

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



## 2021 Minutes & Records

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# Synod of the Sun

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## 2021 Minutes & Records

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OFFICE OF THE GENERAL ASSEMBLY

The 2018 Minutes of the Synod of the Sun were approved by the 224<sup>th</sup> General Assembly (2020) with no exceptions or comments.

The General Assembly thanks the Synod for providing minutes in paper and electronic format.

Co-Moderator, 224<sup>th</sup> General Assembly (2020)

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

July 23, 2020



OFFICE OF THE GENERAL ASSEMBLY

The 2019 Minutes of the Synod of the Sun were approved by the 224<sup>th</sup> General Assembly (2020) with no exceptions or comments.

The General Assembly thanks the Synod for providing minutes in paper and electronic format.

Co-Moderator, 224<sup>th</sup> General Assembly (2020)

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

July 23, 2020

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**Synod Spring Stated Meeting  
ZOOM Conference Call  
March 8, 2021**

Synod Moderator Bok Soon Egbert, called the meeting to order at 7:00 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 25 of 28 Commissioners present. The meeting was opened with a worship service, Rev. Michael Moore, African American Intercultural Associate for the Racial Equity Woman’s Ministry of the Presbyterian Mission Agency.

**ATTENDANCE**

First Name	Last Name	Presbytery		Status
Greg	Ables	Indian Nations	Connecting	Commissioner – MTE
Margaret	Alsup	Arkansas	Equipping	Commissioner – FTE
A. William	Benner	Grace	Connecting	Commissioner – MTE
Dzandria	Chiphe	South Louisiana	Connecting	Commissioner – MRE
Jeff	Cranton	Eastern Oklahoma	Equipping	Commissioner – MTE
Sharon	Curry	Grace	Moderator of Connecting	Commissioner – FRE
Denise	Haley	Mission	Connecting; Moderator of Grants and Scholarships; Moderator of Personnel	Commissioner – FRE
Shelley	Hernandez	New Covenant	Vice Moderator of Connecting	Commissioner – FRE
Stephen	Hill	New Covenant	Equipping	Commissioner – MTE
Mitch	Miller	Indian Nations	Empowering; Moderator of Coordinating Team	Commissioner – MTE
Rick	Mills	Cimarron	Equipping	Commissioner – MRE
Katharine	Nipp	Cimarron	Connecting	Commissioner - FRE
Kristy	Rodgers	Eastern Oklahoma	Empowering; Moderator-Elect	Commissioner – FRE



Bill	Rose	Tres Rios	Moderator of Empowering	Commissioner – MRE
Nancy	Ruff	Palo Duro	Connecting	Commissioner – FRE
Seth	Saathoff	Mission	Connecting	Commissioner – MTE
Janice	Six	Palo Duro	Empowering	Commissioner – FTE
Tracy	Spencer-Brown	Tres Rios	Empowering	Commissioner – FTE
David	Stipp-Bethune	Pines	Vice Moderator of Equipping	Commissioner – MTE
David	Watson	South Louisiana	Connecting	Commissioner - MTE
Sandra	Watson	Pines	Equipping	Commissioner - FRE
Wynona Bryant	Williams	Arkansas	Empowering	Commissioner – FRE
Liz	Anzaldua	Mission	Equipping	Commissioner At-Large - FRE
Arita	Battiest	Eastern Oklahoma	Connecting	Commissioner At-Large -- FRE
Bok Soon	Egbert	South Louisiana	Equipping; Moderator	Commissioner At-Large – FRE
Isabel	Rivera-Velez	New Covenant	Empowering	Commissioner At-Large – FRE
Tim	Blodgett	Eastern Oklahoma	Executive Presbyter	Corresponding Member
Gordon	Edwards	Cimarron	Executive Presbyter	Corresponding Member
Lynne	Hargrove	New Covenant	Presbytery Stated Clerk & Executive Presbyter	Corresponding Member
Hailey	Malcom	Tres Rios	Pastoral Presbyter	Corresponding Member
Steve	Shives	Grace	Interim General Presbyter	Corresponding Member
Charlie	Smith	Indian Nations	Interim Presbytery Pastor	Corresponding Member
Stewart	Smith	Arkansas	Moderator of EP Forum & Executive Presbyter	Corresponding Member

Sallie	Watson	Mission	General Presbyter	Corresponding Member
Barry	Chance	South Louisiana	Presbytery Stated Clerk	Corresponding Member
Tracy	Evans	Indian Nations	Presbytery Stated Clerk	Corresponding Member
David	Kemp	Palo Duro	Presbytery Stated Clerk	Corresponding Member
Kay	Long	Tres Rios	Presbytery Stated Clerk	Corresponding Member
Leigh	McCaslin	Eastern Oklahoma	Presbytery Stated Clerk	Corresponding Member
Laurie	Palmer	Mission	Presbytery Stated Clerk	Corresponding Member
Mark	Southard	Cimarron	Presbytery Stated Clerk	Corresponding Member
Ernie	Higginbotham	Grace	Synod Assistant Stated Clerk	Synod Staff
Valerie	Young	Grace	Synod Leader & Stated Clerk	Synod Staff
Thomas	Riggs		Communication & Administration Coordinator	Synod Staff
Michael	Moore		African American Associate for the Racial Equity Women's Ministry of the Presbyterian Mission Agency	Visitor
Lemuel	Garcia		Mission Engagement Advisor, PC(USA)	Visitor
Tim	Marquez		Chair, Committee on Representation	Visitor
<b>ABSENT</b>				
Earnest	Isch	Indian Nations		Commissioner – MRE
Harry	Cooper	Pines	Connecting	Commissioner At-Large – MTE

	<b>Monday, March 8, 2021</b>
<b>4:00pm</b>	<b>Opening Worship</b>
	<ul style="list-style-type: none"> <li>· <i>Welcome and Introductions</i></li> <li>· <i>Acknowledgment of First People</i></li> </ul>
<b>5:00pm</b>	<b>Workshop</b>
<b>7:00pm</b>	<b>Welcome &amp; Introductions</b> <ul style="list-style-type: none"> <li>· <i>Roll Call &amp; Declaring a Quorum – Valerie Young</i></li> <li>· <i>Seating of Corresponding Members and visitors</i></li> <li>· <i>Adoption of the Agenda</i></li> <li>· <i>Moderator’s Comments</i></li> </ul>
	<b>Report: Synod Leader/Stated Clerk - Valerie Young</b>
	<b>Year of Anti-Racism - Mitch Miller</b>
	<b>Committee Reports</b>
	<b>Connecting Committee – Shelley Hernandez</b>
	<b>Equipping Committee – David Stipp-Bethune &amp; Maggie Alsup</b>
	<b>Empowering Committee – Bill Rose</b> <ul style="list-style-type: none"> <li>• <i>Video from Synod Youth Workshop</i></li> </ul>
	<b>Personnel Report – Jeff Cranton</b>
	<b>Coordinating Team Report –</b> <ul style="list-style-type: none"> <li>• <i>Finance – Mitch Miller</i></li> <li>• <i>Nominations – Kristy Rodgers</i></li> </ul>
	<b>Adjournment</b>

### **Welcome and Introductions**

After opening worship and a workshop led by Rev. Michael Moore of the Presbyterian Mission Agency, a roll call was taken and a quorum was declared by the Stated Clerk. Having introduced and seated the Corresponding Members and visitors, Rev. Mitch Miller moved that the Corresponding Members and visitors be seated with voice and no vote. Rev. Seth Saathoff seconded. The Motion passed. The Moderator called for the adoption of the agenda. Rev. Mitch Miller moved the adoption, Sharon Curry seconded. Motion passed.

**Acknowledging of First Peoples** – Prior to this virtual meeting, participants were encouraged to research the names of the tribes from where they would be participating in the meeting. Moderator Bok Soon Egbert gave the Assembly an opportunity to list the names of the tribes in the chat session, asking those assembled to pray and remember. Moderator Egbert encouraged participants to study further the history of the place where you live and gain a deeper understanding of their current responsibility for the care of its heritage, geography and environment.

### **Report: Synod Leader/Stated Clerk --**

Valerie Young, Synod Leader and Stated Clerk of Synod of the Sun, spoke of the changes and adaptations in the last 12 months of operating under COVID. Having certainly missed the opportunity to gather in person, there has been a rise in attendance at functions that would have normally be in-person. We have pooled our resources in such a way so that we have empowered churches and presbyteries make adaptive change.

The decision of the General Assembly PJC regarding Risch vs. Presbytery of South Louisiana is included in the packet.

### **Year of Anti-Racism Presentation – (Attachment A)**

The Rev. Mitch Miller, Coordinating Team Chair, made a presentation on behalf of the Coordinating Team. As 2021 marks the 100th anniversary of the Tulsa Race Massacre, commemorations of this event were planned, but were changed due to the realities of the COVID-19 pandemic. But this does not diminish our intention to place this history nor the need for public discourse regarding racism before the Synod. It is the vision of the CT that all the work of the Synod be in line with this declaration.

*The Year of Anti-Racism* – The Coordinating Team has declared that 2021 will be the Year of Anti-Racism in the Synod and sought the affirmation of the Synod Assembly. **The motion carried unanimously.**

**Connecting Committee Report** -- *(Attachment B)*

Shelley Hernandez, Moderator of the Connecting Committee, reported on the work and ministry of the committee. There is no formal report, but Shelley announced that the committee will be in contact with all of the Covenant Partners in the coming year.

**Equipping Committee Report** – *(Attachment C)*

The Rev. David Stipp-Bethune, Moderator of the Equipping Committee, and Rev. Maggie Alsup reported on behalf of the committee. David reported on the change of the work of the committee in the time of COVID, being unable to enjoy the times we gather for event. However, we have extended opportunities via online programs and note that more people are able to participate. Stated Clerks and EP Forums continue to support leaders and development relationships.

Maggie Alsup shared information about the new Synod podcast “Sunspots” and the Communication Services Programs, noting the expansion of CSP clients.

**Empowering Committee Report** – *(Attachment D)*

Bill Rose, Moderator of the Empowering Committee, reported on behalf of the committee. Highlighted was the work of the Network for Dismantling Racism, which has led several workshops and programs during this last year. Also highlighted the Commissioned Pastors event, Hispanic Ministry Mission Network, and Synod Youth Workshop.

**Personnel Committee Report** – *(Attachment E)*

Rev. Jeff Cranton, Moderator of the Personnel Committee, reported on behalf of the committee. While there was no formal report, those assembled echoed his gratitude for the work of the Synod staff.

