lease or transfer of real property owned by the Presbytery or one of its lower councils (including address, kind of property, present use, price paid, use of proceeds, if applicable, and reasons for leasing and terms of lease, if applicable)
				19	Record of compliance in submitting Annual Statistical Report to the General Assembly. G-3.0302e
				20	A record that "the guidance and communication of the synod and General Assembly are considered and that any binding actions are observed and carried out" G-3.0302c
				21	A record of "electing to commissioners to synod and General Assembly and receiving their reports". G-3.0302a
				22	Actions concerning the organization of new congregations, transfer to other jurisdictions or dissolution or the division, uniting, or otherwise combining of congregations or portions of congregations previously existing.
				23	Actions taken by presbytery entities/commissions (including presbytery council) held between presbytery meetings. G-3.0109
				24	Decisions of the Permanent Judicial Commission, including a report of its decisions to the presbyteries, transmitted to the Presbytery through the Stated Clerk. D-7.0701 and D-110701
				25	An alphabetical roster by classes of former members for the last six years of the Permanent Judicial Commission who may be called upon when necessary to constitute a quorum. D-5.0206b
				26	The closing of each meeting with prayer. G-3.0105

SUBJECT TO COMMENT

Required by Robert's Rules of Order or the Synod Records Review. **These are subject to Comment.**

Meeting Date & Page #				Item #	Description
				1	The minutes shall contain an index.
				2	The minutes/records will have consecutive page numbers throughout the entire volume of minutes and records, including supplemental documents
				3	The date, time, and place of the presbytery meeting; the name of the moderator presiding; and, whether it is a "stated", "adjourned", or "special" presbytery meeting. <i>Robert's Rules</i>
				4	A record of the celebration of the Lord's Supper, if and when observed
				5	Opportunity for nominations from the floor must be reflected in the minutes
				6	Report of ecumenical relationships, if any
				7	Indication that the minutes have been read and approved by the presbytery or by its authorized committee prior to the presentation for peer review. <i>Robert's Rules*</i>
				8	Actions on exceptions to the minutes from the preceding presbytery assembly, if applicable

Meeting Date & Page #				Item #	Description
				9	The minutes of each calendar year will include the bylaws and standing rules of the presbytery, bound in the volume of the minutes
				10	Minutes shall be signed by the moderator of the stated clerk of the presbytery appearing at the end of the minutes of each meeting before any appendix, attachment or supplement

**When the next regular business session will not be held within a quarterly time interval (see p.89-90), and the session does not last longer than one day, and the session does not last longer than one day, or in an organization in which there will be a change or replacement of a portion of the membership, the executive board or a committee appointed for the purpose should be authorized to approve the minutes. The fact that the minutes are not then read for approval at the next meeting does not prevent a member from having a relevant excerpt read for information; nor does it prevent the assembly in such a case from making additional corrections, treating the minutes as having been previously approved (Robert's Rules, p. 475, Section 48).*

Comments - Eastern Oklahoma

#1 couldn't find any index even though the Guidelines Sheet says, "back page III."

#10 the signatures of the stated clerk and moderator were missing on most of them – even though there is a place provided for the signatures.

SYNOD OF THE SUN
Reading 2017 Presbytery Minutes

Presbytery Minutes: Palo Duro _____ Reader: Gary Mathews _____

- G-3.0108a Reviewers of presbytery minutes and records shall report to the synod whether the:
- a) proceedings have been correctly recorded;
 - b) proceedings have been in accordance with the Constitution;
 - c) proceedings have been prudent and equitable;
 - d) proceedings have been faithful to the mission of the whole church; and
 - e) lawful injunctions of the General Assembly have been obeyed.

The synod's Minutes Review Committee shall recommend appropriate action to the synod, and if it believes the synod should take exception to something in the Presbytery's minutes, that exception shall be listed in the report to the Synod Assembly.

EXCEPTIONS: Required by the Constitution of the Presbyterian Church (U.S.A.) the following matters shall be included in the minutes, as applicable.

Page Number	Item Number	Description
1,138,157	1	Comment – 1 st 3 meetings Indicated opened with Worship-assumed prayer included. Last meeting (196) did indicate.
1,138,157,196	3	Comment – Indicated Quorum present, but did not specify that it met Standing Rule 2.5
219	9	Indication that Insurer had changed; however, no mention that coverage is adequate to protect facilities, program, staff and elected or appointed officers
44-45	11	Comment - Session Minute Review Listing of reviews of the prior year indicated 34 churches did not have minutes reviewed last year with 8 reviewed. .
214	12	PDP Operations Manual indicates that a Child and Youth Protection Policy will be finalized in 2018. States that each lower council should develop one, but no mechanism listed to track compliance.
126,128, 214	14	Policy includes Sexual Misconduct Policy and Child Sexual Abuse policies are in the Operations manual, but there is a reference that a Child and Youth Protection Policy will be finalized in 2018.
3	18	Indication that PDP had approved a \$400,000 PILP loan for St. Luke Presbyterian Church, but no indication that a reserve had been set aside for PDP's liability to PILP in the event of default..

COMMENTS: Required by Robert's Rules of Order or the Synod Records Review; helpful comments or suggestions.

Page Number	Item Number	Description
70	6	Excellent presentation of Committee compositions for diversity.
24,159,165,207	7	Comment – Minutes only signed by Stated Clerk, not Moderator. Originals may have both signatures.
	All	Minutes well organized and indexed.

Gary Mathews

Reader Signature:

Reader's Presbytery: Eastern Oklahoma

Date Completed: 10/30/2018

Attachment C

SYNOD OF THE SUN
Reading 2017 Presbytery Minutes

Presbytery Minutes: Presbytery of the Pines Reader: Gary Mathews

- G-3.0108a Reviewers of presbytery minutes and records shall report to the synod whether the:
- a) proceedings have been correctly recorded;
 - b) proceedings have been in accordance with the Constitution;
 - c) proceedings have been prudent and equitable;
 - d) proceedings have been faithful to the mission of the whole church; and
 - e) lawful injunctions of the General Assembly have been obeyed.

The synod's Minutes Review Committee shall recommend appropriate action to the synod, and if it believes the synod should take exception to something in the Presbytery's minutes, that exception shall be listed in the report to the Synod Assembly.

EXCEPTIONS: Required by the Constitution of the Presbyterian Church (U.S.A.) the following matters shall be included in the minutes, as applicable.

Page Number	Item Number	Description
1,9,13	3	Comment - Indicated Quorum was present but did not indicate that the Operations Manual Section VI states that a Quorum consists of 10% of TE and RE Commissioners.
11	8	Indicates financial review was performed but did not indicate who performed the review were qualified public accountants or members versed in accounting procedures
17	9	Indicated insurance coverage was adequate for facilities and staff but did not mention programs or elected and appointed officers were covered.
	12	No indication that Sessions were asked or were examined for existence of a Sexual Misconduct and Child Protection
	14	Indicated no policy – paragraph in Operations Manual (Sect. 19.0/page 48) describes Sexual Harassment. No indication a Misconduct & Child Protection policy being developed.
	19	Indicated no review of compliance that Annual Statistical Reports were submitted to PCUSA.
	24	No indication if the PJC met during this period and what decisions made, if any.

COMMENTS: Required by Robert's Rules of Order or the Synod Records Review; helpful comments or suggestions.

Page Number	Item Number	Description
		Minutes well organized.



Reader Signature:

Reader's Presbytery: Eastern Oklahoma

Attachment D

THE COVENANT BETWEEN LYON COLLEGE AND
THE SYNOD OF THE SUN, PRESBYTERIAN CHURCH (U.S.A)

A covenant is a contract or agreement between people of faith, affirming a shared purpose and the expectation that each party will adhere to the support of certain values and beliefs. This covenant is the basis for the commitment between The Synod of the Sun and Lyon College. By adopting this covenant the Synod recognizes its commitment and obligation to the College as a part of the Christian mission of higher education. Equally, the College affirms its commitment to the Church, accepts responsibility for representing the Church in higher education while recognizing an obligation to the Church.

Presbyterians founded Lyon College as Arkansas College in 1872. In that same year the College was granted a charter by the State of Arkansas. The institution changed its name in 1994 to honor the extraordinary service rendered to it by the Frank Lyon family of Little Rock. The mission of the College is to offer, "... a challenging curriculum centered on the liberal arts, guided by an Honor System and coordinated with co-curricular programs, all fostering the critical, creative thought and ethical, spiritual growth that will prepare students for fulfilling personal and professional lives committed to lifelong learning and service." Through its unique and highly visible Scottish Heritage Program, Lyon College honors and shares its Scottish and Presbyterian roots. Throughout its history Lyon has chosen, voluntarily and intentionally, to maintain a vital relationship to the Church. The most tangible symbol of that relationship is the covenant with the Synod and the process by which it is renewed every five years.

Commitments of the Covenant Partners

This covenant between The Synod of the Sun, Presbyterian Church (U.S.A.) and Lyon College represents our reaffirmation to search for particular standards of excellence, to deal with what a church-related college is and to be sensitive as to how Lyon College can faithfully represent the Church in an increasingly more complex world. Both the Synod and the College recognize this covenant as the official agreement describing our primary relationship as we strive to achieve these high goals and visions.

By This Covenant:

- 1) Lyon College affirms itself as integral to the mission of The Presbyterian Church (U.S.A.). It will provide opportunities for the practice of Christian faith on its campus through worship, study and service.
- 2) Lyon College will offer a liberal arts education of superior quality in a personalized setting and will encourage the free intellectual inquiry essential to social, ethical and spiritual growth. It will adhere to the highest moral and ethical standards in its policies and institutional behavior.

- 3) Lyon College will continue, through a rich scholarly and religious heritage, to provide a culture of honor in which to develop responsible citizens and leaders committed to personal growth and service.
- 4) Lyon College will draw on its relationship with the Church to fulfill its obligations to the students it serves. The College will offer an environment in which Christians of varied backgrounds and persons of other faiths may find encouragement and support in the pursuit of the holy in their lives.
- 5) Lyon College will continue to be accredited by all appropriate accrediting bodies. It will remain committed to providing an environment in which teaching, learning and intellectual inquiry can flourish. The College will seek to affirm the values of inclusiveness and diversity in its student body, faculty, staff and board of trustees. Lyon will serve the changing needs of its students by fostering excellence and innovation in all facets of its operation and will take advantage of its location in an area of great natural beauty.
- 6) Lyon College will make its personnel available for instruction and leadership and will provide a theological resource for the wider Church.
- 7) Lyon College will represent and teach the Reformed Presbyterian tradition of thought, work and worship and will maintain an ecumenical campus ministry program directed by a Presbyterian Church (U.S.A.) campus minister and Clergy trustees.
- 8) Lyon College will remain available as a resource for activities of the Church.
- 9) Lyon College will keep the Synod and all appropriate Church agencies informed of its work and development on a regular basis
- 10) Lyon College will help to implement the priorities chosen by the Synod in its planning processes
- 11) Lyon College will provide an annual report of all Church-related congregational giving upon request.

By This Covenant:

- 1) The Synod of the Sun affirms Lyon College as integral to the mission of the Presbyterian Church (U.S.A.) and its mission of supporting higher education.
- 2) The Synod will encourage members of the Synod's churches to enroll at Lyon and encourage Presbyterian congregations to participate in and support Lyon's Scottish Heritage Program and other special programs which benefit students attending the College
- 3) The Synod will promote Lyon College by providing information to the College from the Synod, by providing information about the College to each Presbytery resource center and by encouraging the use of the Lyon campus and resources for Synod and Presbytery sponsored events.
- 4) The Synod will provide financial assistance by providing funds upon request and when available, by giving the College permission to seek individual gifts and students where it

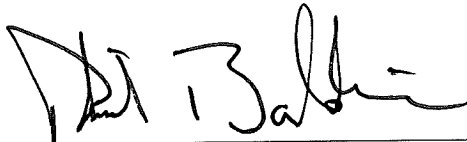
will, by permitting the College to initiate proposals for financial support from particular churches and constituent Presbyteries of the Synod in whatever manner the College deems fitting and proper and by allowing the College to make general approaches to the constituency of the Synod in major capital funds campaigns, with prior approval from the Synod.

Symbols of the Covenant

The Synod entrusts the Board of Trustees of Lyon College with the responsibility of acting in historical continuity with the expressed purpose of the founders and according to their by-laws. The essential link between church and state is the Board of Trustees. The charter provides the Board with the power to recommend to the Synod individuals to fill vacancies in its membership. In addition, if at any time the charter becomes void, all of the property, privileges and powers of the Corporation known as The Board of Trustees of Lyon College shall vest in the Synod.

Effective Date

This covenant shall become effective upon approval by the Board of Trustees and the Synod.

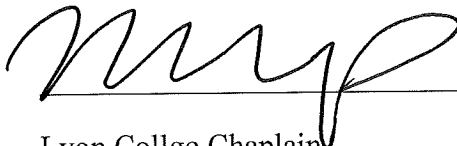


For the Lyon College Board of Trustees

For the Synod of the Sun

9/19/2018
Date

Date



Lyon Collge Chaplain

9/19/2018
Date



W. JOSEPH KING, Ph.D.
PRESIDENT

August 23, 2018

Mrs. Valerie Young
Synod of the Sun
6100 Colwell Boulevard, Suite 200
Irving, TX 75039-3112

Dear Mrs. Young:

I am pleased to advise you that, at its summer meeting on July 10, 2018, the Lyon College Board of Trustees nominated the following current trustees to new terms. We ask that the Synod re-elect them as trustees for the terms indicated.

Perry Wilson, Chairman (5) [M, L, W, 3]
3809 South Lookout, Little Rock, AR 72223
501.660.4328

Phil Baldwin, Vice Chairman (3) [M, L, W, 4]
Citizens Bank of Batesville
200 South Third Street
P.O. Box 2156
Batesville, AR 72503
870.793.4441

Scott Wood, Secretary/Treasurer (3) [M, L, W, 4]
287 North Eleventh Street
Batesville, AR 72501
870.612.9663

Suzanne Blair, '68 (3) [F, L, W, 4]
601 Woodmont Circle
Batesville, AR 72501
870.793.9307

Dale Cole (4) [M, L, W, 4]
315 Bluff View Drive
Batesville, AR 72501
870.698.1271

Sarah Greenwood, '00 (4) [F, L, W, 3]
Munson, Rowlett, Moore & Boone, P.A.
400 West Capitol, Suite 1900
Little Rock, AR 72201
501.370.4614

David Jones, '99 (2) [M, L, B, 3]
40 Courts Drive
Little Rock, AR 72223
501.416.4200

James Rutherford III (2) [M, L, W, 4]
Clinton School of Public Service
Sturgis Hall
1200 President Clinton Avenue
Little Rock, AR 72207
501.683.5212

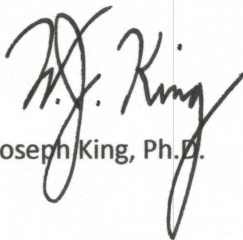
Kirk Warden (4) [M, L, W, 3]
LaCroix Optical Company
P.O. Box 2556
Batesville, AR 72503
870.698.1881

Victor Werley, '03 (4) [M, L, W, 3]
P.O. Box 251826
Little Rock, AR 72225
501.733.1078

Steven Williams (2) [M, L, W, 4]
Arkansas Electric Cooperatives
P.O. Box 194208
Little Rock, AR 72219-4208
501.570.2269

Please keep this office informed of the status of these nominees as they are reviewed by the Synod.
Thank you for your consideration of the request.

Sincerely,



W. Joseph King, Ph.D.

COVENANT BETWEEN AUSTIN COLLEGE AND THE SYNOD OF THE SUN OF THE PRESBYTERIAN CHURCH (U.S.A.)

Historical Overview

Austin College was founded in 1849 by representatives of the Presbyterian Church and maintained a legal relationship with the Synod and its successors from that date until the mid-1960s. At that time, a redefinition of the legal link between Austin College and the Synod began to evolve. At a meeting of the Board of Trustees in October 1962, the Board considered a proposal that would create a “covenant relationship” between the College and the Synod. As a result of this consideration, a special committee of representatives from the Church and the Trustees reviewed the historical and legal relationship between the two institutions.

In 1966, the Synod approved revisions in the covenant relationship to the College, with the net effect of these changes severing the legal ties between the Presbyterian Church and the Board of Trustees that were reflected in the charter of 1849. It was at this time that the Board of Trustees at Austin College became a self-perpetuating board. At the same time, the Trustees signed a document called the covenant with the Synod that was not legally binding but contained a pledge that the Trustees would “uphold the Christian values of the institution and honor the traditions of Presbyterianism upon which this school rested historically.”

The College continued to maintain a strong commitment to the Church, and during his era of leadership, President John D. Moseley adopted a new slogan, “A College of the Church,” that publicly denoted his commitment to the covenant relationship that he and the Board of Trustees had orchestrated.¹ The College and the Synod in 1982 prepared and agreed upon a document entitled “The Covenant between Austin College and the Synod of the Sun.” This relationship has been articulated through the covenants as they have been revised every six years.

¹ Light T. Cummins, *Austin College: A Sesquicentennial History, 1849-1999*

I. The Nature of the Covenant

A. Definition and Purpose

This Covenant is a continuing agreement between Austin College and the Synod of the Sun to affirm the historic and present relationship in which there is a mutuality of purpose. The term “covenant” is used to express this relationship of mutual commitment. Both the College and the Synod recognize this document as the covenantal agreement describing the primary relationship between the two institutions. It is intended that this Covenant be an expression of the supportive relationship between these two institutions and that other official documents of each institution be consistent with this one.

A covenant statement is needed for several reasons. It is the way in which the College and the Synod affirm mutual trust and concern and assure that each remains steadfast to historic commitments to educational excellence. It brings clarity and precision to the relationship between the College and the Synod. It helps maintain the relationship by providing for regular renewal. It is a means for expressing the relationship between two legally distinct and independent institutions. It can be a vehicle to evaluate the evolution of the relationship and fosters complimentary effectiveness for both parties.

B. Parties to the Covenant and Their Historical Background

The parties to this Covenant are Austin College and the Synod of the Sun of the Presbyterian Church (U.S.A.). Austin College came into existence on October 13, 1849, by action of the Presbytery of Brazos, which established Austin College to serve the Presbyterian Church in the field of higher education. The legal basis for the existence of the College, however, is an act of the Texas Legislature on November 22, 1849, granting a Charter directly to the College Trustees. For more than a century, Austin College maintained a significant relationship with the Synod of Texas and later the Synod of Oklahoma (both of the Presbyterian Church in the United States), consciously seeking to relate the Christian faith to the task of providing a liberating education which helps men and women become whole in competence and conscience. In January 1973, the Synod of Texas and Synod of Oklahoma were succeeded by the regional Synod of Red River, encompassing the four former Synods of Arkansas, Oklahoma, Louisiana, and Texas. In June 1983, the Synod of Red River and the Synod of the Sun (of the United Presbyterian Church in

the United States of America) merged to form the Synod of the Sun of the Presbyterian Church (U.S.A.). Since 1962, the concept of a covenant has been used to express Austin College's relationship with the Synod of jurisdiction. The College and the Synod have renewed the Covenant every six years to signify their intention to continue to be related because of shared concerns.

II. Responsibilities

A. The Mission of Austin College

Austin College is a private, residential, co-educational college dedicated to educating under-graduate students in the liberal arts and sciences while also offering select pre-professional programs and a graduate teacher education program. Founded by the Presbyterian Church in 1849, Austin College continues its relationship with the church and its commitment to a heritage that values personal growth, justice, community, and service. An Austin College education emphasizes academic excellence, intellectual and personal integrity, and participation in community life. Thus Austin College affirms the importance of

- A community that through its size, diversity, and programs fosters lively intellectual and social interaction among persons of different origins, experiences, beliefs, accomplishments, and goals
- A program that does not discriminate with regard to religion or creed, gender, sexual orientation, national or ethnic origin, physical disability, age, or economic status
- A faculty that acknowledges teaching, sustained by active commitment to professional growth and development, as its primary responsibility
- A student body of committed learners, actively involved in the programs of the college and in service to the greater community
- A climate of civility and respect that encourages free inquiry and the open expression of ideas
- A non-sectarian education that fosters the exploration and development of values through an awareness of the world's religious, philosophical, and cultural traditions.
- The mission of Austin College is to educate students in the liberal arts and sciences in order to prepare them for rewarding careers and for full, engaged, and meaningful lives.

B. The Mission of the Synod

The Synod of the Sun is a regional body of the Presbyterian Church (U.S.A.) encompassing the eleven presbyteries in Texas, Arkansas, Oklahoma, and Louisiana. As Presbyterians, we understand the nature of God and what God calls us to be and to do as revealed in scripture and interpreted by the historic confessions of the Presbyterian Church (U.S.A.). As Christians, we believe that revelation reaches its fullness in the persona and ministry of Jesus Christ, the chief cornerstone of the Church. Guided and empowered by the Holy Spirit, we recognize the multiform nature of the Church of Jesus Christ as His body and acknowledge ourselves as one part of it.

The Synod of the Sun, remembering the Presbyterian Church's historical commitment to higher education:

- Values its covenantal relationship with colleges and universities within its bounds;
- Supports the colleges and universities in the pursuit of excellence in the intellectual, physical, and spiritual development of their students, faculty, and administration; and
- Endorses the concepts of inclusiveness, diversity, and pluralism in all of life including the life of academic institutions.

C. The Parties and Their Relationship

In order that their missions be performed fully and effectively, Austin College and the Synod of the Sun establish this covenant relationship as the basis for continuing trust, mutual understanding, and future activity. In establishing and fulfilling this Covenant, the College normally acts through its Board of Trustees. The Synod acts upon the recommendation of its Connecting Committee. Each may delegate responsibilities to others. Both the College and the Synod agree that the life of each will be enriched and made more dynamic by understanding that each party has its own role, and that these roles can be strengthened through the mutual exchange of ideas, resources, and support for the mission of the other.

D. Corporate Integrity of Each Party

Austin College and the Synod of the Sun must be separate, legally independent, and mutually responsible entities if the goals and purposes of this Covenant are to be realized. Article Four of the College's Charter states that in the event of the dissolution of Austin College, the residue of assets would revert to the Synod of the

Sun, Presbyterian Church (U.S.A.), or its successors, to be used for a like educational purpose, and that any change in article Four of the Charter must have the prior approval both of the Synod and of the College. Nothing herein shall amend Article Four of the Charter of the College.

It is expressly agreed that as long as Austin College is a viable educational institution, neither the Synod of the Sun nor any of its Trustees, officers, agents, servants, or employees shall be liable for any of the debts of Austin College; and neither Austin College nor any of its Trustees, officers, agents, servants, or employees shall be liable for any of the debts of the Synod of the Sun or any other obligations or liabilities of the Synod.

Austin College is governed by a self-perpetuating Board of Trustees whose obligation is two-fold: 1) to the Charter with its corporate responsibilities, and 2) to this Covenant.

The *Policy Manual* of the Board of Trustees contains the standards for Trustee selection. In adopting this Covenant, Austin College pledges to continue to include multiple members the Synod of the Sun and the Presbyterian Church (USA) on its Board of Trustees.

A current copy of the College's Charter, Bylaws, and *Policy Manual* of the Board of Trustees shall be on file with the Synod Clerk. Similarly, a current copy of the Standing Rules and Operating Manual of the Synod shall be on file with the President of the College.

E. Review and Renewal Cycle

There shall be a review and, if necessary, revision of the covenant relationship every six years. The Synod and the Board of Trustees of the College shall see that such a review is accomplished through appropriate committees. These committees shall be appointed by the respective entities. Responsibility for approval of any change in the covenant resides with the Board of Trustees and Synod.

The minutes of the Board of Trustees and the independent audit required by accreditation agencies shall be the responsibility of the Board of Trustees. The audits and minutes shall be available for review by the Synod.

III. Mutual Understanding and Commitments

A. Mutual Concern and Support

Both College and Synod shall demonstrate mutual concern and support for one another. The primary expression of mutual concern and support shall involve program relationships between the Synod and the College in which each provides services for the other.

Continuing communication between the College and the Synod should be encouraged and maintained.

B. The Role of the College

The College shall be a resource to the Synod and its constituencies regarding education, the implications of the development of new knowledge, and the related services of that development.

The College is free to solicit funds for both capital and operating expenses from individual Presbyterians and other persons, congregations, presbyteries, trustees, foundations, estates, and any other sources. However, the College will secure from the Synod approval for conducting major capital campaigns in which the Synod might be expected to have a role in the organization and promotion through presbyteries and congregations.

Relevant to the interests of Synod, the College shall maintain a strong chapel program to provide opportunities for worship, for application of faith through service to the community, and for exploring and strengthening faith and values. As part of its formal approval of this Covenant, the Synod authorizes clergy representatives of Austin College to celebrate the Sacrament of the Lord's Supper in accordance with the *Book of Order* of the Presbyterian Church (U.S.A.) as part of the Religious Life Program of the College (see especially *Book of Order*, W-2.4012b).

C. The Role of the Synod

The Synod will encourage support of the College by presbyteries, sessions, and individual Presbyterians within its bounds:

1. By presenting to Presbyterian youth the educational opportunities

- available at Austin College;
2. By encouraging use of personnel, students, and facilities of the College to carry out the mission and work of the Synod;
 3. By providing and encouraging financial support;
 4. By encouraging and interpreting planned giving programs;
 5. By interpreting and advocating the role and programs of the College through Synod and General Assembly related foundations and publications; and
 6. By providing direct access to Synod to interpret the work of the College.
 7. By facilitating connections between Austin College and other Synod covenant partners.

The Synod, through its appropriate agencies and committees, shall continually rethink its role in higher education and communicate its concepts, vision, and challenges to the College. The Synod shall continue to support the College, its faculty, students, and administration with its prayers.

D. Authorization of Other Program Relationships

The Synod and the College recognize the advantages of working relationships between the College and other church governing bodies not inconsistent with this Covenant. Such relationships with presbyteries and sessions allow for mutual responsibilities and resources to be identified and exercised at every level, and the College may have Statements of Understanding to implement program relationships with other church governing bodies.

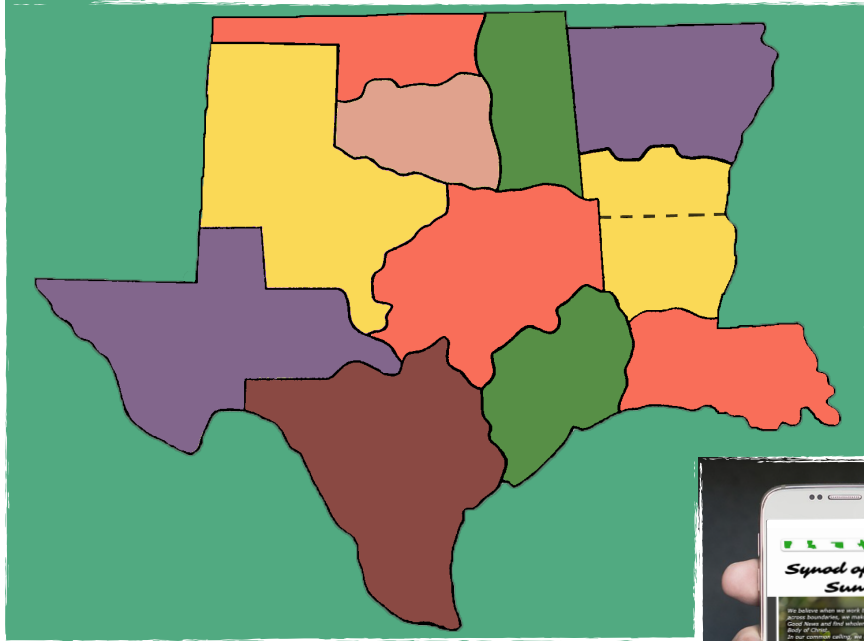
IV. Formal Approval

This document establishes and contains all the terms of the covenant relationship between the Synod of the Sun and Austin College. By formal action, the trustees of the College and the Synod of the Sun adopt this Covenant and pledge themselves to carry out its provisions.

The original Covenant was approved by the Austin College Board of Trustees, November 11-12, 1982; by the General Council of the Synod of Red River and Sun, November 20, 1982; and officially confirmed at the Meeting of the Synod of the Sun on June 28, 1983. The sixth revision was prepared by the Covenant Review Team, Austin College, Sherman, Texas, on February 23, 2018 and was approved by the Austin College Board of Trustees on May 12, 2018 and the Synod of the Sun on March 13, 2018. This Covenant shall be reviewed by the Synod and the College in 2024.

Shelley Hernandez, Moderator
Synod of the Sun

Steven P. O'Day, President
Austin College



SYNOD OF THE SUN

Moving us forward to respond and lead the changing church into God's future.

SYNOD PRIORITIES:

Relationships
Networks

Mission
Assessment

Communication Services

Vision Statement

This vision statement for the Synod of the Sun is based on priorities of Mission; Relationships; Communications; Networks; and Assessment. Intended as a 3-5 year vision of what we are becoming and how we get there, the vision statement grows out of our core values, and the why and mission statements.

I. GENERAL AFFIRMATIONS

- a. The Synod of the Sun is a worshipping body;
- b. Synod resources (both human and financial) will principally be outwardly directed.
- c. The design for mission will provide for one full time Synod Leader & Stated Clerk dedicated to facilitating and interpreting the mission, seeing to the governance, and overseeing the administration of the synod;
- d. While pursuing this vision, the synod will continue to fulfill its responsibilities as a council of the Presbyterian Church (U.S.A.) in mutual relationship with other councils.

II. MISSION

- a. The synod exists primarily for mission, and secondarily for governance; therefore, we seek to be defined by the mission we facilitate and do;
- b. We will fulfill our mission goal in partnership with presbyteries, congregations, networks, covenant partners, and denominational agencies;
- c. We will work to coordinate our mission and work together with other synods towards a common goal of resourcing contingent presbyteries and their leaders.
- d. We will work with Solar Under the Sun, as a designated mission of the Synod, by offering support through a specific line item in the synod budget with:
 - i. Accounting
 - ii. Communications Services
 - iii. Audit

OUR VALUES *adopted Nov 2013*

In response to God's call to corporate discipleship under the authority of Jesus Christ as Lord, and as a council of the Presbyterian Church (U.S.A.), the Synod of the Sun affirms the following core values:

Faithfulness: we honor Christ as Lord when we are worshipful in our work and theologically grounded in our action (Colossians 3:17; 2 Corinthians 4:5)

Servanthood: we follow the model of Christ who, though Lord of all, became servant to all when we recognize as a synod that our role is to serve presbyteries and congregations, and as commissioners that to be called is to be sent (Mark 10:42-45; Philippians 2:5-12)

Community: we live as the Body of Christ when we foster relationships, share responsibility, embrace diversity, and ensure every voice is heard (Acts 2:42-47; Romans 15:5-7; Ephesians 4:1-6, Galatians 3:26-28)

Functionality: we fulfill the call of Christ when we place structures and resources in service to mission not institutional self-preservation (Mark 8:34-35; 2 Corinthians 9:8)

Responsiveness: we build Christ's church when we train leaders, support mission partners, connect resources to needs, and communicate effectively (Matthew 28:16-20; Ephesians 4:16-18)

Flexibility: we empower faithful discipleship in Christ when we employ fluid structures and build self-directed mission networks rather than hierarchy (Mark 2:18-28; Acts 11:17-18)

Openness: we seek the Spirit of Christ when we listen for new ideas, voices, and methods in our midst; and practice transparency and accountability in our corporate life (Isaiah 43:19; John 3:21; 2 Corinthians 4:2)

- e. We will strive for deeper, more supportive relationships with the current designated mission, Solar Under the Sun by:
 - i. Reporting between & Celebrating each other;
 - ii. Electing two (2) SUS Board members as Synod Commissioners;
 - iii. Providing SUS mission orientation and interpretation opportunities to Synod Commissioners.

III. RELATIONSHIPS

- a. A mission description for Commissioners, Commission(s) charge, and role descriptions for Chair(s) and Officer(s) will be developed and included in the standing rules;
- b. We will continue to renew our covenant partnerships using abbreviated documents, with increasing awareness of the needs and call of God on all parties;
- c. We will gather our Covenant Partners for education and fellowship at least every two (2) years;
- d. We will continue to support presbytery staff through EP and Stated Clerk Forum(s), and other leadership through various training opportunities as requested.

IV. COMMUNICATIONS

- a. We will continue to offer a unique service to presbyteries through the Communications Services Plan;
- b. The design for the Communications Services Plan provides for one full-time Communications & Administration Coordinator, utilizing contract help where necessary;
- c. We will continue to develop the synod's Video Bank as a way of connecting congregations and presbyteries in mission;
- d. We will continue to develop and provide materials used for mission interpretation by Synod Commissioners and for congregations on Synod Sunday;
- e. Synod Commissioners will participate actively as connecting links and advocates between the synod and the presbyteries, networks, covenant partners and designated mission(s).

V. NETWORKS

- a. We will be responsive to emerging needs and locally generated initiatives through facilitating networks of individuals, congregations and presbyteries for specific mission purposes.
 - i. Networks should ordinarily consist of participants from more than one presbytery and seek to fulfill a purpose beyond the reach of a single presbytery;
 - ii. A process for application and development of a network shall be reviewed and amended in a way that denotes responsiveness, trust, and collaboration.

VI. ASSESSMENT

- a. We will develop and maintain a practice of Impact Assessment, reviewing and evaluating the impact of all that we do;
- b. We accept that "failure" is a perception as a measure of "success", in that vein, we will fail fast and fail forward secure in our call;
- c. We will consistently seek the wisdom and call of the Holy Spirit in all that we do through the assessment of our impact on mission and exploration of new ways of carrying that out in God's creation.

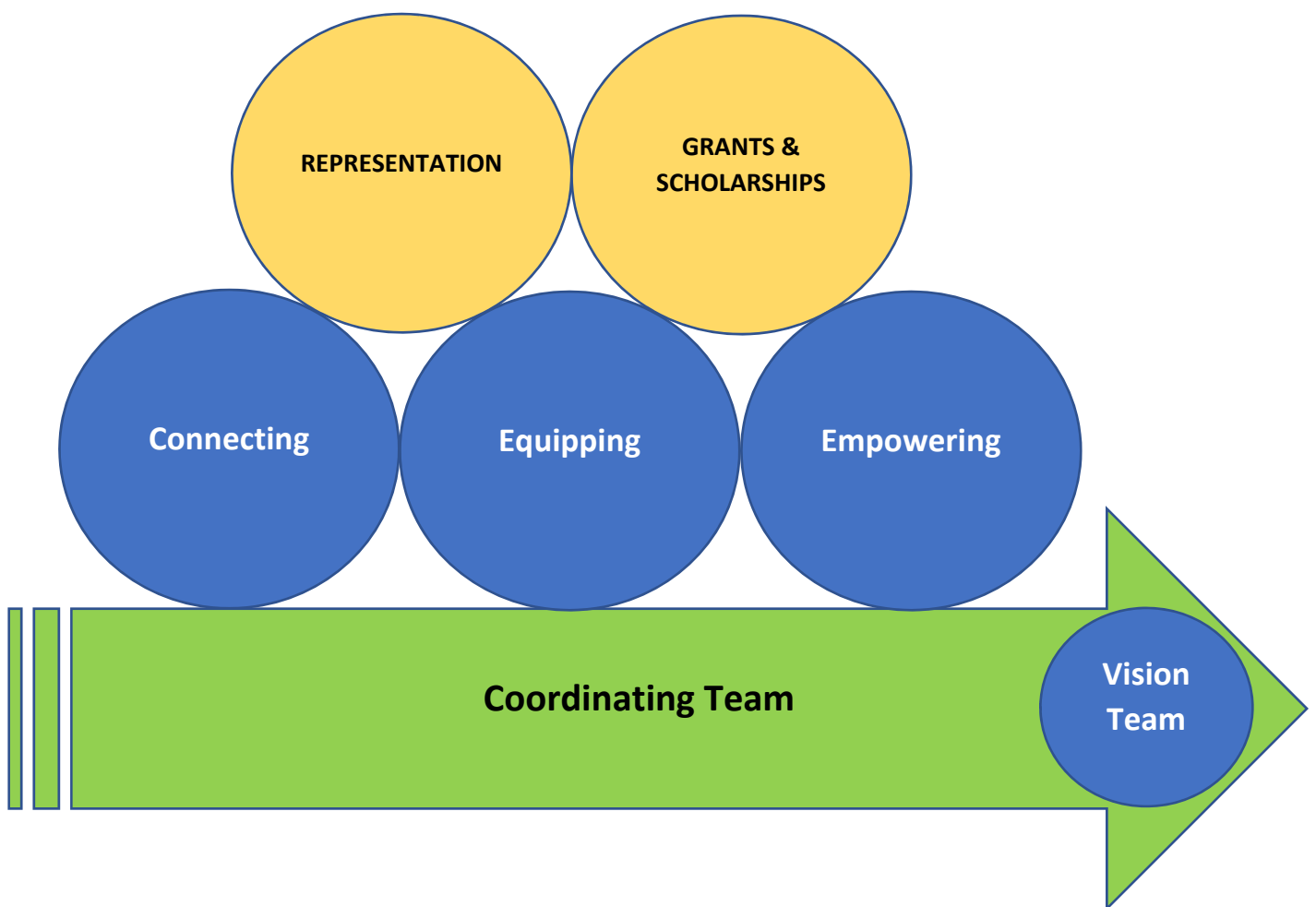
Moving us forward to respond and lead the changing church into God's future

OUR MISSION

"The Synod of the Sun of the Presbyterian Church (U.S.A.) serves Christ by connecting, equipping, and empowering Presbyterians for Christ's mission within and beyond the Synod's bounds."