**Report: Coordinating Team** – *(Attachments F-M)*

Rev. Mitch Miller, Moderator of the Coordinating Team, reported on behalf of the group.

*Commissioner Orientation and Training* – Mitch reported that the CT created a program for the Commissioners called “Get Ready for the Assembly” event, which happened a week prior to this event. They will continue to create avenues of training and orientation for all commissioners.

*Signatories* – the Coordinating Team approved the designation, as of January 1, 2021, of Coordinating Team Chair Mitch Miller, Synod Moderator Bok Soon Egbert and Synod Moderator - Elect Kristy Rodgers as signatories on all Synod of the Sun banking and investment accounts.

*November Meeting* – The Fall Assembly was scheduled for Monday, November 15, with late afternoon and evening sessions to be held online.

*Financial Reports* – The Year End Financial Report was presented by Mitch Miller. (*Attachment G*) The CT moved the acceptance of the report. **Motion carried.**

The Coordinating Team moved that the Assembly affirm the actions of the Coordinating Team in creating the Future Church Fund, transferring \$19,000 in budget account 64200 Emergency COVID19 Expense to create a designated reserve account 31150 Future Church. **Motion carried.**

The Coordinating Team moved that the Assembly affirm the actions of the Coordinating Team in creating the PILP Fund Balance account (*Attachment H*) with \$89,195 in unspent funds from 2020 budget. This action will provide full liquidity of board designated funds. **Motion carried.**

The Coordinating Team moved that the Assembly engage Sommerville & Associates to perform an IRS/Mission Compliance Review (*Attachments I & J*) using \$10,000 in 2020 unspent funds. **Motion carried.**

The Coordinating Team recommended the following disbursements for the remaining unspent funds from 2020 budget of \$48,723.89 include:

- Payroll Protection Loan Repayment of \$26,875.00
- Year of Anti-Racism of \$5,000.00
- Disaster Assistance Designated Fund of \$6,848.89

The \$26,875 for Payroll Protection Loan Repayment, which we expect will be forgiven, will be put in designated TPF fund. To the extent these funds do not have to be used for loan repayment, the Coordinating Team will consider using them to fund other events and organizations as needs arise in the future. These will be reported to the Assembly.

The Coordinating Team moved that the Assembly disburse \$48,723.89 in remaining 2020 unspent funds as outlined. **The motion carried.**

The Coordinating Team moved that the Assembly thank the members of the Commission for Emergency COVID Response for their work, specifically, Shelley Hernandez, Bruce Goodlock, and Valerie Young. This commission was formed by the Assembly and designated funds set

aside for use in support of presbyteries and congregations as needed, through the end of 2020 to make disbursements as appropriate. The Commission was created and charged with fulfilling this function during the 2020 calendar year. **The motion carried.**

The Coordinating Team moved that the Assembly authorize the expansion of the budget line-item Emergency COVID19 Expense (*Attachment K*) to include Disaster Response (reflected on the proposed 2021 budget); continuing the use of donor designated funds “Church Extension & Development” and “Aid for Pastors”; and that these funds be disbursed by the Coordinating Team as needed during 2021. **The motion carried.**

*2021 Adjusted Budget* – The assembly voted on the motion from the Coordinating Team to approve the 2021 preliminary budget (*Attachment L*). **The motion carried.**

*Nominations (Attachment M)* – Moderator-elect Kristy Rodgers presented the Nominating Committee Report on behalf of the Coordinating Team.

- Shelley Hernandez (NC)-Personnel Committee as representative of Connecting Committee
- Maggie Alsup (A)- Vice-Moderator for Equipping Committee
- Shelley Hernandez (NC) to fill the unexpired term of Rev. Ron Hankins as a Trustee for the class of 2021, and Elder Bok Soon Egbert to continue in service as a Trustee for a second term, class of 2024.
- Seth Saathoff (M) -filling an unexpired term on the Solar Under the Sun Board of Directors, class of 2022.

With no nominations from the floor, the Assembly voted unanimously to accept the slate of nominations from the Nominations Committee.

The Synod Nominating Committee moves to elect to the Presbyterian Foundation of Louisiana, Inc. Board of Trustees, as presented: Piper Moritz and John Frierson.

With no nominations from the floor, the Assembly voted unanimously to accept the slate of nominations from the Nominations Committee.

The Synod Nominating Committee moves to confirm, as presented, the Board of Evergreen Presbyterian Ministries as listed in an addendum.

Following the Coordinating Team report, Moderator Bok Soon Egbert opened the floor to New Business. Seeing none, Bok Soon closed our meeting with prayer. The meeting was adjourned.

Submitted by,

A handwritten signature in black ink, appearing to read "Valerie Young". The signature is fluid and cursive, with the first name "Valerie" written in a larger, more prominent script than the last name "Young".

Valerie Young  
Synod Leader & Stated Clerk

These minutes have been read and approved by Moderator Bok Soon Egbert and Moderator-Elect Kristy Rodgers.



## Coordinating Team Synod of the Sun

Coordinating Team Report for the Synod of the Sun Assembly, March 8, 2021:

Actions of the Synod of the Sun Coordinating Team:

1: Coordinating Team has declared that 2021 will be the Year of Anti-Racism in the Synod of the Sun; and seek the affirmation of the Synod Assembly in this declaration.

“2021 marks the 100<sup>th</sup> anniversary of the Tulsa Race Massacre. Planned commemorations of this event have been changed due to the realities of the COVID-19 pandemic. But this does not diminish our intention to place this history nor the need for public discourse regarding racism before the Synod. It is our vision that all the work of the Synod be in line with this declaration.”

2: Commissioner Orientation and Training, remains a concern for the Coordinating Team. A video will be prepared, and all commissioners will be invited to training and discussion via Zoom in the week prior to the Assembly meeting. We will be calling this event “Getting Ready for the Assembly.”

3. On behalf of the Synod, the Coordinating Team approved the designation, as of January 1, 2021, Coordinating Team Chair Mitch Miller, Synod Moderator Bok Soon Egbert and Synod Moderator-Elect Kristy Rodgers as:

- a) signatory on all Synod of the Sun banking accounts,
- b) signatory on all Synod of the Sun investment accounts, and
- c) authorized signer(s) where either/or can provide authorization for Synod of the Sun accounts at Texas Presbyterian Foundation.

4: Fall Assembly meeting shall be scheduled for Monday, November 15, with late afternoon and evening sessions. This meeting will be held online.

Items for action by the Assembly:

5. Finances:

- a) Year End Financial Reports are available in the packet.

**The Coordinating Team moves the Assembly to accept Year End Financial Reports**

**Report from the Connecting Committee  
Synod Assembly Meeting March 8, 2021**

We have no formal Report, however, I would like to make a few comments on our preliminary plans for the Year 2021.

As we all know, “connecting”, has taken on a whole new meaning due to the Pandemic and we are all having to be creative and more intentional on how we connect with others.

One of the priorities Seth and I have discussed, and will be discussing with the Committee, is the need to make a personal connection, via telephone or zoom, with each of our Covenant Partners this Year. Many have had to step outside of their own boxes and operate in new ways, and we as a Committee will be asking them for suggestions on how we can be caring and supportive.

If any of you have contact information for any persons who work with/for any of the Covenant Partners, please pass along that information. We’d love to already have a contact person identified when we reach out the first time.

Thank you all for serving within The Synod of the Sun and beyond.

Shelley Hernandez  
Chair, Connecting Committee

# The Report of the Equipping Committee to the Synod of the Sun

## Spring Assembly Meeting 2021

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Dear Commissioners,

The Synod's Equipping Committee is responsible for the "equipping" part of the Synod's Mission Statement—equipping our Presbyteries, congregations, and leaders in their work of ministry. And not only for the work of our traditional constituency—our member presbyteries, congregations, mission groups, pastors—but the whole church.

It's no small detail that in "before-COVID time" one of the primary ways we sought to "equip" our constituencies was through in-person gatherings and events. We had an annual event for COM's, we encouraged our EP and Stated Clerk Forums to gather in-person for support and learning; we often sponsored events that could respond to important and urgent topics. And yes, we miss those days, too. But we believe with all of its challenges, 2020 is inviting us to consider new ways of responding and equipping our constituent Presbyteries and leaders.

Yes, out of necessity mostly, but nonetheless persisting, your Equipping Committee continues to try and adapt its work to be effective for our constituencies WITHOUT relying on in-person gatherings. You may have noticed or participated in the course presented by Digital Congregations, entitled, "Online Worship and Community Building during COVID and Beyond" sponsored by the Synod. The course was designed for church leaders to learn to more easily and effectively navigate their church's communications during the pandemic and beyond. It is our hope and prayer that one day soon we will no longer be limited to "online" or virtual programming, we plan to continue to offer and explore ways we can continue to provide access to resources that won't require or rely on participants' ability to travel. We believe that even in the post-COVID world that is coming, this will be a useful way to enhance ministry.

- We have set aside additional budgeted dollars to expand this ministry in 2021.

We are so excited to announce that the Communications Services Plan that began in 2018 continues to GROW. The CSP offers services in the areas of website design and maintenance, social media, electronic newsletters, and other forms of online communications to mid-councils and other groups. Currently we have 12 client/partners, and we are pleased to announce three new clients are joining us in 2021 and we're in conversation with a potential fourth. You can see a list of current partners at <https://www.synodsun.org/csp-partners>.

We are also VERY excited to announce our latest communications endeavor, a podcast for the Synod—SUNSpots. "Sunspots are highlights of the many ministries and missions happening on the surface of the Sun—That is, the Synod of the Sun. A region

of the Presbyterian Church (U.S.A.) with ALOT of dynamic and hopeful ministry happening in the name of Jesus Christ.” We have committed to funding this project, to share news and information—a lot of which can be aimed at Churches and members to share the work and ministry we’re doing within the Synod. You can find out more information at this link: <https://www.synodsun.org/sunspots>.

- We have committed to some outside consulting/evaluation of the CSP in 2021 to help us evaluate how well we’re doing
- We are actively evaluating the current CSP price structure
- We have identified the need for a new, part-time position to help us fulfill our CSP commitments
- We have committed new budget dollars to underwrite and continue our new SUNSpots.

Our EP Forum supports the work of our Presbytery Leaders by encouraging them to meet and learn together. These days, of course, mostly by ZOOM—but they’re doing so more regularly. Recently, the EP Forum participated in Diversity, Inclusion, and Equity training with funding provided by the Synod. We’re exploring how this might be offered to COMs or other leadership groups within the Synod.