BECAUSE

"We believe when we work together across boundaries, we make visible the Good News and find wholeness as the Body of Christ. In our common calling, we impact lives together."



STRUCTURE IN SERVICE TO MISSION

Designated Mission

- Support through budget covering:
 - Accounting
 - Communications Services Plan
 - Audit
- Deeper Relationships through:
 - Reporting/Celebrating each other
 - 2 SUS Board elected as Synod Commissioners
 - SUS Mission Orientation to Synod Commissioners



Plan for election of Commissioners to Synod (G-3.04)

by approval of presbyteries in 2019

- Each presbytery elects one ruling elder and one minister of the Word and Sacrament to a three-year term, ordinarily staggered.
- A commissioner may serve no more than two successive terms.
- The synod, to provide racial ethnic balance among commissioners, will provide for the election of up to six (6) commissioners at-large.
- The synod, to provide for deep and ongoing relationship, shall elect two (2) commissioners at-large from the board or governing council/committee of its identified **designated mission.**

Servanthood: *we follow the model of Christ who, though Lord of all, became servant to all when we recognize as a synod that our role is to serve presbyteries and congregations, and as commissioners that to be called is to be sent (Mark 10:42-45; Philippians 2:5-12)*

Functionality: *we fulfill the call of Christ when we place structures and resources in service to mission not institutional self-preservation (Mark 8:34-35; 2 Corinthians 9:8)*

STRUCTURE IN SERVICE TO MISSION

Committees (Re)Defined as Commissions

Standing Commissions (i.e., *Connecting, Equipping, Empowering, & Coordinating Team*) are each empowered to consider and conclude matters referred to it by the synod and as described;

- Each shall have charge of its own budget, a sub-division of the synod's operating budget; and authority to carry out their charge;
- Each shall begin and end their meetings with prayer and worship components;
- Comprised primarily of Commissioners to the Synod, Corresponding members, and Co-opted members with voice and vote;
- A quorum of each commission shall be a majority of its Commissioner members.

Flexibility: *we empower faithful discipleship in Christ when we employ fluid structures and build self-directed mission networks rather than hierarchy (Mark 2:18-28; Acts 11:17-18)*



Functionality: *we fulfill the call of Christ when we place structures and resources in service to mission not institutional self-preservation (Mark 8:34-35; 2 Corinthians 9:8)*

SYNOD ASSEMBLY

A place of. . .

- ❖ Worship;
- ❖ Conversation/Development to/for that which synod is uniquely suited;
- ❖ Celebration of Networks, Mission, Relationships;
- ❖ Local mission engagement;
- ❖ Affirmation of Commissions' work;
- ❖ Approval of revised and final Synod budget;
- ❖ Other work as required/advised by the Coordinating Team.

Faithfulness: *we honor Christ as Lord when we are worshipful in our work and theologically grounded in our action (Colossians 3:17; 2 Corinthians 4:5)*

STRUCTURE IN SERVICE TO MISSION

Connecting

Charged with relationships between synod and the world! (i.e. Congregations; Presbyteries; Covenant Institutions & Agencies; PC(USA) Agencies)

- Presbyteries/Congregations
- Covenant Relationships
- Communication and maintenance of relationships (i.e. Synod Sunday; Video Bank; Conversations with the Clerk; Presbyterian Disaster Assistance)
- Develop new and creative ways of strengthening relationships between and among the Body of Christ.

Community: *we live as the Body of Christ when we foster relationships, share responsibility, embrace diversity, and ensure every voice is heard (Acts 2:42-47; Romans 15:5-7; Ephesians 4:1-6; Galatians 3:26-28)*

Equipping

Charged with oversight and development of that which equips presbyteries and the synod to live into their call to ministry. (i.e. Synod Communications Services Plan, as well as Synod Personnel)

- All aspects of the Communications Services Plan
- EP & Clerks (Forum; COM & leadership training)
- Synod Personnel/Human Resources function
- Develop new and creative ways of equipping Presbytery leadership and strengthening communications with and between presbyteries and the world.

Responsiveness: *we build Christ's church when we train leaders, support mission partners, connect resources to needs, and communicate effectively (Matthew 28:16-20; Ephesians 4:16-18)*

Empowering

*Charged with development, nurture, and empowerment of **Synod Networks and Synod Designated Missions**. Networks should consist of participants from more than one presbytery, be responsive to emerging needs and locally generated initiatives seeking to fulfill a purpose beyond the reach of a single presbytery.*

- Development
- Support
- Maintenance
- Celebration

Openness: *we seek the Spirit of Christ when we listen for new ideas, voices, and methods in our midst; and practice transparency and accountability in our corporate life (Isaiah 43:19; John 3:21; 2 Corinthians 4:2)*

Functionality: *we fulfill the call of Christ when we place structures and resources in service to mission not institutional self-preservation (Mark 8:34-35; 2 Corinthians 9:8)*

STRUCTURE IN SERVICE TO MISSION

Representation

Book of Order duties per G-3.0103

- Synod shall elect from among members of the synod at-large (*not Synod Commissioners*), six members, each serving a three-year term;
- Shall consist of three classes except where initial classes of one and two year terms are necessary to establish regular rotation;
- Committee members shall be elected to no more than two consecutive terms;
- Committee shall consist of equal numbers of men and women representing a minimum of four (4) presbyteries;
- A majority of the members shall be selected from the racial ethnic groups within the synod.

Grants & Scholarships Commission

Charged with application process, review and award of funds designated specifically for the program, as outlined in manual.

- Reduce to 5 members
- Elected from among members of the synod at-large (*not necessarily Commissioners*)

Coordinating Team

Charged with uplifting the work of Commissions and visioning for the synod; approval of preliminary budget; assessment of impact; and coordination of Assemblies with authority to make decisions on behalf of the assembly between meetings.

Comprised of (11): Moderators of Connecting, Equipping, Empowering, Representation, Grants & Scholarships Commissions; President/Moderator of designated Synod Mission Board; Synod CT Chair; Synod Moderator; Synod Moderator-Elect; Staff Resource – Synod Leader/Stated Clerk and Assistant Stated Clerk

- Assessment of ministry impact relative to established mission, vision, values and why statements
- Synod Budget
- Oversee administrative function
- Nominating

Vision Team

Charged with vision and planning of the life and work of the synod, as well as an annual Coordinating Team Retreat. The purpose of the retreat is orientation and articulation of vision and focus, building team and relationships among the Coordinating Team.

Comprised of (6): CT Chair, Synod Moderator, Synod Moderator-Elect, and one person from the Executive Presbyter/Stated Clerk's Forum, Assistant Stated Clerk, and Synod Leader & Stated Clerk.

Functionality: *we fulfill the call of Christ when we place structures and resources in service to mission not institutional self-preservation (Mark 8:34-35; 2 Corinthians 9:8)*

DESCRIPTION OF SERVICE

Commissioners

What does it mean to be a Synod Commissioner?

Commissioners serve as leaders and missionaries of the synod. They are called to seek and to discern the mind of Christ, interpret the mission and actions of the synod, and serve as an agent of Christ's mission in the region and member presbyteries.

What kinds of gifts, experience, and abilities do I need to have to be a Synod Commissioner?

As the synod continues to grow toward a more missional body, there is an ongoing need to communicate these changes and to develop ways and means by which the synod can continue to connect, equip, and empower. The synod needs leaders with a variety of gifts and skills in the areas of media and communications, finance, and development, among others, and with a heart for mission and ministry.

If elected by my presbytery as a Synod Commissioner, what is expected of me?

Commissioners are the direct link to constituent presbyteries and will maintain regular communication with their presbytery. Whenever possible, commissioners will secure time on their presbytery's meeting docket to provide a report of the work of the synod. Where a personal report is not possible, a written report will be provided for publication.

Every commissioner serves on one of three Standing Commissions (Connecting, Equipping, Empowering). As a Commissioner to the synod, you are expected to fully participate in the life and work of the synod and your chosen commission.

Do I get to choose which Standing Commission I serve on?

YES! God calls each of us independently, with special gifts for God's own purposes. We believe that you go and serve where God calls. Detailed descriptions of the Standing Commissions can be found in the **Operations Guidebook: *Living Out Our Call***.

How is the work of the commissions accomplished with in such a large geographical region?

Much of the work of synod and its Commissions is conducted primarily through email, conference calls, and video conferencing between Synod Assemblies. Depending on the commission, it is possible that there will be an occasional face to face meeting in a central location.

DESCRIPTION OF SERVICE

Commission Vice-Moderator Responsibilities

- Works with the Commission Moderator and Synod Leader & Stated Clerk to call meetings, set agendas, and see that the Commission's mission is carried out in a timely fashion and with energy, imagination, and love;
- Serves and participates in the life of the Commission, assisting the Moderator wherever possible;
- Communicates, interprets, and celebrates the work of the commission to synod and beyond;
- Provides open and inclusive space for ALL to serve: Commissioners and Corresponding members, as well as encouraging and recruiting Coopted service;
- Stands in the gap: In the event that the Commission Moderator is or becomes unavailable to fulfill any or all of their responsibilities;
- Wherever possible, serves the following year as the Commission Moderator.

Commission Moderator

- Ordinarily, would have previously served as Commission Vice-Moderator
- Works with the Commission Vice-Moderator and Synod Leader & Stated Clerk to call meetings, set agendas, and see that the Commission's mission is carried out in a timely fashion and with energy, imagination, and love;
- Assures that full and complete minutes, including commission budget, are taken and provided to the synod staff in a timely way;
- Serves and participates on the Synod Coordinating Team by, among other things, sharing about the work of the Standing Commission;
- Communicates, interprets, and celebrates the work of the commission to synod and beyond;
- Provides open and inclusive space for ALL to serve: Commissioners and Corresponding members, as well as encouraging and recruiting Coopted service;
- Assures that the commission provides written policies for its work and presents those, and any changes, to the Synod Assembly for full approval.

Synod Moderator-Elect

- Moderates the Assembly in the event the Moderator is unavailable;
- Serves on the Coordinating Team;
- Leads synod nominations work;

DESCRIPTION OF SERVICE

- Serves, at times, on any appointed groups of the Synod that are deemed necessary by the Coordinating Team or Assembly for dealing with needs beyond that outlined for Synod Commissions;
- Serves on a Standing Commission as agreed with the Moderator and Chair of CT, so that each commission has an elected officer;
- Represents the Synod at events beyond Assembly meetings as requested and appropriate.

Synod Moderator

- Ordinarily, will have served previous year as Synod Vice-Moderator;
- Moderates all Assembly meetings;
- Serves on the Coordinating Team;
- Works with Stated Clerk to plan the Synod Assembly docket;
- Leads Synod annual budgeting & oversight;
- Appoints, and at times serve on, any Task Forces, Teams or Commissions that are deemed necessary by the Coordinating Team or Assembly for dealing with needs beyond that outlined for Synod Commissions;
- Represents the Synod at events beyond the Assembly meetings as requested and appropriate;
- Serves on a Standing Commission as agreed with the Moderator-elect and Chair of CT, so that each committee has an elected officer;
- Reviews and approves the minutes of Assembly meetings, in partnership with the Moderator-elect, as prepared by the Stated Clerk.

Coordinating Team Chair

- Ordinarily, will have served previous year as Synod Moderator;
- Develops agenda and moderates Coordinating Team;
- Reports to the Assembly on behalf of the CT;
- Leads synod administrative oversight, i.e. Insurance Review, etc.
- Represents the Synod at events beyond Assembly meetings as requested and appropriate;
- Serves on a Standing Commission as agreed with the Moderator-elect and Moderator, so that each commission has an elected officer;
- Serves on Task Forces, Teams or Commissions that are deemed necessary by the Coordinating Team or Assembly for dealing with needs beyond that outlined for Synod Commissions.

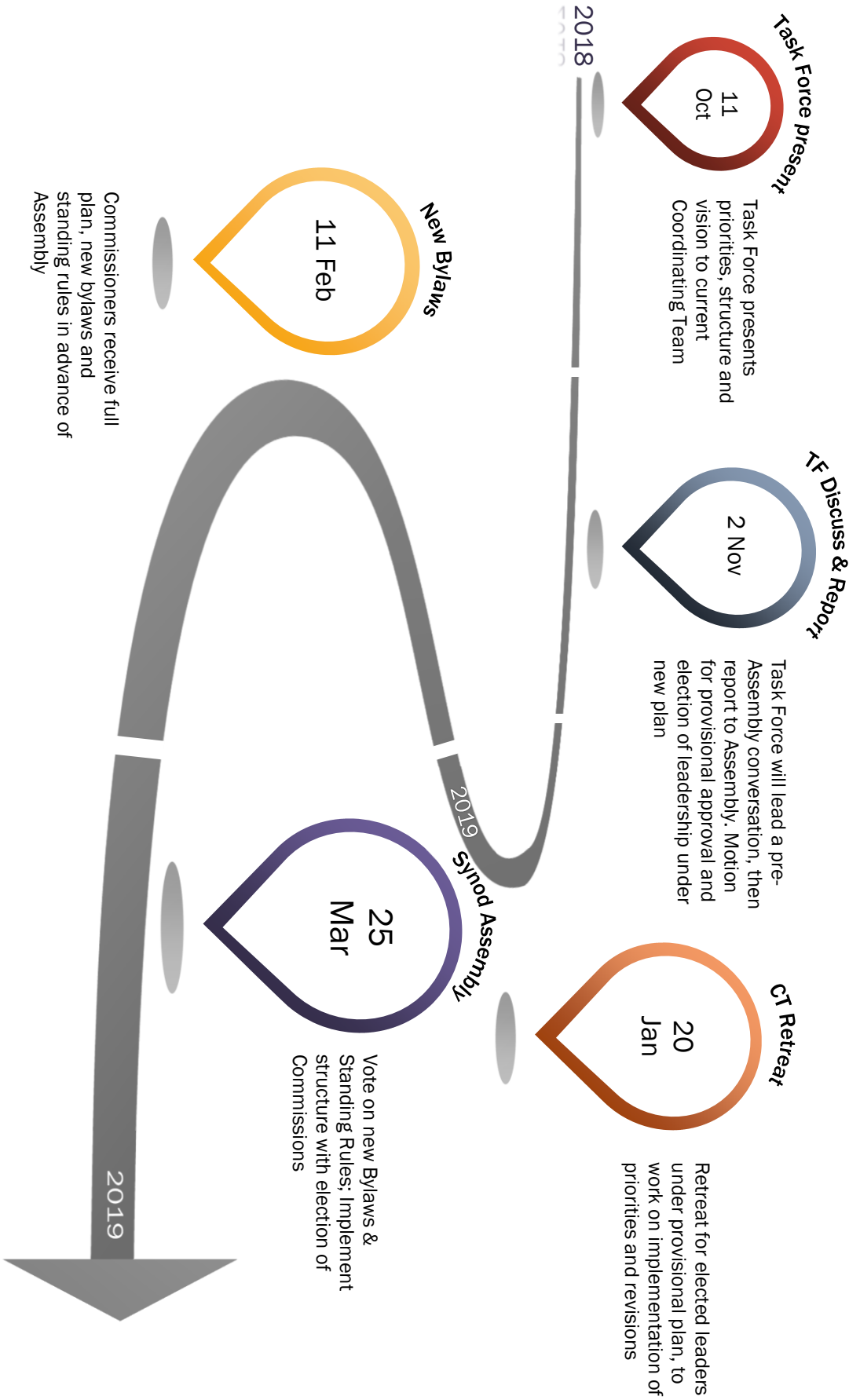
DESCRIPTION OF SERVICE

Corresponding Members

Executive Presbyters and Presbytery Stated Clerks serving within the bounds of the synod (unless duly elected as a commissioner) shall be seated as corresponding members of the synod with voice and no vote in the Assembly, but with voice and vote in Commissions.

Questions and feedback are invited. Please send comments and inquiries by November 1 to valerie.young@synodsun.org for collection and consideration.

Developed and Submitted by 2018 Vision Task Force: *Shelley Hernandez, Synod Moderator; Rev. Elizabeth Gabbard, Synod Moderator-Elect; Rev. Mitch Miller, Synod Moderator-Elect Nominee; Ernest Higginbotham, Assistant Stated Clerk; Valerie Young, Synod Leader & Stated Clerk*



Vision Plan Feedback

These are the comments provided on note cards during the meeting.

1. Is there a way to draw active youth into an active role? Maybe a guided commission for synod youth so they feel they have a voice. It would fall in line w/ Connecting Equipping & Empowering and hopefully draw more youth into wanting to continue the work of the Church into adulthood.
2. Concerned about budget & finances not being overseen by a Stewardship group (small)
3. Concern about the Personnel Committee not being separate – and it's too large as the whole commission
4. Concern about the "Designated Mission" not having more definition – not SUTS – define what qualifies as a "designated mission" – they also have a seat on the Coordinating Team and have 2 Commissioners (which equals pby representation). "The Synod Mission" instead of "Designated Mission"
5. Why does Solar Under the Sun take precedence over the covenant partners and is it an indefinite relationship or will it be "launched" to be independent (financially) at some point? How much input does the synod have regarding the management decisions of Solar Under the Sun?
6. A separate Personnel committee is essential! 3-5 people, separate for the health of our staff. I would suggest 5:3 from the elected commissioners & two "co-opted" folks that could be chosen for their HR skills/portfolio. They could also be a bit more consistent – which will also help the staff.
7. Until "Designated Mission" is defined, it is pre-mature to name Solar Under the Sun as our Designated Mission & give them Commissioners to the Assembly & Coordinating Team.
8. Financial Projections – nothing included; mission programs must have a plan ; Solar Under the Sun was created w/ no financial base – it still doesn't have one 8-10 years later
9. Agree to have a special Personnel Committee. Current Personnel Committee meets monthly by Zoom and has been a helpful resource for Valerie. 3-5 people including a representative from EP Forum.
10. Until the imagery of "White Jesus" dies the church many not live.
11. It will be a bit of a challenge, I believe, to recruit 2 volunteers from the Solar board to take on the additional responsibilities of being Commissioners to synod as well. Maybe there's a less demanding way to tighten our bonds?
12. Separate (Independent) Personnel Committee of 5 is essential.
13. Rethink Solar Under the Sun representation in new model; How is one decide on "Designated Mission" terminology?; Comment of Covenant Partner from PCHAS – has merit to reconsider.
14. Why the focus on Solar? Decouple SUS from Synod leadership until such time as SUS is sorted out.
15. Please think through the implication of giving Solar Under the Sun the sole title Designated Mission rather than the Synod's Program of Synod Mission Program. Know that you have 30 or so proud Covenant Partner Agencies like PCHAS, Austin Seminary, Austin College, etc. . .
16. Page 12 – due to changing models of presbytery staffing, might it be better to identify corresponding members as "Presbytery Leaders" and Stated Clerks?
17. I am still concerned about the optics of SUS having more representation than presbyteries (2 Commissioners and 1 on Coordinating Team). I would drop the Coordinating Team.
18. That the new structure moves to a model of commissions, rather than committees, I know the perception of Synod meetings twice a year.
19. I know the move to commissions is an intentional part of a more nimble structure.

Vision Plan Feedback

These are the comments provided on note cards during the meeting.

In my experience, this moves the "work" away from the entire council. My concern is that "Synod meetings" will be mostly hearing about work that's been done, or will be done on behalf of the whole council. This achieves more nimble; but participation by Commissioners at Synod meetings much less necessary. And my reaction is far more often in my old age--"don't call me away for a meeting we really don't need to have because the work is already done (which is why we make it a commission because we can have less meetings). I KNOW the intent is to have differently organized events around worship and presence and relationships. I don't have a better way to do it. Though it is important this is a shift in where the work is done, and if it works kind of how it has in the past, Synod meetings would appear to be less important. This is probably not the intent (no, it is not the intent) but this perception will be real and experienced. So thinking about how this "works" in relation to the whole rather than the parts will be important.

Covenant Partnership between

The Synod of the Sun, PCUSA and Dwight Presbyterian Mission, Inc.

The Synod of the Sun is a Mid Council of the Presbyterian Church USA with historic ties to Dwight Mission.

On January 1, 2016 Dwight Mission reorganized as Dwight Presbyterian Mission, Inc. and now seeks to form a Covenant Partnership the Synod of the Sun. In light of recent conversations about the roles of Synods and its Covenant Partners, it hopes this abbreviated Covenant Agreement will be warmly embraced by all parties.

The Synod of the Sun's mission is "We believe when we work together across boundaries, we make visible the Good News and find wholeness as the Body of Christ. In our common calling, we impact lives together." Its philosophy of care is to be "connecting, equipping and empowering." The role of the Synod of the Sun is to support, encourage, and be a resource to its member presbyteries and Covenant Partners throughout Texas, Oklahoma, Arkansas and Louisiana.

Dwight Presbyterian Mission, Inc. is a Presbyterian related institution engaged in formal relationships with the Eastern Oklahoma Presbytery, the Indian Nations Presbytery, and the Cimarron Presbytery. It's mission is to Transform Lives Through Meaningful Relationships in a Sacred Space. Dwight is moving into its future by expanding year-round programming to include Continuing Education experiences, Peace & Justice experiences, Certification Programs in specialized ministry, Ministry Consultations, and Collaborations with ministry partners. Dwight is supporting this ministry expansion by renovating it's historic 1917 School House with new offices, new classrooms and a restored 200 seat auditorium. To meet the changing expectations of adult guests, Dwight has added several Tiny Homes and renovated several buildings from dorm lodging to adult lodging.

The Synod of the Sun and Dwight Presbyterian Mission, Inc. hereby enter a Covenant Agreement and join together in God's work. The Synod of the Sun will continue to be a resource to its presbyteries and covenant partners and Dwight Presbyterian Mission, Inc. will continue to provide a Presbyterian approach for camps, conferences, retreats, and educational programs. The covenant relationship established by this agreement is not a legal partnership and each party may establish and maintain mission partnerships with other agencies and denominations.

The Synod of the Sun and Dwight Presbyterian Mission, Inc. embrace this covenant partnership and agree to mutually support one another's ministries. The Synod of the Sun, by signing this covenant partnership, agrees to pray for, advocate on behalf of and support Dwight Mission as it seeks to Transform Lives Through Meaningful Relationships in a Sacred Space.

The Synod affirms the mission of Dwight Presbyterian Mission, Inc. and encourages each of its member congregations to pray, advocate and support Dwight Mission's transformative ministry. The Synod will provide opportunities for Dwight Mission to share its ministries at Synod gatherings and through its print and electronic communications.

Synod of the Sun, PCUSA

Date: _____

By: _____

Valerie Young, Synod Executive

Dwight Presbyterian Mission

Date: _____

By: _____

Rev. Dr. Robert J Duncan, Jr. Executive Director



Presbyterian Children's Homes and ServicesSM

A Renewal of the Covenant Partnerships between The Synod of the Sun, PCUSA The Synod of Mid America, PCUSA and Presbyterian Children's Homes and Services

The Synod of the Sun and the Synod of Mid America are Mid Councils of the Presbyterian Church USA with historic ties to Presbyterian Children's Homes and Services. On January 1, 2018 PCHAS of Texas/Louisiana and PCHAS of Missouri merged. As one agency serving children and families in need throughout Texas, Missouri and Louisiana, it now seeks to form a Covenant Partnership with both PCUSA Synods named above. In light of recent conversations about the roles of Synods and its Covenant Partners, it hopes this abbreviated Covenant Agreement will be warmly embraced by all parties.

The Synod of the Sun's mission is "We believe when we work together across boundaries, we make visible the Good News and find wholeness as the Body of Christ. In our common calling, we impact lives together." Its philosophy of care is to be "connecting, equipping and empowering." The role of the Synod of the Sun is to support, encourage, and be a resource to its member presbyteries and Covenant Partners throughout Texas, Oklahoma, Arkansas and Louisiana.

The Synod of Mid-America works to support and resource its presbyteries so they can better serve their congregations, and while also engaging in mission and ministry that is more expansive than one presbytery can do on its own.

Presbyterian Children's Homes and Services (PCHAS) is a Presbyterian mission agency. Its purpose is to provide Christ-centered care and support to children and families in need. PCHAS' philosophy of care is to be family centered, strength focused, and goal driven. PCHAS offers a variety of residential and community-based services throughout Texas, Missouri and Louisiana.

The Synod of the Sun, the Synod of Mid America and Presbyterian Children's Homes and Services hereby renew its Covenant Agreements and join together in God's work. The Synod of the Sun and the Synod of Mid America will continue to be a resource to its

-1-

Our mission: to provide Christ-centered care and support to children and families in need.

presbyteries and covenant partners and PCHAS will continue to provide Christ-centered services for children and families in need throughout Texas, Missouri and Louisiana.

The covenant relationship renewed by this agreement is not a legal partnership and each party may establish and maintain mission partnerships with other agencies and denominations.

Synod of the Sun, PCUSA

Date: _____ By: _____
Valerie Young, Synod Executive

Synod of Mid America, PCUSA

Date: _____ By: _____
Rev. Landon Whitsitt, Synod Executive

AND

Presbyterian Children's Homes and Services

Date: _____ By: _____
David Thompson, President

Report to the November, 2018 Synod Assembly - Personnel Committee

Members of the Committee: Tim Davenport-Herbst (chair), Gordon Edwards, Jesse Gonzalez, Grace Goodeagle, Lorinda Sealey, Shelley Hernandez (ex officio), Mary Ellen Summerlin (ex officio).

Narrative

1. We express our gratitude to all the employees of the Synod. They are doing an excellent job of living into the hope of their calling.
2. We performed an annual evaluation of Valerie Young as Synod Leader and Stated Clerk. She received universally positive reviews from the Executive Presbyters and we heard about how much her work is appreciated. They see her as an equal partner in their work and note many ways in which she has been helpful to them and their presbyteries, including in the search for new EP's as many of the Synod's retire.
3. We note that Valerie has really been living into her role as Synod Leader and celebrate her deserved confidence, collegiality with other judicatory leaders, and collaborative leadership style that empowers the Synod.
4. In the past year since taking office, Valerie has:
 - a. led the development of the communications services plan;
 - b. led a retreat;
 - c. participated in 13 presbytery meetings in 10 presbyteries;
 - d. run workshops for 2 congregations;
 - e. assisted in the development and management of 3 networks: Solar Under the Sun, Lay Pastors, and Women's Empowerment;
 - f. preached four times;
 - g. represented our Synod at General Assembly, including in the per capita conversation with the Stated Clerk;
 - h. provide leadership for the Synod Executives as they develop a plan to gather in Montgomery, Alabama for anti-racism training;
 - i. Moved finances with new online system and process;
 - j. Moved out of the offices and developed virtual officing, saving the Synod over \$20,000;
 - k. Worked with the Vision review team and helped them develop and bring their plan.

For Information and Future Action

We recognize the need for a full sexual harassment and personal conduct policy that addresses staff, associated contractors, and volunteers.

Action to be taken by Synod

- Elect Ernie Higgenbotham to another year term as Assistant Stated Clerk.

A Covenant Between the Synod of the Sun, Presbyterian Church (USA),
And Vera Lloyd Presbyterian Family Services, Inc. (VLPFS)
Monticello, Arkansas and
Little Rock, Arkansas

I

THE COVENANT

This covenant between the Synod of the Sun and Vera Lloyd Presbyterian Family Services, Inc. shall define the relationship between these two groups. It is an expression of trust, hope, and mission shared by both, reflecting the promises and the hopes of historic covenants made between God and God's people over many centuries. Its spirit is one of opportunity and flexibility offering opportunities for Christian mission among children and families in crisis.

II

Affirmation of Vera Lloyd Presbyterian Family Services

In reaffirming our commitment to the mission of Jesus Christ and to the Synod of the Sun, Vera Lloyd Presbyterian Family Services, Inc. covenants:

1. To share Christ's healing love with children, youth, and families in crisis.
All programs of VLPFS will be consistent with that mission;
2. To inform and educate the Synod and its constituent Presbyterian entities on issues and concerns affecting children, youth, and families, to provide leadership, planning, and advocacy in services of reconciliation and prevention, and to work positively with others within the Synod who share similar concerns;

3. To provide an annual report to the Synod about the vitality of VLPFS's programs and finances.

III

Affirmation of Synod of the Sun

In reaffirming its commitment to Vera Lloyd Presbyterian Family Services, Inc. the Synod of the Sun covenants:

1. To recognize VLPFS as a covenanted agency of the Synod, affirming and celebrating the ministry of reconciliation as a valid, vital Christian ministry within the Synod;
2. Upon the request of VLPFS provide recommendations of potential board members for nomination to the VLPFS Board and/or if determined practical and beneficial by both parties, provide a liaison to the VLPFS Board.

IV

The Separate and Corporate Integrity of Each Party

1. It is expressly agreed that the Synod of the Sun or any of its trustees, officers, agents or employees shall not be liable for any of the debts or other liabilities whatsoever of the Vera Lloyd Presbyterian Family Services, Inc. Likewise, the Vera Lloyd Presbyterian Family Services, Inc., or any of its directors, officers, agents, servants, or employees shall not be liable for any of the debts of the Synod of the Sun or any other obligations or liabilities whatsoever of the Synod.
2. The Bylaws of the VLPFS Board of Directors provides the standards for selection of board members. In adopting this Covenant, VLPFS pledges to

continue to include multiple members of the Synod of the Sun and the Presbyterian Church (USA) on its Board of Directors.

V
Review

To ensure the vitality of the covenant relationship between the Synod and Vera Lloyd Presbyterian Family Services, both parties agree to a complete review of this Covenant at a minimum of every seven (7) years after its adoption, with the understanding that this covenant will continue until it is renewed. Either party may request interim changes agreeable to both parties.

Synod of the Sun
Moderator

Vera Lloyd Presbyterian
Family Services
Chair of the Board

Synod of the Sun
Executive

Vera Lloyd Presbyterian
Family Services
CEO

Date

Date

Stewardship Report

Finance

2018 has been one of transition as we have changed from a bookkeeping service to an accounting service with Sommerville and Associates, Inc. There are some major differences in process, for both the Synod and Solar Under the Sun.

It is recommended that the following financial reports found in the packet be received as information:

- 3rd Quarter Synod Income/Expense to Budget
- 3rd Quarter Synod Balance Sheet
- 2018 Synod Youth Workshop Income/Expense to Budget
- 3rd Quarter Solar Under the Sun Income/Expense to Budget
- 3rd Quarter Solar Under the Sun Balance Sheet

Board Designated Reserves

The committee recommends the revisions to the Board Designated Reserve accounts as indicated. Thanks to Elizabeth Gabbard, Mitch Miller, David Stipp-Bethune, and Francis Carlton for serving on the revision group.

Audit

As is the current practice, a full yearly audit of accounting was conducted for 2017 books and that report is found in your packet. There were no irregularities found. We recommend that the report be received by the synod as information.

Budget

It is recommended that the Assembly duplicate the finalized 2018 Budget until March 2019 when the Assembly will be presented with an amended budget based.

Rationale:

- The March Assembly is regularly presented with an amended budget.
- With the provisional adoption of the Synod Structure realignment, the Coordinating Team will need time to update and adjust the budget outline to reflect the new synod structure.”

Report: Communications Services Plan of Synod of the Sun

The Communication Services Plan of the Synod of the Sun is now producing results for Presbyteries within the Synod of the Sun and beyond.

We are now providing communication services for:

- Mission Presbytery
- Presbytery of Arkansas
- Presbytery of the Pines
- Presbytery of South Louisiana
- Eastern Oklahoma Presbytery
- Presbytery of Southeast Illinois

Soon to negotiate contracts with:

- Indian Nations Presbytery
- Missouri Union Presbytery

In conversation with:

- Twin Cities Presbytery
- Baltimore Presbytery

We are offering a range of services, including website redesign and maintenance, social media engagement, e-mail newsletters, registration programs, and on-site conferences.

For each presbytery, we are seeing marked growth in their social media engagement, improved numbers on e-mail reads, and positive commentary on website redesign.



We have also been able to offer online webinars discussing the Communications Plan and Social Media Engagement for Churches.
























As we move towards making the Communication Services Plan more financially viable for the Synod, while still making our service affordable for Presbyteries, we are introducing a new

pricing structure in 2019. This new pricing structure will keep our offerings affordable at an annual cost not to exceed \$5000. We are hoping to expand our client list to a minimum of 15 clients by the end of 2019.

If your presbytery has yet to become a client of the Synod's Communication Services Plan, we invite you to take a look at what we're offering and how we might be able to free up your Presbytery staff from website, social media and e-mail maintenance, so that they can be about the work and mission of the Church.



Social Media feeds currently managed by SOS Communication Services Plan

Synod of the Sun		@SynodOfTheSun
	 	@synodsun
		linkedin.com/company/synod-of-the-sun/
Arkansas		@PresbyteryOfArkansas
	 	@presbyark
		linkedin.com/company/presbytery-of-arkansas/
Mission		@missionpresbytery
	 	@Missionpby
		Coming Soon
Pines		@PresbyPines
	 	@PresbyPines
SE Illinois		facebook.com/groups/28218137055/
	 	@pseillinois
South Louisiana	 	@pbysouthla
Eastern Oklahoma		@eokpresbytery.org
	 	@EOKpresbytery

Initial Consultation			
○ Review of technology, existing internal & external communications, potential content contributors. Establishing your “brand”. Setting goals, plans, dreams.	\$250	\$250	
One time set up or event pricing			
	Introductory price for 2018	“Old Friends” 2019	“New Friends” 2019
○ Website development from existing site or new site	\$150	\$300-\$500	\$117-\$695
○ Mass email creation, implementation and list management.	\$125	\$125-\$300	\$175-\$415
○ Blog development	\$50	\$50	\$75
○ Vlog development (This includes on-site visit, instruction. Travel, expenses extra)	\$250	\$250	\$345
○ Video productions (promotional, storytelling, worship and/or musical recordings. Equipment rental will be an additional charge.)	Negotiable	Negotiable	Negotiable
○ Consultation with Congregations/NWC/Presbytery	Negotiable	Negotiable	Negotiable
○ Communications workshops	\$250	\$250	\$255
○ Printed materials (brochures, fliers, “artwork”)	\$75-\$200	\$75-\$200	\$75-\$255
○ Online registration/survey development per event	\$50	\$50	\$55

Ongoing Services Annual price*	Introductory 2018	“Old Friends” 2019	“New Friends” 2019
○ Website maintenance of new and existing sites	\$600	\$900	\$1,188
○ Social Media Campaigns, i.e. Facebook, Twitter, Instagram, etc. (Varies based on number of SM accounts)	\$600	\$900	\$1,188
○ Mass email maintenance (Up to 3 posts per week)	\$1,200	\$1,800	\$2,388
○ Blog maintenance (Up to 3 posts per week)	\$600	\$50	\$69
○ Vlog maintenance (1-2 posts per week - less expensive with fewer posts)	\$2400	\$200	\$299
○ Youtube/Vimeo or other video channel media maintenance	\$600	\$50	\$69
Platform Continuity Services (Bundles)*			
○ Website maintenance of new and existing sites ○ Social Media Campaigns, i.e. Facebook, Twitter, Instagram, etc. (Varies based on number of SM accounts) ○ Mass email maintenance (Up to 3 posts per week)	\$2,100	\$3,600	\$4,700
○ Website maintenance of new and existing sites ○ Social Media Campaigns, i.e. Facebook, Twitter, Instagram, etc. (Varies based on number of SM accounts)	\$1,200	\$1,800	\$2,376
○ Website maintenance of new and existing sites ○ Mass email maintenance (Up to 3 posts per week)	\$2,100	\$2,700	\$3,500

Synod of the Sun, PC(USA)

Budget: Year to Date for the period of 01/01/2018 to 09/30/2018

Account Number	Account Name	Actual	Budget	Annual Budget
Income				
Budgeted Revenue				
40001	PY Rollover/Retained earnings	0.00	50,995.44	67,993.90
41000	Presbyteries (Previous year giving)	131,807.44	98,855.55	131,807.44
41500	Presby & Misc Gifts to	758.82	0.00	0.00
	Total 41000 - Presbyteries	132,566.26	98,855.55	131,807.44
42100	Contributions	1,668.25	2,999.97	4,000.00
42110	SOSPF Endowment	167,486.25	167,486.22	223,315.00
42200	Investment income	0.00	0.00	0.00
42210	PILP Interest earned	2,402.75	15,000.03	20,000.00
42230	TPF Interest earned	14,129.50	0.00	0.00
	Total 42200 - Investment income	16,532.25	15,000.03	20,000.00
43000	Services Income	0.00	0.00	0.00
43100	Communication Services Program	3,975.56	0.00	0.00
	Total 43000 - Services Income	3,975.56	0.00	0.00
	Total Budgeted Revenue	322,228.57	335,337.21	447,116.34
Board designated income				
46230	Pbty giving for use NEXT year	103,938.25	0.00	0.00
	Total Board designated income	103,938.25	0.00	0.00
	Total Income	426,166.82	335,337.21	447,116.34
Expense				
Budgeted Expense				
61000	Connecting Expenditures	0.00	0.00	0.00
61010	Connecting Reserves	0.00	0.00	0.00
61020	Solar Under the Sun	5,532.40	5,625.00	7,500.00
61030	COM Event	0.00	0.00	0.00
61040	Mission Grants	6,350.00	22,500.00	30,000.00
61050	Network Nurture	11,700.01	22,500.00	30,000.00
61070	EP Forum	2,332.10	2,999.97	4,000.00
61080	Presbyterian Women	0.00	2,250.00	3,000.00
61100	Convenat relationships travel	1,154.69	3,750.03	5,000.00
61110	Lyon College	100.00	74.97	100.00
61120	Austin College	100.00	74.97	100.00
61130	University of Ozarks	100.00	74.97	100.00
61140	Schreiner University	100.00	74.97	100.00
61150	Trinity University	100.00	74.97	100.00
61160	Tulsa University	100.00	74.97	100.00
61170	Pan American School	100.00	74.97	100.00
61180	Austin Seminary	100.00	74.97	100.00
61190	Pby. Children's Homes & Service	100.00	74.97	100.00
61200	Evergreen Pby. Ministries	100.00	74.97	100.00
61210	Vera Lloyd Home & Family	100.00	74.97	100.00
61220	Goodland academy	100.00	74.97	100.00
61230	Mo Ranch	100.00	74.97	100.00
61240	Pres History Society of SW	100.00	74.97	100.00
61250	TPF	100.00	74.97	100.00
61260	Multi-Cultural Youth Conf.	3,500.00	2,625.03	3,500.00
61270	Synod Youth Workshop	3,500.00	2,625.03	3,500.00
61280	Clerk Forum	0.00	2,250.00	3,000.00
61290	Mission Convocation	525.28	4,421.25	5,894.96
61300	National Conf Sponsorships	0.00	0.00	0.00
61310	Critical Needs Fund	0.00	1,500.03	2,000.00
61320	OGA/PMA Unrestricted Giving	0.00	0.00	0.00
61330	National Event Hospitality	3,229.01	5,249.97	7,000.00
61340	Moderator Expenses	806.52	1,500.03	2,000.00
	Total 61000 - Connecting Expenditures	40,130.01	80,920.89	107,894.96

62000	Communication	0.00	0.00	0.00
62010	Computer (Maint Svc Provider)	0.00	0.00	0.00
62020	Webmaster	373.72	2,999.97	4,000.00
62030	Communications Initiatives	3,405.46	3,750.03	5,000.00
62040	Computer (Hardware & Software)	1,611.39	3,750.03	5,000.00
62050	Communications (Mtgs, web exp)	1,211.24	1,125.00	1,500.00
	Total 62000 - Communication	6,601.81	11,625.03	15,500.00
64000	Meeting and Book of Order Expenses	0.00	0.00	0.00
64010	Stated Meeting, Fall	62.00	7,499.97	10,000.00
64020	Stated Meeting, Spring	8,918.63	7,499.97	10,000.00
64030	Mid-Year Committee Gathering	0.00	0.00	0.00
64040	Perm Jud Commission	13.40	2,250.00	3,000.00
64050	Administrative Commission	1,460.72	2,250.00	3,000.00
64090	COR & Nominating Comm	0.00	1,500.03	2,000.00
64100	Other Committee Expenses	6,130.14	5,249.97	7,000.00
64110	Stewardship Year End reserves	0.00	0.00	0.00
	Total 64000 - Meeting and Book of Order Expenses	16,584.89	26,249.94	35,000.00
65000	Personnel Expense	0.00	0.00	0.00
65010	Synod Leader/SC Salary & House	67,500.09	67,500.00	90,000.00
65020	Synod Leader/SC BOP	20,322.92	20,625.03	27,500.00
65030	Synod Leader/SC FICA share	5,042.97	5,163.75	6,885.00
65040	Synod Leader/SC Prof Expenses	951.55	1,125.00	1,500.00
65050	Synod Leader/SC Prof Development	24.72	1,125.00	1,500.00
65110	Comm. & Admin Coordinator Salary	30,000.00	30,937.50	41,250.00
65120	Comm. & Admin Coordinator BOP	7,076.52	11,423.07	15,230.75
65130	Comm. & Admin Coordinator FICA S	2,055.11	2,366.73	3,155.63
65140	Comm. & Admin Coordinator Prof D	0.00	1,125.00	1,500.00
65220	Temp Staff & Other Staff expense	3,392.85	7,499.97	10,000.00
65410	Personnel Committee	228.97	1,500.03	2,000.00
65510	Synod Leader/SC Travel	18,432.73	20,999.97	28,000.00
65520	Comm. & Admin Coordinator Travel	3,000.44	2,625.03	3,500.00
	Total 65000 - Personnel Expense	158,028.87	174,016.08	232,021.38
66000	Office Expenses	0.00	0.00	0.00
66010	Office rent	0.00	0.00	0.00
66020	Telephone	2,431.88	2,625.03	3,500.00
66030	Postage	334.33	375.03	500.00
66040	Copiers	0.00	150.03	200.00
66050	Supplies	1,824.88	2,250.00	3,000.00
66060	File Retention/Storage	1,532.23	1,874.97	2,500.00
66070	Bookkeeping services	20,261.90	22,500.00	30,000.00
66071	Audit Fees	11,000.00	8,250.03	11,000.00
66090	Insurance	3,406.75	2,250.00	3,000.00
66100	Bank charges	160.96	749.97	1,000.00
66105	Aplos fees	572.90	0.00	0.00
66110	Miscellaneous Charges	331.93	749.97	1,000.00
66120	Contingency expense	458.17	749.97	1,000.00
	Total 66000 - Office Expenses	42,315.93	42,525.00	56,700.00
	Total Budgeted Expense	263,661.51	335,336.94	447,116.34
	Total Expense	263,661.51	335,336.94	447,116.34
	Net Income (Loss)	58,567.06	0.27	0.00



Synod of the Sun, PC(USA)
Balance Sheet
as of 09/30/2018

Account Number	Account Name	Amount
Assets		
Bank Accounts		
10100	Chase Bank Checking	\$334,690.71
10110	Chase - Payroll account	\$5,040.84
10200	Bank of America Checking	\$0.00
Total Bank Accounts		\$339,731.55
Investments / Reserve accounts		
12111	PILP	\$250,000.00
12214	Gatewood Acct/TPF	\$479,235.21
12215	UNR Gains Gatewood	\$0.00
12218	MACC Trust Fund Acct	\$46,331.57
12219	UNR Gains MACC Tr	\$0.00
12220	MAPPA Scholarship Fund	\$4,771.74
12221	UNR Gains MAPPA Scholarship Fund	\$0.00
12223	Crisp Endowment/TPF	\$81,560.54
12224	UNR Gains Crisp Fund	\$0.00
12225	Crisp Scholarship/TPF	\$90,325.67
12226	UNR Gains Crisp Scholarship	\$0.00
12229	Ministry Reserves	\$18,457.42
12230	UNR Gain/Loss on Mi	\$0.00
12231	Year-End Reserves A	\$45,914.22
12232	UNR Gains Year-End	\$0.00
12233	Disaster Assistance	\$30,261.59
12234	UNR G/L Reserves for	\$0.00
Total Investments / Reserve accounts		\$1,046,857.96
Fixed Assets		
15000	Equipment	\$1,149.00
15100	Accumulated Depreciation	\$-862.35
Total Fixed Assets		\$286.65
Other Assets		
16000	Prepaid insurance	\$1,958.23
16100	Prepaid expense	\$4,999.93
Total Other Assets		\$6,958.16
Accounts Receivable		
16101	Receivables	\$2,000.00
Total Accounts Receivable		\$2,000.00
Total Assets		\$1,395,834.32
Liabilities		

Account Number	Account Name	Amount
AP		
20000	Accounts payable	\$0.00
Total AP		<u>\$0.00</u>
Payroll Liabilities		
20410	FICA withheld	\$0.00
20420	Income tax withheld	\$0.00
20425	403b Withheld Hunt	\$0.00
20430	403b Withheld Young	\$0.00
20431	SUTS ED BOP Withheld	\$0.00
20470	Medical savings - Young	\$-206.49
20471	Dental - Young	\$0.00
20490	Dental - Riggs	\$0.00
20491	Admin Comm Coord BOP Withheld	\$0.00
20495	Optional benefits	\$0.00
Total Payroll Liabilities		<u>\$-206.49</u>
Current liabilities		
20500	Due to / from Solar Under the Sun	\$-1,689.45
22100	V Young Credit Card	\$4,015.13
Total Current liabilities		<u>\$2,325.68</u>
Total Liabilities		<u>\$2,119.19</u>
Equity		
Unrestricted		
30100	Donations	\$1,668.25
30110	Unrestricted Net Asset	\$40,203.01
30120	Professional Devel Ex	\$1,482.43
30130	Pass Thru Funding	\$4,252.25
30140	Prepaid Workers Comp	\$-52.50
30150	SYW Scholarship	\$-200.00
Total Unrestricted		<u>\$47,353.44</u>
Board Designated		
31100	Gatewood Fund Balance	\$479,235.21
31110	Ministry Reserve Fund	\$18,457.42
31120	Year-End Reserves	\$45,914.22
31130	Disaster Assistance Fund	\$30,261.59
31140	Spanish Translation	\$1,308.21
31150	Database Development	\$10,000.00
31160	Racial Ethnic Ministries	\$15,067.35
31170	Solar Under the Sun	\$0.00
31180	Standing Committee	\$2,784.98
31190	Moderator GA Travel	\$5,350.41
31200	Muticultural Youth	\$1,459.40
31210	Admin. Commission	\$6,629.48
31220	COR Network	\$471.10
31222	Commissioned Pastor Network Fund Balance	\$5,000.00

Account Number	Account Name	Amount
31230	Pbty giving for use odd years	\$93,196.35
31240	Pbty giving for use even years	\$131,807.45
31250	Pres T-shirts	\$1,001.50
31260	Network Reserves	\$5,094.01
31270	Cross Cultural Intern	\$8,792.50
31280	Presby Leadership Forum	\$13,800.00
31290	Mission Convocation event	\$4,134.52
31300	International mission trips	\$15,000.00
31310	Mission Network Grants	\$-834.00
31320	Book Study by Video	\$2,313.85
32100	Synod Executives Forum	\$0.00
32110	Hospitality	\$0.00
Total Board Designated		\$896,245.55
Donor Restricted		
33100	MAPPA Fund Bal Hispanic American	\$4,772.25
33110	Crisp Scholar Fund Bal	\$90,325.67
33120	Crisp Endow Fund Bal	\$81,560.54
33130	David Robinson Fund	\$7,324.79
33140	Seminary Scholarship	\$47,633.60
33150	Volunteers in Mission	\$21,580.09
33160	Educational Programs	\$980.63
33170	Peacemaking	\$5,100.08
33180	Emergency Aid	\$1,940.82
33190	TX National Missions (Synod Special Acct)	\$38,324.79
33200	Old Age Concerns	\$45,306.15
33210	Reserve for Higher Ed	\$22,751.65
33220	Child & Youth Schroeder	\$5,255.00
33240	Viola Williams Memorial	\$15.15
33250	MACC Fund Balance	\$46,331.57
Total Donor Restricted		\$419,202.78
Synod Youth Workshop		
37100	Synod Youth Workshop - Current year	\$28,198.15
37110	SYW Income/Loss Prior Year	\$465.04
37120	SYW Racial Ethnic Scholarship	\$2,250.17
Total Synod Youth Workshop		\$30,913.36
Total Equity		\$1,393,715.13
Total Liabilities + Total Equity		\$1,395,834.32



Synod of the Sun, PC(USA)
Synod Youth Workshop Budget Report
for the period of 01/01/2018 to 10/11/2018

Account Number	Account Name	Actual	Budget	Difference
Income				
Synod Youth Workshop				
47100	SYW Income Registration	\$93,185.00	\$74,062.50	\$19,122.50
47200	SYW Offering/Income	\$0.00	\$1,666.70	-\$1,666.70
47210	SYW Synod of the Sun Contributions	\$3,500.00	\$2,916.70	\$583.30
47220	SYW Grace Presbytery Contributions	\$2,500.00	\$2,083.30	\$416.70
47310	SYW Racial Ethnic Scholarships	\$0.00	\$1,875.10	-\$1,875.10
47910	SYW Other SYW income	\$2,000.00	\$0.00	\$2,000.00
Total Synod Youth Workshop		\$101,185.00	\$82,604.30	\$18,580.70
Total Income		\$101,185.00	\$82,604.30	\$18,580.70
Expense				
Synod Youth Workshop Expense				
80100	SYW Venue expense	\$67,277.38	\$45,833.30	\$21,444.08
80110	SYW Steering Committee	\$2,356.76	\$0.00	\$2,356.76
80120	SYW Spring Planning Team	\$0.00	\$2,916.70	-\$2,916.70
80121	SYW Fall Planning Team	\$0.00	\$2,916.70	-\$2,916.70
80130	SYW Lost Room Key Fee	\$0.00	\$141.70	-\$141.70
80190	SYW Van Expense	\$532.24	\$416.70	\$115.54
81100	SYW Leadership Travel	\$3,435.33	\$2,916.70	\$518.63
81200	SYW Leadership Resources	\$1,392.40	\$2,083.30	-\$690.90
81300	SYW Leadership Meals	\$3,452.49	\$3,333.30	\$119.19
82100	SYW Liaison Contract	\$6,125.00	\$5,000.00	\$1,125.00
82200	SYW Sound Contract	\$1,500.00	\$1,250.00	\$250.00
82300	SYW Contract Negotiations	\$497.88	\$833.30	-\$335.42
82400	SYW Emergency Med. Expense	\$14.09	\$208.30	-\$194.21
82500	SYW Media/Video Equipment Rental	\$0.00	\$500.00	-\$500.00
82900	SYW Theme Enabler	\$2,000.00	\$1,666.70	\$333.30
83100	SYW Brochure Printing	\$300.00	\$416.70	-\$116.70
83200	SYW Tee Shirts	\$2,833.00	\$2,666.70	\$166.30
83300	SYW Supplies	\$858.22	\$1,250.00	-\$391.78
83350	SYW Registration Expense	\$1,121.80	\$833.30	\$288.50
83390	SYW Contingency Fund (Petty Cash)	\$0.00	\$0.00	\$0.00
84100	SYW Service Project Expense	\$2,176.23	\$2,500.00	-\$323.77
84110	SYW Offering expense	\$0.00	\$1,666.70	-\$1,666.70
84120	SYW Racial Ethnic Scholarships	\$1,000.00	\$1,875.10	-\$875.10

Account Number	Account Name	Actual	Budget	Difference
	Total Synod Youth Workshop Expense	\$96,872.82	\$81,225.20	\$15,647.62
	Total Expense	\$96,872.82	\$81,225.20	\$15,647.62
Total		\$4,312.18	\$1,379.10	\$2,933.08

Attach P – 3rd Quarter SUTS Income/Expense Budget

Attach Q – 3rd Quarter SUTS Balance Sheet

Board Designated		Account Name (Updated)	Total (Updated)	Promotional Materials/Swag
31140	Spanish Translation	1,308.21 CLOSE		Network Res/Synod Ldrshp
31150	Database Development	10,000.00 CLOSE		Travel
31160	Racial Ethnic Ministries	15,067.35	15,067.35	
31170	Solar Under the Sun	0.00	0.00	
31180	Standing Committee	2,784.98 CLOSE		Special Meetings
31190	Moderator GA Travel	4,784.91	9,784.91	
31200	Muticultural Youth	1,459.40 CLOSE		Networks
31210	Admin. Commission	6,629.48	6,629.48	
31220	COR Network	471.10	471.10	
31230	Pbty giving for use odd years	76,402.47	76,402.47	
31240	Pbty giving for use even years	121,886.17	121,886.17	
31250	Pres T-shirts	1,032.00	2,340.21	
31260	Network Reserves	5,094.01	13,867.26	
31270	Cross Cultural Intern	8,792.50	8,792.50	
31280	Presby Leadership Forum	13,800.00	13,800.00	
31290	Mission Convocation event	4,062.00 CLOSE		Special Meetings
31300	International mission trips	15,000.00	15,000.00	
31310	Mission Network Grants	-834.00	-834.00	
31320	Book Study by Video	2,313.85		Networks
				Mission Convocation/Standing Committee
	Total Board Designated	290,054.43	290,054.43	
	* Grants Program			

**FINANCIAL SERVICES AGENCY
OF THE SYNOD OF THE SUN
OF THE PRESBYTERIAN CHURCH (U.S.A.)**

Financial Statements
(With Auditor's Report Thereon)

For the Year Ended December 31, 2017

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EVANS & KNAUTH, PLLC

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INDEPENDENT AUDITOR'S REPORT

Financial Services Agency of the
Synod of the Sun
Of the Presbyterian Church
Irving, Texas

We have audited the accompanying financial statements of Financial Services Agency (a nonprofit organization), which comprise the statement of financial position as of December 31, 2017, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Financial Services Agency as of December 31, 2017, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The supplemental information, on pages 18 through 23, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Evans & Knauth, PLLC

Evans & Knauth, PLLC
Frisco, Texas
April 3, 2018

FINANCIAL STATEMENTS

FINANCIAL SERVICES AGENCY

Statement of Financial Position

December 31, 2017

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>
ASSETS			
Cash and Cash Equivalents	\$ 251,631	97,928	-
Investments	848,685	66,720	124,035
Prepays	7,011	-	-
Capital Assets (Net of Accumulated Depreciation)	287	-	-
Total Assets	<u>\$ 1,107,614</u>	<u>164,648</u>	<u>124,035</u>
LIABILITIES and NET ASSETS			
Liabilities:			
Funds Held for Others	\$ 2,715	-	-
Other Liabilities	-	745	-
Total Liabilities	<u>2,715</u>	<u>745</u>	<u>-</u>
Net Assets:			
Unrestricted	701,264	-	-
Unrestricted Designated for:			
Coordinating Team	27,761	-	-
Grants and Scholarships	208,599	-	-
Meetings and Book of Order	9,688	-	-
Networks	2,817	-	-
Presbyterian Mission Giving	136,886	-	-
Staff Development	1,482	-	-
Stewardship	-	-	-
Technology Upgrades	16,402	-	-
Temporarily Restricted for:			
Children Homes Scholarships	-	36,461	-
Children Homes General Support	-	7,355	-
MAPPA	-	9,146	-
Solar Under the Sun	-	110,941	-
Permanently Restricted for:			
Children Homes Scholarships	-	-	50,000
General Support of Children Homes	-	-	74,035
Total Net Assets	<u>1,104,899</u>	<u>163,903</u>	<u>124,035</u>
Total Liabilities and Net Assets	<u>\$ 1,107,614</u>	<u>164,648</u>	<u>124,035</u>

Totals	
Memorandum	
Only	
2017	2016
349,559	367,984
1,039,440	895,846
7,011	2,011
287	517
<u>1,396,297</u>	<u>1,266,358</u>
2,715	6,459
745	27,630
<u>3,460</u>	<u>34,089</u>
701,264	522,976
27,761	34,244
208,599	189,528
9,688	15,566
2,817	1,038
136,886	169,885
1,482	(643)
-	2,979
16,402	16,402
36,461	25,925
7,355	3,628
9,146	6,925
110,941	119,781
50,000	50,000
74,035	74,035
<u>1,392,837</u>	<u>1,232,269</u>
<u>1,396,297</u>	<u>1,266,358</u>

FINANCIAL SERVICES AGENCY
Statement of Activities
For the Year Ended December 31, 2017

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	Totals	
				Memorandum	
				2017	2016
Revenue, Gains and Other Support:					
Presbyteries	\$ 121,886	-	-	121,886	151,973
Investment Income:					
Synod	41,567	5,584	-	47,151	43,500
Solar Under the Sun	-	487	-	487	1,081
Sun Foundation Administrative Costs	214,400	-	-	214,400	211,200
Sun Foundation Building Grant	10,000	-	-	10,000	9,300
Miscellaneous	237	-	-	237	7
Contributions:					
Synod	131,318	1,420	-	132,738	63,558
Solar Under the Sun	-	105,803	-	105,803	75,087
Net Assets Released from Restrictions	<u>125,940</u>	<u>(125,940)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenue, Gains & Other Support	<u>645,348</u>	<u>(12,646)</u>	<u>-</u>	<u>632,702</u>	<u>555,706</u>
Budgeted Expenses:					
Office	41,720			41,720	48,640
Meeting	36,931			36,931	34,925
Personnel:					
Synod Co-Lead #1 and #2	112,553			112,553	110,207
Other Personnel	55,665			55,665	57,810
Connectional	34,186			34,186	27,863
Communication	6,058			6,058	11,009
Mission, Grants and Scholarships:					
Synod	84,887			84,887	72,320
Solar Under the Sun	<u>116,700</u>			<u>116,700</u>	<u>84,811</u>
Total Budgeted Expenses	<u>488,700</u>			<u>488,700</u>	<u>447,585</u>
Excess/(Deficit) of Revenue, Gains and Other Support Over Budgeted Expense	<u>156,648</u>	<u>(12,646)</u>	<u>-</u>	<u>144,002</u>	<u>108,121</u>

FINANCIAL SERVICES AGENCY
Statement of Activities
For the Year Ended December 31, 2017
continued

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Totals</u>	
				<u>2017</u>	<u>Memorandum Only 2016</u>
Non-Budgeted Expenses and Other Changes in Net Assets:					
Depreciation	(230)	-	-	(230)	(230)
Transfers (to)/from Reserve					
Accounts	36,711	-	-	36,711	(16,885)
Net Unrealized Gains(Losses) on Investments	62,109	19,892	-	82,001	(8,675)
Net Realized Gains(Losses) on Investments	891	398	-	1,289	15,680
Scholarships	-	-	-	-	-
Children's Homes General Support	(8,500)	-	-	(8,500)	-
MAPPA	(740)	-	-	(740)	(34,553)
Designated Expenses:					
Coordinating Team	(6,478)	-	-	(6,478)	(1,412)
Grants and Scholarships	(77,110)	-	-	(77,110)	(45,871)
Meetings & Book of Order	(6,215)	-	-	(6,215)	-
Networks	1,700	-	-	1,700	-
Presbyterian Mission Giving	(2,912)	-	-	(2,912)	-
Staff Development		-	-	-	1,020
Stewardship	(2,950)	-	-	(2,950)	-
Technology Upgrades		-	-	-	(36,414)
Total Non-Budgeted Expenses and Other Changes in Net Assets	<u>(3,724)</u>	<u>20,290</u>	<u>-</u>	<u>16,566</u>	<u>(127,340)</u>
Change in Net Assets	152,924	7,644	-	160,568	(19,219)
Net Assets, Beginning of Year	<u>951,975</u>	<u>156,259</u>	<u>124,035</u>	<u>1,232,269</u>	<u>1,251,488</u>
Net Assets, End of Year	<u>\$ 1,104,899</u>	<u>163,903</u>	<u>124,035</u>	<u>1,392,837</u>	<u>1,232,269</u>

FINANCIAL SERVICES AGENCY
Statement of Cash Flows
For the Year Ended December 31, 2017

	2017	2016
Cash Flows from Operating Activities:		
Contributions, Bequests and Other	\$ 585,551	512,206
Investment Income	47,151	43,500
Cash Paid to Suppliers and Others	(335,571)	(419,170)
Cash Paid to Employees	(168,218)	(168,017)
Net Cash Flow Provided/(Used) by Operating Activities	128,913	(31,481)
Cash Flow from Investing Activities:		
Investment Sales/(Purchases)	(143,594)	51,300
Net Cash Flow Provided/(Used) by Investing Activities	(143,594)	51,300
Cash Flow from Non-Capital Financing Activities:		
Increase/(Decrease) in Funds Held for Others	(3,744)	(15,326)
Net Cash Flow Provided/(Used) by Non-Capital Financing Activities	(3,744)	(15,326)
Net Increase/(Decrease) in Cash	(18,425)	4,493
Cash and Cash Equivalents:		
Beginning of Year	367,984	363,491
End of Year	\$ 349,559	367,984

FINANCIAL SERVICES AGENCY
Statement of Cash Flows
For the Year Ended December 31, 2017
continued

	2017	2016
Reconciliation of Change in Net Assets to Net Cash Flow Provided by Operating Activities:		
Change in Net Assets	\$ 160,568	(19,219)
Adjustments to Reconcile Change in Net Assets to Net Cash Flow Used by Operating Activities:		
Depreciation	230	230
(Increase)/Decrease in Prepaids	(5,000)	-
Increase/(Decrease) in Other Liabilities	(26,885)	(12,492)
Net Cash Flow (Used)/Provided by Operating Activities	\$ 128,913	(31,481)

FINANCIAL SERVICES AGENCY

Notes to Financial Statements

December 31, 2017

(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Financial Services Agency (the Agency) conform to accounting principles generally accepted in the United States of America. The following is a summary of the significant policies.

A. **Basis of Accounting**

The financial statements of the Agency were prepared using the accrual basis of accounting. Material amounts of goods and services are recorded as assets and expensed at the time the liabilities arise, which is normally when title to the goods pass or when the services are received. Encumbrances representing outstanding purchase orders and other commitments for materials or services not yet received are not liabilities as of the reporting date.

B. **Basis of Presentation**

In order to comply with accounting principles generally accepted in the United States of America, the Agency must prepare its external financial statements in accordance with statements issued by the Financial Accounting Standards Board as described in the AICPA Audit and Accounting Guide for not for profit organizations. The guide requires that all not-for-profit organizations provide a statement of financial position, a statement of activities, and a statement of cash flows. It requires reporting amounts for the Agencies' total assets, liabilities, and net assets in a statement of financial position; reporting the change in the Agencies' net assets in a statement of activities; and reporting the change in its cash and cash equivalents in a statement of cash flows.

This Statement also requires classification of the Agencies' net assets and its revenues, expenses, gains, and losses based on the existence or absence of donor-imposed restrictions. It requires that the amounts for each of three classes of net assets - permanently restricted, temporarily restricted, and unrestricted - be displayed in a statement of financial position and that the amounts of change in each of those classes of net assets be displayed in a statement of activities.

The financial statements include certain prior-year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the organization's financial statements for the year ended December 31, 2016 from which the summarized information was derived.

C. **Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America includes the use of estimates that affect the financial statements. Accordingly, actual results could differ from those estimates.

FINANCIAL SERVICES AGENCY

Notes to Financial Statements

December 31, 2017

(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

D. Contributions

Contributions, including unconditional promises to give, are recognized as revenues in the period received. Conditional promises to give are not recognized until they become unconditional; that is, when the conditions on which they depend are substantially met. Contributions of assets other than cash are recorded at their estimated fair value.

E. Income Taxes

The Agency is a nonprofit organization that is exempt from federal income tax under Internal Revenue Code Section 501(c)(3).

F. Memorandum Only - Total Columns

Total columns on the financial statements are captioned “memorandum only” to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of activities, or changes in financial position in conformity with accounting principles generally accepted in the United States of America. Neither are such data comparable to consolidation. Interfund eliminations have not been made in the aggregation of this data.

G. Cash & Cash Equivalents

For purposes of the Statement of Cash Flows, the Agency includes cash and cash in bank checking accounts as cash equivalents.

H. Investments

The Agency's investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at their fair values in the statement of financial position. Unrealized gains and losses are included in the change in net assets.

(2) TEMPORARILY RESTRICTED ASSETS

The Agency reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Donor restricted contributions whose restrictions are met in the same reporting period are reported as unrestricted support.

The MAPPA program funds were “Board Designated” as temporarily restricted. These funds are to be used for scholarships for Presbyterian Hispanic theological students.

FINANCIAL SERVICES AGENCY

Notes to Financial Statements

December 31, 2017

(2) TEMPORARILY RESTRICTED ASSETS (continued)

Temporarily restricted assets were released from restrictions for the following purposes:

	Fiscal Year Ended	
	2017	2016
Children's Homes General Support	\$ 8,500	\$ -
MAPPA	740	34,553
Solar Under the Sun	116,700	84,811
Total	<u>\$ 125,940</u>	<u>119,364</u>

Temporarily restricted assets as of December 31, 2017 are available for:

Children's Homes Scholarships	\$ 36,461
Children's Homes Support	7,355
MAPPA	9,146
Solar Under the Sun	110,941
	<u>\$ 163,903</u>

(3) PERMANENTLY RESTRICTED NET ASSETS

These assets were given with donor imposed restrictions that stipulate the original gift must be permanently maintained but permits the Agency to use part or all of the derived income.

During the year ended December 31, 2001, \$123,935 was received from the estate of Albert Sidney Crisp. These funds were placed in two separate funds at the Texas Presbyterian Foundation. One fund, in the amount of \$50,000 has been restricted to provide scholarships for students residing in any one of the Presbyterian homes for children in the Synod. The remainder, \$73,935, creates a perpetual fund for the general support of the Presbyterian children's homes.

The Financial Accounting Standards Board has placed certain disclosure requirements on entities that have donor restricted endowment funds. In relation to this disclosure requirement, the Agency classifies as permanently restricted net assets (1) the original value of gifts donated to the permanent endowment, (2) the original value of subsequent gifts to the permanent endowment, (3) accumulations to the permanent endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund, and (4) the portion of investment return added to the permanent endowment to maintain its purchasing power. The Agency makes a yearly determination of the amount to add to permanent endowment to maintain purchasing power. If the endowment assets earn investment returns beyond the amount necessary to maintain the endowment assets' real value that excess is available for appropriation and, therefore, classified as temporarily restricted net assets until appropriated by the Agency for expenditure.

FINANCIAL SERVICES AGENCY

Notes to Financial Statements

December 31, 2017

(3) PERMANENTLY RESTRICTED NET ASSETS (continued)

The Agency considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

- (1) The duration and preservation of the funds.
- (2) The purposes of the donor restricted endowment funds.
- (3) General economic conditions.
- (4) The possible effect of inflation or deflation.
- (5) The expected total return and appreciation of investments.

During the fiscal year ended December 31, 2017, the Foundation had the following endowment related activities:

	Donor Restricted Endowment Funds		Total
	Children Homes Scholarships	Children Homes General Support	
	<u> </u>	<u> </u>	
Balance at Beginning of Year:			
Endowed	\$ 50,000	74,035	124,035
Accumulated Earnings -			
Temporarily Restricted	<u>25,925</u>	<u>3,628</u>	<u>29,553</u>
Fair Value	<u>75,925</u>	<u>77,663</u>	<u>153,588</u>
Investment Return:			
Investment Income	2,586	2,916	5,502
Realized Gain/(Loss)	-	157	157
Unrealized Gain/(Loss)	<u>7,950</u>	<u>9,154</u>	<u>17,104</u>
Contributions	<u>-</u>	<u>-</u>	<u>-</u>
Disbursements	<u>-</u>	<u>(8,500)</u>	<u>(8,500)</u>
Total Change	<u>10,536</u>	<u>3,727</u>	<u>14,263</u>
Balance at End of Year:			
Endowed	50,000	74,035	124,035
Accumulated Earnings -			
Temporarily Restricted	<u>36,461</u>	<u>7,355</u>	<u>43,816</u>
Fair Value	<u>\$ 86,461</u>	<u>81,390</u>	<u>167,851</u>

FINANCIAL SERVICES AGENCY

Notes to Financial Statements

December 31, 2017

(4) FUNDS HELD FOR OTHERS

The reserves represent funds which are received from outside entities or special allocations of the Agency's unrestricted funds which are being held for the benefit of specified groups within the Agency.

Funds Held for Others consisted of the following:

	<u>2017</u>	<u>2016</u>
ACC Leadership Development	\$ 2,250	2,250
Synod Youth Workshop	465	4,209
	<u>\$ 2,715</u>	<u>6,459</u>

(5) FINANCIAL INSTRUMENTS

Cash and equivalents consist of certain bank checking and money market accounts, and mutual funds and any investment with a maturity date within three months of the purchase date. The balances in the banks are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000, per bank. At December 31, 2017, all cash balances held by the Agency were insured by the FDIC.

(6) INVESTMENTS

Investments consisted of the following:

	<u>Unrestricted</u>		<u>Temporarily Restricted</u>		<u>Permanently Restricted</u>	
	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>
Texas Presbyterian Fdn.	\$ 598,685	473,148	66,720	48,663	124,035	124,035
Presbyterian Church (USA) - Investment and Loan Program: Fixed Rate, Term Notes, 0.55% to 2.76%	<u>250,000</u>	<u>250,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>\$ 848,685</u>	<u>723,148</u>	<u>66,720</u>	<u>48,663</u>	<u>124,035</u>	<u>124,035</u>

Disclosure About Fair Value of Financial Instruments

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value hierarchy requires an entity to maximize the use of observable inputs and minimize the use of unobservable inputs when measuring fair value. The standards describe three levels of inputs that may be used to measure fair value.