- We remain committed to providing support for our EP and Stated Clerk leadership with routine and extraordinary needs.

We are hoping to sponsor a series of ZOOM gatherings for conversations about Per Capita in the PC(USA). It’s one of the ways we can engage in conversation together for learning from one another and sparking new ideas. Look for details to emerge soon.

- We remain committed to being responsive to emerging needs and interests. If you have ideas for learning, sharing, or “equipping” possibilities, please share them with Equipping Committee Moderator, David Stipp-Bethune ([revdrstipp@fpceldorado.org](mailto:revdrstipp@fpceldorado.org)); Equipping Committee Vice Moderator, Maggie Alsup ([Margaret.alsup@lyon.edu](mailto:Margaret.alsup@lyon.edu)); or Synod Leader, Valerie Young ([Valerie.young@synodsun.org](mailto:Valerie.young@synodsun.org)).

Finally, we cannot say enough about the work and assistance the Equipping Committee receives from our Synod staff—Mr Fabulous, Thomas Riggs and the Queen of Synod’s Dropbox, Valerie Young. Their ideas and enthusiasm make all of this possible.

Yours in Christ’s Service,

David Stipp-Bethune and Maggie Alsup

### Report of the Empowering committee

The empowering committee members are Mitch Miller, Kristy Rodgers, Bill Rose, Janice Six, Tracy Spencer-Brown, Wynona Bryant Williams, and Isabel Rivera. Our task is to communicate with the networks and help empower them to do the work and ministry they have chosen. Networks are organizations or groups that have a mission goal and are comprised of at least two presbyteries. The goal of this setup is to work across the Synod to provide needed mission. On our list of networks are: Committee on Representation network, Empowering women network, Oklahoma Presbytery Network, Hispanic Mission Ministry network, Faithful Action on Climate Network, Solar Under the Sun, and Synod Youth Workshop. New to our list are Commissioned Pastors Network and Dismantling Racism Network or N4DR.

Dismantling Racism is a vibrant network which has the support of personnel and financials from every presbytery in the Synod. This is a network to keep your eye on. It seems like they always have a new event starting up. They have been able to plan many events even in these complicated times. There were four virtual workshops last year, which were well attended and got great reviews from every corner of the synod. They are hard at work planning an event in Tulsa OK this June ( They are in the process of deciding if it will be virtual) which will coincide with the 100-year anniversary of the 'Tulsa race massacre'. This is not an event you want to miss. ( even if it's virtual) This network has taken on the difficult task of helping each of us, throughout the synod, work through and address racism in our lives.

Synod Youth Workshop had to go virtual this year, the workshop had a full house in attendance with twelve full small groups of youth and sponsoring adults. We had well over 100 youth participants on Zoom. The reviews were incredibly positive and the youth who attended had a moving, growing experience which, many said was somehow close to being in person. In my group the last day the youth hung out three hours after the event had closed. The depth that this ministry has affected both youth and adults from across the Synod for the last 60 years defies words. The plans, as they stand now, are to have an in person, on campus experience, and the planning is full steam ahead, but if the situation warrants, we have the virtual experience to fall back on.

The commissioned pastors network has great things planned to support our commissioned pastors. There was a conference planned, but in our crazy times that was not able to happen, It is important to note that the people who had registered were issued refunds in a timely manner. The network was able to have a Taize service online on September 16<sup>th</sup>. The chair of this Network, Nanette Cagney, lives in Lake Charles and has been busy dodging hurricanes. Both her home and her church were damaged. She is just now getting to go home. We ask prayers for her during her transition back into her home space. We know that the interest in this ministry is nationwide, which speaks to the great need that this network's mission fulfills. We will excitedly wait to hear of the wonderful things that this network will bring to us.

The Hispanic Ministries Mission Network or HMMN is holding its annual spring gathering March 19 - 20, virtually of course. To attend, look for the invitation and registration information on the Facebook page that HMMN maintains. This will again prove to be a "you don't want to miss this" event.

Submitted: Bill Rose Chair of Empowering committee

## **Synod Personnel Committee Report March 2021**

The Personnel Committee is in the process of reviewing and revising the Synod's financial policies (check writing, credit card usage, investment policies, and current practices). We hope our work will facilitate the redundancy, transparency, and security of our accounting practices.

The committee reviewed the budget for 2021 and recommends a cost of living increase of 1.3 % for our staff as reflected in the proposed budget.

Respectfully submitted by

Rev. Jeff Cranton  
Personnel Committee

## **Coordinating Team Synod of the Sun**

### Coordinating Team Report for the Synod of the Sun Assembly, March 8, 2021:

Actions of the Synod of the Sun Coordinating Team:

1: Coordinating Team has declared that 2021 will be the Year of Anti-Racism in the Synod of the Sun; and seek the affirmation of the Synod Assembly in this declaration.

“2021 marks the 100<sup>th</sup> anniversary of the Tulsa Race Massacre. Planned commemorations of this event have been changed due to the realities of the COVID-19 pandemic. But this does not diminish our intention to place this history nor the need for public discourse regarding racism before the Synod. It is our vision that all the work of the Synod be in line with this declaration.”

2: Commissioner Orientation and Training, remains a concern for the Coordinating Team. A video will be prepared, and all commissioners will be invited to training and discussion via Zoom in the week prior to the Assembly meeting. We will be calling this event “Getting Ready for the Assembly.”

3. On behalf of the Synod, the Coordinating Team approved the designation, as of January 1, 2021, Coordinating Team Chair Mitch Miller, Synod Moderator Bok Soon Egbert and Synod Moderator-Elect Kristy Rodgers as:

- a) signatory on all Synod of the Sun banking accounts,
- b) signatory on all Synod of the Sun investment accounts, and
- c) authorized signer(s) where either/or can provide authorization for Synod of the Sun accounts at Texas Presbyterian Foundation.

4: Fall Assembly meeting shall be scheduled for Monday, November 15, with late afternoon and evening sessions. This meeting will be held online.

Items for action by the Assembly:

5. Finances:

- a) Year End Financial Reports are available in the packet.

**The Coordinating Team moves the Assembly to accept Year End Financial Reports**

- b) The Coordinating Team, at the recommendation of the 2020 COVID Rapid Response Commission, transferred the \$19,000 in budget account 64200 Emergency COVID19 Expense to create a designated reserve account 31150 Future Church. Under the purview of the Equipping Committee, this reserve account assures funding for projects and/or programs to equip presbyteries and congregations for mission and ministry as the changing Church during and after the pandemic.

**The Coordinating Team moves the Assembly affirm the actions of the Coordinating Team in creating the Future Church Fund.**

- c) The Coordinating Team, as recommended by the synod's accountant, has created a PILP Fund Balance account with \$89,195 in unspent funds from 2020 budget. This action will provide full liquidity of board designated funds.

**The Coordinating Team moves the Assembly affirm the actions of the Coordinating Team in creating the PILP Fund.**

- d) The Coordinating Team recommends that \$10,000 from unspent funds from the 2020 budget for the purpose of engaging in a Non-Profit Compliance Audit. This audit will look at all out financial, legal, and operational documents to ensure that they are indeed in line with governmental regulations and that the language and names on all these documents are in line with each other. The auditors will recommend a list of changes the Assembly will need to make in the Fall to bring all these into full compliance. This is a common situation with institutions like ours that endure decades of changes in name, organization, and fiduciary responsibilities.

**The Coordinating Team moves the Assembly engage Sommerville & Associates to perform an IRS/Mission Compliance Review using \$10,000 in 2020 unspent funds.**

- e) The Coordinating Team recommends the following disbursements for the remaining unspent funds from 2020 budget of \$48,723.89 include:

Payroll Protection Loan Repayment	\$ 36,875.00
Year of Anti-Racism	\$ 5,000.00
Disaster Assistance Designated Fund	\$ 6,848.89

The \$36,875 for Payroll Protection Loan Repayment, which we expect will be forgiven, will be put in designated TPF fund. To the extent these funds do not have to be used for loan repayment, the Coordinating Team will consider using them to



fund other events and organizations as needs arise in the future. These will be reported to the Assembly.

**The Coordinating Team moves the Assembly disburse \$48,723.89 in remaining 2020 unspent funds as before you.**

- f) The COVID Rapid Response Commission was formed by the Assembly and designated funds set aside for use in support of presbyteries and congregations as needed, through the end of 2020 to make disbursements as appropriate. The Commission was created and charged with fulfilling this function during the 2020 calendar year. The Coordinating Team wishes to thank the members of the commission, Shelley Hernandez, Bruce Goodlock, and Valerie Young, for their very timely work. A report of their disbursements is in the packet addendum. The Assembly will hear a verbal report from commission member Shelley Hernandez.

**The Coordinating Team moves that the Assembly thank the members of the Commission for Emergency COVID Response for their work.**

- g) Looking to the future, COVID 19 has not yet gone away, there is likely more needs on the horizon. At the same time, we are still recovering from a harsh winter storm with tornado and hurricane seasons yet to come in 2021. PCUSA Presbyterian Disaster Assistance limits its grant to each presbytery. The Coordinating team is concerned about the possibilities for churches and presbyteries to have needs that PDA grants cannot fulfill.

For this purpose, we envision expanding the use of the budget line for Emergency COVID19 expense to include disaster response; continuing the use of donor designated funds “Church Extension & Development” and “Aid for Pastors”; and for the Coordinating Team to act as a commission to disburse those funds as needs arise in the synod during 2021.

- Church Extension & Development
- Aid for Pastors
- Budget line: Emergency COVID19 & Disaster Response

**The Coordinating Team moves that the Assembly authorize the expansion of the budget line-item Emergency COVID19 Expense to include Disaster Response (reflected on the proposed 2021 budget); continuing the use of donor designated funds “Church Extension & Development” and “Aid for Pastors”; and that these funds be disbursed by the Coordinating Team as needed during 2021.**

- h) The 2021 Adjusted Budget is available in the addendum packet.

**The Coordinating Team moves that the Assembly approve the 2021 Adjusted Budget.**

6. Synod Nominating Committee Report 03/08/2021

**The Synod Nominating Committee moves to elect the following people to particular Synod service:**

Shelley Hernandez (NC)-Personnel Committee as representative of Connecting Committee

Maggie Alsup (A)- Vice-Moderator for Equipping Committee

Shelley Hernandez (NC) to fill the unexpired term of Rev. Ron Hankins as a Trustee for the class of 2021, and Elder Bok Soon Egbert to continue in service as a Trustee for a second term, class of 2024.