Level 1 Quoted prices in active markets for identical assets or liabilities.

Level 2 Observable inputs other than Level 1 prices, such as quoted prices for similar assets or liabilities; quoted prices in markets that are not active; or other inputs that are observable or can be corroborated by observable market data for substantially the full term of the assets or liabilities.

Level 3 Unobservable to inputs that are supported by little or no market activity and that are significant to the fair value of the assets or liabilities.

FINANCIAL SERVICES AGENCY

Notes to Financial Statements

December 31, 2017

(6) INVESTMENTS (continued)

Following is a description of the valuation methodologies used for assets measured at fair value on a recurring basis and recognized in the accompanying statements of financial position, as well as the general classification of such assets pursuant to the valuation hierarchy.

Investments - Where quoted market prices are available in an active market, investments are classified within Level 1 of the valuation hierarchy. If quoted market prices are not available, then fair values are estimated by using pricing models, quoted prices of investments with similar characteristics or discounted cash flows. The Agency does not have any such investments classified as Level 2 or Level 3.

The following table presents the fair value measurements of assets and liabilities recognized in the accompanying statement of financial position measured at fair value on a recurring basis and the level of fair value hierarchy in which the fair value measurements fall at December 31, 2017:

	Fair Value	Fair Value Measurement Using		
		Quoted Prices In Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Investments	\$ 1,039,440	1,039,440		

(7) CAPITAL ASSETS

Capital assets are recorded at cost; assets received by gift are recorded at fair market value at the date of gift. The Agency normally capitalizes all expenditures for property, furniture or equipment in excess of \$1,000. A summary of capital assets follows:

	Balance 12/31/16	Additions	Deletions	Balance 12/31/17
Furniture and Equipment	\$ 1,149	-	-	1,149
Less: Accumulated Depreciation	(632)	(230)	-	(862)
Net Investment in Plant	\$ 517	(230)	-	287

Depreciation is calculated on the straight-line basis using a five year life.

FINANCIAL SERVICES AGENCY

Notes to Financial Statements

December 31, 2017

(8) PENSION PLAN

The Agency provides an employee pension plan through The Board of Pensions of the Presbyterian Church (U.S.A.). Pension costs are eleven percent of each participating employee's gross wage.

(9) COMPENSATED ABSCENCES

Vacation and sick leave is available to qualified Agency employees. It is normally required that vacation leave be taken each year. Sick leave benefits cannot be taken as "terminal leave" prior to retirement. There is no material liability associated with accrued compensated absences at December 31, 2017.

(10) EVALUATION OF SUBSEQUENT EVENTS

The Financial Services Agency has evaluated subsequent events through April 3, 2018, the date which the financial statements were available to be issued.

SUPPLEMENTAL INFORMATION

FINANCIAL SERVICES AGENCY
Schedule of Actual and Budgeted Support and Revenues and Expenses
For Year Ended December 31, 2017

	Fiscal Year 2017		Variance Favorable (Unfavorable)	Fiscal Year 2016 Actual
	Budget	Actual		
Revenue, Gains and Other Support:				
Presbyteries	\$ 151,973	121,886	(30,087)	151,973
Sun Foundation (Admin)	214,400	214,400	-	211,200
Sun Foundation (Bldg. Grant)	10,000	10,000	-	9,300
Donations	4,000	32,630	28,630	1,820
Investment Income	16,404	41,567	25,163	38,110
Miscellaneous	-	237	237	7
Total Revenue, Gains and Other Support	<u>396,777</u>	<u>420,720</u>	<u>23,943</u>	<u>412,410</u>
Expenses:				
OFFICE EXPENSES				
Office Rent	10,000	8,580	1,420	10,033
Telephone	7,000	3,405	3,595	5,097
Postage	350	480	(130)	802
Copiers	500	22	478	6,208
Supplies	3,000	2,533	467	2,968
File Retention/Storage	2,500	2,121	379	1,884
Bookkeeping Services	9,000	9,000	-	9,001
Insurance	5,000	3,162	1,838	1,854
Audit Fees	8,600	11,000	(2,400)	8,500
Bank Charges	1,000	821	179	761
Misc. Charges	1,000	343	657	1,089
Contingency Expense	1,000	253	747	443
Total Office Expenses	<u>48,950</u>	<u>41,720</u>	<u>7,230</u>	<u>48,640</u>
MEETING EXPENSES (Book of Order Related Expenses)				
Stated Meeting, Fall	9,000	6,062	2,938	6,585
Stated Meeting, Spring	9,000	10,706	(1,706)	-
Perm Jud Commission	3,000	3,395	(395)	-
COR & Nominating Committee	2,000	1,346	654	2,573
Other Committee Expense	19,000	15,422	3,578	25,767
Total Meeting Expenses	<u>\$ 42,000</u>	<u>36,931</u>	<u>5,069</u>	<u>34,925</u>

FINANCIAL SERVICES AGENCY
Schedule of Actual and Budgeted Support and Revenues and Expenses
For Year Ended December 31, 2017

	Fiscal Year 2017		Variance Favorable (Unfavorable)	Fiscal Year 2016
	Budget	Actual		Actual
Expenses: (continued)				
PERSONNEL				
Synod Leader and Stated Clerk				
Synod Leader/Stated Clerk Salary	\$ 80,000	80,000	-	74,624
Synod Leader/Stated Clerk BOP	24,212	24,272	(60)	27,375
Synod Leader/Stated Clerk FICA Share	5,800	6,028	(228)	5,646
Synod Leader/Stated Clerk Prof. Exp.	1,500	753	747	1,062
Synod Leader/Stated Clerk Prof. Dev. Allo	1,500	1,500	-	1,500
Synod Leader Moving Expense	7,500	-	7,500	-
Subtotal Synod Leader and Stated Cl	120,512	112,553	7,959	110,207
Other Personnel Expenses				
Admin Coordinator BOP	-	-	-	4,582
Receptionist	5,500	4,426	1,074	4,882
Temp Staff & Other Staff	40,000	22,196	17,804	9,288
Administrative Coordinator Salary	-	-	-	15,452
Administrative Coordinator Prof. Exp.	-	-	-	234
Administrative Coordinator Travel	2,000	290	1,710	951
Stated Clerk/Co-Lead Travel	28,000	23,560	4,440	22,043
Task Force Staffing/Search Committee	2,000	5,193	(3,193)	-
Other Personnel Expense	-	-	-	378
Subtotal Other Personnel Expenses	77,500	55,665	21,835	57,810
Total Personnel Expense	198,012	168,218	29,794	168,017
CONNECTIONAL EXPENSES (Network Support and Institutions)				
Solar Under the Sun	100	15,000	(14,900)	-
COM Event	4,500	3,166	1,334	-
EP Forum	4,000	3,134	866	4,143
Presbyterian Women	3,000	3,000	-	3,000
College Connection	-	-	-	1,500
Covenant Relationships Travel	2,500	1,386	1,114	1,720
Lyon College	100	100	-	100
Austin College	100	100	-	100
University of Ozarks	100	100	-	100
Schreiner University	100	100	-	100
Trinity University	100	100	-	100
Tulsa University	100	100	-	100

FINANCIAL SERVICES AGENCY
Schedule of Actual and Budgeted Support and Revenues and Expenses
For Year Ended December 31, 2017
continued

	Fiscal Year 2017		Variance	Fiscal
	Budget	Actual	Favorable (Unfavorable)	Year 2016 Actual
Expenses: (continued)				
CONNECTIONAL EXPENSES (Network Support and Institutions) (continued)				
Pan American School	100	100	-	100
Austin Seminary	100	100	-	100
Presby. Children's Home & Svc.	100	100	-	100
Evergreen Presbyterian Ministries	100	100	-	100
Vera Lloyd Home & Family	100	100	-	100
Goodland Academy	100	100	-	100
Mo Ranch	100	100	-	100
Presby. History Society of SW	100	100	-	100
TPF	100	100	-	100
Multi-Cultural Youth Conf.	3,500	3,500	-	8,000
Synod Youth Workshop	3,500	3,500	-	3,000
OGA/PMA Unrestricted Giving	-	-	-	5,000
Total Connectional Expenses	<u>22,600</u>	<u>34,186</u>	<u>(11,586)</u>	<u>27,863</u>
COMMUNICATION EXPENDITURES				
Computer (Maint. Svc. Provider)	1,500	240	1,260	286
Webmaster	1,500	971	529	1,503
Communication Initiatives	4,000	1,805	2,195	5,707
Computer (Hardware & Software)	3,500	2,400	1,100	2,597
Communications (Mtgs, Web Exp)	1,500	642	858	916
Total Communications	<u>12,000</u>	<u>6,058</u>	<u>5,942</u>	<u>11,009</u>
MISSIONS, GRANTS AND SCHOLARSHIPS				
Mission Grants	30,000	55,000	(25,000)	48,000
Network Nurture	25,000	16,833	8,167	9,120
Mid-Year Committee Gathering	-	-	-	3,546
National Conference Sponsorship	-	-	-	4,000
Mission Convocation	12,215	9,730	2,485	5,507
Clerks Colloquium	4,000	1,324	2,676	1,147
Critical Needs Fund	2,000	2,000	-	1,000
Total Missions, Grants and Sch.	<u>73,215</u>	<u>84,887</u>	<u>(11,672)</u>	<u>72,320</u>
 Total Expense	 <u>\$ 396,777</u>	 <u>\$ 372,000</u>	 <u>\$ 24,777</u>	 <u>\$ 362,774</u>

SOLAR UNDER THE SUN
Statement of Financial Position
December 31, 2017

	Temporarily Restricted
ASSETS	
Cash and Cash Equivalents	\$ 97,928
Investments	13,758
Total Assets	111,686
 LIABILITIES and NET ASSETS	
Liabilities:	
Accounts Payable	745
Total Liabilities	745
Net Assets:	
Temporarily Restricted for:	
Solar Under the Sun	110,941
Total Net Assets	110,941
Total Liabilities and Net Assets	\$ 111,686

SOLAR UNDER THE SUN
Statement of Activities
For the Year Ended December 31, 2017

	<u>Temporarily Restricted</u>
Revenue, Gains and Other Support:	
Contributions	\$ 105,803
Investment Income	487
Gain/(Loss) on Investment	<u>1,570</u>
Total Revenue	107,860
 Net Assets Released from Restrictions for Missions	
School Sessions	(16,040)
Scholarships	-
Small Equipment	(248)
Printing	(1,509)
Publicity	(1,564)
Postage	(222)
Meetings	(5,490)
T-shirts	(2,402)
Personnel	(46,084)
Promotional Travel	(6,502)
Program Expenses	(34,183)
Website	(340)
Accounting Fees	(706)
Bank Service Charges	<u>(1,410)</u>
Total Net Assets Released from Restrictions for Missions	(116,700)
 Total Revenue, Gains & Other Support	<u>(8,840)</u>
 Change in Net Assets	(8,840)
 Net Assets, Beginning of Year	<u>119,781</u>
 Net Assets, End of Year	<u><u>\$ 110,941</u></u>

Aplos Acct #	Synod Budget Worksheet	2018 Original APPROVED	ACTUAL Year End 2017	2018 Final Budget	Notes	2019 Provisional
INCOME	Endowments, Undesignated Interest & Donations					
	Previous Year Rollover/Retained Earnings	\$ 39,977.19		\$ 67,993.90		\$ 67,993.90
31240	Mission Contributions from Presbyteries in Previous year	\$ 150,000.00	\$ 151,972.65	\$ 131,807.44	Actual giving received in previous year	\$ 131,807.44
42100	Presby & Misc Gifts to Synod	\$ 3,894.31	\$ 32,630.00	\$ 4,000.00	undesignated gifts to Synod	\$ 4,000.00
	Contributions					
42200	Interest Earned	\$ 20,000.00	\$ 44.51	\$ 20,000.00	interest on DAR's invested with PILP & TPF investments	\$ 20,000.00
42210	PILP Interest Earned on	\$ 3,391.61	\$ 3,391.61			
42230	TPF Interest Earned on Investments	\$ 18,389.16	\$ 18,389.16			
	Total Interest Earned on Investments	\$ 20,000.00	\$ 21,825.28	\$ 20,000.00		\$ 20,000.00
	SOSPF Endowment Rent	\$ -	\$ 10,000.00	\$ -	equal to rent cost	\$ -
42220	SOSPF Endowment (Mission/Administration)	\$ 223,315.00	\$ 214,400.00	\$ 223,315.00	interest on endowments based on SOSPF spend rate	\$ 223,315.00
43100	Communications Services Plan					
	Withdrawal from Unrestricted Reserves				None since 2013	
	TOTAL INCOME + RE	\$ 437,186.50	\$ 430,827.93	\$ 447,116.34		\$ 447,116.34
61010	Connecting Reserves		\$ (15,000.00)		Funds expensed to Reserves under Connecting	
61020	Solar Under the Sun	\$ (15,000.00)	\$ (15,000.00)	\$ (7,500.00)	**Covenant Network	\$ (7,500.00)
61030	COM Event	\$ (4,000.00)	\$ (3,166.02)	\$ -	Program budget	\$ -
61040	Mission Grants	\$ (30,000.00)	\$ (30,000.00)	\$ (30,000.00)	feeds Grant program	\$ (30,000.00)
61050	Network Nurture *	\$ (35,000.00)	\$ (16,832.90)	\$ (30,000.00)	Exploration, Creation, and 2nd year funding	\$ (30,000.00)
61070	EP Forum	\$ (4,000.00)	\$ (3,134.38)	\$ (4,000.00)	Executive Presbyters Forum	\$ (4,000.00)
61080	Presbyterian Women	\$ (3,000.00)	\$ (3,000.00)	\$ (3,000.00)	Paid directly to PW	\$ (3,000.00)
61100	Covenant relationships travel	\$ (5,000.00)	\$ (1,385.64)	\$ (5,000.00)	All non-staff covenant related travel	\$ (5,000.00)
61110	Lyon College	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner	\$ (100.00)

61120	Austin College	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner	\$ (100.00)
61130	University of Ozarks	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner	\$ (100.00)
61140	Schreiner University	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner	\$ (100.00)
61150	Trinity University	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner	\$ (100.00)
61160	Tulsa University	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner	\$ (100.00)
61170	Pan American School	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner	\$ (100.00)
61180	Austin Seminary	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner	\$ (100.00)
61190	Pby. Children's Homes & Services	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner	\$ (100.00)
61200	Evergreen Pby. Ministries	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner	\$ (100.00)
61210	Vera Lloyd Home & Family	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner	\$ (100.00)
61220	Goodland academy	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner	\$ (100.00)
61230	Mo Ranch	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner	\$ (100.00)
61240	Pres History Society of SW	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner	\$ (100.00)
61250	TPF	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	Covenant Partner	\$ (100.00)
61260	Multi-Cultural Youth Conf.	\$ (3,500.00)	\$ (3,500.00)	\$ (3,500.00)	\$ (3,500.00)	Sponsorship of Program	\$ (3,500.00)
61270	Synod Youth Workshop	\$ (3,500.00)	\$ (3,500.00)	\$ (3,500.00)	\$ (3,500.00)	Sponsorship of Program	\$ (3,500.00)
61280	Clerks Colloquium	\$ (4,000.00)	\$ (1,324.44)	\$ (3,000.00)	\$ (3,000.00)	Presbytery Stated Clerk's forum	\$ (3,000.00)
61290	Mission /Leadership Convocation		\$ (10,005.30)	\$ (5,894.96)	\$ (5,894.96)	Program budget, even years	\$ (5,894.96)
61300.00	National Conference sponsorships					upon CT approval	
61310.00	Critical Needs fund	\$ (2,000.00)	\$ (2,000.00)	\$ (2,000.00)	\$ (2,000.00)	upon approval of the	\$ (2,000.00)
61320.00	OGA/PMA Unrestricted Giving					Connecting Committee	
61330	National Event hospitality	\$ (6,000.00)	\$ (826.76)	\$ (7,000.00)	\$ (7,000.00)	Fall Policy, GA, etc.	\$ (7,000.00)
61340.00	Moderator Expenses	\$ (2,000.00)	\$ (2,320.42)	\$ (2,000.00)	\$ (2,000.00)	Travel and costs of representation	\$ (2,000.00)
62010	Computer (Maint Svc Provider)	\$ -	\$ (240.00)	\$ -	\$ -	Domain server; Mail server	\$ -
62020	Webmaster	\$ (2,000.00)	\$ (971.03)	\$ (4,000.00)	\$ (4,000.00)	Website work; Social media;	\$ (4,000.00)
62030	Communications Initiatives	\$ (5,000.00)	\$ (1,804.55)	\$ (5,000.00)	\$ (5,000.00)	Video production awards; new	\$ (5,000.00)
62040	Computer (Hardware & Software)	\$ (3,500.00)	\$ (2,400.09)	\$ (5,000.00)	\$ (5,000.00)	Equipment	\$ (5,000.00)
62050	Communications (mtgs, web exp)	\$ (1,500.00)	\$ (642.44)	\$ (1,500.00)	\$ (1,500.00)	Domain, memberships, etc.	\$ (1,500.00)
64010	Stated Meeting, Fall	\$ (10,000.00)	\$ (6,161.71)	\$ (10,000.00)	\$ (10,000.00)	meeting costs	\$ (10,000.00)
64020	Stated Meeting, Spring	\$ (10,000.00)	\$ (10,853.45)	\$ (10,000.00)	\$ (10,000.00)	meeting costs	\$ (10,000.00)
64030	Mid-Year Meetings	\$ (8,000.00)	\$ -	\$ -	\$ -	mid-year Committees/meeting costs	\$ -
64040	Perm Jud Commission	\$ (3,000.00)	\$ (3,395.15)	\$ (3,000.00)	\$ (3,000.00)	training	\$ (3,000.00)
64050	Administrative Commission	\$ (5,000.00)	\$ (5,326.19)	\$ (3,000.00)	\$ (3,000.00)		\$ (3,000.00)
64090	Committee on Representation	\$ (2,000.00)	\$ (1,345.89)	\$ (2,000.00)	\$ (2,000.00)	meeting costs	\$ (2,000.00)

64100	Other Committee Expenses	\$	(7,000.00)	\$	(4,839.59)	\$	(7,000.00)	\$	(7,000.00)	Consultation; Ad hoc Funds left at year-end expensed under-Stewardship	\$	(7,000.00)
64110	Stewardship Year-end Reserves											
65010	Synod Leader/Stated Clerk Salary	\$	(90,000.00)	\$	(79,999.98)	\$	(90,000.00)	\$	(90,000.00)	New contract as of July 1, 2017	\$	(90,000.00)
65020	Synod Leader/Stated Clerk BOP	\$	(27,500.00)	\$	(24,271.68)	\$	(27,500.00)	\$	(27,500.00)	New Benefits package based on contract	\$	(27,500.00)
65030	Synod Leader/Stated Clerk FICA Share	\$	(6,885.00)	\$	(6,028.26)	\$	(6,885.00)	\$	(6,885.00)	Employer portion only	\$	(6,885.00)
65040	Synod Leader/Stated Clerk Prof	\$	(1,500.00)	\$	(752.53)	\$	(1,500.00)	\$	(1,500.00)	Professional Expenses	\$	(1,500.00)
65050	Synod Leader/Stated Clerk Prof Dev Allow	\$	(1,500.00)	\$	(1,500.00)	\$	(1,500.00)	\$	(1,500.00)	Continuing Education	\$	(1,500.00)
65110	Communications Salary					\$	(41,250.00)	\$	(41,250.00)	Prorated 11 mos. Annual Salary of \$45,000	\$	(41,250.00)
65120.00	Communications BOP					\$	(15,230.75)	\$	(15,230.75)		\$	(15,230.75)
65130	Communications FICA					\$	(3,155.63)	\$	(3,155.63)		\$	(3,155.63)
65140	Communications Professional Dev					\$	(1,500.00)	\$	(1,500.00)		\$	(1,500.00)
65220	Temp Staff & Other Staff Exp	\$	(10,000.00)	\$	(22,384.98)	\$	(10,000.00)	\$	(10,000.00)		\$	(10,000.00)
65410.00	Personnel Committee	\$	(2,000.00)	\$	(2,228.70)	\$	(2,000.00)	\$	(2,000.00)	Re-establish Personnel Committee	\$	(2,000.00)
65510	Synod Leader/Stated Clerk Travel	\$	(28,000.00)	\$	(23,559.70)	\$	(28,000.00)	\$	(28,000.00)	Travel & meeting costs	\$	(28,000.00)
	Communications Travel					\$	(3,500.00)	\$	(3,500.00)		\$	(3,500.00)
66010	Office Rent	\$	-	\$	(8,579.50)	\$	-	\$	-	Office space rent	\$	-
66020	Telephone & Internet	\$	(7,000.00)	\$	(3,405.01)	\$	(3,500.00)	\$	(3,500.00)		\$	(3,500.00)
66030	Postage	\$	(650.00)	\$	(480.27)	\$	(500.00)	\$	(500.00)	stamps & mailing (include mailbox rental 2017)	\$	(500.00)
66040	Copiers	\$	(500.00)	\$	(22.10)	\$	(200.00)	\$	(200.00)	Contract up 10-16	\$	(200.00)
66050	Supplies	\$	(3,000.00)	\$	(2,535.80)	\$	(3,000.00)	\$	(3,000.00)	Office supplies	\$	(3,000.00)
66060	File Retention/Storage	\$	(2,500.00)	\$	(2,120.94)	\$	(2,500.00)	\$	(2,500.00)	Retention/destruction	\$	(2,500.00)
66070	Bookkeeping Services	\$	(15,000.00)	\$	(9,000.00)	\$	(30,000.00)	\$	(30,000.00)		\$	(30,000.00)
66071	Audit Fees	\$	(11,000.00)	\$	(11,000.00)	\$	(11,000.00)	\$	(11,000.00)	independent auditor	\$	(11,000.00)
66090	Insurance	\$	(5,000.00)	\$	(3,162.25)	\$	(3,000.00)	\$	(3,000.00)	liability & worker's comp	\$	(3,000.00)
66100	Bank Charges	\$	(1,000.00)	\$	(820.86)	\$	(1,000.00)	\$	(1,000.00)	fees	\$	(1,000.00)
66105.00	Apllos									Finance software		
66110	Misc Charges	\$	(1,000.00)	\$	(343.16)	\$	(1,000.00)	\$	(1,000.00)	flowers, gifts, etc.	\$	(1,000.00)
66120	Contingency Expense	\$	(1,000.00)	\$	(253.20)	\$	(1,000.00)	\$	(1,000.00)	Other	\$	(1,000.00)

Synod Communications Team
Report on Synod Sunday 2018

October 15, 2018

The Synod Communications Team requests that the following ideas be considered for implementation or continuation of the Synod Sunday annual event:

- Arrange for a professional quality Synod Sunday video and/or PowerPoint presentation to be created and disseminated to our congregations;
- Provide time during the Imagine event in Norman, OK to talk about “Good Things Happening” in our synod; i.e., Synod Sunday events;
- Request that reminders about Synod Sunday be included in presbytery meetings, at Synod Youth Workshop, the Empowering Women event, at synod networks, at the EP Forum, in newsletters, and other communications;
- Continue the use of mission stories and other resources that have been made available over the past two years while adding new items to the resource bank. Please note that future Synod Sunday materials will be offered in MS Word format as well as PDF format so that individual congregations can adjust the documents to suit their needs;
- Keep doing what we’re doing (continue Synod Sunday event in 2019).

Special Notes:

The Synod Communications Team members present at our follow-up meeting provided as much feedback as possible, considering the minimal feedback offered by presbyteries and individual churches. However, feedback from synod commissioners and other synod leaders could provide additional ideas and inspirations for future efforts to educate all of the people of the Synod of the Sun.

We wish to express our appreciation to RE Mary Marcotte for her contributions to the success of our Synod Sunday 2018 event, especially for her creative efforts with resources for children, which were well-designed to educate our youngsters about their synod.

It has been a pleasure to contribute to furthering the knowledge of and connection with the people of the Synod of the Sun.

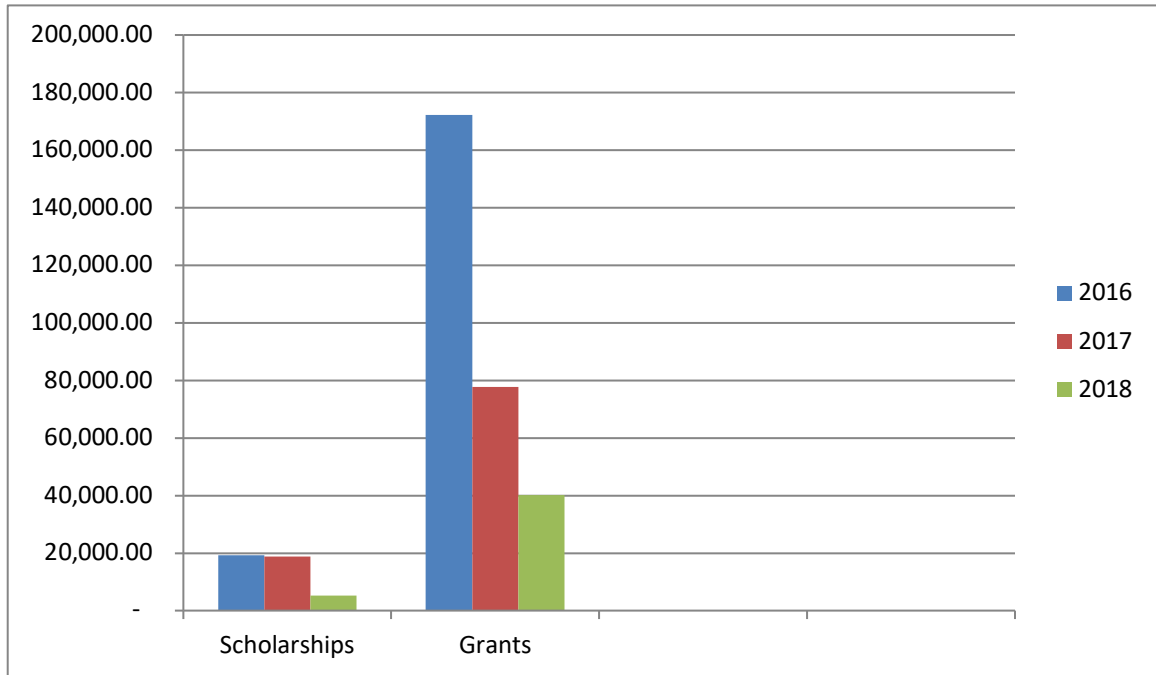
Emily Laurel
Carol Davis
Grace Goodeagle
Mary Marcotte
Sallie Watson
Staff: Thomas Riggs

Respectfully Submitted by Emily Laurel, October 15, 2018

**Synod of the Sun
Grants and Scholarships Commission
Report for Calendar Year 2018
November 2, 2018**

Funding for Scholarships (2012-2017)	\$183,477.34	
Funding for Scholarships Calendar Year 2018	5,256.25	\$188,733.59
Funding for Grants (2012-2017)	\$641,060.73	
Funding for Grants Calendar Year 2018	40,062.00	<u>\$681,122.73</u>
GRAND TOTAL SINCE INCEPTION		\$869,856.32

FUNDING TREND



The Trend Chart above shows a significant decline in funding for both grants and scholarships. Many factors are likely involved; however, as reported one year ago, grants are primarily focused on physical and emotional needs within congregations rather than on individual or group spiritual needs. Balancing the physical and the spiritual sides of life can be very challenging.

One approach could be to focus communications on the benefits being offered through:

- Increasing the emphasis on scholarships for individuals as preparation for mission,
- Implementing mission through organizations dedicated to God's work, and
- Educating congregations about this important benefit, and
- Encouraging participation through stories about the effect of mission work on individuals, families, and communities.

We are seeing progress with improving lines of communication through the addition of Thomas Riggs, our synod communications expert. In addition to all his other responsibilities, he has agreed to establish a resource spreadsheet set up by presbytery and then in greater detail (congregational) and to record results as he works to build relationships at any level. The sheet will include the current communication-related status of each presbytery, names of key personnel he identifies, specifics to remember about that entity, notes and comments, and other communication-related details. It will likely be broken down further by participating congregations. This will allow other synod communication team members to better connect with the people of our synod.

The importance and necessity cannot be overemphasized on the part of synod representatives (commissioners) of making connections and building relationships at the presbytery level; and, in some cases, with specific congregations within each presbytery. By developing this spreadsheet all those charged with serving on the Synod Communications Team will have the most current information available. Pulling synod commissioners into this process could greatly increase connections between the synod and the presbyteries within the synod.

Submitted by RE Emily Laurel, Moderator, Synod of the Sun Grants and Scholarships Commission

**Synod Grants Scholarships
2018 Awards**

Name of project/ program/ event to be funded by this application:		Presbytery Bounds	Partnering Organization 1:	Partnering Organization 2:	Result	Date of Result	Award Funding	Award \$ total
Juarez Feeding Program for elderly of the community		Grace	FPC/Dallas	Northridge PC/Dallas	Approved _partial	10/18/2018	33607 Old Age Concerns	\$3,500.00
FPC/Camden, AR Sound System enhancement		Pines	FPC/Camden	Presbytery of the Pines	Denied	10/18/2018	33607 Old Age	
Complete interior design and refurbishment of two resident activity "day" rooms		Arkansas	Presbytery of Arkansas	Grace Presbyterian Church	Approved in full	10/18/2018	33607 Old Age Concerns	\$4,462.00
Funding for Chaplain Support for Persons with Alzheimer's		Grace	FPC/Fort Worth	Brite Divinity/TCU	Referred	10/18/2018		
Presbyterian Association of Musicians' Mo/PAM Worship & Music Conference		Arkansas, Mission	Presbyterian Association of Musicians	Second Presbyterian Church/Little Rock	Approved in full	7/17/2018	33200	\$1,750.00
Dominican Republic/Foundation for Peace mission trip		Arkansas	Pulaski Heights PC	Presbytery of Arkansas	Denied	7/17/2018		
Emmanuel Presbyterian Church Electronic Sign		Mission	Emmanuel PC/San		Denied	7/17/2018		
Bi-lingual Family Camp		Mission	Divine Redeemer Presbyterian Church	John Knox Ranch	Approved in full	4/17/2018	33802 Mission Grants	\$2,000.00
Oklahoma Presbyterian Network (OPN)		Synod/Multi	Cimarron Presbytery	Eastern Oklahoma Presbytery	Referred	4/17/2018	33007 David	\$0.00
Dominican Republic/Foundation for Peace		Arkansas	Krista & Doug Denne	LaWanda Harris	Approved in full	4/17/2018	33802 Mission	\$3,600.00
Presbyterian Children's Homes and Services Group Home Program		Mission	First Presbyterian Church of Austin	Texas Presbyterian Foundation	Approved in full	4/17/2018	12224 Albert Crisp Orphanage	\$4,000.00
Ecumenical worship at Texas State University		Mission	F P C San Marcos	Mission Presbytery	Approved in full	4/17/2018	33620 Higher Education	\$3,000.00
Revitalization/Revisoning of Heritage Presbyterian Church		New Covenant	Presbytery of New Covenant		Denied	4/17/2018	33007 David Robinson Fund	\$0.00
Women's Retreat hosted by Palo Duro and Tres Rios Presbyterian Women		Synod/Multi	First Central Presbyterian Church - Abilene, TX	Presbyterian Women of Tres Rios Presbytery	Approved in full	4/17/2018	33802 Mission Grants	\$750.00
Career Development Coordinator		Mission	St. Philip Presbyterian Church	First Presbyterian Church of Austin	Approved _partial	1/16/2018	33802 Mission Grants	\$3,750.00
Celebratory Christmas Oratorio		Palo Duro	Fain Presbyterian Church	New Covenant Presbyterian	Approved in full	1/16/2018	33606 Texas National Missions	\$2,500.00
Youth & Children Ministry Summer Internship		Arkansas	United Campus Ministry	First Presbyterian Church	Approved in full	1/16/2018	33620 Higher	\$2,000.00
The Arrow Outreach Greenhouse Project--Juarez, Mexico		Grace	Hackberry Creek Church	Northridge Presbyterian Church	Approved _partial	1/16/2018	33802 Mission Grants	\$3,750.00
Montreat College Conference		Institution/Agency	UKirk Austin	United Campus Ministry Aggieiland	Approved in full	1/16/2018	33620 Higher Education	\$5,000.00

Synod Scholarship Awards 2018

Full Name	Presbytery Bounds	Date of Decision	Result	Award Funding	Award \$	
					total	copy
Ekama Eni	Grace	10/18/2018	Denied			
Gabriela Castillo			Withdrawn			
Princeton Abaraoha	Grace	4/17/2018	Approved_partial	33542 - Educational Programs	33140 - Seminary Scholarship Fund	\$956.25
Ibhar Jasiel Hernandez	Mission	1/16/2018	Referred	33540 - Seminary Scholarship Fund		
Elias Cabarcas and Hiram Rivera	Mission	1/16/2018	Denied			
Imelda Sifuentes Carrillo	New Covenant	1/16/2018	Withdrawn			

Nominating Committee Report – Nov 2018**ELECTION by Synod**
*(nominated by committee)***Commissioner At Large**

- Bok Soon Egbert (2021)

Committee on Representation:

- Lorinda Sealey (2)(2021)
- VACANCY (2020)
- VACANCY (2021)

Trustee of Synod of the Sun: Rev. Jesse Gonzales (class of 2020)

Synod Moderator (2019 as Vice Moderator; 2020 as Moderator, 2021 as Chair of Coordinating Team):

- Rev. Mitch Miller
-

ELECTION by Synod
*(nominated by the Institution/Agency)***Trustees for Lyon College** (attached)

- Perry Wilson (5)
- Phil Baldwin (3)
- Scott Wood (3)
- Suzanne Blair (3)
- Dale Cole (4)
- Sarah Greenwood (4)
- David Jones (2)
- James Rutherford (2)
- Kirk Warden (4)
- Victor Werley (4)
- Steven Williams (2)

Trustees for Pan American School: (attached)

- Jane Petitt (2020)
- Nadia Rosales (2021)

Nominating Committee Report – Nov 2018

Nominations under CURRENT STRUCTURE

(nominated by committee)

This slate is to be considered **ONLY** if provisional approval for the Vision Plan is **NOT APPROVED**.

Synod Personnel:

- Sallie Watson, EP (2020)
- Jesse Gonzales (2020)
- At Large VACANCY (2020)

2019 Moderators and Vice Moderators of Committees:

- Personnel: Jesse Gonzales
- Stewardship: Edith Hill
- Vice-Moderator of Stewardship: VACANT
- Moderator Connecting: Harry Cooper
- Vice-Moderator of Connecting: Sharon Curry

2019 Synod Grants/Scholarships

- Josyph Andrews
 - Janice Six
 - Lynne Castle
- 3 Previously elected & Currently Serving
- Emily Laurel
 - John Sorrel
 - Sharon Curry

Nominations under VISION PLAN

(nominated by committee)

This slate is to be considered **ONLY** if provisional approval for the Vision Plan **IS APPROVED**.

2019 Commission Leadership and Coordinating Team

Connecting Moderator: **Harry Cooper**
Connecting V-Moderator: **Sharon Curry**
Equipping Moderator:
Equipping V-Moderator: **Jesse Gonzales**
Empowering Moderator: **Tracy Spencer Brown**
Empowering V-Moderator:

2019 Synod Grants /Scholarships Commission

- Josyph Andrews
 - Janice Six
- 3 Previously elected & Currently Serving
- Emily Laurel
 - John Sorrel
 - Sharon Curry

Networks report:

OPN (Oklahoma Presbytery Network) - \$2,500

Commissioned Pastor Network – set aside \$5,000

Empowering Women - \$4,000

Solar Under the Sun - \$1,000 for development drive via USMail

Motion to approve change in bylaws as attached.

Faithful Action on Climate Change – approved \$500 for GA travel of representatives

Synod Youth Workshop – Financials attached.

Synod Network Planning Guide

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This is a tool for discernment and planning to be used by any Church, presbytery, or synod committee. Completion of the "Planning" Section of the guide will help us to understand the partnership's identity, the purpose you have discerned your work to be, and the ways in which God is calling you to carry that out.

The "Evaluation" Section of the guide should be updated as your project, event, or ministry progresses. Evaluating the impact of your project and providing recommendations can assist future Networks.

INTRODUCTIONS

Network Name: Commissioned Pastor Network

Key Contact Name: Nanette Cagney

Presbytery: South Louisiana

Phone: (337) 794-6197

Email Address: cagney13@yahoo.com

Partnerships:

Partner A: CP Jim Blischke

Primary Phone: [Click here to enter text.](#)

Email Address: jimblischke@sbcglobal.net

Presbytery (or affiliation): Tres Rios

Address: 311 Helen Greathouse Cir

City: Midland

State: Tx

Zip: 79707

Partner B: Sharon Curry

Primary Phone: [Click here to enter text.](#)

Email Address: scurry248@gmail.com

Presbytery (or affiliation): Grace Psby

Address: [Click here to enter text.](#)

City: [Click here to enter text.](#)

State: [Click here to enter text.](#)

Zip: [Click here to enter text.](#)

Partner C: Nancy Ruff

Primary Phone: (806) 662-3688

Email Address: nwruff60@gmail.com

Presbytery (or affiliation): Palo Duro

Address: 2306 Duncan St

City: Pampa

State: Tx

Zip: 79065

Partner D: Mark Southard

Primary Phone: (580) 352-4604

Email Address: wmsouthard@me.com

Presbytery (or affiliation): Cimarron Psby

Address: 2215 Turner St

City: Ponca City

State: OK

Zip: 74604

Partner E: Donna Stogner COM **Primary Phone:** (504) 235-9131
Email Address dstogner@gmail.com **Presbytery (or affiliation):** South Louisiana
Address: 2048 S. Glencove Ln **City:** Gretna
State: LA **Zip:** 70056

Partner F: COM & P Moderator Christianne Chase **Primary Phone:** (580) 233-9062
Email Address: chasechrsitianna@gamil.com
Presbytery (or affiliation): Cimarron Presbytery,

Partner G: Rev. Dr. Tim Davenport-Herbst, Missional Ministries Team **Primary Phone:** (325) 653-5691
Email Address: drtimdh@gmail.com **Presbytery (or affiliation):** Tres Rios
Address: St. Paul Presbyterian Church, 11 N. Park **City:** San Angelo
State: Texas **Zip:** 76901

Tell us about how the partners are related, how you came to work together, or your affiliation:

This is an outgrowth of the August 2017 Synod COM meeting. CP's were invited to attend this meeting to discuss our status and our needs. It became clear that a continued network to provide training and continuing education, as well as pooling resources, is needed. The present 5 participants represent 5 Presbyteries which may be at different stages in their use of CP's.

PLANNING

- 1. Primary Purpose** *(What do you believe to be the core purpose for the Network? Is there a specific mission, i.e. providing food, clothing, or shelter? Is there a ministry of need, i.e. Pastoral Care for the aging, Self-Development of People? Are there relationships to be built and learned from, i.e. First Call Pastors?)*

As our denomination changes and many churches struggle to survive, many cannot afford even the base salary package for Teaching Elders. CP's are increasingly stepping up and filling the gap, the majority of whom have been commissioned to serve in churches with a membership of 0-50. Many are in a discernment process as the question whether they should close.

About half of the currently serving CP's in the Synod of the Sun are bi-vocational. Many received training through their presbyteries or through PCUSA seminaries. Still, there is an ongoing need for continued education.

Training in each presbytery is different, so this may be an opportunity to pool resources for the training of CP's as well.

We estimate approximately 80 CP's are currently commissioned in the Synod of the Sun. There is a need for the Board of Pensions to recognize that CP's should be eligible for insurance benefits if they are to continue to serve, especially in the face of greatly reduced salaries.

There is an overwhelming need for Pastoral Care of the CP's. By networking, we can find a way to strengthen the support offered by the COM's of our individual presbyteries.

2. Network Overview

- a. Give a brief description of the proposed Network and background information.** *(Who, what, when, where and why?)*

To be a network to support CP's with pastoral care, continued education and training.

- b. How will this Network and its implementation benefit the body of Christ, individual community member, and humanity?** *(What need does this fill?)*

CP's are filling a crucial role in our changing church. By increasing the pastoral care and support of the CP's, our churches, especially our small struggling churches, will be strengthened.

- c. How does this Network fit the Synod's mission to enable relationships and mission opportunities that are not possible within one presbytery?** The coordination of the CP's throughout the synod is more than any COM alone can handle. It will provide us with the opportunity to support each other, while working with our COM'.

- d. Realizing that the real effects of ministry and mission can rarely be weighed or measured – list specific and measurable goals to be accomplished by this Network.** *(You don't have to limit yourselves to 3 – list any/all goals of the Network)*

Again, from the Tres Rios Perspective

Goal 1: Develop and implement the means to support Commissioned Pastors through training and continued education.

Goal 2: Provide pastoral care for CP's.

Goal 3: Provide representation to the Board of Pensions to assure equity in benefit opportunities.

What are some intangible or immeasurable gifts that the Spirit might bring? Spiritual renewal for those who are serving on the frontlines with small churches struggling to survive in our changing church. Strengthening our ability to lead, teach and preach more effectively to build up the body of Christ.

- 3. Steps to implementation:** *List the specific steps required to bring this project to a successful completion, showing the planned dates for each step, and the person or people responsible for each step. **Where applicable, show where the Synod can assist through communication, connection, and consultation.***

TASK/ACTIVITY	START DATE	FINISH DATE	% COMPLETE	PERSON(S) RESPONSIBLE	CRITICAL TASK (Y/N)	FOR CRITICAL TASKS:	
						POTENTIAL PROBLEM	POTENTIAL SOLUTION

4. Covenants

5. Critical Contacts

Network Moderator

Name:

Email:

Phone 1:

Phone 2:

Address:

City:

State:

Zip:

Duties:

Network Member

Name:

Email:

Phone 1:

Phone 2:

Address:

City:

State:

Zip:

Duties:

Network Member

Name:

Email:

Phone 1:

Phone 2:

Address:

City:

State:

Zip:

Duties:

Network Member

Name:

Email:

Phone 1:

Phone 2:

Address:

City:

State:

Zip:

Duties:

Network Member

Name:

Email:

Phone 1:

Phone 2:

Address:

City:

State:

Zip:

Duties:

If there are additional Network Members, please continue listing in the same format or separate attachment.

6. What specific materials, supplies, and resources will be required?

Material or Supply & Quantity	Person Responsible for Obtaining	Date Needed	Donated, Owned or Purchased?	Cost/Value

7. Complete a proposed budget indicating all anticipated income and expenses

Proposed Budget

INCOME:	<u>PROPOSED</u>
Appropriation from Synod	\$
Value of donated items (list)	
<i>List donated items and assign a value.</i>	\$
<i>List donated items and assign a value.</i>	\$
<i>List donated items and assign a value.</i>	\$
<i>List donated items and assign a value.</i>	\$
Other sources of income (list)	
<i>List potential income (grants, donations, registrations, etc.)</i>	\$
<i>List potential income (grants, donations, registrations, etc.)</i>	\$
<i>List potential income (grants, donations, registrations, etc.)</i>	\$
<i>List potential income (grants, donations, registrations, etc.)</i>	\$
<i>List potential income (grants, donations, registrations, etc.)</i>	\$
<i>List potential income (grants, donations, registrations, etc.)</i>	\$
<hr/>	
TOTAL INCOME	\$

EXPENSES:	<u>PROPOSED</u>
Value of donated items (list)	
<i>List donated items and assign a value.</i>	\$
<i>List donated items and assign a value.</i>	\$
<i>List donated items and assign a value.</i>	\$
<i>List donated items and assign a value.</i>	\$
Other expenses (list)	
<i>List potential expenses (i.e.: materials for the project)</i>	\$
<i>List potential expenses (i.e.: materials for the project)</i>	\$
<i>List potential expenses (i.e.: materials for the project)</i>	\$
<i>List potential expenses (i.e.: materials for the project)</i>	\$
<i>List potential expenses (i.e.: materials for the project)</i>	\$
<i>List potential expenses (i.e.: materials for the project)</i>	\$
Return of appropriation from Synod	\$
Fund for future Network use (profit)	\$
(OR Donation to Insert donation recipient's name)	
<hr/>	
TOTAL EXPENSES	\$

8. Describe the potential problems and solutions to successfully complete this mission/purpose.

Potential Problem:

Potential Solution:

Potential Problem:

Potential Solution:

Potential Problem:

Potential Solution:

Potential Problem:

Potential Solution:

EVALUATION

9. **List solutions and/or recommendations for future or other Network leaders.** (*List here anything that you would do differently. Would you make contacts earlier? Could this Network be broadened or should it be more focused?*)

10. Results

Primary Purpose: *Restate your primary purpose*

Results: *Realizing that the effectiveness of ministry/mission is never something that can be weighed or measured -Concisely state the results of this Network to date, in relation to your previously stated goals.*

Goal 1: *Restate your goal*

Result: *State the result, in measurable numbers when possible (ie. You wanted to feed 100 families and fed 150 – 150% of goal)*

Goal 2: *Restate your goal*

Result: *State the result, in measurable numbers when possible (ie. You wanted to gather together 50 first call pastors and only 20 attended your event – 40% of goal.)*

Goal 3: *Restate your goal*

Result: *State the result, in measurable numbers when possible*

Summary :

This is your “wow statement”. Use this area to explain why this Network/program should (or should not) continue or be repeated. This is your time to brag about the successes and be honest about the failures! Be descriptive

What were the immeasurable and unforeseen gifts that the Holy Spirit surprised you with?

Network Benefit :

Individual Impact: *Use this area to describe the benefit(s) for the individual involved or the benefit to yourself or another member.*

Presbytery Impact: *Use this area to describe the benefit(s) for your presbytery.*

Community Impact: *Use this area to describe the benefit(s) and how it has **created positive change** among the Network members, congregation(s), or presbyteries.*

11. Appendices (*Attach your final financial statement and list of contacts. Attach other documentation as appropriate*)

- a. Final Financial Statement
- b. Contacts
- c. Contracts and agreements
- d. Pictures
- e. Press Releases, articles, and media coverage

Final Financial Statement

INCOME:

	<u>PROPOSED</u>	<u>ACTUAL</u>
Appropriation from Synod	\$	\$
Value of donated items (list)		
<i>List donated items and assign a value.</i>	\$	\$
<i>List donated items and assign a value.</i>	\$	\$
<i>List donated items and assign a value.</i>	\$	\$
<i>List donated items and assign a value.</i>	\$	\$
Other sources of income (list)		
<i>List potential income (grants, donations, registrations, etc.)</i>	\$	\$
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<i>List potential income (grants, donations, registrations, etc.)</i>	\$	\$
<i>List potential income (grants, donations, registrations, etc.)</i>	\$	\$
<hr/>		
TOTAL INCOME	\$	\$

EXPENSES:

	<u>PROPOSED</u>	<u>ACTUAL</u>
Value of donated items (list)		
<i>List donated items and assign a value.</i>	\$	\$
<i>List donated items and assign a value.</i>	\$	\$
<i>List donated items and assign a value.</i>	\$	\$
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Other expenses (list)		
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Return of appropriation from Synod	\$	\$
Fund for future Network use (profit)	\$	\$
(OR Donation to Insert donation recipient's name)		
<hr/>		
TOTAL EXPENSES	\$	\$

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INTRODUCTIONS

Network Name: Empowering Women Network

Key Contact Name: Rev. Natalie Bell

Presbytery: Eastern Oklahoma Presbytery

Phone: 918-671-7203

Email Address: fpcowassopastor@att.net

Partnerships:

Partner A: Rev. Laura Walters

Primary Phone: 512-228-6565

Email Address: laurawalters1@utexas.edu

Presbytery (or affiliation): Mission Presbytery

Address: 6208 Harrogate Dr.

City: Austin

State: Texas

Zip: 78759

Partner B: [Click here to enter text.](#)

Primary Phone: [Click here to enter text.](#)

Email Address: [Click here to enter text.](#)

Presbytery (or affiliation): [Click here to enter text.](#)

Address: [Click here to enter text.](#)

City: [Click here to enter text.](#)

State: [Click here to enter text.](#)

Zip: [Click here to enter text.](#)

Partner C: [Click here to enter text.](#)

Primary Phone: [Click here to enter text.](#)

Email Address: [Click here to enter text.](#)

Presbytery (or affiliation): [Click here to enter text.](#)

Address: [Click here to enter text.](#)

City: [Click here to enter text.](#)

State: [Click here to enter text.](#)

Zip: [Click here to enter text.](#)

Please list any additional partners in the same format below or by separate attachment.

Tell us about how the partners are related, how you came to work together, or your affiliation:

We were friends in Tulsa in early 2000s, and then reconnected at NEXT Church conference in Baltimore in February 2018 at a #MeToo small group discussion. We learned about a successful #MeToo seminar at Synod of Lincoln Trails in Chicago. We then participated in a Zoom debrief of that retreat to hear what they learned, and the idea of our own Empowering Women Network and #MeToo Synod of the Sun retreat.

PLANNING

- 1. Primary Purpose** *(What do you believe to be the core purpose for the Network? Is there a specific mission, i.e. providing food, clothing, or shelter? Is there a ministry of need, i.e. Pastoral Care for the aging, Self Development of People? Are there relationships to be built and learned from, i.e. First Call Pastors?)*

To bring healing, reconciliation, and empowerment to women in ministry in our Synod. To create new relationships that help to accomplish these goals. To prepare women to take next steps for healing and empowerment in their own Presbyteries and congregations.

- 2. Network Overview**

- a. Give a brief description of the proposed Network and background information.** *(Who, what, when, where and why?)*

The Empowering Women.Network is a group of women church leaders in the Synod who want to bring healing, reconciliation and empowerment to all women in the church, through retreats, seminars, trainings, and conversations.

- b. How will this Network and its implementation benefit the body of Christ, individual community member, and humanity?** *(What need does this fill?)*

This network addresses the needs of individuals who have experienced sexual harassment, but it also meets a need for information and healing within the larger church culture (#ChurchToo), the PCUSA and its councils and congregations, and the healing needed for all women (#EveToo) as these issues began with Eve and the Creation story.

- c. How does this Network fit the Synod's mission to enable relationships and mission opportunities that are not possible within one presbytery?**

This will bring women together in new relationships, with new information, so that they might take 'next steps' for healing, reconciliation, and empowerment in their own Presbyteries and congregations.

- d. Realizing that the real effects of ministry and mission can rarely be weighed or measured – list specific and measurable goals to be accomplished by this Network.** *(You don't have to limit yourselves to 3 – list any/all goals of the Network)*

- i. Goal 1:** New friendships between women in ministry

- ii. Goal 2:** A place for healing and reconciliation

- iii. Goal 3:** A time of empowerment for future retreats, seminars, trainings, and conversations, including with men in our Synod.

- iv. Goal 4:** An opportunity to learn about the #MeToo, #ChurchToo, #EveToo movement for women in the workplace, in the church, and in our world.

e. What are some intangible or immeasurable gifts that the Spirit might bring?

New HOPE for women in ministry, and an understanding that this is a powerful movement of the Holy Spirit within the church, not just a moment in time.

3. Steps to implementation: *List the specific steps required to bring this project to a successful completion, showing the planned dates for each step, and the person or people responsible for each step. **Where applicable, show where the Synod can assist through communication, connection, and consultation.***

TASK/ACTIVITY	START DATE	FINISH DATE	% COMPLETE	PERSON(S) RESPONSIBLE	CRITICAL TASK (Y/N)	FOR CRITICAL TASKS:	
						POTENTIAL PROBLEM	POTENTIAL SOLUTION
#MeToo Retreat	Jan 6, 2019	Jan 8, 2019		Natalie Bell, Laura Walters	Yes	Women hesitant to attend	Good advertising and communication across the Synod
Hire LeaderWise Facilitators	July 17, 2018		100%	Natalie Bell, Laura Walters	Yes	Not enough grant money	More grant applications across the Synod
Lodging for the Retreat	July 2018	July 2018	100	Laura Walters	Yes	location	Find a retreat location in DFW area
Food/Drink for Retreat	July 2018	Aug 2018	90%	Laura Walters, Natalie Bell	Yes		
Grant from EOP	Aug 2018			Natalie Bell	Yes	Lack of funding	Look for other sources
Grant from Mission	Aug 2018			Laura Walters	yes		
Grant from New Covenant	Aug 2018			Laura Walters	Yes		

4. Covenants

We are working with partners in Mission Presbytery, Eastern OK Presbytery, and New Covenant Presbytery for grant monies, and seeking other partnerships as well.

We are hiring professional facilitators, two licensed psychologists from LeaderWise—Dr. Caroline Burke, and Dr. Krista Redlinger-Grosse. LeaderWise is a coaching and consulting ministry development center in St. Paul, MN that specializes in clergy leadership development, candidacy assessment, and clergy fitness assessment for leaders in all many different denominations, including the PCUSA.

We specifically know of their work for the Synod of Lincoln Trails in leading #MeToo retreats and other events. We are modeling our retreat after their successful #MeToo retreat.

5. Critical Contacts

Network Co-Moderator

Name: Natalie Bell

Email: fpcowassopastor@att.net

Phone 1: 918-671-7203

Phone 2: 918-272-1063

Address: 12404 N 170th E Ave

City: Collinsville

State: OK Zip: 74021

Duties: retreat planning, grant writing

Network Co-Moderator:

Name: Laura Watlers

Email: laurawalters1@utexas.edu

Phone 1: 512-228-6565

Phone 2:

Address: 6208 Harrogate Dr

City: Austin

State: TX Zip: 78759

Duties: retreat planning, grant writing

Network Member

Name: LeaderWise, Drs Caroline Burke and Krista Redlinger-Grosse

Email: caroline@leaderwise.org

Phone 1: [\(651\) 636-5120](tel:6516365120)

Phone 2:

Address: 516 Mission House Ln, City: New Brighton,

State: MN Zip: 55112

Duties: Lead Large and Small Groups at Retreat, available to individuals on an as needed basis

Network Member

Name:

Email:

Phone 1:

Phone 2:

Address:

City:

State:

Zip:

Duties:

Network Member

Name:

Email:

Phone 1:

Phone 2:

Address:

City:

State:

Zip:

Duties:

If there are additional Network Members, please continue listing in the same format or separate attachment.

6. What specific materials, supplies, and resources will be required?

Material or Supply & Quantity	Person Responsible for Obtaining	Date Needed	Donated, Owned or Purchased?	Cost/Value
Lodging at Briarwood Retreat For 30 women	Laura Walters	Jan 6, 2019	to purchase	\$4,200
Meals for 30 women at Briarwood	Laura Walters	Jan 6, 2019	To purchase	\$1,950
Deposit at Briarwood		August 2018	Deposit	\$300
Leaderwise Facilitation	Laura Walters/Natalie Bell	August 2018	Contract Work	\$2500
Travel for 2 Facilitators	Natalie Bell	Fall 2018	To purchase	Aprox \$800
Refreshments for Jan 6, 2019	Laura/Natalie	Jan 2019	To purchase	Aprox \$200
Office Supplies	Natalie	Jan 2019	To Purchase	Aprox \$100

7. Complete a proposed budget indicating all anticipated income and expenses

Proposed Budget

INCOME:

PROPOSED

Appropriation from Synod	\$3,000
Value of donated items (list)	
<i>List donated items and assign a value.</i>	\$
<i>List donated items and assign a value.</i>	\$
<i>List donated items and assign a value.</i>	\$
<i>List donated items and assign a value.</i>	\$
Other sources of income (list)	
<i>Grant from Eastern OK Presbytery</i>	\$2,000
<i>Grant from Mission Presbytery</i>	\$4,000
<i>Registration Fees from 30 women</i>	\$3,000
<i>List potential income (grants, donations, registrations, etc.)</i>	\$
<i>List potential income (grants, donations, registrations, etc.)</i>	\$

TOTAL INCOME \$12,000

EXPENSES:

PROPOSED

Value of donated items (list)	
<i>List donated items and assign a value.</i>	\$
<i>List donated items and assign a value.</i>	\$
<i>List donated items and assign a value.</i>	\$
<i>List donated items and assign a value.</i>	\$
Other expenses (list)	
<i>Leaderwise Facilitators</i>	\$2,500
<i>Laaderwise Travel</i>	\$800
<i>Lodging at Briarwood Retreat for 30 women</i>	\$4,200
<i>Meals at Briarwood Retreat for 30 women</i>	\$1,950
<i>Refreshments for Retreat</i>	\$200
<i>Office Supplies</i>	\$100

Return of appropriation from Synod \$
Fund for future Network use (profit) \$2250
(OR Donation to Insert donation recipient's name)

TOTAL EXPENSES \$12,000

8. Describe the potential problems and solutions to successfully complete this mission/purpose.

Potential Problem: Women hesitant to attend

Potential Solution: Good advertising throughout Synod, personal contacts with Laura/Natalie

Potential Problem: Women needing additional counseling

Potential Solution: Leaderwise makes initial contact, then referrals to other professionals

Potential Problem: Women needing travel expenses

Potential Solution: Encourage women to appeal to their congregation and Presbytery for help

Potential Problem: Women needing time off from work

Potential Solution: Prepare a description of retreat that can be presented to churches to help encourage time off.

Potential Problem: Women traveling a long distance for just a couple of days

Potential Solution: Suggest regional retreats like this one in some of the presbyteries farther away.

EVALUATION

9. **List solutions and/or recommendations for future or other Network leaders.** (*List here anything that you would do differently. Would you make contacts earlier? Could this Network be broadened or should it be more focused?)*

10. Results

Primary Purpose: *Restate your primary purpose*

Results: *Realizing that the effectiveness of ministry/mission is never something that can be weighed or measured -Concisely state the results of this Network to date, in relation to your previously stated goals.*

Goal 1: *Restate your goal*

Result: *State the result, in measurable numbers when possible (ie. You wanted to feed 100 families and fed 150 – 150% of goal)*

Goal 2: *Restate your goal*

Result: *State the result, in measurable numbers when possible (ie. You wanted to gather together 50 first call pastors and only 20 attended your event – 40% of goal.)*

Goal 3: *Restate your goal*

Result: *State the result, in measurable numbers when possible*

Summary :

This is your “wow statement”. Use this area to explain why this Network/program should (or should not) continue or be repeated. This is your time to brag about the successes and be honest about the failures! Be descriptive

What were the immeasurable and unforeseen gifts that the Holy Spirit surprised you with?

Network Benefit :

Individual Impact: *Use this area to describe the benefit(s) for the individual involved or the benefit to yourself or another member.*

Presbytery Impact: *Use this area to describe the benefit(s) for your presbytery.*

Community Impact: *Use this area to describe the benefit(s) and how it has **created positive change** among the Network members, congregation(s), or presbyteries.*

11. Appendices *(Attach your final financial statement and list of contacts. Attach other documentation as appropriate)*

- a. Final Financial Statement
- b. Contacts
- c. Contracts and agreements
- d. Pictures
- e. Press Releases, articles, and media coverage

Final Financial Statement

INCOME:

		<u>PROPOSED</u>	<u>ACTUAL</u>
Appropriation from Synod	\$ \$		
Value of donated items (list)			
<i>List donated items and assign a value.</i>	\$ \$		
<i>List donated items and assign a value.</i>	\$ \$		
<i>List donated items and assign a value.</i>	\$ \$		
<i>List donated items and assign a value.</i>	\$ \$		
Other sources of income (list)			
<i>List potential income (grants, donations, registrations, etc.)</i>	\$	\$	
<i>List potential income (grants, donations, registrations, etc.)</i>	\$	\$	
<i>List potential income (grants, donations, registrations, etc.)</i>	\$	\$	
<i>List potential income (grants, donations, registrations, etc.)</i>	\$	\$	
<i>List potential income (grants, donations, registrations, etc.)</i>	\$	\$	
<i>List potential income (grants, donations, registrations, etc.)</i>	\$	\$	
<hr/>			
TOTAL INCOME	\$ \$		

EXPENSES:

		<u>PROPOSED</u>	<u>ACTUAL</u>
Value of donated items (list)			
<i>List donated items and assign a value.</i>	\$ \$		
<i>List donated items and assign a value.</i>	\$ \$		
<i>List donated items and assign a value.</i>	\$ \$		
<i>List donated items and assign a value.</i>	\$ \$		
Other expenses (list)			
<i>List potential expenses (i.e.: materials for the project).</i>	\$	\$	
<i>List potential expenses (i.e.: materials for the project).</i>	\$	\$	
<i>List potential expenses (i.e.: materials for the project).</i>	\$	\$	
<i>List potential expenses (i.e.: materials for the project).</i>	\$	\$	
<i>List potential expenses (i.e.: materials for the project).</i>	\$	\$	
<i>List potential expenses (i.e.: materials for the project).</i>	\$	\$	
Return of appropriation from Synod	\$ \$		
Fund for future Network use (profit)	\$ \$		
(OR Donation to Insert donation recipient's name)			
<hr/>			
TOTAL EXPENSES	\$ \$		

INTRODUCTIONS

Network Name: Oklahoma Presbyterian Network (OPN)

Key Contact Name: Gordon Edwards.

Presbytery: Cimarron Presbytery.

Phone: 405-88-0315

Email Address: edwards.pax@gmail.com.

Partnerships:

Partner A: Cimarron Presbytery.

Primary Phone: 405-880-0315.

Email Address: edwards.pax@gmail.com.

Presbytery (or affiliation): Cimarron.

Address: 9366 South 305th Eat Avenue.

City: Broken Arrow

State: Oklahoma.

Zip: 74014.

Partner B: Eastern Oklahoma Presbytery

Primary Phone: 918-625-9634.

Email Address: greg@eokpresbytery.org.

Presbytery (or affiliation): Eastern Oklahoma.

Address: 700 S. Boston, Ste. 200.

City: Tulsa.

State: Oklahoma.

Zip: 74119-1629.

Partner C: Indian Nations Presbytery

Primary Phone: 405-626-7530

Email Address: tracylevans4@sbcglobal.net

Presbytery (or affiliation): Indian Nations

Address: 1001 N.W. 25th, Ste. 206.

City: Oklahoma City.

State: Oklahoma.

Zip: 731106-5622.

Please list any additional partners in the same format below or by separate attachment.

Tell us about how the partners are related, how you came to work together, or your affiliation:

The three Oklahoma Presbyteries decided that we need to develop ways we can strengthen our witness within the State together. Each presbytery has appointed persons to serve on the OPN Team that discusses way we can share our resources, plan programs together and facilitate relationships among Oklahoma Presbyterians.

The Team began meeting in Fall, 2017. The Presbyteries have confirmed the application for a Synod Network Grant

Cimarron – 2/13/18 EOP – 2/6/18 INP – 2/24/18

PLANNING

1. **Primary Purpose** *(What do you believe to be the core purpose for the Network? Is there a specific mission, i.e. providing food, clothing, or shelter? Is there a ministry of need, i.e. Pastoral Care for the aging, Self Development of People? Are there relationships to be built and learned from, i.e. First Call Pastors?)*

The presbyteries decided that we needed to discuss how to share our resources better and to strengthen the Presbyterian witness within the State and to facilitate better relationships among Presbyterians within the State and our denomination.

2. **Network Overview**

- a. **Give a brief description of the proposed Network and background information.**
(Who, what, when, where and why?)

Each of the Presbyteries have appointed persons to serve on the OPN Team to plan and implement ways to accomplish our goals. The team meets about every other month.

- b. **How will this Network and its implementation benefit the body of Christ, individual community member, and humanity?** *(What need does this fill?)*

The Team has planned a post-223rd General Assembly event for July 14, 2018 for the purpose of engaging ourselves in conversation with the actions of the General Assembly, specifically how we respond as Oklahoma Presbyterians. It is an attempt to actualize the General Assembly is us as we will have reflections from Commissioners from the three presbyteries. We, also, have arranged to have Jill Duffield, editor of *The Presbyterian Outlook*, to give an overview of the Assembly and lead us in worship; we will have two break out sections to discuss specific topics from the General Assembly as they apply to our lives as Oklahomans.

- c. **How does this Network fit the Synod's mission to enable relationships and mission opportunities that are not possible within one presbytery?**

Our presbyteries are in periods of transition and this is an opportunity to examine new ways of being supportive of each other and, thus, strengthen the witness within each of the presbyteries.

- d. **Realizing that the real effects of ministry and mission can rarely be weighed or measured – list specific and measurable goals to be accomplished by this Network.** *(You don't have to limit yourselves to 3 – list any/all goals of the Network)*
 - i. **Goal 1: develop relationships among Oklahoma Presbyterians**
 - ii. **Goal 2: provide programming that would include the three presbyteries**
 - iii. **Goal 3: consider topics regarding the emerging church as it relates to these three presbyteries**

- e. **What are some intangible or immeasurable gifts that the Spirit might bring?**

Collegiality among Oklahoma Presbyterians

- 3. **Steps to implementation:** *List the specific steps required to bring this project to a successful completion, showing the planned dates for each step, and the person or people responsible for each step. Where applicable, show where the Synod can assist through communication, connection, and consultation.*

TASK/ACTIVITY	START DATE	FINISH DATE	% COMPLETE	PERSON(S) RESPONSIBLE	CRITICAL TASK (Y/N)	FOR CRITICAL TASKS:	
						POTENTIAL PROBLEM	POTENTIAL SOLUTION

Formation of the OPN Team – each of the Presbyteries have endorsed the creation of OPN and our application for a Synod Network Grant:

Cimarron – 2/13/18 EOP – 2/6/18 INP – 2/24/18

Invitation to Jill Duffield to be the keynoter for a post-223rd General Assembly event on July 14, 2018

Continuation of conversations regarding shared resources, possibly staffing.

Since OPN has been created after the Presbyteries established their 2018 budgets, financial resources are unavailable to respond appropriately to the 223rd General Assembly. Each of the Presbyteries has agreed to consider including OPN funding in 2019.

4. Covenants

5. Critical Contacts

Network Moderator Rotates between the host for each meeting

Name:
Email:
Phone 1:
Phone 2:
Address:
City: State: Zip:
Duties:

Network Member

Name: Gordon Edwards
Email: see above Partner A
Phone 1:
Phone 2:
Address:
City: State: Zip:
Duties:

Network Member

Name: Greg Coulter
Email: see above Partner B
Phone 1:
Phone 2:
Address:
City: State: Zip:
Duties:

Network Member

Name: Tracy Evans
Email: see above Partner C
Phone 1:
Phone 2:
Address:
City: State: Zip:
Duties:

Network Member

Name: Each of the presbyteries have named 3-5 people to serve on the OPN Team
Email:
Phone 1:
Phone 2:
Address:
City: State: Zip:
Duties:

If there are additional Network Members, please continue listing in the same format or separate attachment.

6. What specific materials, supplies, and resources will be required?

Material or Supply & Quantity	Person Responsible for Obtaining	Date Needed	Donated, Owned or Purchased?	Cost/Value

7. Complete a proposed budget indicating all anticipated income and expenses

Proposed Budget

INCOME:	<u>PROPOSED</u>
Appropriation from Synod	\$2,500
Value of donated items (list)	
<i>List donated items and assign a value.</i>	\$
<i>List donated items and assign a value.</i>	\$
<i>List donated items and assign a value.</i>	\$
<i>List donated items and assign a value.</i>	\$
Other sources of income (list)	
Charging participants \$5 for the lunch	\$500
<i>List potential income (grants, donations, registrations, etc.)</i>	\$
<i>List potential income (grants, donations, registrations, etc.)</i>	\$
<i>List potential income (grants, donations, registrations, etc.)</i>	\$
<i>List potential income (grants, donations, registrations, etc.)</i>	\$
<i>List potential income (grants, donations, registrations, etc.)</i>	\$
TOTAL INCOME	
	\$3,000

EXPENSES:	<u>PROPOSED</u>
Value of donated items (list)	
<i>List donated items and assign a value.</i>	\$
<i>List donated items and assign a value.</i>	\$
<i>List donated items and assign a value.</i>	\$
<i>List donated items and assign a value.</i>	\$
Other expenses (list)	
Expenses for Jill Duffield (travel, motel, meals)	\$1,000
Contribution to <u>The Presbyterian Outlook</u>	\$ 500
Subsidy for meal costs, facility use, etc.	\$500
Other event, start up expenses	\$500
Catered Lunch.....	\$500
Return of appropriation from Synod	\$
Fund for future Network use (profit)	\$
(OR Donation to Insert donation recipient's name)	

TOTAL EXPENSES.....\$3,000

8. Describe the potential problems and solutions to successfully complete this mission/purpose.

**Potential Problem:
Potential Solution:**

**Potential Problem:
Potential Solution:**

**Potential Problem:
Potential Solution:**

**Potential Problem:
Potential Solution:**

BYLAWS
OF
SOLAR UNDER THE SUN

The name of the Organization is *Solar Under the Sun* (the "**Organization**"). The Organization is a mission network of the Synod of the Sun, of the Presbyterian Church, USA. The Organization has not been formed for the making of any profit, or personal financial gain. The assets and income of the Organization shall not be distributable to, or benefit the trustees, directors, officers or other individuals. The assets and income shall only be used to promote the Organization's purposes as described below. No part of the assets or income of the Organization shall inure to the benefit of any person. Nothing contained herein, however, shall be deemed to prohibit the payment of reasonable compensation to employees and independent contractors for services provided for the benefit of the Organization. The Organization is organized exclusively for charitable and educational purposes. The Organization shall not carry on any other activities not permitted to be performed by an Organization exempt from federal income tax. The organization shall not participate in any political campaign in any manner. The organization shall not attempt to influence legislation. The organization is organized exclusively for charitable, scientific and educational purposes.

ARTICLE I
Meetings

Section 1. Annual Meeting. An annual meeting of the Organization shall be held during the third quarter of each calendar year for the purpose of electing directors and for the transaction of such other business as may properly come before the meeting. The annual meeting shall be held at the time and place designated by the Board of Directors. At the annual meeting the Board of Directors shall elect officers and committee chairpersons and approve an annual budget for the upcoming calendar year.

Section 2. Regular Meetings. The Board of Directors shall have at least one regular meeting during the first, second and fourth quarters of each calendar year, the schedule of which shall be established at the prior year's annual meeting, to accomplish the business of the Organization.

Section 3. Special Meetings. Special meetings may be requested by the Moderator, Vice-Moderator or Secretary of the Board of Directors by providing at least fourteen days advance notice to board members.

Section 4. Notice. Advance notice of every board meeting shall be provided by the Secretary to all members of the Board of Directors. The Notice shall state the place, date, and hour, and the purpose of the meeting. Such notice shall be provided to all directors of record at least fourteen days prior to the meeting.

Section 5. Quorum. A majority of the directors shall constitute a quorum at a meeting. In the absence of a quorum, a majority of the directors may adjourn the meeting to another time without further notice. If a quorum is represented at an adjourned meeting, any business may be transacted that might have been transacted at the meeting originally scheduled. The directors present at a meeting represented by a quorum may continue to transact business until adjournment, even if the withdrawal of some directors results in representation of less than a quorum.

Section 6. Informal Action. Any action required to be taken, or which may be taken, at a meeting, may be taken without a meeting and without prior notice if a consent by U.S. mail or e-mail, setting forth the action to be taken, is provided by a majority of the directors with respect to the subject matter of the vote.