Seth Saathoff (M) -filling an unexpired term on the Solar Under the Sun Board of Directors, class of 2022.

Minwoo Kim (EO) – to the Committee on Representation, class of 2023.

The Synod Nominating Committee moves to elect to the Presbyterian Foundation of Louisiana, Inc. Board of Trustees, as presented: Piper Moritz and John Frierson

The Synod Nominating Committee moves to confirm, as presented, the Board of Evergreen Presbyterian Ministries as listed on the following page.

Respectfully submitted,

Kristy Rodgers

Moderator-Elect

<b>Budget: Year to Date for the period of 01/01/2020 to 12-31-2020</b>				
<b>Account Number</b>	<b>Account Name</b>	<b>Actual</b>	<b>Annual Budget</b>	<b>Annual Budget</b>
<b>Income</b>				
<b>Budgeted Revenue</b>				
40001	PY Rollover/Retained earnings	0.00	0.00	0.00
41000	Presbyteries	128,064.80	128,064.80	128,064.80
42100	Contributions	2,394.12	4,000.00	4,000.00
42110	SOSPF Endowment	259,300.00	259,300.00	259,300.00
42200	Investment income	0.00	0.00	0.00
42210	PILP Interest earned	4,049.91	3,000.00	3,000.00
42230	TPF Interest earned	20,370.23	20,000.00	20,000.00
<b>Total 42200 - Investment income</b>		<b>24,420.14</b>	<b>23,000.00</b>	<b>23,000.00</b>
43000	Services Income			
43100	Communication Services Program	43,745.83	45,649.02	45,649.02
<b>Total 43000 - Services Income</b>		<b>43,745.83</b>	<b>45,649.02</b>	<b>45,649.02</b>
<b>Total Budgeted Revenue</b>		<b>457,924.89</b>	<b>460,013.82</b>	<b>460,013.82</b>
	Payroll Protection Program	36,875.00		
<b>Total Revenue</b>		<b>494,799.89</b>		
<b>Board designated income</b>				
46230	Pbty giving for use in 2021	120,858.36	0.00	0.00

Account Number	Account Name	Actual	Annual Budget	Annual Budget
<b>Expense</b>				
<b>Budgeted Expense</b>				
61000	Connecting Expenditures		0.00	0.00
61010	Connecting Reserves	0.00	0.00	0.00
61080	Presbyterian Women	500.00	500.00	500.00
61100	Covenant Relationships Travel	1,175.85	4,000.00	4,000.00
61110	Lyon College	100.00	100.00	100.00
61120	Austin College	100.00	100.00	100.00
61130	University of Ozarks	100.00	100.00	100.00
61140	Schreiner University	100.00	100.00	100.00
61150	Trinity University	0.00	100.00	100.00
61160	Tulsa University	100.00	100.00	100.00
61170	Pan American School	100.00	100.00	100.00
61180	Austin Seminary	100.00	100.00	100.00
61190	Pby. Children's Homes & Service	100.00	100.00	100.00
61200	Evergreen Pby. Ministries	100.00	100.00	100.00
61210	Vera Lloyd Home & Family	100.00	100.00	100.00
61220	Goodland academy	100.00	100.00	100.00
61230	Mo Ranch	100.00	100.00	100.00
61240	Pres History Society of SW	100.00	100.00	100.00
61250	TPF	100.00	100.00	100.00
61260	Multi-Cultural Youth Conf.	3,500.00	3,500.00	3,500.00
61300	National Conf Sponsorships	0.00	0.00	0.00
61302	Connecting Innitiatives	4,000.00	3,500.00	3,500.00
61310	Critical Needs Fund	0.00	1,000.00	1,000.00
61320	OGA/PMA Unrestricted Giving	0.00	0.00	0.00
61330	National Event Hospitality	690.00	7,000.00	7,000.00
<b>Total 61000 - Connecting Expenditures</b>		<b>11,265.85</b>	<b>21,000.00</b>	<b>21,000.00</b>

Account Number	Account Name	Actual	Annual Budget	Annual Budget
62001	Equipping		0.00	0.00
61030	COM Event	0.00	0.00	0.00
61070	EP Forum	2,500.00	3,000.00	3,000.00
61280	Clerk Forum	0.00	2,000.00	2,000.00
61290	Mission Convocation	0.00	0.00	0.00
62000	Communication	0.00	0.00	0.00
62010	Computer (Maint Svc Provider)		0.00	0.00
62030	CSP Operations (PT)	36.89	0.00	0.00
62060	Communications Initiatives	1,176.02	5,000.00	5,000.00
<b>Total 62001 - Equipping</b>		<b>3,712.91</b>	<b>10,000.00</b>	<b>10,000.00</b>
63000	Empowering Expenditures		0.00	0.00
61020	Solar Under the Sun***	4,515.00	11,150.00	11,150.00
	PPP share	5,023.66		
61050	Network Nurture	8,545.96	20,000.00	20,000.00
61270	Synod Youth Workshop	3,500.00	3,500.00	3,500.00
<b>Total 63000 - Empowering Expenditures</b>		<b>21,584.62</b>	<b>34,650.00</b>	<b>34,650.00</b>

Account Number	Account Name	Actual	Annual Budget	Annual Budget
64001	Coordinating Team		0.00	0.00
61340	Moderator Expenses	1,012.16	3,500.00	3,500.00
62040	Computer Hardware	5,685.46	5,000.00	5,000.00
62050	Online operations (Zoom/DB, etc.)	2,549.12	7,500.00	7,500.00
64000	Meeting and Book of Order Expens	0.00	0.00	0.00
64010	Stated Meeting, Fall	948.81	13,500.00	13,500.00
64020	Stated Meeting, Spring	0.00	0.00	0.00
64030	Mid-Year Committee Gathering	0.00	0.00	0.00
64050	Administrative Commission	805.73	3,000.00	3,000.00
64100	Other Committee Expenses	4,425.91	10,000.00	10,000.00
64200	Emergency COVID19 Expense	19,000.00	19,000.00	19,000.00
66000	Office Expenses	0.00	0.00	0.00
66010	Office rent	0.00	0.00	0.00
66020	Telephone	2,615.36	4,000.00	4,000.00
66030	Postage	1,062.43	700.00	700.00
66040	Copiers	0.00	100.00	100.00
66050	Supplies	2,326.01	3,000.00	3,000.00
66060	File Retention/Storage	2,792.19	2,500.00	2,500.00
66070	Bookkeeping services	16,901.25	21,000.00	21,000.00
66071	Audit Fees	9,750.00	15,000.00	15,000.00
66090	Insurance	2,452.23	3,000.00	3,000.00
66100	Bank charges	300.21	1,000.00	1,000.00
66105	Aplos fees	702.00	600.00	600.00
66110	Miscellaneous Charges	1,525.98	1,000.00	1,000.00
66120	Contingency expense	0.00	1,000.00	1,000.00
<b>Total 64001 - Coordinating Team</b>		<b>74,854.85</b>	<b>114,400.00</b>	<b>114,400.00</b>

Account Number	Account Name	Actual	Annual Budget	Annual Budget
65000	Personnel Expense		0.00	0.00
65010	Synod Leader/SC Salary & House	92,700.12	92,700.00	92,700.00
65020	Synod Leader/SC BOP	30,455.65	30,377.52	30,377.52
65030	Synod Leader/SC FICA share	7,038.19	8,900.00	8,900.00
65040	Synod Leader/SC Prof Expenses	870.87	1,500.00	1,500.00
65050	Synod Leader/SC Prof Development	1,500.00	1,500.00	1,500.00
65110	Comm. & Admin Coordinator Salary	50,000.04	50,000.00	50,000.00
65120	Comm. & Admin Coordinator BOP	17,509.71	17,661.30	17,661.30
65130	Comm. & Admin Coordinator FICA S	3,557.29	3,825.00	3,825.00
65140	Comm. & Admin Coordinator Prof D	1,500.00	1,500.00	1,500.00
65220	Temp Staff & Other Staff expense	1,331.45	10,000.00	10,000.00
65410	Personnel Committee	1,520.31	2,000.00	2,000.00
65510	Synod Leader/SC Travel	5,888.04	19,500.00	19,500.00
65520	Comm. & Admin Coordinator Trave	1,351.25	5,000.00	5,000.00
<b>Total 65000 - Personnel Expense</b>		<b>215,222.92</b>	<b>244,463.82</b>	<b>244,463.82</b>
66001	Grants & Scholarships		0.00	0.00
61040	Mission Grants	17,650.00	30,000.00	30,000.00
<b>Total 66001 - Grants &amp; Scholarships</b>		<b>17,650.00</b>	<b>30,000.00</b>	<b>30,000.00</b>
66002	Representation	0.00	0.00	0.00
64090	Committee on Representation	0.00	2,000.00	2,000.00
<b>Total 66002 - Representation</b>		<b>0.00</b>	<b>2,000.00</b>	<b>2,000.00</b>
66003	Permanent Judicial Commission		0.00	0.00
64040	Perm. Judicial Commission	2,589.47	3,500.00	3,500.00
<b>Total 66003 - Permanent Judicial Commission</b>		<b>2,589.47</b>	<b>3,500.00</b>	<b>3,500.00</b>
<b>Total Expense</b>		<b>346,880.62</b>	<b>460,013.82</b>	<b>460,013.82</b>
<b>Net Income (Loss)</b>		<b>147,919.27</b>	<b>0.00</b>	<b>0.00</b>
<b>Fulfill PILP investment fund balance</b>		<b>89,195.38</b>		
<b>2020 Unspent Budget for consideration</b>		<b>58,723.89</b>		

January 15, 2021

## Prepared for Synod of the Sun's Use by Management

For year ended December 31, 2020

### Items Requiring Management Attention

The following items were noted during our regular outsourcing work with Synod of the Sun. We believe require management attention. It is our desire that these points will be useful to Synod of the Sun in its compliance with the law and in keeping adequate books and records. If you have any questions, please do not hesitate to discuss them with your accountant.