Section 7. Non-Board Attendees. Persons other than directors may be invited to attend and participate in any meeting. Ex-officio board members shall be attendees at all meetings. Non-board attendees and ex-officio board members shall have the privilege of the floor with voice but not vote during the meeting.

ARTICLE II

Directors

Section 1. Number of Directors. The Organization shall be managed by a Board of Directors consisting of ~~twelve (12)~~ **thirteen (13)** directors. The Board of Directors may, but shall not be required to, create additional nonvoting, *ex-officio* seats on the Board of Directors.

Section 2. Election and Term of Office. The directors shall be elected at the annual meeting; provided, however, that one (1) director shall be appointed to the Board by the Synod of the Sun, as the Synod's liaisons to the Organization. **Chris McRae is elected as a voting member of the Board of Directors for a term of life, or until his earlier resignation or incapacity (the "Founding Director")**. Each director shall serve until a successor has been nominated, qualified and elected. Directors shall be elected to a three (3) year term. Directors may be eligible for reelection to a second three (3) year term. However, no director shall be eligible to serve more than two (2) consecutive three-year terms. A director who has served two (2) consecutive three-year terms shall be ineligible for election to the Board of Directors for at least one (1) year. Directors shall serve staggered terms. Directors shall be elected to three (3) classes of four (4) directors, each, with the term of only one (1) class ending each year. When elected for the first time under these bylaws, the initial set of directors shall have one (1) class of directors elected for a one (1) year term, the second class for a two (2) year term, and the third class for a three (3) year term. Thereafter, all directors shall be elected for a three (3) year term.

Section 3. Procedures. The vote of a majority of the directors present at a properly called meeting at which a quorum is present shall be an act of the Board of Directors, unless the vote of a greater number is required by law or by these bylaws for a particular resolution. A director of the Organization who is present at a meeting of the Board of Directors at which action on any matter is taken shall be presumed to have assented to the action taken unless their dissent shall be entered in the minutes of the meeting. The Secretary of the Board shall keep written minutes of its proceedings in its permanent records.

Section 4. Emergency Action. Should action be required when it is not possible to assemble the Board of Directors in a properly called meeting or when the President or another officer of the Organization explicitly cannot assume the powers of the full board, written or oral approval of the proposed action by a board majority may be obtained in a poll of the entire Board of Directors authorized by the President and any three (3) members of the Board of Directors. Any action so taken shall be recorded by the Secretary in the minutes of the next properly called meeting of the Board.

Section 5. Removal or Vacancy. A director shall be subject to removal, with or without cause, at any meeting of the board. Any vacancy that occurs on the Board of Directors, whether by death, resignation, removal or any other reason, may be filled by the remaining directors. A director filling a vacancy shall

serve the remaining term of his or her predecessor, or until a successor has been nominated, qualified and elected.

Section 6. Standing Committees. The standing committees of the Organization shall be: Equipping, Resourcing, and Advocating. Each committee shall be constituted in such manner and have such duties as shall be determined by the Board of Directors. The Board of Directors may, by majority vote, suspend or reactivate the work of any standing committee at any time. The terms of all committee chairpersons shall expire annually on December 31st. All committees shall function within the guidelines and budgets established by the Board of Directors. The actions of each committee shall be documented and reported to the board at its next meeting. The Board of Directors may, but shall not be required to, establish an Executive Committee, the members of which shall be determined by the Board, but which shall include at least one member of each standing committee. If established, the Executive Committee shall have such authority, duties and responsibilities as the Board may determine.

Section 7. Ad Hoc Committees. The Board of Directors (by majority vote) may establish, suspend the work of, or deactivate ad hoc committees at any time. All ad hoc committees are subject to the same rules and operating procedures as standing committees. The actions of each ad hoc committee shall be documented and reported to the board at its next meeting

Section 8. Nominating Responsibilities. The Resourcing Committee shall be responsible for nominating individuals to fill the positions of director, the officers of the board, the chairs of standing committees and any other positions as directed by the board. The Nominating Committee shall consider the qualifications and availability of all persons whose names may be submitted by individuals and shall seek out on its own initiative persons who, in its judgment, should be considered for these positions.

Section 9. Budgets Responsibilities. The moderator of each standing and ad hoc committee shall submit a detailed annual budget request to the Board of Directors at least thirty days prior to the annual meeting. The Board of Directors shall approve the annual budget of the Organization at the board's annual meeting during the third quarter of each calendar year.

Section 10. Personnel Responsibilities. The Board of Directors may employ and discharge employees of the Organization and may prescribe their duties and compensation. The board shall discharge its personnel matters without regard to age, sex, race, color, creed, sexual orientation or the national origin of any person. The Personnel Committee shall be responsible for informing the Synod of the Sun, in a timely manner, of all personnel actions taken by the board.

Section 11. Records. Every board member shall have the right at any reasonable time to inspect all books, records and documents of the Organization of every kind and to inspect the physical assets and property of the Organization.

Section 12. Compensation. No board member or officer or member of any committee shall receive at any time any of the earnings or revenue from the operations of the Organization. However, this shall not prevent the reimbursement to any such person of any and all reasonable expenses for services rendered to or for the Organization. Such compensation may be fixed by the Board of Directors from time to time.

Section 13. Contracting with Independent Entities. The Board of Directors may contract with independent entities or individuals for goods or services, but no such contract may be entered into with any member of the board of directors. A written contract must be drafted and approved by the Organization's Board of Directors and Synod of the Sun prior to signing. A contract must include the identification of all parties to the contract, the duration of the contract, a detailed description of all goods to be delivered and/or services to be performed, dates for delivery of goods and/or performance of services, any conditions or limitations placed on any of the parties, warranties, payment terms, and a specific method of dispute resolution. If appropriate, a contract shall include a waiver of liability in favor of both Solar Under the Sun and Synod of the Sun, for personal injury or property damage occurring during the performance of services or installation of goods or equipment for Solar Under the Sun.

ARTICLE III

Officers

Section 1. Officers. The officers of the Organization shall be a Moderator, Vice-Moderator, Secretary and Treasurer.

- a. Moderator. The Moderator shall be the chief executive officer of the Organization and shall preside at all meetings of the Board of Directors.
- b. Vice-Moderator. The Vice-Moderator shall perform the duties of the Moderator in the absence of the Moderator and shall assist that office in the discharge of its leadership duties.
- c. Secretary. The Secretary shall give notice of all meetings of the Board of Directors, shall keep an accurate list of all past and present directors and the dates of their terms, and maintain all official records of the Organization. The Secretary shall prepare and maintain the minutes of each meeting of the Board of Directors.
- d. Treasurer. The Treasurer shall be responsible for conducting the financial affairs of the Organization as directed and authorized by the Board of Directors and shall make reports of the finances and budgets at the annual meeting and each regular meeting and as requested by the board.

Section 2. Term of Office. The officers shall be elected annually at the Board of Directors' annual meeting. Each officer shall serve a one year term beginning January 1st or until a successor has been nominated, qualified and elected.

Section 3. Elections. The Nominating Committee shall nominate, at least thirty (30) days prior to the annual meeting, a slate of qualified candidates for the director positions whose terms are to expire or are vacant, and its slate of candidates shall be with the notice of the annual meeting. Following the report of the nominating committee at the annual meeting, any director of the Organization may nominate other candidates for the available director positions, provided the individual being nominated has agreed to serve if elected. At the conclusion of the nominations, the Board of Directors shall vote for each position by secret written ballot.

Section 4. Removal or Vacancy. The Board of Directors shall have the power to remove an officer or agent of the Organization with or without cause at any time. Any vacancy that occurs for any reason may be filled by the Board of Directors.

ARTICLE IV
Amendment of the Bylaws

The Organization's bylaws may be amended, altered, or repealed by the Board of Directors by a two-thirds (2/3) vote of the members of the board of directors present at any annual or regular meeting at which a quorum of the board of directors is present. The text of a proposed change shall be distributed by the Secretary to all directors and to the leadership of the Synod of the Sun at least fourteen (14) days prior to the meeting. Any change to the Organization's bylaws must be ratified by Synod of the Sun.

ARTICLE V
Dissolution

Section 1. Dissolution Procedures. In the event of the dissolution of the Organization, the assets shall be applied and distributed as follows: All liabilities and obligations shall be paid, satisfied and discharged, or adequate provision shall be made therefor. Assets not held upon a condition requiring return, transfer or conveyance to any other organizations or individual shall be distributed, transferred or conveyed, in trust or otherwise, to a charitable or educational organization, as determined by the Board of Directors prior to dissolution of the Solar Under the Sun Organization.

Section 2. Tax Requirements. Upon the dissolution of the Organization, the Board of Directors shall, after paying or making provision for the payment of all of the liabilities of the Organization, distribute the assets of the Organization to the Synod of the Sun or its successor, assuming such organization is at the time of such dissolution an organization exempt from taxation under Section 501(c)(3) of the Internal Revenue Code, or, if the Synod of the Sun or its successor is not so qualified, then to such other organization or organizations, organized and operated exclusively for charitable, educational or religious purposes, as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law), as the board of directors shall determine and contributions to which are deductible under each of Sections 170(c)(2), 2055(a), and 2522(a) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law). Any such assets not so disposed of shall be disposed of by the proper court of the county in which the principal office of the Organization is then located, exclusively for such purposes or to such organization or organizations as said court shall determine, which are organized and operated exclusively for such purposes and to which contributions would be deductible under the stated section.

Certification

I certify the foregoing is a true and correct copy of the bylaws of Solar Under the Sun, duly adopted by the Board of Directors on May 12, 2016.

Signed: _____, Moderator

Printed Name: ___ Tom Ulrich _____

Signed: _____, Secretary

Printed Name: ___ William Mendenhall _____

SYNOD OF THE SUN

DRAFT POLICY FOR THE CONSIDERATION OF OVERTURES TO THE GENERAL ASSEMBLY

From the Standing Rules of the General Assembly:

Overtures are items of business that have been approved by a presbytery (with concurrence of another presbytery) or a synod and shall request the General Assembly to take a particular action, or approve or endorse a particular statement or resolution. (See Book of Order, G-3.0302d.)

and

The stated clerk of a presbytery or synod considering an overture to the General Assembly shall:

- (1) Examine the most recently published Minutes of the General Assembly to determine if a similar overture has already been passed.
- (2) Consult with the Office of the General Assembly to determine whether the desired action has been voted by any previous General Assembly.
- (3) Consult with the Office of the General Assembly to determine whether a similar overture has already been proposed in order that the presbytery or synod may concur with the existing overture.
- (4) Draft the overture in the following form:

“The Presbytery of _____ overtures the [# of the assembly] General Assembly [(year)] of the PC(USA) to [state the specific action the General Assembly is asked to take].”

To this shall be appended a rationale, stating the reasons for submitting the overture.

Synod Overtures to General Assembly

Overtures to the General Assembly from the Synod of the Sun shall be submitted to the Synod’s Stated Clerk by a current Synod Commissioner, or by majority vote of either of the Synod Standing Committees.

The Synod’s Stated Clerk shall be responsible for items 1-4 above, and upon determining that the Overture and rationale are in order, will add the overture to the agenda of the next Synod Assembly. In working with those considering, preparing, or submitting Overtures, the Stated Clerk should make them aware of the General Assembly deadlines for consideration. If an Overture cannot be submitted to the next Synod Assembly ahead of the General Assembly deadlines, that Overture shall not be considered by the Synod.

Requests for Concurrence

The Synod shall consider written requests to concur with the Overtures of other Presbyteries as part of the overture submission process to General Assembly. The Synod's Stated Clerk, upon receiving requests for concurring votes from any Presbytery, should determine the overture to be in good standing, and refer the request to the next meeting of either the Connecting or Stewardship Committee (whichever meets first). The Connecting or Stewardship Committee shall determine by majority vote, whether the Synod should consider concurrence at the next Synod Assembly—considering also the known interests and appropriateness of the overture in the context of Synod's ministry and mission. If the Synod Assembly will not meet the General Assembly deadlines for submission, the concurrence shall not be considered.

Consideration of Overtures and Concurrence

The Synod's Stated Clerk or the Committee referring the Overture or the request for concurrence, shall submit the motion to the Synod Assembly without any recommendation, but simply, "Shall the Synod overture the General Assembly" or "Shall the Synod concur with the overture to the General Assembly," seeking the Synod Assembly to answer in the affirmative or the negative.

**Administrative Commission--Indian Nations Presbytery
For Synod of the Sun stated meeting
November 2-3, 2018**

Indian Nations Presbytery (INP) held its stated meeting at FPC-Ada on October 5, 2018 and based on the 59 page packet, INP has not let being without a General Presbyter since June 2017 prevent it from doing the work of the presbytery. Hopefully, the Transition Task Force will be prepared to present proposals regarding structure and leadership of INP at the next stated meeting to be held in February 22-23, 2019. If the way be clear, attending this presbytery meeting may be the final action of the Administrative Commission for INP. Acceptance of the proposal(s) will signify a new beginning as the presbytery put into play the proposed structure and forms a search committee for the next General Presbytery. If not already secured, INP will be looking for the next Stated Clerk, as well.

Recently the Acting Stated Clerk Matt Meinke, received and accepted a call from Maumee Valley Presbytery to serve as General Presbyter. His official last day in Indian Nations Presbytery is October 31, 2018. At the time of the presbytery meeting, Matt was leading a trip to the Holy Lands so the presbytery elected Ruling Elder Gayle Cox, First Presbyterian Church of Oklahoma City, to serve as clerk for the meeting.

Below is the report prepared for the presbytery by the Transition Task Force. Incorporated into the report is content from Consultant David Sawyers. I hope after reading the report you will be able recognize the nature of the work that has been and is going on within INP during this time of upheaval and transition.

Transition Task Force Report

[Prepared and presented at the stated meeting of Indian Nations Presbytery, October 5, 2018]

Almost two years ago, Indian Nations Presbytery entered a time of transition with the retirement of general presbyter Aaron Carland. With his departure, the presbytery began a process of self-evaluation and spiritual discernment, confronting an unhealthy system that had pervaded this presbytery for decades. Lack of transparency, mistrust, feelings of exclusion, a priority of rules over relationships, lack of training for committee moderators – these were just some of the problems that made up our identity as Indian Nations Presbytery. In order to adjust to the lack of a general presbyter and to sketch a way forward, the presbytery approved the formation of a Transition Task Force, a task force under the direction of the Mission Strategy Group. While filling the leadership vacuum in the presbytery office and looking closely at the structure of the presbytery were two obvious issues for the task force to tackle, it became clear that the larger issue was a cultural one. How do we as a presbytery become who God is calling us to be? What are the deeper issues we need to address in order to heal and transform as individuals, congregations and as a presbytery? In order to assist us in this process, David Sawyer was hired as a consultant. Additionally, an administrative commission from the Synod of the Sun was formed to walk alongside the presbytery and to support the presbytery as it entered this time of uncertainty and visioning.

To this end, the Transition Task Force developed questions asked at 8 listening sessions around the presbytery through the summer of 2017, striving to hear the hurt, frustration and anger within the presbytery. The task force has understood from the beginning that healing can't begin until the wounds are aired. The task force has offered its members to the presbytery for the purpose of hearing issues from individuals that may have been too sensitive to talk about in a more public setting.

Following a time of gathering data from the members of presbytery, the data was interpreted. A helpful hypothesis was formed about the presbytery's dysfunction.

- "A long-standing "corporate ministry" model in which a GP and a few leaders overfunctioned, alternatively rigid and random, kept the presbytery operating with low expectations, with a goal of surviving not thriving.
- Overfunctioning leadership made it easier for other leaders and members and committees by relieving them of leadership responsibilities.
- It also led to extensive loss of trust and isolation. However the isolation allowed some congregations to find creative ways to thrive." (David's report from July 18, 2017.)

Having come to this hypothesis, the Transition Task Force began working toward an action plan, focusing on creating opportunities for healthy relationships and structures within the presbytery. The task force whittled its foci down to these:

1. *"A conversational shift:* Going back to the presbytery through additional listening sessions to report back its findings and to ask for more feedback to ensure that the task force heard the expressed concerns of the presbytery. These conversations were to move away from the ministry corporation model of being presbytery and to move toward a covenant community.
2. *Enhanced information sharing through the presbytery website and social media.*
3. *Education and empowerment of leaders:* Moderator Ron Fike began by designing and leading a day for committee moderators to begin to communicate with each other and to build those committee relationships.
4. *Training and re-organizing the COM:*
5. *Build healthy relationships among pastors."*

The Transition Task Force purposefully began the slow work of helping to shift the culture of the presbytery instead of rushing to update structure and leadership models. Having thoughtfully and carefully equipped the presbytery to move toward health and after observations that relationships were healing and trust was being restored within the presbytery, the task force felt it was time to begin looking at the structures and leadership of the presbytery. In August of this year, the task force formed two smaller task forces to address these needs.

These two task forces have begun their work by initially meeting together, recognizing that each task force's work affected the other's. The smaller task forces will be exploring models that other presbyteries are using and are looking at the data gathered from the presbytery during this transition time. They feel it is important that they not rush through their work but to do it right and thoroughly. It is hoped that by early 2019, the task forces will have reports for the presbytery as to

their possible recommendations and conclusions. Many of you have asked when this process will be finally finished. While we know that God is never finished with us and is always reshaping and reforming, this particular part of our work together will be finished when there are new agreements about (1) the presbytery's structure and process; (2) the presbytery's leadership model; and (3) the presbytery's way of being a presbytery together.

The last year and a half have been challenging but rewarding work. We are thankful for the presbytery staff – LeeAnn, Sue, and Matt- who have ridden the waves this transition time has created. They have been dedicated to their roles and have been flexible when needed to be, often taking on tasks left by a leadership vacuum. The task force has been led ably and faithfully by David Sawyer and supported by the Administrative Commission. The task force has tried to look for the deeper questions rather than be satisfied by easy answers. As we move into what we hope will be the final lap of the transition process, we give thanks to God for God's presence and power within the task force but especially within the presbytery. While people come and go within a presbytery, God has been a constant and it is in order to more faithfully serve God that we do this work together. Please pray for us as we continue to do the work you've asked us to do and please pray for God's continued guidance as we work to become a covenant community.

Submitted by Rev., Dr. Janice Six, Moderator of the AC-INP

**Report from Synod of the Sun Presbyterian Women
for the November 2, 2019 Stated Meeting of the Synod of the Sun
*Celebrating 30 years of Presbyterian Women, 1988-2018***

The Presbyterian Women (PW) Coordinating Team of Synod of the Sun met March 17-18, 2018 at Northwoods Presbyterian Church in San Antonio. Highlights of the meeting included bringing infant clothes and needed items for Welcome Home Bags for refugee moms, primarily from Sudan and Myanmar, to be donated to The Center for Refugee Services. We voted to donate \$5,000 from earnings from the Synod PW money invested through the Texas Presbyterian Foundation. There were five donations: (1) \$900 to the Dwight Mission in Vian, OK, (2) \$350 to New Day for weekend food for needy children in Arlington, TX, (3) \$625 to Casa Hogar Day Care and Foster Care program in the border area in Mexico, (4) \$625 to MEYO (Multi-Level Educational Youth Outreach), sponsored by Divine Redeemer Presbyterian Church in San Antonio, and (5) \$2,500 to the PW Mission Pledge.

The Churchwide PW Gathering was held August 2-5, 2018 in Louisville, KY. Seventy-eight women from Synod of the Sun attended; by state there were 17 from Arkansas, 16 from Louisiana, 8 from Oklahoma, and 37 from Texas. A total of 1,646 women attended from the United States and several countries such as Indonesia, Cuba, Taiwan, and Kenya. Celebration of the 30th. Anniversary of Presbyterian Women was carried out in many ways, e.g., having PW leaders from previous years participate in the plenaries and showing videos of events from the past 30 years of PW. Highlights also included presentations by the next three *Horizons* Bible study authors, representatives from the PCUSA and PW staff in Louisville, and workshops on topics such as 21st. Century mission, immigration, racial ethnic and women's leadership in the church, young women's involvement in intergenerational era, gun violence, social media for churches, and "The View from Here: The Future of the PC(USA)" by Rev. J. Herbert Nelson, PC(USA) General Assembly Stated Clerk. On August 3, there was a Stepping Out for Justice and Peace March to witness against segregation and racism in Louisville and around the country. It was announced that PW, Inc. now has consultative status with the United Nations beginning in July, 2018, as a Non-Governmental Organization (NGO) recognized by the UN. PW members may apply to be part of the Commission on the Status of Women to be held at the UN in March, 2019.

We received a Synod of the Sun grant from #33607 Old Age Concerns to help fund the Synod PW Coordinating Team to attend the Churchwide PW Gathering for leadership training, information and education for Presbyterian Women throughout our Synod. The PW Synod Coordinating Team is the conduit of information both to and from the Presbytery PWs and hence the PWs in the congregations. The largest percentage of attendees are senior adults.

On August 5, 2018 (the last day of the Churchwide PW Gathering), Joy Durrant from Austin (former Synod of the Sun PW Moderator) was installed as the Vice Moderator for Justice and Peace for the 2018-2021 PW, Inc., Board of Directors. Judy Harris from San Antonio was installed as the West Central Region member of the Search Team for the PW, Inc. Board of Directors. This was formerly known as the Churchwide Coordinating Team.

Joyce Batty from New Braunfels, TX. led the training for the Presbyterian Disaster Assistance/Presbyterian Women course on August 1, prior to the Churchwide PW Gathering. Fourteen women were then installed as disaster preparedness trainers to organize and conduct a minimum of three disaster preparedness trainings a year with congregations in their presbyteries. Two were from Synod of the Sun.

The Presbyterian Women Coordinating Team of Synod of the Sun had their second meeting of 2018 via Zoom on September 9. We agreed to have a Synod-wide project for Presbyterian Women in congregations throughout the Synod to have educational and fund-raising projects for donations to the operating funds of Solar Under the Sun.

Julie Launey from Tyler, TX was recently selected to represent Synod of the Sun PW on the USA Mission Experience that Presbyterian Women sponsors. She will travel with participants from 13 synods to include visits to three presbyteries in the Synod of the Northeast from July 12-22, 2019. The purpose of trip is to explore the history that Presbyterian women have had in women's and civil rights movements. They will also learn about the people of the Finger Lakes Region in New York, including migrant workers and Native Americans.

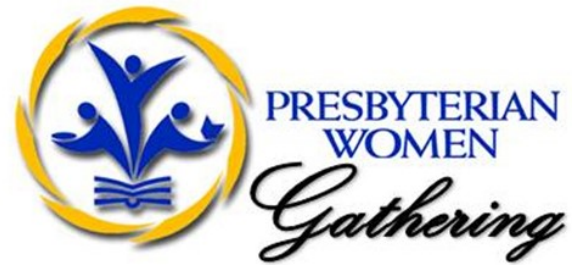
The next meeting of the Synod PW Coordinating Team will be March 28-30, 2019 at First Presbyterian Church in Tulsa, OK. There will be committee work in

preparation for this meeting concerning our 2019 donations from our earnings from Texas Presbyterian Foundation, and a vote on these recommendations will be taken at this meeting.

The next Synod PW Gathering will be July 25-27, 2019 at the First Presbyterian Church in Tulsa, OK. The keynote speaker for the opening and closing worship services and two plenaries will be Rev. Katie Cummings from First Presbyterian Church in Bentonville, AR. The theme is “Live Abundantly in Christ” from John 10: 10. Rev. Eugenia Gamble, the author of the 2019-2020 *Horizons* Bible study on the Ten Commandments, will give a presentation on this study. There will be a variety of workshops, “hand-on” mission projects, vendors pertaining to Presbyterian Women, and entertainment. All women are invited!

Carol Davis
Moderator, Synod of the Sun Presbyterian Women

Synod of the Sun



First Presbyterian Church of Tulsa
709 South Boston Avenue
Tulsa, Oklahoma

Plan to come for stimulating learning experiences, mission projects, worship services, and fellowship!!



Rev. Katie Cummings

Rev. Cummings is senior pastor at First Presbyterian Church in Bentonville, Arkansas and currently is pursuing a Doctor of Ministry degree at Austin Seminary. As the keynote speaker she will lead both worship services and will present two plenaries on the theme of "Live Abundantly in Christ" from John 10:10.



Rev. Sarah Chancellor-Watson

Rev. Chancellor-Watson is the associate pastor at St. Charles Avenue Presbyterian Church in New Orleans, Louisiana. She will assist with the worship services and will prepare the Friday and Saturday morning devotionals which will be included in the Gathering program booklet.



Rev. Eugenia Gamble

Rev. Gamble has held various positions in several PCUSA churches and is currently serving as the pastor at Nipoma Community Presbyterian Church in Arroyo Grande, California. She is author of the Presbyterian Women's 2019-2020 *Horizons* Bible study on the Ten Commandments.



*Ho, everyone who thirsts,
come to the waters . . .*

—Isaiah 55:1a



2019 APCE Annual Event
February 6–9, 2019

Consider a piece of sea glass or driftwood. Each time the item is washed out to sea and washed back in to shore it is changed: the rough edges are refined, and the grain is softened. Each has the potential to become something new. Just as objects are changed by the ebb and flow of the tides, so our ministry is reshaped by the changes in the world around us.

Change is all around us: in the church, in our communities, and in the world. New understandings of how disciples are formed lead us to examine and try new models of ministry, involving education, mission, and worship.

This **2019 APCE Annual Event** is for your entire team. Pastors, educators, musicians, mission advocates, youth workers, lay leaders, and volunteers of every kind: **“Come Now to the Waters”** to be enriched, empowered, connected, and sustained!

Meet our Plenary and Worship Leaders!



Dr. Lisa Kimball will lead us in a discussion of the changing language of Christian Education and Faith Formation.



Dr. Tom Long’s two plenary presentations will explore the role worship plays in faith formation and show how participating in mission and service shapes faith.



Dr. Kimberly Bracken Long will design and lead worship services.



Hugh Donnelly will be our event music leader and will offer an opportunity to experience a different “style” of worship each day.



Karen DeBoer, Dr. Tori Smit, and the **Rev. Tony McNeill** will share their experiences and insights about the strengths that intergenerational ministry offers the church.



Pre-events—3 Reasons to Come Early!



Silent Retreat at Villa de Matel

Spend four hours in silence (numerous prayer spaces within the center, a labyrinth on the grounds, and trails for walking)

and debrief the experience led by a spiritual director. Lunch will be provided and eaten in silence.



Visit to Space Center Houston

Encounter the exciting future and remarkable past of America's space program. This experience is designed to engage adults and children alike.



Hotel Registration is open NOW!

This year there are three hotels to choose from: Hilton Hotel, San Luis Hotel, and Holiday Inn Resort. All are within walking distance to the Galveston Island Convention Center, where worship, plenaries, marketplace, and most workshops will be held.

Over 70 Workshops will be featured—for the brand-new educator as well as seasoned educator. Special tracts will be offered for church musicians and youth workers.

Bonus Workshops will be offered on Wednesday morning at no additional cost!

Welcome to the 2020s: Envisioning the Future of Faith Formation

The arrival of a new decade is a good time to create an “agenda” for the future of faith formation. Presenter John Roberto will explore seven areas for the future development of faith formation in congregations.



Opening night will
kick off with a
Mardi Gras celebration.

A taste of Texas • Mardi Gras beads •
Michael Deacon and Texas Heat Band •
photo booths • Texas displays • and more

Certification Class will be a hybrid model of Worship and Sacraments led by Rev. Dr. Michael Waschevski.

Presbyterian Association of Musicians (PAM) partners with APCE in 2019. Many new enriching options will be offered, such as a hymn festival, conference choir, reading sessions, and an operetta.

Presbyterian Youth Workers Association (PYWA) continues Partnership with APCE for 2019.

Registration will open in mid-September. Watch for the announcement! You'll want to sign up early for best selections.

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STATEMENT OF PURPOSE

Within this policy, the term “child,” “children,” “youth,” and “young people” refer to all persons less than 18 years of age.

“Therefore, as God’s chosen people, holy and dearly loved, clothe yourselves with compassion, kindness, humility, gentleness and patience. Bear with each other and forgive whatever grievances you may have against one another. Forgive as the Lord forgave you. And over all these virtues put on love, which binds them all together in perfect unity. Let the peace of Christ rule in your hearts, since as members of one body you were called to peace. And be thankful. Let the word of Christ dwell in you richly as you teach and admonish one another with all wisdom, and as you sing psalms, hymns and spiritual songs with gratitude in your hearts to God. And whatever you do, whether in word or deed, do it all in the name of the Lord Jesus, giving thanks to God the Father through him.”

Colossians 3:12-17

The Synod of the Sun believes that we are called by God to create a safe haven for all of the children and youth in our care, nurturing, protecting, and empowering them through faith and trust. This commitment includes taking appropriate steps to reduce the risk of harm to the young people in our care.

The following policy was established to minimize the risk of any of our children and youth being subjected to sexual, physical, or mental abuse. These policies and procedures are also intended to respect the rights and afford due process to persons accused of improper conduct.

Specifically this policy will address the following:

- Roles, Expectations, and Responsibilities of Event Staff and Sponsors
- Screening and Selection of Event Staff and Sponsors
- Guidelines for Event Staff and Sponsor
- Code of Conduct
- Reporting of Allegations
- Responding to Allegations
- Consequences
- Education and Training for Event Staff and Sponsors

ROLE, EXPECTATIONS, AND RESPONSIBILITIES

*“Teaching is highly responsible work. Teachers are held to the strictest standards.”
James 3:1b*

As ambassadors of Jesus Christ, we must strive to be worthy of a very high standard of trust. For this reason, every volunteer associated with the Synod of the Sun who works with children and youth must avoid even the appearance of inappropriate behavior. All volunteers must diligently avoid any conduct that appears wrong to a reasonable observer, even if no actual misconduct takes place.

Volunteers should be persons who:

- Have a personal relationship with Jesus Christ
- Are willing to share their faith with children and youth
- Have a love of children and youth
- Are prepared, yet flexible
- Understand boundaries when interacting with children and youth
- Have a willing heart
- Are respectful of children and youth and those they work with

Volunteers must:

- Comply with this policy
- Uphold Christian moral standards
- Discuss suspicions of any unhealthy or abusive activities or situations with the Synod Event Director and the Synod of the Sun Staff Person
- Have undergone a background check within 24 months of the Synod event

Failure to comply with this policy will be grounds for immediate dismissal as a volunteer.

Each Synod event that includes children and youth will be required to compose a list of expectations and responsibilities for its event staff and adult sponsors; a copy of this will be given to each event staff and adult sponsor; a copy will be kept on file at the Synod of the Sun office.

SCREENING & SELECTION FOR EVENT STAFF & SPONSORS

*"As the one who called you is holy, be holy yourselves in all your conduct."
1 Peter 1:15*

1) EVENT STAFF

- An EVENT STAFF APPLICATION FORM (Appendix A), must be completed by each person desiring to serve on staff of a Synod of the Sun event that includes children and youth.
- A CONSENT FORM (Appendix C) must also be completed by each member of the Event Leadership Team unless they can provide documentation that a background check has already been completed by their congregation or governing body in the last 12 months (Appendix B). These forms will provide personal and confidential information necessary to perform criminal background and reference checks on each applicant, which will be completed by the designated Synod staff person.
- The EVENT STAFF APPLICATION FORM and the CONSENT FORM authorizing Synod of the Sun to conduct criminal background checks will be kept on file at the Synod of the Sun office.

The designated Synod of the Sun staff person, on behalf of the appropriate event leadership group, will conduct the background checks and may consult with the event leadership staff and/or Synod of the Sun Co-Leader concerning the results of any background check.

- Whether disclosed voluntarily or by result of the security background check, the following items will automatically disqualify a person from participating in the leadership or sponsorship of any children's or youth activity or program related to the Synod of the Sun:

Any conviction for: murder; aggravated assault; sexual abuse; sexual assault (rape); aggravated sexual assault; injury to a child; incest; indecency with a child; inducing sexual conduct or sexual performance with a child; possession or promotion of child pornography; the sale, distribution, or display of harmful materials or prohibited substances to a minor; employment harmful to children; or abandonment or endangerment of a child. All other convictions or charges for any other crimes not listed above will be reviewed by the appropriate committee seeking to secure the particular employee or volunteer.

2) ADULT SPONSORS

The Synod of the Sun strongly urges each local church to adopt its own screening procedure, which includes a security background check to ensure the safety and protection of its own children and youth. The Synod relies on the local church session to fulfill its own responsibility to its children and youth.

- Ordinarily, adult sponsors will only be permitted to serve as sponsors at Synod events if they have been members of the local church for a period of not less than six months, unless the adult volunteer or advisor/sponsor is transferring from active membership in another church where references can be attained.
- Each church must submit an **APPROVED ADULT LEADERSHIP FORM** (Appendix D) to the Synod event registrar which lists those adults, 21 or older, who have had a security background check, a driving record check and are approved to serve as sponsors and drivers in order to participate in a Synod event.
- Background checks and driving record checks need to be done within the past 12 months.
- All adult sponsors are required to sign a Covenant of Community Living specific to each Synod event.

GUIDELINES FOR EVENT STAFF & ADULT SPONSORS

“Children are a gift from the Lord. They are a reward from Him.”

Psalm 127:3

1) **Adult / Student Ratios**

- The minimum ratio of adult to child or youth is 1: 6.
- Each Synod event can implement stricter guidelines specific to that event.
As often as possible, there should be at least two adults in each small group, and where possible, at least one adult of each gender. As as much as is possible, make sure that an adult is not left alone one on one with a child or youth. (See Code of Conduct)

2) **Driving Policy**

Transportation of children, whether on buses, motor coaches or private passenger vehicles, is a serious responsibility. Especially when utilizing church owned vehicles or private vehicles of employees and volunteers, utmost care shall be taken in view of the risks associated with managing transportation.

The following standards shall apply:

1. No employee or volunteer shall transport a single child that is not his/her own, except as may be required in an emergency with the approval of a supervisor. Communications shall be established to verify the whereabouts, expected arrival and change of custody of the child.
2. Any driver operating a vehicle which holds 16 passengers or more, including the driver, shall possess a valid Commercial Driver License (CDL).
3. Any person who drives on behalf of (Your Church) sponsored programs shall be previously qualified under our transportation and driver qualification procedure. (Appendix G)
4. Adult-child ratios shall be maintained and within the safe loading limits of the vehicles being used.
5. As practicable, mixed age groups are not to sit together.
6. Employees and volunteers are not to make unauthorized or unplanned stops.
7. On each trip, a vehicle log shall be maintained which documents the departing time, arrival time, destination, mileage, names of passengers and supervising staff and volunteers and any unusual occurrences.
8. All passengers are to be seated and to use safety belts as available.
9. Employees and volunteers are to be seated on larger vehicles in a way that permits them to supervise young passengers.
10. When passengers must disembark at a rest facility or destination, care shall be taken to obtain a headcount on arrival and departure. All passengers shall be required to complete a trip on the same vehicle to assure accountability .

CODE OF CONDUCT

This Code of Conduct defines individual responsibilities as Ministers, leaders, employees or volunteers to meet the expectations of the Synod of the Sun with respect to behavior or conduct in the service of the ministries of the Synod, especially those which serve children and “vulnerable adults”.

General Requirements --

Each person subject to this Code shall

1. Act as a team member in fulfilling ministry objectives
2. Treat children and “vulnerable adults” with respect, and fairly without regard to race, age, gender, sexual orientation or religion
3. Practice those behaviors we regard as necessary and positive as well as to refrain from those behaviors which have been defined as prohibited.

General Prohibitions --

The following behaviors are prohibited at all times:

1. Display affection toward a child/client in privacy.
2. Use profanity or tell off-color jokes.
3. Discuss their sexual encounters with or around children or in any way involve children in their personal problems or issues.
4. Date or become romantically involved with children.
5. Use or be under the influence of alcohol or illegal drugs in the presence of children.
6. Possess sexually oriented materials, including printed or online pornography, on Synod property, or property being utilized for a Synod event.
7. Have secrets with clients/youth/children.
8. Stare at or comment on children’s bodies.
9. Engage in inappropriate or unapproved electronic communication with children.
10. Work one-on-one with children in a private setting.
11. Abuse clients/youth/children in anyway including (but not limited to) the following:
 - Physical abuse: hit, spank, shake, slap, unnecessarily restrain
 - Verbal abuse: degrade, threaten, curse
 - Sexual abuse: inappropriately touch, expose oneself, or engage in sexually oriented conversations
 - Mental abuse: shame, humiliate, act cruelly
 - Neglect: withhold food, water, shelter
 - Permit children to engage in the following: Hazing, bullying, derogatory name-calling, games of Truth or Dare, ridicule or humiliation or sexual activity
12. Manipulate or exploit a “vulnerable adult” in any way.

Child and Youth Protection Policy of the Synod of the Sun

Reporting Obligations --

Each Minister or statutory “mandatory reporter” shall report:

1. Concerns or complaints about other employees and volunteers, other adults, or children to a supervisor.
(Appendix E – Incident Report Form)
2. Allegations or incidents of “suspected abuse” to the designated law enforcement or child welfare authority.
(Appendix E– Incident Report Form)

Specific Interaction Standards –

As often as possible, there should be at least two adults in each small group, and where possible, at least one adult of each gender. ON the event grounds, as much as is possible, an adult should not be left alone one on one with a child or youth.

Each Minister, employee or volunteer worker of the Synod shall conduct him/herself in a manner that fosters understanding of SafeConduct™ in the context of serving children and “vulnerable adults”. The standards articulated below serve two purposes:

- To protect children and “vulnerable adults” from abuse or grooming for abuse elsewhere; and
- To protect/prevent staff and/or leadership from engaging in patterns of behavior that may be construed as abusive or predatory. While a single infraction of guidelines may not constitute abuse, a pattern of repeated violations will result in disciplinary action up to and including dismissal from ministry.

1. **Approval and Affection** – In providing approval or affection, the following guidelines apply:

<i>Appropriate Physical Interactions</i>	<i>Inappropriate Physical Interactions</i>
<ul style="list-style-type: none"> • Side hugs • Shoulder-to-shoulder or “temple” hugs • Pats on the shoulder or back • Handshakes • High-fives and hand slapping • Verbal praise • Pats on the head when culturally appropriate • Touching hands, shoulders, and arms • Arms around shoulders • Holding hands (with young children in escorting situations) <p>These may be inappropriate if unwanted by the child or the employee or volunteer.</p>	<ul style="list-style-type: none"> • Full-frontal hugs • Kisses • Showing affection in isolated area • Lap sitting • Wrestling • Piggyback rides • Tickling • Allowing a child to cling to an employee’s or volunteer’s leg • Any type of massage given by or to a child • Any form of affection that is unwanted by the child or the employee or volunteer • Compliments relating to physique or body development • Touching bottom, chest, or genital areas

Child and Youth Protection Policy of the Synod of the Sun

2. **Verbal Interactions** – The manner of speaking with children establishes respect. The following guidelines apply:

<i>Appropriate Verbal Interactions</i>	<i>Inappropriate Verbal Interactions</i>
<ul style="list-style-type: none"> • Positive reinforcement • Appropriate jokes • Encouragement • Praise 	<ul style="list-style-type: none"> • Name-calling • Discussing sexual encounters or in any way involving children in the personal problems or issues of employees and volunteers • Secrets • Cursing • Off-color or sexual jokes • Shaming • Belittling • Derogatory remarks • Harsh language that may frighten, threaten or humiliate children • Derogatory remarks about the child or his/her family

3. **Out of Program Contact** - strongly recommends that Ministers, employees or volunteers do not have outside contact with children from church programs. However, if off-site contacts are unavoidable, the following forms of outside contact are appropriate and inappropriate:

<i>Appropriate Outside Contact</i>	<i>Inappropriate Outside Contact</i>
<ul style="list-style-type: none"> • Taking groups of children on an outing • Attending sporting activities with groups of children • Attending functions at a child’s home, with parents present 	<ul style="list-style-type: none"> • Taking one child on an outing without the parents’ written permission • Visiting one child in the child’s home, without a parent present • Entertaining one child in the home of a Synod employee or volunteer • A lone child spending the night with a Synod employee or volunteer

Child and Youth Protection Policy of the Synod of the Sun

4. **One-on-One Interactions** – Because most abuse occurs when an adult is alone with a child, private one-on-one meetings with a child are prohibited unless approved in advance by (Chair, Employment Committee). When so permitted, the following guidelines shall apply:

One-on-One Interaction Guidelines

- When meeting one-on-one with a child, always do so in a public place in full view of others.
- Avoid physical affection that can be misinterpreted. Limit affection to pats on the shoulder, high fives, and handshakes.
- If meeting in a room or office, leave the door open or move to an area that can be easily observed by others passing by.
- Inform other employees and volunteers that you are alone with a child and ask them to randomly drop in. (Ask to be supervised.)
- Document and immediately report any unusual incidents, including disclosures of abuse or maltreatment, behavior problems and how they were handled, injuries, or any interactions that might be misinterpreted.

To the extent any of these guidelines may appear to be in conflict, the spirit of them is that one shall seek to be under the supervision of others while meeting privately with a child.

5. Social Media – Electronic Communications –

General Social Media Policy -- No Minister, employee, or volunteer of the Synod shall create or use a media site (web, Facebook, YouTube, or similar) in the name of or purporting to represent the Synod without the explicit written permission of the Board of Directors or Event Leadership. When clergy or staff, acting in their capacity as a representative of the Synod, lead or coordinate a group activity using social media, each may use only official Synod sites/channels when they have been made available by the Synod. These may include web pages, Facebook, e-mail and similar means.

Social Media Communications –

In order to extend the life of the Church, enhance communication and develop participation of young people in the life of the Synod and its ministry, the Synod will authorize certain persons to manage the Synod's official website and organization Facebook page. Use by Ministers of private pages and private profiles are prohibited.

Persons who shall create public pages on behalf of Synod programs are responsible to monitor communications and to assure that employees and volunteers do not have private (and possibly inappropriate) conversations with children.

Child and Youth Protection Policy of the Synod of the Sun

Persons having Facebook privileges on behalf of the Synod, shall treat unsolicited communication or “friending” from children under age as an unauthorized text message. No reply may be given except to indicate by a posting that accepting a “friend” invitation by under-age children is a violation of the Code of Conduct.

If a child reveals abuse or inappropriate interactions with an adult, the person must report this information in the manner of any “suspected abuse”.

When using Facebook to communicate with children, the authorized Minister shall inform parents/guardians of each child that the latter is communicating with the person via Facebook, providing the parent/guardian the opportunity to disapprove or to participate in a Group.

Social Networking Code of Conduct –

Each person who leads using the resources of social media shall apply this Social Networking Code of Conduct:

- Prohibit comments that are, or could be construed by any observer, to be harsh, coercive, threatening, intimidating, shaming, derogatory, demeaning, or humiliating.
- Prohibit sexually oriented conversations or discussions about sexual activities.
- Prohibit private messages between employees and volunteers and children.
- Prohibit posting inappropriate pictures (for example, sexually suggestive, exploitive or voyeuristic) or inappropriate comments on pictures.
- Provide children and their parents with this Social Networking Code of Conduct.
- Encourage parents to play a role in monitoring their children’s interactions with employees and volunteers.
- Continuously remind children how to interact appropriately through social networking sites.
- Deny participation by individuals who repeatedly violate the Code of Conduct.

At the institution of the use of social media, the authorized Minister shall present this Social Networking Code of Conduct to children (or other client group) and parents/guardians.

If offered a position as Minister, employee or volunteer, I affirm that application disclosures are complete and truthful. I agree to comply with the policies and rules contained in this policy, to include training, monitoring, reporting and ministry administrative procedures. I agree to meet standards for one-on-one relationships with children/clients as defined above. If requested to do so, I will cooperate with any investigation of a possible violation of Synod policies and rules by providing complete and truthful information in an oral and/or written statements.

Signature

Date

Name
Revised 8/7/2014

REPORTING ALLEGATIONS

*"Don't abuse or take advantage of others...Don't mistreat widows or orphans.
If you do and they cry out to me, you can be sure I'll take them most seriously..."*
Exodus 22:21-23

- At the orientation session, make sure all event staff knows the incident reporting procedure and the requirements of state and local laws regarding the reporting of child abuse.
- Discuss suspicions of any unhealthy or abusive activities or situations with the Synod Event Director.
- If an incident is witnessed or reported, that person should first secure the safety of the child or youth. Children and youth should not be left alone. The person initially contacted by the alleged victim, or who observed the offense, should immediately fill out a written report recorded verbatim, called an "INCIDENT REPORT" (Appendix E).
- The Director of the event is to immediately notify the Synod of the Sun Staff Person and Child Protective Services (if necessary).
- All Synod Event Staff and adult sponsors must uphold confidentiality and respect regarding any reported incident. All Synod Event Staff and adult sponsors should be instructed that all communications about any incidents come only from the Director of the Event and Synod of the Sun Staff Person.
- The Synod of the Sun Staff Person should prepare a list with agencies to be contacted for each event. (For example: Event Director's phone number, local police, hospital, etc.)
- Any accusation made after the event is over should be directed to the Synod of the Sun Staff Person.

RESPONSE TO ALLEGATIONS

*“The LORD has shown you what is good. He has told you what he requires of you.
You must treat people fairly. You must love others faithfully.
And you must be very careful to live the way your God wants you to.”
Micah 6:8*

In responding to allegations of sexual misconduct, the Synod of the Sun will seek to uphold the dignity of all persons involved, including persons who are alleging harm, persons who are accused of sexual misconduct, and the families and communities of each. Where possible, the privacy of persons will be respected and confidentiality of communications will be maintained.

The Synod of the Sun will respond to every allegation and Incident Report, conduct a thorough investigation, and determine the appropriate action.

- When an Incident Report is submitted, a Response Team will be composed minimally of...
 - *Director of the Event*
 - *Synod of the Sun Staff Person*
 - *Stated Clerk*
- The Response Team should immediately contact the Synod’s legal counsel and insurance company.
- The Response Team should immediately inform the accused and the accuser that they have the right to retain their own counsel. The Synod’s legal counsel will represent the Synod but not individual interests.
- The Response Team is to contact the families of the alleged victim and the accused to communicate action already taken. (“Here’s what’s already been done; here’s what is going to be done.”) The continuing pastoral care of the alleged victim and family, and the accused, needs to be done by someone outside of the Response Team, such as a pastor or social worker.
- The Response Team should prepare a statement for possible use with the media and other inquiring agencies and communities.
- If the accused is a member of the clergy, s/he is also subject to the “Rules of Discipline” of the Presbyterian Church (USA), and their Presbytery’s “Guidelines for Responding to Allegations of Clergy Sexual Misconduct”.

CONSEQUENCES

"If a fellow believer hurts you, go and tell him - work it out between the two of you. If he listens, you've made a friend. If he won't listen, take one or two others along so that the presence of witnesses will keep things honest, and try again. If he still won't listen, tell the church. If he won't listen to the church, you'll have to start over from scratch, confront him with the need for repentance, and offer again God's forgiving love."

Matthew 18:15-17

- Any person accused of committing a Prohibited Act, whether a staff member, employee, member, or volunteer, will immediately be removed of responsibilities with direct child contact. If investigation supports the accusations, the accused person will be suspended from participation in all children's and youth activities and programs of Synod of the Sun. Such suspension shall continue during any investigation by the church and/or law enforcement or child protection agencies.
- Any person found to have committed a Prohibited Act shall be prohibited from future participation in children's and youth activities and programs of Synod of the Sun. If the person is a staff member or employee of the Synod, such conduct may also result in termination of employment.
- As required by Texas law, all reports of abuse will be forwarded in a timely manner by Synod of the Sun to the appropriate child protection and law enforcement authorities.
- Failure to timely report a Prohibited Act to the designated person shall be considered a procedural violation of this Child Protection Policy and shall be grounds for termination of employment of a staff member or employee and suspension and dismissal from participation in all children's and youth activities and programs of Synod of the Sun by any person.
- When the allegations involve a member of the clergy, the provisions of the Synod of the Sun the guidance of the church's discipline will be followed.

EDUCATION and TRAINING of EVENT STAFF & SPONSORS

“For you are great and do wondrous things; you alone are God. Teach me your way, O Lord, that I may walk in your truth; give me an undivided heart to revere your name. I give thanks to you, O Lord my God, with my whole heart, and I will glorify your name forever.”

Psalm 86:10-12

In order to create a safe and nurturing environment for our children and youth, we are committed to providing tools, education and guidelines for our Event Staff and Adult Sponsors. Therefore we have developed and implemented training on this child protection policy that educates those who work with children and youth on preventing, recognizing, reporting, and responding to abuse.

EVENT STAFF

Event Staff will be required to participate in and complete online training, as provided and administered by Synod staff, prior to or during a Synod event. Verification of completion for each adult staff should be obtained by the Event Leader/Liaison prior to meetings/events involving youth.

All volunteers must sign a VOLUNTEER COVENANT (Appendix F) and Code of Conduct form provide within as written acknowledgement stating they have received and reviewed a copy of this Child Protection Policy, and that they will observe these policies and guidelines.

ADULT SPONSORS

Each Synod of the Sun event that involves children and youth will compose a list of expectations for its participating adult sponsors. This Adult Expectation list and the Synod of the Sun’s Child & Youth Protection Policy will be sent to each participating church for them to review with the adult sponsors they are sending to the event. Each adult sponsor will be required to sign that they have read, understand and will abide by this policy and the expectations of the Synod of the Sun.

Child and Youth Protection Policy of the Synod of the Sun

- 5) Have you ever had your driver’s license suspended or restricted for any reason? Yes _____ No _____ (If yes, please describe the date(s) and reasons for each occurrence.

- 6) Have you ever been hospitalized or treated for alcohol or substance abuse? Yes _____ No _____ (If yes, please explain)

- 7) Were you a victim of sexual or physical abuse or molestation while a minor Yes _____ No _____

- 8) Other than the above questions, is there any fact or circumstance involving you or your background that would cause you or the church to have concerns about your being entrusted with the supervision, guidance and care of minors? Yes _____ No _____ (If yes, please explain.)

References: Please list two persons who are familiar with your character and abilities. Contacts at prior churches are appropriate. Please do not include relatives. References are confidential.

- 1) Name: _____
Address _____
Cell Phone: _____ Home Phone: _____
Nature of the relationship with you: _____
- 2) Name: _____
Address: _____
Cell Phone: _____ Home Phone: _____
Nature of the relationship with you: _____

Child and Youth Protection Policy of the Synod of the Sun

I understand and agree that:

- 1) All information I have provided may be verified. I agree to release from liability any person or organization that provides information regarding me, including these persons I have listed as references. I do hereby agree to indemnify and hold harmless, the Synod of the Sun, its employees, representatives and agents from any claims or causes or action relating in any manner to the verification of or attempts to verify the information provided, attempts to contact references or conversations with any references. I understand that any information received will not be disclosed to me, and I hereby waive any right I any have to inspect any information provided about me by any person or organization identified by me on this form.
- 2) By signing this form, I certify and affirm that the information I have given is true, complete and correct in all respects.
- 3) I hereby give my permission for the Synod of the Sun to obtain information relating to my criminal history record through the appropriate agency. The criminal history record, as received from the reporting agencies may include arrest and conviction data as well as plea bargains and deferred adjudications. I understand this information will be used, in Part, to determine my eligibility for an employment or volunteer position with the church. I also understand that I will have the opportunity to review the criminal history, and a procedure is available for clarification, if I dispute the record as received. I, the undersigned, do for myself and heirs, executors and administrators, hereby release and forever discharge and agree to indemnify the investigating agency ad each of their officers, directors, employees, and agents and hold them harmless from and against any and all causes of actions, suits, liabilities, costs, debts and sums of money, claims and demands whatsoever, and any and all related attorney’s fees, court costs and other expenses resulting from the investigation of my background in connection with my application to become an employee or a volunteer.

Applicant’s Signature: _____ Date: _____

Print Name: _____

Witness Signature: _____ Date: _____

This form is confidential and will be kept on file at the Synod of the Sun office.

Note: It is your responsibility to attend a scheduled training session on abuse and the Synod of the Sun’s Child & Youth Protection Policy before you work as Synod Event Staff.

APPENDIX B

SYNOD EVENT STAFF

A Criminal Background Statement

A Criminal Background Check **HAS BEEN** administered on behalf of

(Your name)

Yes _____

No _____

If yes, by _____
(Check by institution/church)

My Criminal Background Check was:

Statewide _____

Nationwide _____

My background check **DID NOT** reveal items of offense that would prevent me from ministry with youth at the Synod Youth Workshop.

Correct statement _____

NOT correct statement _____

If incorrect statement, please provide additional information.

If no criminal background check has been administered in the last 12 months, I understand that the Synod of the Sun Staff Person will contact me for permission to administer a criminal background check. The background check information will be held in highest confidence and read only by the Synod Event Director and the Synod of the Sun Staff Person, and possibly the Synod Co-Leader, and then deleted.

I verify that the above information is accurate and true.

Name: _____

Signature: _____

Date: _____

APPENDIX C

SYNOD EVENT STAFF

BACKGROUND & DRIVERS LICENSE CONSENT FORM

The Synod of the Sun, PCUSA, is authorized by state law to obtain criminal history record and driving record information on volunteers who wish to work with minor children. The information requested below is confidential and will be used solely for that purpose. Information obtained during this process will be stored either physically or electronically. By signing below you agree to give Synod Event Staff, Synod of the Sun, PCUSA, or its' agents, permission to request information with regards to your criminal history.

Please Print:

Name _____
Last First Middle

Address _____
City State Zip

Home Phone _____ Cell Phone _____

Date of Birth _____ Sex: Male ___ Female ___ S.S. # _____

Drivers License Number _____ State _____

Insurance Company _____ Policy # _____

Signature _____ Date _____

APPENDIX D

APPROVED ADULT LEADERSHIP

NAME OF CHURCH: _____

City: _____ State: _____ Zip _____

All of the individuals listed on this form have acknowledged receiving and reading the Synod of the Sun Child & Youth Protection Policy. All of the individuals listed on this form are currently members of this congregation and have been screened and had a criminal background check and a driving record search conducted in the last 12 months. These individuals have been authorized to work with and drive the children and youth of this church.

Date _____, 2014

Signature _____ Signature _____

Printed Name _____ Printed Name _____

Capacity with Church _____ Capacity with Church _____

Background Checks have been conducted through (Name of Organization):

<u>Name</u>	<u>Criminal Background</u>	<u>Driving Record</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____
10. _____	_____	_____
11. _____	_____	_____
12. _____	_____	_____

APPENDIX E

SYNOD OF THE SUN
INCIDENT REPORT FORM

REASON FOR REPORT _____

DATE OF INCIDENT _____ TIME _____

SYNOD EVENT _____

LOCATION OF EVENT _____ DATE _____

NAME OF REPORTER _____ TITLE _____

NAME (S) OF CHILD (REN)/YOUTH _____

AGE (S) OF CHILD (REN)/YOUTH _____

QUOTE THE CHILD'S/YOUTH'S FIRST WORDS VERBATIM:

BRIEFLY DESCRIBE THE CHILD'S/YOUTH'S DEMEANOR/APPEARANCE:

BRIEFLY DESCRIBE WHAT HAPPENED:

WHAT ACTION DID YOU TAKE?

Child and Youth Protection Policy of the Synod of the Sun

HAS THE INCIDENT BEEN RESOLVED? ___ YES ___ NO

EXPLAIN: _____

INJURY REQUIRES PHYSICIAN/HOSPITAL VISIT? YES ___ NO _____

NAME OF PHYSICIAN/HOSPITAL: _____

ADDRESS: _____

PHYSICIAN/HOSPITAL PHONE NUMBER: _____

MEDICAL ATTENTION THAT WAS DESIRED AND/OR REQUIRED:

NAMES OF WITNESSES:	SIGNATURES OF WITNESSES (IF POSSIBLE):
_____	_____
_____	_____
_____	_____

SIGNATURE OF INJURED PARTY _____ DATE _____

SIGNATURE OF STAFF/MEMBER PERSON REPORTING INCIDENT _____ DATE _____

SIGNATURE OF PERSON WHO ACCEPTED THIS REPORT _____ DATE _____

**APPENDIX F
SYNOD OF THE SUN
VOLUNTEER COVENANT - SAMPLE**

**“COVENANT FOR COMMUNITY LIVING”
SYNOD YOUTH WORKSHOP JULY 21-26, 2014
TULSA UNIVERSITY, TULSA, OKLAHOMA**

PLEASE READ, SIGN AND BRING THIS COVENANT TO THE _____

- I covenant to attend the ENTIRE Workshop, arriving Monday, July 21 and leaving Saturday, July 26.
- I covenant with the Synod Youth Workshop community **to participate in all Workshop Groups as well as all other conference events.**
- I covenant to **stay on campus**, unless the entire Workshop Group is on a field trip or in the case of an emergency (e.g. to receive medical attention, obtain medicine). If such an emergency should arise I will inform either the SYW Director or SYW Coordinator. This regulation is for my own safety as well as for the purpose of knowing at all times where I can be reached.
- I covenant to be **responsible** to the Administrative Staff at all times, to my Workshop Group Leader during scheduled meetings and activities of the Workshop Group, and to the adult serving as Hall Monitor and the Administrative Staff after each evening’s designated ‘room time.’ **I will be in my assigned room at ‘room time.’** The University residence hall regulations request that ‘quiet hours’ be observed after 11:30p.m. I understand that residence halls may be locked and no entrance or exit permitted after 11:30 p.m., then dorms closed till 8 a.m.
- I covenant to accept responsibility for **all damage and necessary repairs** to the University property if I am the person responsible. This responsibility also included following all rules and regulations of the University.
- I covenant not to bring **illegal drugs, alcohol, or tobacco products** to Synod Youth Workshop and to avoid their use at all times while I’m a participant in Synod Youth Workshop. **No cell phones in any group meeting.**
- I covenant not to **gamble, use inappropriate language or topics** at Synod Youth Workshop.
- I covenant to abstain from **inappropriate sexual behavior** toward other participants of the Workshop. To aid in upholding this portion of the Covenant, I will keep the doors to dorm rooms open when members of the opposite sex are present, and I will not rearrange furniture so that the view of the room from the hall is blocked.

NOTE TO ALL PARTICIPANTS AND PARENTS

The above agreement has been developed by the planning team youth and adults to enhance the quality of the Synod Youth Workshop community. Participants are expected to accept the responsibilities inherent in the Covenant in order to build a community characterized by respect, trust, concern, love and dignity.

It is **expected** that all participants and their parents/guardians will sign, accept and abide by this Covenant as a pre-requisite for attendance at Synod Youth Workshop. I understand that any failure on my part in abiding by this Covenant may result in my being dismissed from the Workshop and returned home at my own/my parent’s expense.

I accept the responsibility of keeping this Covenant.

Registrant’s signature _____

Parent/Guardian signature _____

APPENDIX G

VOLUNTEER DRIVER

Qualification Form & Agreement for Use of Personally Owned Vehicles

Name: _____ Birth Date: _____

Home phone: _____ Work phone: _____ Cell phone: _____

Years of driving experience _____

Driver license No. & State*: _____ Expiration Date : _____

Insurance Carrier _____ Expiration date: _____

Liability Policy Limit -- Bodily Injury _____ Property Damage _____

I. Are all licensed vehicles you own covered by insurance as required by law? Yes, No

2. Have you ever been denied a driver's license or had one suspended or revoked? Yes, No

3, Have you had any moving traffic violations or accidents in the past three years? Yes, No

If the answer to questions 2 or 3 is YES, explain. Give dates and details of violations and accidents on the back of this form.

I AGREE to the following as a condition of being permitted to act as a Volunteer Driver:

- 1. The vehicle owner's insurance is the primary liability insurance coverage in the event of an accident.
2. The owner of the vehicle which I am driving is responsible for keeping the vehicle in safe working order.
3. The owner of the vehicle is responsible for all damage to the owned vehicle however caused.
4. The owner of the vehicle shall maintain liability insurance in the amount of at least
5. Bodily Injury -- \$50,000 per person and \$100,000 per accident or \$200,000 combined single limit; and
6. Property Damage -- \$25,000 per accident
7. The church's insurance shall apply in excess of the vehicle owner's liability insurance limits in the event the primary limits are exhausted, and only to the extent the church is legally obligated to pay damages.
8. I will not receive or initiate phone calls while operating a vehicle for church activities, to include receiving or initiating text messages.
9. I will indemnify and hold the church harmless from liabilities and damage resulting from my operation of a motor vehicle not owned by the church. The church will indemnify and hold harmless the volunteer driver for liabilities and damages resulting from acts or negligence of the church.

I hereby AFFIRM that the information I have given is stated truthfully and that I shall abide by the terms of the church's Vehicle Use Policy.

Attach a copy of Driver's License and current Insurance ID Card

Driver Signature: _____

Date: _____

APPROVED: _____ Date: _____ Expiration: _____

Page left intentionally blank.

SYNOD OF THE SUN PERMANENT JUDICIAL COMMISSION

The Permanent Judicial Commission meets to consider remedial or disciplinary cases transmitted to the Commission, utilizing the powers prescribed by and conducting its proceedings according to the Constitution and rules governing the procedure of such cases with the denomination.

D-5.0101 Election. . . each synod **or cooperating synods**, . . . shall elect a permanent judicial commission from the teaching elders and ruling elders subject to its jurisdiction. Each commission shall be composed of teaching elders and ruling elders in numbers as nearly equal as possible. When the commission consists of an odd number of members, the additional member may be either a teaching elder or a ruling elder. The General Assembly commission shall be composed of one member from each of its constituent synods. The synod commission shall be composed of no fewer than eleven members distributed equally, insofar as possible, among the constituent presbyteries.

D-5.0102 Term The term of each member of a permanent judicial commission shall be six years,

D-5.0103 Classes. . . commissioners shall be elected in three classes, with no more than one half of the members to be in one class.

Nominating Committee nominates - Synod of the Sun elects members to the commission.

Time Requirement: *Meetings are called by the Stated Clerk, who is staff to the Commission, as needed for judicial work. A two-day biennial training meeting is also held.*

Pby	Class	Name	S	E	A	Address	Phone/Email
G	2019	Regina Strader Hunt	FRE			814 Canal Street Irving, TX 75063	214-448-4366 Regina.hunt@att.net
M	2019	Andy Anzaldua	MRE	H	SA	5234 Crestwick Drive Corpus Christi, TX 78413	andyanzaldua@gmail.com 361-994-9081 H 361-877-1590 C
NC	2019	Anne Wilson	FRE	As	M A	811 St. Francis Houston, TX 77079	713-465-1054 (H) 713-416-8836 nosliwa@comcast.net
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Grants and Scholarships Commission Meeting Policy

The Grants and Scholarships Commission will ordinarily meet by telephone conference call quarterly in the month following each financial/calendar quarter; that is in April, July, October, and January.

When the commission receives scholarship applications that are time-sensitive between meetings, it may consider and act on those by email.

Because funds accrue quarterly, the Commission will ordinarily aim to award no more than $\frac{1}{4}$ of funds from the synod annual budget at the first meeting of the year, with any unawarded funds rolling over to subsequent quarters, though it will also necessarily consider extraordinary situations and the pace of applications received.

Rationale:

We are committed to making the very best use we can, with God's help, of the resources available to the Synod of the Sun, both of money and time. We have been concerned specifically with the need to "pace ourselves" with the awarding of available funds for Mission Grants and Network Grants which come from the annual Synod budget. We want to make sure that projects considered early in the year, when the available totals look high both to applicants and even to ourselves, do not have an unfair advantage over those that come in later in the year. We think slowing down the schedule of our meetings and disciplining ourselves to consider the synod mission and network grants in quarterly installments will help us ensure fairness. Funds from synod endowments already accrue on a quarterly basis. To give plenty of advance notice of this change, we expect to begin the new policy in 2014.

We realize that there is a need for follow-up on applications either because information is missing or because further background data would be helpful. Those who are willing have volunteered to take turns, two per quarter, making follow-up telephone calls or emails to complete applications and gather needed background information. Quarterly meetings will allow us more flexibility to complete these tasks.

Finally, we are also concerned to be good stewards of staff and volunteer time. We think we can work more efficiently and thoughtfully, keeping the big picture in view, in longer quarterly meetings than in monthly meetings.

Network Team Policies & Procedures

I. Composition of the Networks Team

A. The Networks Team will be composed of seven people appointed by the Moderator of the Connecting Committee. Three should be commissioners to the Synod of the Sun; others may be co-opted members. Every effort will be made to include representatives of racial-ethnic minorities within the synod. One member shall be a representative of an existing or previous network. The Synod Co-leader for Mission and Partnership is an ex officio member of the Networks Team with voice but not vote.

B. The members of the team shall elect their own moderator.

C. The appointment of the members will take place annually at the spring meeting of the synod. While there is no mandatory term limit, the Connecting Moderator will appoint members based on their abilities and willingness to serve.

II. Steps in the Approval Process for New Networks

A. The document by which a potential network applies to be come an official Synod Network is the Network Planning Guide. It serves as the application.

B. When a potential network submits a completed Planning Guide, the Co-leader for Administration will forward it by email to the Networks Team and set up a conference call to discuss it.

C. At the conference call meeting the Team will set up a plan for building a relationship with the proposed network. Two members of the team will be assigned to make personal contact with the proposed network leaders. In supporting the development of a network the Team may

1. Gather more information
2. Support the proposed network in identifying and taking its next steps
3. Identify and recommend other resources
4. Help refine the final covenant to define the relationship of the Network and the Synod.

D. When all members of the Team are satisfied that they are prepared, the Team will vote on its recommendation and forward it to the Connecting Committee for information and placement on the agenda for the next regular meeting of the synod.

E. The synod votes whether to enter into the covenant and endorse the plan as a Synod Network.

III. Finances

While the Networks Team may offer funding recommendations to the Synod for proposed or continuing Synod Networks, the Synod is ultimately responsible for all allocation of funds to endorsed Networks. These funds may be used for three functions:

A. Exploration. Some portion of the annual budget will be available for potential networks to use, as approved by the Team, for exploring their mission. An example would be to cover expenses for a needed face-to-face meeting of possible participants.

B. Formation. Some disbursement of funds may be recommended for approval by the Synod at the time the Team recommends establishment of a new Synod Network as part of the synod's participation in the Network.

Synod of the Sun Assembly approved: _____

Network Team Policies & Procedures

C. The Network Team may recommend, and the synod may approve, a commitment to fund an endorsed Network into a second year. This would be contingent upon submission of the Follow-up section of the Planning Guide and would ordinarily be funded through the Network Nurture line item.

Synod of the Sun Assembly approved: _____

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PERSONNEL POLICIES AND PROCEDURES

SYNOD OF THE SUN

PERSONNEL COMMITTEE

Overview

The synod is committed to the full use of the human potential of its staff through an open-partnership style of shared rights, responsibilities, and accountability. The synod will form and activate, through its coordinating team, a standing personnel committee consisting of five (5) members: two (2) members from governance working group, one (1) member from communications working group one (1) member from mission working group, and the synod moderator elect. The personnel committee moderator will be appointed by the coordinating team in consultation with the synod executive. The synod executive serves as staff resource to the personnel committee. The personnel policies of the synod are established by the synod and administered by the personnel committee. The personnel committee reports to the synod through the coordinating team.

The Personnel Committee will conduct its business with the following understandings and philosophy:

1. The committee will work in cooperation with the synod staff.
2. All committee members will respect confidentiality of information.
3. The committee will become informed from the synod staff as to:
 - a. work loads
 - b. staffing assignments
 - c. work effectiveness

4. It is the responsibility of the committee to write job descriptions and personnel policies for approval by the synod. The committee may request assistance from appropriate working groups and staff in writing job descriptions.
5. The committee will annually provide information to the budget group and the coordinating team in the determination of annual salaries for the synod staff.
6. The committee will meet annually with the staff to listen and to offer support in order to facilitate healthy communication.
7. When a new synod executive is to be called, the personnel committee will be nominated along with the addition of as many persons as needed to insure the representative of each presbytery to serve as the slate for the search committee to be elected by the synod.
8. The term of membership on the Personnel Committee will be two (2) years, with the option of additional terms to assure continuity.
9. A quorum will be three (3) persons.

GENERAL POLICIES

1. **Change in Policy:** The synod reserves the right to change any policy at any time, including those covered here. Changes will be dated and distributed to all employees.

2. **Employment Relationship:** Employment with Synod of the Sun is voluntary, and employees serve at will.

3. **Equal Employment Opportunity Policy:** The Synod of the Sun is an equal employment opportunity employer and does not discriminate on the basis of race, marital status, gender, sexual orientation, disability, or age.

4. **Position Descriptions:** A position description is required for each position. The personnel committee will review these descriptions at least every two years. The committee will recommend any modification to the coordinating team after review.

5. **Annual Review:** All staff will receive an annual evaluation of their progress and performance. The head of staff will conduct such reviews. The head of staff will review these evaluations with the personnel committee.

6. **Confidentiality Policy:** Confidentiality will be respected.

7. **Employment Trial Period:** The first 90 days of employment constitute a trial period which gives both the employee and the supervisor the opportunity to evaluate interest in and qualifications for the position under actual working conditions. After the trial period, a written

performance appraisal is discussed. Separation policies do not apply to employees working under a trial employment period.

8. **Safety:** The synod makes every effort to provide a safe working environment for all employees. Safety is everyone's responsibility. Therefore, the synod requests that employees do everything reasonable and necessary to keep the synod office a safe place to work.

EMPLOYMENT BENEFITS

1. **Salaries:** The synod is committed to salary policies that provide fair pay for the work performed, incentives for personal achievement and growth, and flexibility to meet changes in duties and the cost of living. Salaries will normally be reviewed every 12 months. The synod executive will consult with the personnel committee which will make recommendations regarding staff salaries to the coordinating team and budget group.
2. **Pensions & Insurance:** Exempt staff and support staff are covered by Board of Pensions plan of the Presbyterian Church (USA) which includes health insurance and pension.
3. **Social Security:** All salaried and hourly employees are governed by the Federal Insurance Contributions Act (Social Security).
4. **Continuing Education:** Each support staff employee has five days per year, and each exempt staff employee has two weeks per year of continuing education. Funding is designated annually for participation in continuing education for the enhancement of skills

used in their work or to be added to their responsibilities on the initiative of their supervisors and/or the synod executive.

Funding and the annual days allowed for continuing education may be accumulated for a period not to exceed three years.

Funding and time off to attend the annual Southwest Region conference of the Administrative Personnel Association (PCUSA) is granted to support employees. If work prevents employees from attending the regional conference, they may attend the national conference with the same time and funding as they would have used to attend the regional conference.

5. **Days Off:** Each full-time support staff employee works a 37.5 hour week. Specific days off will be selected with the approval of the synod executive and will ordinarily be the same days each week.
6. **Compensatory Time:** Support staff employees are to be compensated in time for time worked in addition to 37.5 hours a week, on an hour for hour basis. The office manager keeps the record of compensatory time requested and taken. The synod executive approves these requests. No more than 30 hours may be accrued for compensatory time.
7. **Vacation Days:** Exempt staff are entitled to four weeks of vacation. Full-time support staff are entitled to ten working days of vacation granted annually after one year of continuous service; after five years of service they will receive fifteen days of vacation annually. Half-time staff will have five paid days of vacation granted annually after one year of continuing

service; after five years of service they will receive ten days of vacation annually. First year vacation is granted on a prorated basis based on hire month. Vacation may be granted one period at a time or a few days at a time, all to be charged to the total vacation leave. All vacation leave will be pre-arranged and approved by the synod executive. Vacation time will not be cumulative from year to year, though with the permission of the synod executive, vacation from one year may be used in the first quarter of the next year. Cash will not be paid in lieu of vacation except upon separation. Contract employees receive no vacation pay.