- Currently, the PILP asset is not being recorded consistently with the other Texas Presbyterian Foundation ("TPF") investments in the new (Aplos) accounting system. When the TPF assets were originally established in the previous accounting system, separate 'accrual' accounts were established at the same time. The previous system was a single-closing account system and required manually separating the designated equity from the unrestricted equity. This allowed for easier matching of asset account to equity account for tracking designated & restricted equity. (For for-profit businesses, equity would be the retained earnings.) Since the PILP was not designated for a specific purpose by the board or a donor, the PILP asset account was included in the other accrual accounts - some unrestricted, some designated. When the new fund accounting system, Aplos, was created for 2018 bookkeeping, our firm noted this inconsistency in fund balances and discussed with Synod Leader, Valerie Young. The new system is a multi-closing account system designed specifically to track restricted and unrestricted funds (equity).

Throughout the last 3 fiscal years, we have worked with Valerie to move as much unrestricted fund balance to PILP asset as possible. However, at the close of 2018 and 2019 there was not enough unrestricted fund balance to remove all the designated funds from the PILP asset account.

At the close of 2020, there are \$89,195 designated funds included in the \$250,000 total asset. This means, if the board decides to spend all the board allocated and donor restricted funds not currently separated in a TPF investment account, the PILP would have to be liquidated into the Chase checking account to meet the Synod's obligations. In that sense, the PILP asset is not 'liquid'; 35% of the asset is tied up in restrictions and designations.

We recommend, as soon as possible, the board not reserve unrestricted net assets at year-end until the PILP is 100% unrestricted, making it a true unencumbered asset. This is possible in 2020. \$89,195 would allow the PILP asset to be completely unrestricted. At that point, we can create a PILP fund balance account for better asset to equity tracking and to make its accounting consistent with the other TPF investment accounts.



**Synod of the Sun**  
**Fund Balances to Assets Report**

December 31, 2020

Account Number	Account Name	Amount	Chase	PILP	TPF	Other Balance Sheet accounts	
			<b>total designations in PILP</b>				
			<b>89,195.38</b>				
<b>EQUITY ACCOUNTS</b>			<b>ASSET ACCOUNTS</b>				
<b>Unrestricted</b>							
30110	Unrestricted Net Asset	297,253.28	124,669.38	160,804.62		11,779.28	
30130	Pass Thru Funding	3,068.39	3,068.39				
		<b>Total Unrestricted</b>					
		<b>300,321.67</b>					
<b>Board Designated</b>							
30120	Professional Devel Ex - Young	2,910.23	2,910.23				
30121	Professional Devel Exp - Riggs	1,826.22	1,826.22				
31100	Gatewood Fund Balance	559,118.44			559,118.44		
31110	Ministry Reserve Fund	21,534.08			21,534.08		
31120	Year-End Reserves	53,567.61			53,567.61		
31130	Disaster Assistance Fund	15,953.32			15,953.32		
31140	Translation Fund	33,140.00		33,140.00			
31150	Future Church	19,000.00	19,000.00				
31160	Racial Ethnic Ministries	6,567.35	2,406.17	4,161.18			
31180	Special Meetings	6,992.02	-	6,992.02			
31190	Synod Leadership Travel / CT approval	5,511.95	-	5,511.95			
31210	Admin. Commission	5,808.86	-	5,808.86			
31220	COR Network	471.10	471.10				
31222	Commissioned Pastor Network Fund Balance	15,121.07	15,121.07				
31230	Pbty giving for use odd years	120,858.36	120,858.36				
31250	Promotional Swag	2,274.57	966.36	1,308.21			
31260	Network Reserves	17,620.54	11,198.38	6,422.16			
31270	Cross Cultural Intern	4,792.50		4,792.50			
31280	Presbytery Leader Formation	3,000.00	-	3,000.00			
31300	International mission trips	10,500.00	-	10,500.00			
32130	Opioid Crisis - Fund Balance	500.00	500.00				
32140	Network for Dismantling Racism - Fund Balance	3,293.83	3,293.83				
		<b>Total Board Designated</b>					
		<b>910,362.05</b>					
<b>Donor Restricted</b>							
33100	MAPPA Fund Bal Hispanic American	7,153.30				7,153.30	
33110	Crisp Scholar Fund Bal	108,697.85				108,697.85	
33120	Crisp Endow Fund Bal	96,004.97				96,004.97	
33130	David Robinson Fund	2,820.11	2,820.11				
33140	Seminary Scholarship	34,598.30	34,598.30				
33150	Volunteers in Mission	31,634.24	31,634.24				
33160	Educational Programs	986.31	457.24	529.07			
33170	Peacemaking	7,912.59	7,912.59				
33180	Emergency Aid	-	-				
33187	Aid for Pastors - Fund Balance	4,457.23	3,177.97	1,279.26			
		<b>Church Extension and Development - Fund Balance</b>					
33188		16,822.06	16,822.06				
33189	National Missions in Texas - Fund Balance	18,973.44	18,973.44				
33190	TX National Missions (Synod Special Acct)	-	-				
33200	Old Age Concerns	62,469.19	62,469.19				
33210	Reserve for Higher Ed	38,607.91	38,607.91				
33220	Child & Youth Schroeder	3,289.45	3,289.45				
33240	Viola Williams Memorial	9.73	9.73				
33250	MACC Fund Balance	65,248.82			65,248.82		
33300	Munson & Kerr Scholarship Fund - Fund Balance	1,173,549.18			1,173,549.18		
		<b>Total Donor Restricted</b>					
		<b>1,673,234.68</b>					
<b>Synod Youth Workshop</b>							
37100	Synod Youth Workshop - Current year	-	-				
37110	SYW Income/Loss Prior Year	17,507.47	13,407.47	4,100.00			
37120	SYW Racial Ethnic Scholarship	1,650.17		1,650.17			
37121	SYW Brad Phillips Fund Fund Balance	742.49	742.49				
		<b>Total Synod Youth Workshop</b>					
		<b>19,900.13</b>					
		<b>TOTALS</b>	<b>2,903,818.53</b>	<b>541,211.68</b>	<b>250,000.00</b>	<b>2,100,827.57</b>	<b>11,779.28</b>
						<b>2,903,818.53</b>	

# Sommerville & Associates, P.C.

## IRS Compliance Review

There are many benefits to an IRS Compliance Review. An IRS Compliance Review is a combination of consulting and tax planning that is greatly beneficial to a nonprofit organization. Lack of compliance with IRS rules and regulations can cost an organization its tax exempt status or resources through assessments for unpaid taxes, penalties and interest. In some instances, failure to comply with various IRS rules and regulations can even result in monetary assessments to the officers, directors and key employees of an organization. Despite the name, this service is not limited to IRS issues, but it also encompasses other common regulatory deficiencies such as compliance with wage and hour rules and sales tax laws.

Specifically, the engagement includes a review of the organization's operations for compliance with federal and state laws in the following areas:

- Transactions with key individuals;
- For churches, the special payroll rules for churches and ministerial staff members;
- General compliance with payroll rules;
- Taxation of fringe benefits;
- Compensation packages;
- Retirement plans;
- Unrelated business income;
- Governance issues;
- Adherence to the organizational and operational tests as they apply to 501(c)(3) organizations;
- Required documentation of various expenditures;
- Wage and hour issues; and
- Texas sales taxes – collection and reporting.

After spending time at an organization reviewing documents and interviewing staff, a written management report is prepared for the organization. The report provides a review of all the areas of concern as well as contains recommendations for correcting the weaknesses located. The report also includes recommendations as to the top five priority areas that should be addressed by the organization.

Many organizations have a certified financial audit each year. However, a financial audit does not review an organization's compliance with tax laws and other various regulatory areas. The IRS Compliance Review is an excellent compliment to an organization's certified financial audit or great for the organization that doesn't have an audit. Whether the service is performed once, every few years or every year, it provides an invaluable management tool to be used to protect the tax exempt status of the organization, its officers and directors and its assets.



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# Sommerville & Associates, P.C.

## Mission Department Compliance Review

Advancements in technology, communications and transportation are greatly shrinking our world resulting in an expansion of activities in both the foreign and domestic mission fields. However, the increase in the ease of operating between countries has also resulted in an increase of regulatory oversight of international activities. Many churches and religious organizations continue to operate mission departments in the same manner as they did twenty years ago. The mission may remain the same, but the requirements and regulations covering how the mission is carried out have substantially changed.

If a church or other religious organization is active in domestic and foreign mission outreaches, there are many benefits to an Mission Department Compliance Review. A compliance review of a church's mission department is a combination of consulting and planning that is very beneficial to a nonprofit organization. Lack of compliance with Federal rules and regulations can result in loss of tax-exempt status, result in fines/penalties, loss of charitable contributions by donors, and, in some cases, criminal charges against the church representatives.

Specifically, the engagement includes a review of the organization's operations for compliance with federal laws and good governance policies and procedures in the following areas:

- Transactions with foreign entities;
- Structure of short term mission trips;
- Filing requirements for foreign bank accounts;
- Filing requirements for payments to foreign nationals;
- Screening requirements for foreign individuals and entities;
- Contribution solicitation and reporting for mission activities;
- Selection and support of domestic organization;
- Selection and support of international organizations;
- Proper reporting on Form 990 Schedule F;
- Adherence to the organizational and operational tests as apply to 501(c)(3) organizations working in conjunction with foreign entities; and
- Required documentation of various expenditures.

After spending time at an organization reviewing documents and interviewing staff, a written management report is prepared for the organization. The report provides a review of all the areas of concern and contains recommendations for correcting noted weaknesses. The report also includes recommendations as to the top five priority areas to be addressed by the organization.

A Mission Department Compliance Review is an excellent complement to an organization's certified financial audit. The greater the foreign mission outreach, the greater the possibility of serious errors in compliance. Whether the service is performed once or every few years, it provides a valuable management tool to protect the tax-exempt status of a church or religious organization and its directors and its assets and mission programs.