If an employee started in:	Full-time:	Part-time:
January	10.0 days/yr	5 days/yr.
February	9.0 days/yr.	4.5 days/yr.
March	8.0 days/yr.	4 days/yr.
April	7.5 days/yr.	3.5 days/yr.
May	6.5 days/yr.	3 days/yr.
June	6.0 days/yr.	2.5 days/yr.
July	5.0 days/yr.	2 days/yr.
August	4.0 days/yr.	2 days/yr.
September	3.0 days/yr.	1.5 days/yr.
October	2.5 days/yr.	1 days/yr.
November	1.5 days/yr.	.5 days/yr.
December	.5 days/yr.	0 days/yr.

8. **Holidays:** The synod office is closed New Year's Eve Day, New Year's Day, Martin Luther King, Jr. Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve Day, and Christmas Day. If a holiday falls on Saturday, Sunday or other day when office is closed, the head of staff will determine which alternate days will be observed as holidays. If the holiday falls within a vacation period, the additional time may be added to the vacation time with the approval of the head of staff. Contract employees will not receive holiday pay.
9. **Personal Leave:** To reduce the impact of loss of income during a major illness of themselves or a family member, each full-time staff member will receive 10 working days of personal leave during each calendar year to be used in case of illness. Personal leave will be cumulative from year to year, but will not exceed 120 working days. Personal leave entitlement during the first year of employment will be prorated based on hire month. Each half-time staff member will receive five days of personal leave per calendar year; this time will be cumulative from year to year, but will not exceed 120 working days. Personal leave pay is based on the employee's average daily rate. At the time of termination of employment, either voluntary or involuntary an employee will have no claim for pay in lieu of unused sick leave. Contract employees will not receive any sick leave.

If an employee started in:	Full-time:	Part-time:
January	10.0 days/yr	40 hours/yr.
February	9.0 days/yr.	36 hours/yr
March	8.0 days/yr.	32 hours/yr
April	7.5 days/yr.	30 hours/yr

May	6.5 days/yr.	26 hours/yr.
June	6.0 days/yr.	24 hours/yr.
July	5.0 days/yr.	20 hours/yr.
August	4.0 days/yr.	16 hours/yr.
September	3.0 days/yr.	12 hours/yr.
October	2.5 days/yr.	10 hours/yr.
November	1.5 days/yr.	6 hours/yr.
December	.5 days/yr.	2 hours/yr.

10. Administrative Leave:

a. A maximum of one week of leave with pay will be given in the event of the death of a member of the employee's immediate family.

b. In the event an employee is called for jury duty, regular salary will be paid for the time served. If the absence of the employee will seriously affect the operation of the office, postponement of the jury duty may be requested of the court.

c. The head of staff may declare the office closed because of inclement weather. Employees may be compensated without reporting to work. If the office is not declared closed, employees failing to come to work will be expected to make up the lost time within that pay period or suffer loss of compensation for time.

d. Military leave will be granted in accordance with the law. Upon presentation of a military pay voucher, employees will be reimbursed for the difference between their normal compensation and the pay they receive while on such military training duty, up to a maximum of 20 calendar days a year. In addition, employees returning from active military service who apply for re-employment, and who comply with their obligations under USERRA, may return to employment as provided for in that statute and its accompanying regulations.

11. **Leave without pay:** Requests for leave without pay may be made to the synod executive and will be considered on an individual basis.
12. **Workers Compensation:** The synod carries insurance to cover the cost of work-incurred injury or illness. To be assured of maximum coverage, the employee must immediately report work-related accidents to his/her supervisor so that appropriate action can be taken to file timely claims.
13. **Cafeteria Plan:** Employees may designate a portion of their salary to be placed in a cafeteria plan for the purpose of covering medical expenses not covered by insurance. To receive reimbursement for medical expenses, employees are to provide validation (receipts) of expenses. Employees forfeit any monies remaining in the fund at the end of the fiscal year. Monies may not be carried over to a subsequent year.

SEPARATION POLICIES

1. Exempt staff are expected to give 30 calendar days notice prior to leaving employment of the church and all other employees are expected to give 14 calendar day's notice prior to leaving.

2. **Reduction in Force:** In the event that reduction of staff is necessary through no fault of the employee, written notice of separation will be given 30 calendar days in advance. In the event notice is not given, employees will be given a minimum of 20 working days of severance pay.

3. **Dismissal:** Dismissal will be by the head of staff in conversation with the moderator of the personnel committee.

GRIEVANCE POLICY

Any employee who feels he/she has a grievance will discuss the problem first with his/her immediate supervisor. If the grievance is not resolved, the head of staff will be consulted. If this discussion does not result in solution of the problem, the matter will then be taken to the personnel committee. These lines of communication will be respected; and employment difficulties will not be discussed with individual members of the synod.

Revised by Personnel Committee: 2009

Approved by Synod of the Sun: November 2009

**Addition to the proposed Personnel Policies as written in the plenary packet.
– approved, Nov. 2009**

The Statement below is intended to be considered as a part of the Personnel Policy presented by the Synod's Personnel Writing Team for approval by the Synod.

Sexual Misconduct and Sexual Harassment:

It is the policy of the Synod of the Sun to maintain a workplace free of any form of sexual misconduct or intimidation, including sexual harassment, by any Synod employees, including supervisors, or by non-employee work contacts. Should allegations of sexual misconduct be made, they will be fully and fairly investigated. Corrective or disciplinary action, which may include dismissal from employment, will be taken as warranted.

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1 Standing Rules

2 1. Mission Statement

3 **Mission Statement:** The Synod of the Sun of the Presbyterian Church (U.S.A.) serves Christ by
4 connecting, equipping, and empowering Presbyterians for Christ's mission within and beyond the
5 Synod's bounds.

6
7 *This mission will be accomplished through:*

8
9 1. **CONNECTING** Presbyterians.

10 a. **Networks:** The synod helps to create, encourage, facilitate, and provide financial assistance for
11 networks of people engaged in similar ministries. The networks enable relationships and mission
12 opportunities which are not possible within a single presbytery. These networks provide
13 opportunities for peer learning, support, and new mission initiatives. The synod develops covenant
14 relationships with each network through consultation with a Synod Network Team and the use of a
15 Synod Network Planning Guide.

16
17 Network participants are responsible for planning and implementing the activities sponsored by the
18 networks. The Synod Leader helps to organize, shepherd, and nurture the networks as needed or
19 requested. Some networks sponsor conferences or other events to further their common ministry. The
20 synod helps to finance the networks to the extent funds are available and in accordance with the
21 mission and priorities established by the synod.

22
23 b. **Institutions:** The synod maintains current covenant relationships and establishes new covenants
24 with Presbyterian-related institutions such as schools, colleges, universities, and service
25 organizations who wish to be connected to Presbyterians within the synod and who wish to
26 emphasize Presbyterian faith and heritage.

27
28 2. **COMMUNICATING** among Presbyterians. The synod works to develop effective means for
29 interpreting Presbyterian mission, communicating mission opportunities, gathering Presbyterians
30 together in regional educational events, and publicizing activities sponsored by presbyteries, synod-
31 related networks and institutions. The goal is to strengthen connectionalism within the synod,
32 presbyteries and congregations. Possible means to achieve this mission include:

- 33 a. E-newsletters and an interactive website
34 b. Brochures and other promotional material
35 c. Social networking media
36 d. Regional (or statewide) educational events

37
38 3. **COORDINATING** resources, endowments, grants and scholarships. The synod has been
39 authorized by a number of endowments as the agent to disburse funds for designated purposes (as
40 restricted by the donors), and to use funds from undesignated endowments. The Mission Grants and
41 Scholarship Commission works to distribute the interest from endowments and other designated
42 funds in accordance with recorded donor designations.

44 4. **CARRYING OUT** Book of Order required functions. Guided by the Stated Clerk, the synod will
45 fulfill all required duties as listed in the Form of Government, G-3.0101 – G-3.0113 and G-3.0401 –
46 G-3.0406, and the Rules of Discipline. Disciplinary functions are accomplished through the
47 Permanent Judicial Commission. Other functions are accomplished through the synod’s continuing
48 support and coordination of groups and events including, for example, the Executive Presbyter
49 Forum, COM/CPM Event, Staff Convocation, and Presbytery Stated Clerks gathering and continued
50 education opportunities.

51 **2. Synod Assembly**

52 The Synod Assembly will seek to establish policies that benefit the synod as a whole.
53 The Synod Assembly will be responsible for itself and its membership through regular self-
54 evaluation, and discipline as well as commissioner orientation and development.

55
56 The Coordinating Team is made up of the Chair (Ordinarily the Immediate Past Moderator of
57 Synod), Synod Moderator, Moderator-Elect, Personnel Committee Chair, Stewardship Committee
58 Moderator and Vice-Moderator, Connecting Committee Moderator and Vice-Moderator, Moderator
59 of the Committee on Representation, and a member of EP Forum with Synod staff leadership as
60 resource. Synod staff leadership will have voice and no vote.

61
62
63 The agenda of each Synod Assembly meeting, as planned by the Coordinating Team, will contain
64 time for gathering in community, celebration of the Lord’s Supper, worship, and study. The first
65 meeting of each year should have a component for orientation of new commissioners.

66
67 Between synod gatherings, committee, task force and work team meetings will be conducted via
68 *conference telephone call or other electronic means* – unless circumstances require a face-to-face
69 meeting. The committees, task forces, and work teams will ordinarily meet during stated meetings of
70 the Synod Assembly.

71
72 To ensure appropriate focus of resources and accountability the synod will adopt objectives annually.
73 The Coordinating Team will draft the first set of objectives covering a three-year period. In
74 subsequent years a committee assigned or appointed by the Moderator shall report to the first
75 assembly of the year an evaluation of the synod’s progress on the objectives of the past year, any
76 recommended adjustments to the objectives for the next two years, and proposed objectives for the
77 new third year. In this way the synod will always have a plan of action for three years into the future
78 that is clear, flexible, and realistic.

79 **3. Commissioners and Representatives**

80 Commissioners serve as leaders and missionaries of the synod. They are to seek and to discern the will of
81 Christ, interpret the mission and actions of the synod, and serve the needs of the denomination in the
82 region and member presbyteries.

83 Commissioners, in taking action as the full Synod Assembly, speak with one voice. It is expected
84 that while not all actions will be unanimous, the decisions of the body will be respected and
85 supported by all. One voice ensures clarity of purpose and direction.

86

87 Commissioners are the direct link to constituent presbyteries and will maintain regular
88 communication with the presbytery for which they serve. Whenever possible, commissioners
89 will obtain time on their presbytery's docket in order to provide a report of the work of the
90 synod. Where a personal report is not possible, a written report will be provided for publication.

91
92 Much of the work of synod is conducted primarily through email, conference calls, and web
93 conferencing between Synod Assemblies.

94
95 Every commissioner serves on one of two Standing Committees (Stewardship or Connecting).
96 Additional opportunities for service are in subcommittees, commissions, and teams or task
97 forces.

98
99 Commissioners, while offering their gifts, skills, and abilities to the work of Synod, will avoid
100 conflicts of interest in exercising their fiduciary responsibility.

101
102 Co-opted and corresponding members, as well as synod staff, offer a unique perspective of the
103 execution of the synod's mission. They will have voice and vote in the work of committees, and
104 will have voice but no vote in Synod Assembly.

105 **4. Commissions and Committees**

106 Members of a Synod Committee or Commission (with the exception of the Permanent Judicial
107 Commission) may, in addition to elected commissioners, include persons co-opted for particular skills or
108 service.

109 Synod will strive for inclusive representation in matters of cultural diversity, ordination, and wherever
110 possible, presbytery representation in all working bodies.

111 Each commissioner and corresponding member serves on either the Stewardship or Connecting
112 Committee based upon his/her input of personal discernment, and in conjunction with the needs of those
113 committees. The Stated Clerk and Moderator shall designate committee assignments prior to the spring
114 meeting of the Assembly.

115 Any working body of the synod shall include at least one Synod Commissioner.

116 ***Stewardship Committee*** is charged with the development and oversight of a stewardship component
117 which seeks to expand funds available for synod mission. Ordinarily, a person with at least one year
118 of service to the synod will be nominated to the position of Committee Vice-Moderator and the year
119 following will become Committee Moderator.

120
121 ***Committee on Representation*** is charged with the implementation of the Report of the 2011 Task Force
122 for Cross Cultural Implementation and duties related to G-3.0103.

- 123 • The Synod shall elect a Committee on Representation consisting of six members, each
124 serving a three-year term. Members need not be Synod Commissioners.
- 125 • The committee shall consist of three classes except where initial classes of one- and two-
126 year terms are necessary to establish regular rotation.

- 127 • Committee members shall be elected to no more than two consecutive terms.
128 • The Committee on Representation shall consist of equal numbers of men and women
129 representing a minimum of 4 presbyteries. A majority of the members shall be selected from
130 the racial ethnic groups within the Synod.
131

132 **Connecting Committee** is charged with review and oversight of synod mission programs, networks,
133 and other items as outlined in the by-laws. Ordinarily, a person with at least one year of service to
134 the synod will be nominated to the position of Committee Vice-Moderator and the year
135 following will become Committee Moderator.
136

137 The synod and/or its standing committees may designate additional committees to operate in addition to
138 and in consultation with standing committees, on an ad hoc or permanent basis. These may include:

- 139 Finance
140 Communication
141 Recruitment
142 Covenant Review Teams
143 Development
144

145 **Personnel Committee** is responsible for the review and oversight of synod staff, development and
146 maintenance of personnel policies, and management of hiring processes.
147

148 All members of the Personnel Committee, including the Chair, shall be elected by the Assembly and will
149 include:

- 150 • one person from each of the other three Standing Committees,
151 • a member of the EP Forum
152 • at least two members-at-large who are ruling or teaching elder members of presbyteries
153 in the Synod (not currently serving as Synod Commissioner).
154 • The Synod Moderator serves as Ex-Officio with voice and no vote.
155

156 Terms shall be staggered 2 years, renewable once. Synod Leader serves as resource. One member will be
157 elected to the position of Committee Moderator.

158 **ADDITIONAL COMMITTEES AND COMMISSIONS**

159 ***Permanent Judicial Commission***

160 The Permanent Judicial Commission is charged with exercising judicial process in accordance with the
161 Rules of Discipline. It shall consist of eleven members, elected and constituted in accordance with the
162 Rules of Discipline. The Stated Clerk shall provide for the regular training of commission members.
163

164 ***Grants & Scholarships Commission***

165 Reviews grants and scholarships from those designated funds belonging to, or within the charge of the
166 Synod in accordance with policy established and maintained within the Synod's Manual of Operations.
167

168 The Commission is made up of eight Synod Commissioners, five from Connecting and three from
169 Stewardship. The Commission has the ability to co-opt members when needed.
170

171 ***Network Development Team***
172 Works directly with groups and organizations submitting a Synod Network Planning Guide and makes
173 recommendations for endorsement as a Synod Network.

174
175 ***Event Planning Teams***

176 “Synod Event” Planning Teams are ordinarily made up of at least one member of the EP Forum, one
177 Presbytery Stated Clerk, Synod staff, and at least one Synod Commissioner.

178
179 ***Investigating and/or Administrative Review Committee(s)***

180 The Stated Clerk, working with the Moderator, has the authority to appoint an Investigating and/or
181 Administrative Review Committee, as deemed necessary upon notification or request.

182 **5. Officers and Staff**

183 The office of Moderator-elect/Moderator rotates among the eleven constituent presbyteries, wherever
184 possible, alphabetically.

185
186 A Synod Moderator-elect is nominated by the Connecting Committee, in consultation with the presbytery
187 in rotation, and elected in the fall prior to the beginning of the one year term.

188
189 Installation of the Moderator ordinarily occurs at the end of the fall meeting prior to the beginning of that
190 one year term.

191
192 **Moderator Responsibilities:**

- 193
- moderating all Assembly meetings;
 - serve on the Coordinating Team;
 - Work with Stated Clerk to plan the Synod Assembly docket
 - appointing, and at times serving on, any Task Forces, Teams or Commissions that are deemed
196 necessary by the Assembly for dealing with needs beyond that outlined for Synod Committees;
 - representing the Synod at events beyond Assembly meetings as may be appropriate;
 - serving on either the Connecting or Stewardship Committee as agreed with the Moderator-elect
200 so that each committee has an elected officer;
 - With the Moderator-elect, reviewing and approving the minutes of Assembly meetings as
201 prepared by the Stated Clerk.
 - Serving as Ex-Officio to the Personnel Committee
- 202
203
204

205 **Moderator-Elect Responsibilities:**

- 206
- moderating the Assembly when the Moderator is unavailable;
 - serving on the Coordinating Team;
 - at times serving on any appointed groups of the Synod that are deemed necessary by the
208 Assembly for dealing with needs beyond that outlined for Synod Committees;
 - representing the Synod at events beyond Assembly meetings as may be appropriate;
- 209
210

- 211 • serving on either the Connecting or Stewardship Committee as agreed with the Moderator so that
212 each committee has an elected officer;
213 • with the Moderator, reviewing and approving the minutes of Assembly meetings as prepared by
214 the Stated Clerk
215

216 **Coordinating Team Chair:**

- 217 • moderating the Synod Coordinating Team
218 • report to the Assembly on behalf of the Coordinating Team
219
220

221 Synod shall have a current Personnel Manual, with position descriptions, included in the Synod's Manual
222 of Operations and updated as necessary.
223

224 **6. Trustees**

225 Description and election of the Synod Trustees is outlined in section 6 of the Bylaws.
226

227 **7. Bylaws**

228 The Synod Bylaws and Standing Rules will be reviewed regularly and amended as needed.
229

230 The Synod Moderator will appoint a task force at least every five years to review and update the
231 Mission Statement, Bylaws, and Standing Rules.
232
233

234 **8. Finance**

235 **Budget Guidelines**

- 236 a. Mission Contributions from Presbyteries are normally retained in an interest bearing
237 account during the year received and withdrawn at a rate of 25% of the year's total
238 per quarter during the following year (i.e. funds received in 2013 are used to meet
239 budgetary needs in 2014)
240
241 b. The Stewardship Committee will normally present a budget based on projected
242 income to the full assembly at the fall meeting. At the winter/spring meeting any
243 necessary adjustments will be made and approved by the assembly.
244
245 c. Unless otherwise specified all gifts received (undesignated, designated as general
246 mission or administration), other than Presbytery mission support, will be applied to
247 income during the year in which they were received.

248
249 The synod will conduct an annual, professional, external financial audit.
250

251 Synod grants shall be disbursed only to organizations that conduct annual financial reviews or formal
252 audits. The synod may require copies of these financial reviews or audits. All scholarships are
253 ordinarily paid directly to the event or institution.

254

255 The synod receives interest from endowments some of which are unrestricted in their use and some
256 restricted for specific grants and scholarships. Other synod income includes presbytery mission
257 contributions, church, and individual contributions. The synod will provide complete and accurate
258 reporting to include budget and financial statements for the synod, as well as those ministries for
259 which the synod provides financial oversight, reflecting all restricted and unrestricted funds, at each
260 assembly meeting, to the Coordinating Team at least quarterly and may at the discretion of the
261 Coordinating Team, provide such information to others upon request.

262

263

264 These Standing Rules may be amended as needed at any Stated Synod meeting by simple majority
265 vote.

266

267 Approved by Synod Assembly, Nov. 2, 2013

268 Revised by Synod Assembly, Nov. 1, 2014

269 Revised by Synod Assembly, Nov. 6, 2015

270

271

272

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INSURANCE BOARD PROGRAM
Summary of Coverage Change

Memorandum No./IB#: **PKP 0080964 10/S000400000**

Church Name: **SYNOD OF THE SUN**
445 E FM 1382, STE 3-778
CEDAR HILL TX 75104

Effective Date of Change: **01/01/2018** Expiration Date of Policy: **01/01/2019**

Description of Coverage Change:

Changed the mailing address, added two locations and contents, and added Solar Under The Sun.

Premium Change: **\$-82.00**

Premiums generated by this change are evenly distributed among remaining installments. If there are no remaining installments, an invoice or check will follow separately, if applicable.

If you have any questions regarding this endorsement summary, please contact your local Agent, UNITED CHURCH INS. SVCS., at 877-597-8247.

Date Processed: **04/09/2018**

JB



PACKAGE POLICY COVERAGE SUMMARY

NAME AND MAILING ADDRESS OF INSURED

SYNOD OF THE SUN
445 E FM 1382, STE 3-778
CEDAR HILL TX 75104

Issuing Agency:
Willis of Ohio, Inc.
1001 Lakeside Ave., Suite 1500
Cleveland, OH 44114

Sub-Agent: UNITED CHURCH INS. SVCS.
Telephone: 877-597-8247

MEMORANDUM NO./IB NO. PKP 0080964 10 / S000400000

POLICY PERIOD From: 01/01/2018 To: 01/01/2019 12:01 AM Standard Time at your address shown above.

This document is to evidence that the organization named above is or will be an insured under master policies issued to the Insurance Board for the stated time period and the coverages shown below. A detailed Memorandum of Insurance is attached. This document is for informational purposes only and does not amend or alter the terms, exclusions and conditions of the master policies. Any restatement below of limits of insurance shown elsewhere in the policy does not increase your limits of insurance.

COVERAGE PART DESCRIPTION

PROPERTY		Included
<i>Blanket Limit - Total Values:</i>	\$6,000	
<i>Deductible:</i>	\$1,000	
INLAND MARINE		Not Included
<i>Scheduled Fine Arts:</i>	None Reported	
<i>Scheduled Commercial Articles & Miscellaneous Equipment:</i>	None Reported	
CRIME		Included
GENERAL LIABILITY		Included
UMBRELLA		Included
ABUSIVE ACTS & PASTORAL LIABILITY		Included
DIRECTORS & OFFICERS LIABILITY		Included
OWNED AND LEASED AUTOMOBILES		Not Included*
HIRED & NON-OWNED AUTOMOBILE LIABILITY		Included

TOTAL PACKAGE POLICY PREMIUM: \$2,275.00
(see separate invoice for payment instructions)

* Coverage for Owned or Leased Vehicles, if insured through the IB Program, is on a separate policy.

Andrew Gunn

Andrew Gunn, Authorized Representative
Willis of Ohio, Inc.
Agent/Broker for the
Insurance Board



**PROPERTY PROGRAM
MEMORANDUM OF INSURANCE**

NAME AND MAILING ADDRESS OF INSURED

**SYNOD OF THE SUN
445 E FM 1382, STE 3-778
CEDAR HILL TX 75104**

**Issuing Agency:
Willis of Ohio, Inc.
1001 Lakeside Ave., Suite 1500
Cleveland, OH 44114**

**Sub-Agent: UNITED CHURCH INS. SVCS.
Telephone: 877-597-8247**

MEMORANDUM NO./IB NO. PKP 0080964 10 / S000400000

NAMED INSURED(S)

**SYNOD OF THE SUN
Solar Under The Sun**

This document is to evidence that the organization named above is or will be an insured under a master policy issued to Churches and affiliated entities and organizations of the United Church of Christ, the Christian Church (Disciples of Christ), the Alliance of Baptists, and the Presbyterian Church (USA) that participate in the program of the United Church Insurance Association (aka Insurance Board) for the lines of coverages shown below. The organization named above is or will be an insured as of the beginning of the policy period and for the coverages shown below. A copy of the master policy is available for your review. This document is for informational purposes only and does not amend or alter the terms, exclusions and conditions of the policy.

POLICY PERIOD From: 01/01/2018 To: 01/01/2019 12:01 AM Standard Time at your address shown above.

Any restatement below of limits of insurance shown elsewhere in the policy does not increase your limits of insurance.

**COMMERCIAL PROPERTY
(EQUIPMENT BREAKDOWN INCLUDED)**

Blanket Limit - Total Values: \$6,000
Deductible: \$1,000

PROPERTY SCHEDULE

Address	Description of Premises	FL	EQ	Construction Type	Building Value	Contents Value
908 Little Creek Trail (Contents Only) Oak Leaf TX 75154	V.Young Home	Y	Y	Joisted Masonry		\$5,000
3325 Creekbend Drive (Contents Only) Garland TX 75044	M.Hunt Home	N	Y	Frame		\$1,000

SUBLIMITS OF INSURANCE

Note: In the preceding schedule, the FL (flood) and EQ (earth movement) columns indicate if coverage applies to a described premises. Y for "Yes"; N for "No".

Flood

Program aggregate limit for all participating churches in any one-year is \$100,000,000. Coverage is excluded for locations in Federal Flood Zones starting with A or V.

See Schedule

Earth Movement (EQ)

Program aggregate limit for all participating churches in any one-year is \$100,000,000 except California, where the Program aggregate in any one year is \$25,000,000. Deductible is 3% of insurable values at each location, for each occurrence for all states, except for locations in CA and HI, the deductible is 5%.

See Schedule

Hurricane & Named Storm

Per occurrence limit for all participating churches is \$100,000,000 for losses incurred due to a named storm including hurricane, tropical storm, and hurricane spawned tornadoes including resulting perils, subject to a deductible of the insurable values at each location, for each occurrence in the following states:

Included for All Locations

1. 5 percent deductible for entire state of Florida, and the following counties/cities/parishes by state:

- Alabama: Baldwin, Mobile;
- Georgia: Bryan, Camden, Chatham, Glynn, Liberty, McIntosh;
- Louisiana: Calcasieu, Cameron, Iberia, Jefferson, Lafourche, Livingston, Orleans, Plaquemines, St. Mary, St. Bernard, St. Charles, St. James, St. John the Baptist, St. Tammany, Terrebonne, Vermilion;
- Mississippi: Hancock, Harrison, Jackson;
- North Carolina: Beaufort, Bertie, Brunswick, Camden, Carteret, Chowan, Craven, Currituck, Dare, Hyde, Jones, New Hanover, Onslow, Pamlico, Pasquotank, Pender, Perquimans, Tyrrell, Washington;
- South Carolina: Beaufort, Berkeley, Charleston, Georgetown, Horry, Jasper;
- Texas: Aransas, Brazoria, Calhoun, Cameron, Chambers, Galveston, Jefferson, Kenedy, Kleberg, Liberty, Matagorda, Newton, Nueces, Orange, Refugio, San Patricio, Victoria, Willacy.

2. 2 percent deductible for entire state of Hawaii, and the following counties/cities/parishes by state:

- Georgia: Brantley, Charlton, Effingham, Long, Wayne;
- Louisiana: Acadia, Ascension, East Baton Rouge, Iberville, Jefferson Davis, Lafayette, Tangipahoa, Washington, West Baton Rouge;
- Mississippi: George, Pearl River, Stone;
- North Carolina: Bladen, Columbus, Duplin, Hertford, Lenoir, Martin, Pitt;
- South Carolina: Colleton, Dorchester, Williamsburg;
- Texas: Bee, Brooks, Fort Bend, Goliad, Hardin, Harris, Hildalgo, Jackson, Jim Wells, Wharton;
- Virginia: Accomack, Chesapeake City, Gloucester, Hampton City, Isle of Wight, James City, Lancaster, Mathews, Middlesex, Newport News, Norfolk City, Northampton, Northumberland, Poquoson City, Portsmouth City, Suffolk City, Surry, Virginia Beach City, Westmoreland, Williamsburg City, York;

Business Income, including	Actual Loss Sustained - Up to \$500,000
Extra Expense	Included
Tuition & Fees (one year from date of restoration)	Included
Optional Additional Business Income	\$0
Upgrade to Green Coverage	Up to \$50,000
Terrorism Coverage	Included
Unscheduled Fine Arts	\$25,000
Valuable Papers and Records	\$25,000
Accounts Receivable	\$25,000
Electronic Data & Media	\$25,000

ADDITIONAL INTERESTS

Mortgagees and/or Loss Payees
Name and Mailing Address Type of Interest



Andrew Gunn, Authorized Representative
Willis of Ohio, Inc.
Agent/Broker for the
Insurance Board



**COMMERCIAL CRIME
MEMORANDUM OF INSURANCE**

NAME AND MAILING ADDRESS OF INSURED

**SYNOD OF THE SUN
445 E FM 1382, STE 3-778
CEDAR HILL TX 75104**

**Issuing Agency:
Willis of Ohio, Inc.
1001 Lakeside Ave., Suite 1500
Cleveland, OH 44114**

**Sub-Agent: UNITED CHURCH INS. SVCS.
Telephone: 877-597-8247**

MEMORANDUM NO./IB NO. PKP 0080964 10 / S000400000

NAMED INSURED(S)

**SYNOD OF THE SUN
Solar Under The Sun**

This document is to evidence that the organization named above is or will be an insured under a master policy issued to Churches and affiliated entities and organizations of the United Church of Christ, the Christian Church (Disciples of Christ), the Alliance of Baptists, and the Presbyterian Church (USA) that participate in the program of the United Church Insurance Association (aka Insurance Board) for the lines of coverages shown below. The organization named above is or will be an insured as of the beginning of the policy period and for the coverages shown below. A copy of the master policy is available for your review. This document is for informational purposes only and does not amend or alter the terms, exclusions and conditions of the policy.

POLICY PERIOD From: 01/01/2018 To: 01/01/2019 12:01 AM Standard Time at your address shown above.

Any restatement below of limits of insurance shown elsewhere in the policy does not increase your limits of insurance.

COMMERCIAL CRIME COVERAGE PART

Employee Dishonesty	\$1,000,000
Forgery or Alterations	\$1,000,000
Theft, Disappearance, or Destruction of Money and Securities	\$1,000,000
Money Order & Counterfeit Paper Currency	\$1,000,000
Computer Fraud	\$1,000,000

Deductible: \$1,000

Andrew Gunn, Authorized Representative
Willis of Ohio, Inc.
Agent/Broker for the
Insurance Board

**LIABILITY PROGRAM
MEMORANDUM OF INSURANCE**

NAME AND MAILING ADDRESS OF INSURED

**SYNOD OF THE SUN
445 E FM 1382, STE 3-778
CEDAR HILL TX 75104**

**Issuing Agency:
Willis of Ohio, Inc.
1001 Lakeside Ave., Suite 1500
Cleveland, OH 44114**

**Sub-Agent: UNITED CHURCH INS. SVCS.
Telephone: 877-597-8247**

MEMORANDUM NO./IB NO. PKP 0080964 10 / S000400000

NAMED INSURED(S)

**SYNOD OF THE SUN
Solar Under The Sun**

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POLICY PERIOD From: 01/01/2018 To: 01/01/2019 12:01 AM Standard Time at your address shown above.

COMMERCIAL LIABILITY COVERAGE PART

Commercial General Liability

Each Occurrence Limit	\$2,000,000
Damage to Premises Rented to You	\$500,000 any one premises
Medical Expense Limit	\$10,000 any one person
Personal & Advertising Injury Limit	\$2,000,000 any one person or organization
Products/Completed Operations Aggregate Limit	\$4,000,000
General Aggregate Limit	\$4,000,000
Included in General Aggregate Limit:	
Nurses Professional Liability	Included in CGL
Cemetery Professional Liability	\$2,000,000 each claim \$2,000,000 aggregate
Employee Benefit Liability (Claims Made)	\$2,000,000 each occurrence
Retroactive Date: 06/01/2003	\$2,000,000 aggregate
Privacy Breach Protection	\$100,000 each occurrence \$100,000 aggregate \$500 Deductible

ADDITIONAL INTERESTS**Name and Mailing Address****Type of Interest**

CRISIS RESPONSE & CRISIS MANAGEMENT

Crisis Response Limit of Insurance	\$50,000 per participant
Crisis Management Limit of Insurance	\$50,000 per participant
Crisis Response and Crisis Management Combined	\$50,000 aggregate per participant

PROFESSIONAL LIABILITY

Pastoral Counseling Liability and Sexual Misconduct Liability are covered unless indicated below as "Not Covered".

Pastoral Counseling Liability (Claims Made)	\$2,000,000 each claim
Retroactive Date: 06/01/2003	\$2,000,000 aggregate
Sexual Misconduct Liability (Claims Made)	\$1,000,000 each victim
Retroactive Date on \$1mm Limit: 06/01/2003	\$2,000,000 annual limit
Retroactive Date on \$2mm Limit: 10/01/2006	

DIRECTORS & OFFICERS LIABILITY

Directors & Officers Liability (Claims Made)	\$3,000,000 each loss
Including Employment Practices Liability	\$3,000,000 annual limit
Including Educators Professional Liability	
Retroactive Date: 06/01/2003	

COMMERCIAL AUTOMOBILE (NON-OWNED)

Hired and Non-Owned Automobile Liability	\$2,000,000 any one accident
Hired Automobile Physical Damage	\$50,000 per vehicle
(Up to \$100,000 limit available upon request)	\$1,000 ded. per occurrence
Owned, Licensed Trailers Absent a Power Unit-Liability	\$2,000,000 any one accident
-Physical Damage	\$50,000 each trailer
	\$1,000 ded. per occurrence
Garagekeepers	\$35,000 each occurrence
Comprehensive & Collision	\$1,000 ded. per occurrence

These coverages apply excess of any other valid and collectible insurance and are included in the CGL General Aggregate Limit.



Andrew Gunn, Authorized Representative
Willis of Ohio, Inc.
Agent/Broker for the
Insurance Board

**EXCESS and/or UMBRELLA PROGRAM
MEMORANDUM OF INSURANCE**

NAME AND MAILING ADDRESS OF INSURED

**SYNOD OF THE SUN
445 E FM 1382, STE 3-778
CEDAR HILL TX 75104**

**Issuing Agency:
Willis of Ohio, Inc.
1001 Lakeside Ave., Suite 1500
Cleveland, OH 44114**

**Sub-Agent: UNITED CHURCH INS. SVCS.
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MEMORANDUM NO./IB NO. PKP 0080964 10 / S000400000

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POLICY PERIOD From: 01/01/2018 To: 01/01/2019 12:01 AM Standard Time at your address shown above.

COMMERCIAL EXCESS LIABILITY COVERAGE PART

There are **Distinct Excess Liability Parts** within the Insurance Board Program.

\$30,000,000 each occurrence / \$30,000,000 general aggregate per participant

Coverage provides excess limits for Commercial General Liability; Employee Benefits Liability; Cemetery Professional Liability; Automobile Liability for Owned Autos insured under the Insurance Board Program; and for Commercial Hired and Non-Owned Automobile Liability.

Coverage provides excess limits for Pastoral Counseling Liability. **(See note below regarding exceptions.)**

Coverage provides excess limits for Employers' Liability, subject to a required \$1,000,000 limit in the primary coverage. (This requirement is satisfied by coverage in the Insurance Board sponsored Workers' Compensation Program.)

Coverage provides excess limits for Owned Automobile Liability, subject to a required \$1,000,000 Combined Single Limit in the primary coverage. (This requirement is satisfied by coverage in the Insurance Board sponsored Owned Automobile Program.)

\$2,000,000 each victim, \$5,000,000 Per Participant Annual Limit for Sexual Misconduct Liability.
(See note below regarding exceptions.)

If any one or more "Memoranda of Insurance" applies to the same occurrence, incident, claim or accident, the limit will not exceed the highest limit available under any one "Memorandum of Insurance."

Note: The limits provided above for Pastoral Counseling Liability and Sexual Misconduct Liability apply excess of coverage carried in the Primary Liability Programs. If the Primary Liability Memorandum of Insurance indicates "Not Covered", the limits provided above do not apply.



Andrew Gunn, Authorized Representative
Willis of Ohio, Inc.
Agent/Broker for the
Insurance Board

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