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Covid Relief Funds	Available as of 7-15-2020	Grants Awarded 2020	Available as of 3-1-2021	2021 Income
<b>33187/71187 Aide for Pastors</b> Emergency and disaster assistance for pastors. Aid for pastors at the request of presbyteries within the synod. <i>(this has been used for matching grant to offer Spiritual Direction to pastors)</i>	\$14,188.41	\$10,500 Matching Grants for Spiritual Direction for Pastors & Congregational Leaders	\$5,248.41	\$3,164.71
<b>33188/71188 Church Extension &amp; Development</b> Church Extension & Development. Congregations and presbyteries within the synod. <i>(This has been used to reimburse congregations for annual Zoom subscriptions at the request of the presbytery leader)</i>	\$15,314.66	\$4,908.46 First time annual Zoom subscription for congregations	\$18,595.12	\$7,092.23
<b>64200 Emergency COVID Response</b> Budget funds to aide in resourcing presbyteries in response to COVID, when donor designated accounts can't be utilized.	\$19,000.00	0 2020 Funds moved to reserve account "Future Church". (i.e., Online Worship & Community Building	\$15,000.00	

2021 Budget Worksheet

Account Name	2020* Budget FINAL	2020 Year End	2021 Prelim Budget	2021 Final Budget	NOTES/QUESTIONS
<b>Income</b>					
<b>Budgeted Revenue</b>					
40001 PY Rollover/Retained earnings	0.00		0.00		
41000 Presbyteries	128,064.80	128,064.80	100,000.00	120,858.36	
42100 Contributions	4,000.00	2,394.12	2,000.00	2,000.00	
42110 SOSPF Endowment	259,300.00	259,300.00	266,900.00	266,900.00	
42200 Investment income					
42210 PILP Interest earned	3,000.00	4,049.91	3,000.00	3,000.00	
42230 TPF Interest earned	20,000.00	20,370.23	20,000.00	20,000.00	
<b>Total 42200 - Investment income</b>	<b>23,000.00</b>	<b>24,420.14</b>	<b>23,000.00</b>	<b>23,000.00</b>	
43000 Services Income					
43100 Communication Services Program	45,649.02	43,745.83	45,000.00	45,000.00	
<b>Total 43000 - Services Income</b>	<b>45,649.02</b>	<b>43,745.83</b>	<b>45,000.00</b>	<b>45,000.00</b>	
<b>Total Budgeted Revenue</b>	<b>460,013.82</b>	<b>457,924.89</b>	<b>436,900.00</b>	<b>457,758.36</b>	
<b>Board designated income</b>					
46230 Ppty giving for use next year		120,858.36			
<b>Total Board designated income</b>		<b>120,858.36</b>			

2021 Budget Worksheet

Account Name	2020* Budget FINAL	2020 Year End	2021 Prelim Budget	2021 Final Budget	NOTES/QUESTIONS
<b>Expense</b>					
<b>Budgeted Expense</b>					
<b>61000 Connecting</b>					
61080 Presbyterian Women	500.00	500.00	500.00	500.00	
61100 Covenant relationships travel	4,000.00	1,175.85	4,000.00	1,500.00	
61110 Lyon College	100.00	100.00	100.00	100.00	
61120 Austin College	100.00	100.00	100.00	100.00	
61130 University of Ozarks	100.00	100.00	100.00	100.00	
61140 Schreiner University	100.00	100.00	100.00	100.00	
61150 Trinity University	100.00	0.00	100.00	100.00	
61160 Tulsa University	100.00	100.00	100.00	100.00	
61170 Pan American School	100.00	100.00	100.00	100.00	
61180 Austin Seminary	100.00	100.00	100.00	100.00	
61190 Pby. Children's Homes & Service	100.00	100.00	100.00	100.00	
61200 Evergreen Pby. Ministries	100.00	100.00	100.00	100.00	
61210 Vera Lloyd Home & Family	100.00	100.00	100.00	100.00	
61220 Goodland academy	100.00	100.00	100.00	100.00	
61230 Mo Ranch	100.00	100.00	100.00	100.00	
61240 Pres History Society of SW	100.00	100.00	100.00	100.00	
61250 TPF	100.00	100.00	100.00	100.00	
61260 Multi-Cultural Youth Conf.	3,500.00	3,500.00	3,500.00	3,500.00	
61300 National Conf Sponsorships	-	-	-	-	
61302.00 Connecting Initiatives	3,500.00	4,000.00	8,500.00	8,500.00	
61310 Critical Needs Fund	1,000.00	-	1,500.00	3,000.00	
61330 National Event Hospitality	7,000.00	690.00	1,000.00	2,000.00	
<b>Total Connecting Expenditures</b>	<b>21,000.00</b>	<b>11,265.85</b>	<b>20,500.00</b>	<b>20,500.00</b>	

2021 Budget Worksheet

Account Name	2020* Budget FINAL	2020 Year End	2021 Prelim Budget	2021 Final Budget	NOTES/QUESTIONS
<b>Equipping</b>					
61030 COM Event	0.00	0.00	5,000.00	5,000.00	
61070 EP Forum	3,000.00	2,500.00	5,000.00	5,000.00	
61280 Clerk Forum	2,000.00	0.00	2,000.00	2,000.00	
61290 Mission Convocation/Leadership event	0.00	0.00	7,000.00	7,000.00	
62000 Communication					
62010 Computer (Maint Svc Provider)	0.00				
62020 Webmaster	5,000.00				
62030 CSP Operations (PT)	5,000.00	36.89			
62060 Communications Initiatives		1,176.02	5,000.00	10,000.00	
62040 Computer (Hardware & Software)	5,000.00				
62050 Online Operations	2,500.00				
<b>Total Equipping Expenditures</b>	<b>22,500.00</b>	<b>3,712.91</b>	<b>24,000.00</b>	<b>29,000.00</b>	

2021 Budget Worksheet

Account Name	2020* Budget FINAL	2020 Year End	2021 Prelim Budget	2021 Final Budget	NOTES/QUESTIONS
<b>Empowering Expenditures</b>					<b>Value</b>
61050 Network Nurture	20,000.00	45.96	16,000.00	16,000.00	
Commissioned Pastors Network		0.00	3,000.00	3,000.00	
COR Network		0.00	0.00	0.00	
Empowering Women Network		0.00	0.00	0.00	
Oklahoma Presbytery Network (OPN)		3,500.00	0.00	0.00	
Hispanic Mission Ministries Network (HIMMIN)	0.00	0.00	0.00	0.00	
Faithful Action on Climate Change Network	0.00	0.00	0.00	0.00	
IMAGINE event	0.00	0.00	16,686.18	10,000.00	
** Gulf Coast Disaster Preparedness Network	0.00	0.00	0.00	0.00	
Network for Dismantling Racism	0.00	5,000.00	3,000.00	3,000.00	
61020 Solar Under the Sun					
SUS Insurance	150.00		150.00	150.00	1,150.00
SUS Bookkeeping	9,000.00	4,515.00	6,500.00	6,500.00	9,000.00
SUS Audit	2,000.00	0.00	2,000.00	2,000.00	10,000.00
BOP Commitment		0.00	0.00	0.00	
Payroll Protection Program		5,023.66	0.00	0.00	
Synod Youth Workshop	3,500.00	3,500.00	3,500.00	3,500.00	1,150.00
SYW Insurance				150	Offset office expenses
SYW Bookkeeping				2,000.00	Offset Bookkeeping expenses
CLC licensing				300.00	\$350.00
Child Protection Training				0.00	
<b>Total Empowering Expenditures</b>	<b>34,650.00</b>	<b>21,584.62</b>	<b>50,836.18</b>	<b>46,600.00</b>	



2021 Budget Worksheet

Account Name	2020* Budget FINAL	2020 Year End	2021 Prelim Budget	2021 Final Budget	NOTES/QUESTIONS
<b>Representation</b>					
64090 Committee on Representation	2,000.00	0.00	100.00	100.00	
<b>Total Representation Expenditures</b>	<b>2,000.00</b>	<b>0.00</b>	<b>100.00</b>	<b>100.00</b>	
<b>Coordinating Team</b>					
61340 Moderator Expenses	3,500.00	1,012.16	2,500.00	2,500.00	
62040 Computer Hardware		5,685.46	2,500.00	2,500.00	
62050 Online Operations (Zoom/DB, et.)		2,549.12	3,000.00	3,000.00	
64000 Meeting and Book of Order Expenses					
64010 Stated Meeting, Fall	13,500.00	948.81	10,000.00	0.00	Moved to Emergency COVID & Disaster Assistance
64020 Stated Meeting, Spring	0.00	0.00	0.00	0.00	Moved to Emergency COVID & Disaster Assistance
64030 Mid-Year Committee Gathering		0.00	0.00	0.00	
64050 Administrative Commission	3,000.00	805.73	0.00	0.00	
64100 Other Committee Expenses	10,000.00	4,425.91	5,000.00	5,000.00	
64200 Emergency COVID19 & Disaster response	19,000.00	19,000.00	0.00	15,000.00	Synod Meeting offset
66000 Office Expenses					
66010 Office rent	0.00	0.00	0.00	0.00	
66020 Telephone	4,000.00	2,615.36	4,000.00	4,000.00	
66030 Postage	700.00	1,062.43	1,000.00	1,000.00	
66040 Copiers	100.00	0.00	0.00	0.00	
66050 Supplies	3,000.00	2,326.01	3,500.00	3,500.00	
66060 File Retention/Storage	2,500.00	2,792.19	3,500.00	3,500.00	
66070 Bookkeeping services	21,000.00	16,901.25	20,000.00	18,000.00	Offset SYW
66071 Audit Fees	15,000.00	9,750.00	10,000.00	10,000.00	
66090 Insurance	3,000.00	2,452.23	3,000.00	2,500.00	Offset SYW
66100 Bank charges	1,000.00	300.21	1,000.00	1,000.00	
66105 Aplos fees	600.00	702.00	1,500.00	1,500.00	
66110 Miscellaneous Charges	1,000.00	1,525.98	1,000.00	1,000.00	
66120 Contingency expense	1,000.00	0.00	1,000.00	1,000.00	
<b>Total Coordinating Team</b>	<b>101,900.00</b>	<b>74,854.85</b>	<b>72,500.00</b>	<b>75,000.00</b>	

2021 Budget Worksheet

Account Name	2020* Budget FINAL	2020 Year End	2021 Prelim Budget	2021 Final Budget	NOTES/QUESTIONS
<b>65000 Personnel</b>					
65010 Synod Leader/SC Salary & House	92,700.00	92,700.12	92,700.00	93,905.10	
65020 Synod Leader/SC BOP	30,377.52	30,455.65	30,377.52	27,845.62	
65030 Synod Leader/SC FICA share	8,900.00	7,038.19	8,900.00	7,183.74	
65040 Synod Leader/SC Prof Expenses	1,500.00	870.87	1,500.00	1,500.00	
65050 Synod Leader/SC Prof Development	1,500.00	1,500.00	1,500.00	1,500.00	
65110 Comm. & Admin Coordinator Salary	50,000.00	50,000.04	50,000.00	50,650.00	
65120 Comm. & Admin Coordinator BOP	17,661.30	17,509.71	17,661.30	16,415.25	
65130 Comm. & Admin Coordinator FICA Share	3,825.00	3,557.29	3,825.00	3,874.73	
65140 Comm. & Admin Coordinator Prof Dev	1,500.00	1,500.00	1,500.00	1,500.00	
65220 Temp Staff & Other Staff expense	10,000.00	1,331.45	10,000.00	31,183.92	
65410 Personnel Committee	2,000.00	1,520.31	2,000.00	2,000.00	
65510 Synod Leader/SC Travel	19,500.00	5,888.04	14,500.00	14,500.00	
65520 Comm. & Admin Coordinator Travel	5,000.00	1,351.25	2,500.00	2,500.00	
<b>Total Personnel Expense</b>	<b>244,463.82</b>	<b>215,222.92</b>	<b>236,963.82</b>	<b>254,558.36</b>	
<b>Grants &amp; Scholarships</b>					
61040 Mission Grants	30,000.00	17,650.00	30,000.00	30,000.00	
<b>Total Grants &amp; Scholarships</b>	<b>30,000.00</b>	<b>17,650.00</b>	<b>30,000.00</b>	<b>30,000.00</b>	
<b>Permanent Judicial Commission</b>					
64040 Perm Jud Commission	3,500.00	2,589.47	2,000.00	2,000.00	
<b>Total Permanent Judicial Commission</b>	<b>3,500.00</b>	<b>2,589.47</b>	<b>2,000.00</b>	<b>2,000.00</b>	
<b>Total Budgeted Expense</b>	<b>460,013.82</b>	<b>346,880.62</b>	<b>436,900.00</b>	<b>457,758.36</b>	
Donor designated (not available for budget)					
<b>Total Expense</b>	<b>346,880.62</b>	<b>346,880.62</b>	<b>436,900.00</b>	<b>457,758.36</b>	
<b>Net income (Loss)</b>	<b>0.00</b>	<b>147,919.27</b>	<b>0.00</b>	<b>0.00</b>	
<b>Fulfill PILP investment fund balance</b>		89195.38			
<b>2020 Unspent Budget for consideration</b>		<b>58723.89</b>			

Synod Nominating Committee Report

03/08/21

The Synod Nominating Committee moves to elect the following people to particular Synod service:

Shelley Hernandez-Personnel Committee as representative of Connecting Committee

Maggie Alsup- Vice-Moderator for Equipping Committee

Shelley Hernandez to fill the unexpired term of Rev. Ron Hankins as a Trustee for the class of 2021, and Elder Bok Soon Egbert to continue in service as a Trustee for a second term, class of 2024.

Seth Saathoff-filling an unexpired term on the Solar Under the Sun Board of Directors, class of 2022.

The Synod Nominating Committee moves to elect to the Presbyterian Foundation of Louisiana, Inc. Board of Trustees, as presented: Piper Moritz and John Frierson

The Synod Nominating Committee moves to confirm, as presented, the Board of Evergreen Presbyterian Ministries:

**Evergreen Presbyterian Ministries, Inc.**

Evergreen Life Services

2101 Highway 80, Haughton, Louisiana 71037

**Board of Directors**

**Class of 2021**

Julius Beckham	First Term
John Boudreaux	First Term
John Compton	Second Term
Joseph Henrick	Second Term
Mary McMillan	First Term
Christopher Price	First Term
Garland Rolling	First Term
Elizabeth Weiss	Second Term

Stephen Holland, Chairman	R. Lewis Smith, Chair-Elect
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Danny Gray, Immediate Past Chairman	Kem Hagood, Secretary/Treasurer
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**Classof 2022**

Trisha Bernard	First Term
Susan Bryant-Nelson	First Term
Rebecca Carson	Second Term
Frank Davis	Second Term
Danny Gray	First Term
Robert Malsbary	First Term
Franco Marcantonio	First Term
James Williams	First Term

**Class of 2023**

Jerald Adams	Second Term
Kem Hagood	Second Term
Stephen Holland	First Term
Zada Hyatt	Second Term
Bill Marohn	Second Term
Wengay Newton	First Term
Kenneth Sipiora	Second Term
R. Lewis Smith	First Term
Kelly Telech	First Term

Respectfully submitted,

Kristy Rodgers

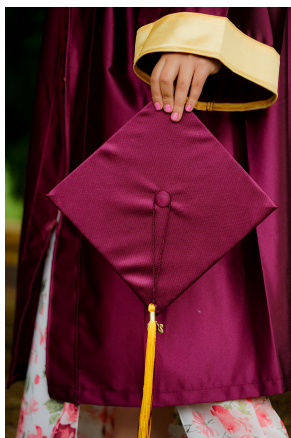
Moderator-Elect

## SUNSPOTS!

The Podcast of the Synod of the Sun

SunSpots is the new podcast that highlights the many ministries and missions happening on the surface of the Sun - that is, the Synod of the Sun. SunSpots can be anything from small congregational ministries, regional networks, to international missions. By listening, we pray that you will find inspiration, resources, community, and connection in the Sun. Contribute your podcast ideas to [valerie.young@synodsun.org](mailto:valerie.young@synodsun.org). Find us on your favorite podcast platform or on the Synod YouTube Channel.

**More information at:** [synodsun.org/sunspots](http://synodsun.org/sunspots)



## GRANTS AND SCHOLARSHIPS:

Including new undergraduate scholarship

Since its inception in 2012, the Synod's Grants and Scholarships Commission funds grants for many purposes, M.Div Scholarships, and now a new Kerr-Munson Undergraduate Scholarship. When partnerships between two or more entities are formed for grants, the Synod becomes a member of the partnership and can leverage Synod resources for success.

Do you have a ministry, learning opportunity, program or mission that needs support? Together, we can further God's work!

**More information at:** [synodsun.org/grants](http://synodsun.org/grants)

## SYNOD NETWORKS:

Enabling relationships and mission opportunities

A Synod Network is formed around a specific and creative purpose, mission, or ministry project not possible within a single presbytery. In becoming a partner in ministry and mission, the Synod offers its resources of connection, consultation, and communication, along with limited funding and administrative support.

**More information at:** [synodsun.org/networks](http://synodsun.org/networks):



FIND US AT:

[N4DR.org](http://N4DR.org)



## N4DR

A Network for Dismantling Racism

Responding to the Matthew 25 initiative, the newly formed Network for Dismantling Racism seeks to open ears, eyes, minds, and hearts to the atrocities of systemic racial injustice and its consequences; to equip and engage for transformation throughout society. They have hosted conversations with Dr. Warren Chalklen and Christena Cleveland, created a Lenten devotional calendar, and are preparing an event to commemorate the 100th anniversary of the Tulsa Massacre.

**More information at:** [n4dr.org](http://n4dr.org)

## DIGITAL CONGREGATIONS

A unique and timely approach to communications

Entitled *Online Worship & Community-Building: During COVID & Beyond*, the Synod hosted a workshop by Christen Kinard of Digital Congregations. This four week webinar helped churches learn better and more effective ways to reach congregants, members on the fringe, and potential visitors.

We look forward to future sessions with Digital Congregations. Stay tuned to our social media feeds for more information.



## SYNOD YOUTH WORKSHOP:

A singular experience for high school youth



Synod Youth Workshop is designed to provide youth and adults with an opportunity to receive and share the Gospel of Christ, create communities of faith, reach out to the world around the event, and honor our calling to be Christ-like.

Rising 9th graders through graduated seniors are invited to participate. The event is held from July 12-17 at the University of Tulsa.

More information at: [synodyouthworkshop.org](https://synodyouthworkshop.org)

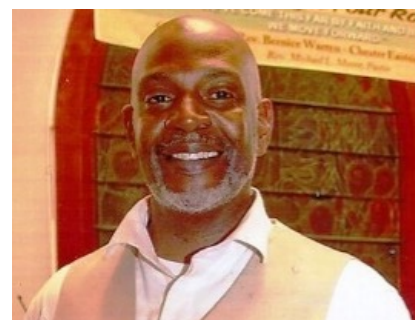
## COMING SOON:

So, You Want to Dismantle Racism?

As a part of Synod Assembly - March 8th -  
Worship at 4pm, Workshop at 5pm

In conjunction with the PCUSA's and the Synod's commitment to engaging the Matthew 25 initiative, and particularly the Synod's designating 2021 as a year of Anti-Racism, Rev. Michael Moore will help us to understand unconscious bias, structural and systemic racism, as well as the intersectionality of power, wealth and poverty. All of these factor into our individual and collective lives and the way we interact with one another. We have much to learn and this workshop is designed as an entry point for all seeking to learn, grow, and act.

More information at: <https://conta.cc/2ZNQjtS>



## CONTACT US/LEARN MORE:

Website: [synodsun.org](https://synodsun.org)

Facebook: <https://www.facebook.com/SynodOfTheSun>

Twitter & Instagram: @synodsun

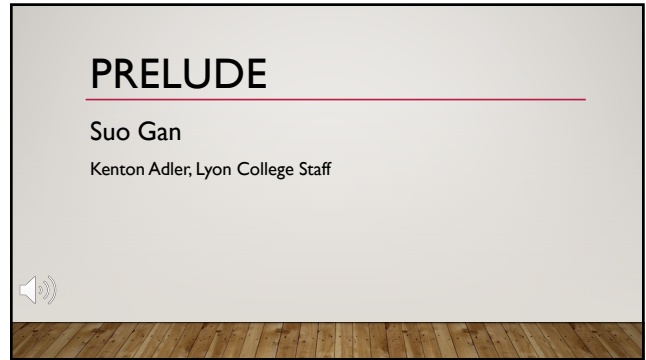
Linkedin: <https://www.linkedin.com/company/synod-of-the-sun/>

YouTube: <https://www.youtube.com/user/SynodSunPCUSA/>

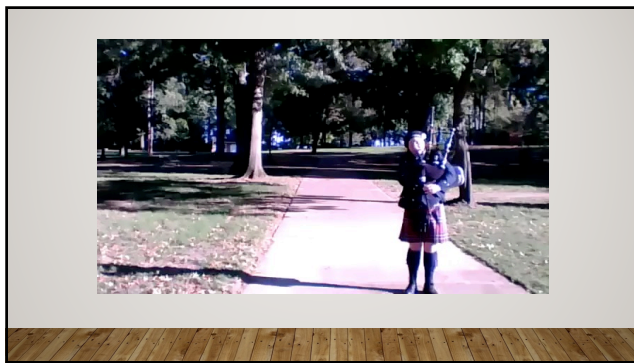
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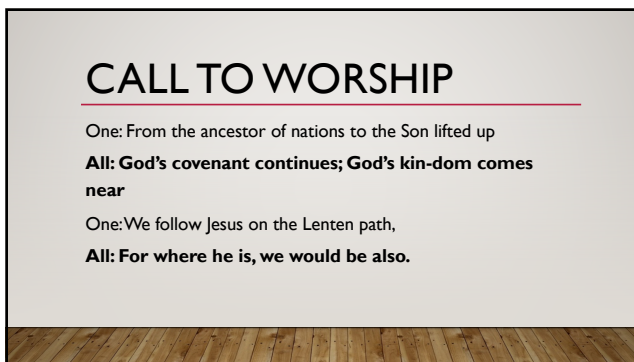
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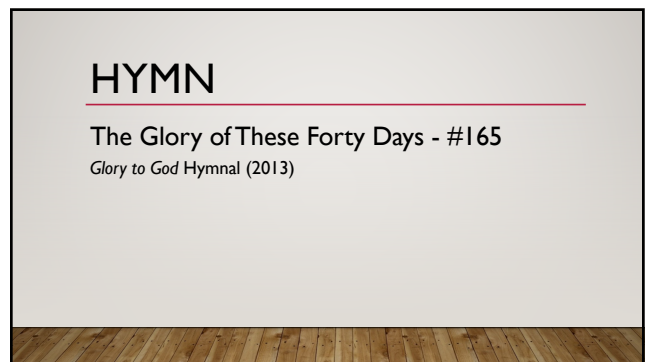
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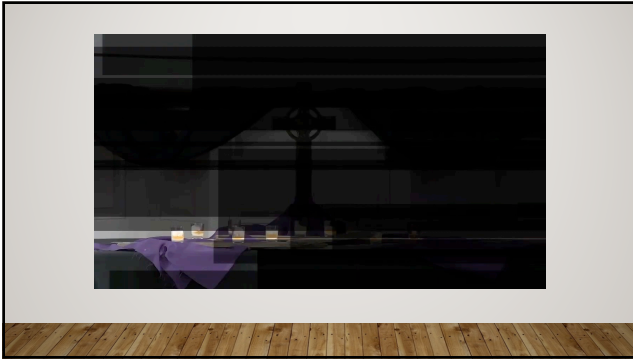
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6



7

## CALL TO CONFESSION

Leader: At the start of his ministry, Jesus was sent into the wilderness for a 40-day crash course in fasting, prayer, and temptation. He experienced the suffering and ache of humanity and leaned into God's sustenance to endure. We, too, find ourselves in the wilderness, tempted and seeking God's help to free us from the entrapments and entanglements of the soul.

8

## CALL TO CONFESSION

Leader: Today we confess together using a slightly adapted Lenten Litany for Peacemakers by Kayla Craig. Please join me as we confess together.

9

## LITANY OF CONFESSION

One: Help us to resist the allure of fear. We have shut our hearts and siloed ourselves, building fences and locking ourselves away.

**All: For in temptation's snare, we have knelt at the altar of safety. Christ, have mercy.**

10

## LITANY OF CONFESSION

One: Help us resist the pull of power. We have fallen prey to status and control, posturing ourselves over our neighbors.

**All: For in temptation's snare, we have knelt at the altar of safety. Christ, have mercy.**

11

## LITANY OF CONFESSION

One: Help us resist the appeal of complacency. We have stayed silent in the face of oppression, choosing false unity over humanity.

**All: For in temptation's snare, we have knelt at the altar of safety. Christ, have mercy.**

12



## LITANY OF CONFESSION

One: Help us resist the call of violence. We have spat words and spilled blood, creating enemies and elevating ourselves.

**All: For in temptation's snare, we have knelt at the altar of safety. Christ, have mercy.**

13

## LITANY OF CONFESSION

One: Help us resist the rapture of greed. We have sung hymns of insatiable want, worshipping our bank accounts.

**All: For in temptation's snare, we have knelt at the altar of safety. Christ, have mercy.**

14

## LITANY OF CONFESSION

One: Help us resist the charm of distraction. We have numbed our hearts and avoided your call, self-medicating and succumbing to gluttony.

**All: For in temptation's snare, we have knelt at the altar of safety. Christ, have mercy.**

15

## LITANY OF CONFESSION

One: Help us resist the overture of anger. We have shouted and screamed, blasting our opinions like fire hoses.

**All: For in temptation's snare, we have knelt at the altar of safety. Christ, have mercy.**

16

## LITANY OF CONFESSION

One: Help us resist the draw to lethargy. We have insured ourselves out of pain, hiding under blankets of false comfort.

**All: For in temptation's snare, we have knelt at the altar of safety. Christ, have mercy.**

17

## LITANY OF CONFESSION

One: We seek your help in times of temptation. We have turned our face from you, slipping into the seduction of the serpent.

**All: For in temptation's snare, we have knelt at the altar of safety. Christ, have mercy.**

18

## LITANY OF CONFESSION

One: We seek your help in times of temptation. We have turned our face from you, slipping into the seduction of the serpent.

**All: For in our broken condition, we have fallen into death's grasp. Christ, have mercy.**

19

## LITANY OF CONFESSION

One: But we hold onto hope and submit to you, Lord,

**All: Our misplaced fear and power and complacency, our misplaced violence and greed and distraction, our misplaced anger and lethargy and dismissal. Christ, have mercy.**

20

## LITANY OF CONFESSION

One: We lament, O Lord.

**All: We repent, O Lord.**

One: Believing you will help us turn from temptation, and guide us through the wilderness,

**All: to your Son, who will again make us whole.**

21

## ASSURANCE OF PARDON

One: The apostle John wrote to his friends to remind them that, although he hoped they would not sin, if they did, they have an advocate with the Father—Jesus Christ, the Righteous One. He is the atoning sacrifice for our sins, and not only for ours but also for the sins of the whole world.

22

## ASSURANCE OF PARDON

He goes on to say: I am writing to you, dear children, because your sins have been forgiven on account of his name. Friends, believe the good news:

**All: In Christ, we are forgiven and made whole! Amen!**

23

## PRAYER FOR ILLUMINATION

*Dr. Wynona Bryant-Williams*

Open your Word to us, Holy Spirit, that we may enter in, and live! Amen!

24

## OLD TESTAMENT READING

Exodus 14:10-17

25

## OLD TESTAMENT READING

As Pharaoh approached, the Israelites looked up, and there were the Egyptians, marching after them. They were terrified and cried out to the Lord. They said to Moses, "Was it because there were no graves in Egypt that you brought us to the desert to die? What have you done to us by bringing us out of Egypt? Didn't we say to you in Egypt, 'Leave us alone; let us serve the Egyptians'? It would have been better for us to serve the Egyptians than to die in the desert!"

26

## OLD TESTAMENT READING

Moses answered the people, "Do not be afraid. Stand firm and you will see the deliverance the Lord will bring you today. The Egyptians you see today you will never see again. The Lord will fight for you; you need only to be still."

27

## OLD TESTAMENT READING

Then the Lord said to Moses, "Why are you crying out to me? Tell the Israelites to move on. Raise your staff and stretch out your hand over the sea to divide the water so that the Israelites can go through the sea on dry ground. I will harden the hearts of the Egyptians so that they will go in after them. And I will gain glory through Pharaoh and all his army, through his chariots and his horsemen.

28

## SERMON

Rev. Michael Moore

29

## OFFERING

Restoration Fund of the  
Vernon A.M.E. Church

Point your mobile device camera at the QR Code -  
or- go to [synodsun.org](http://synodsun.org) and click the *GIVE NOW*  
button on the top right corner of the webpage.  
Click on "Mission Support"



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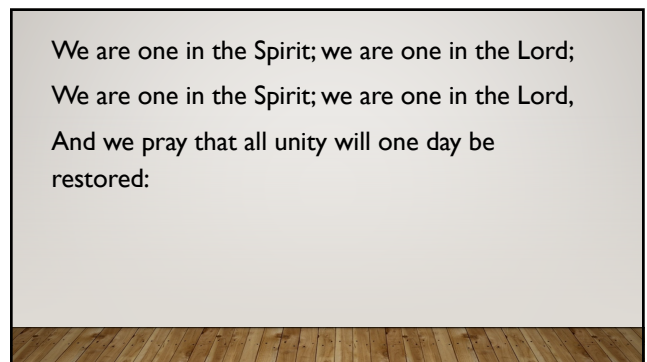
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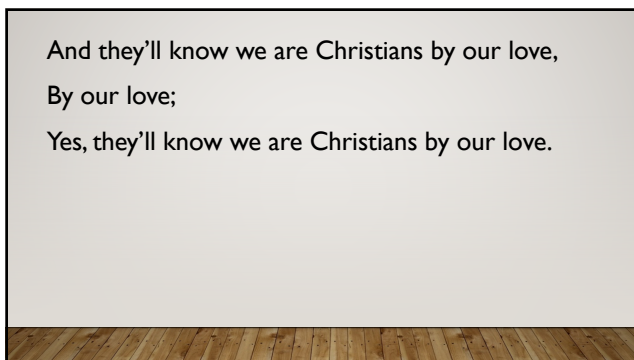
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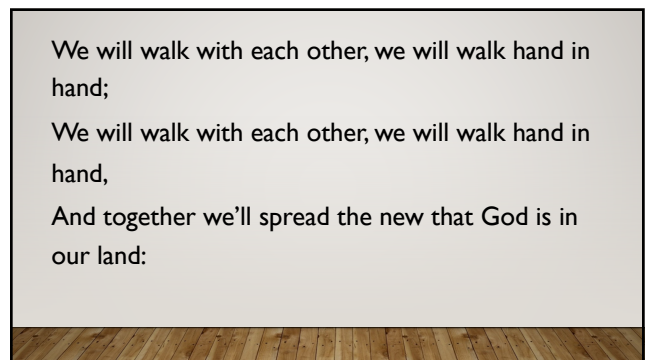
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34



35



36

And they'll know we are Christians by our love,  
By our love;  
Yes, they'll know we are Christians by our love.

37

We will work with each other; we will work side  
by side;  
We will work with each other; we will work side  
by side,  
And we'll guard human dignity and save human  
pride:

38

And they'll know we are Christians by our love,  
By our love;  
Yes, they'll know we are Christians by our love.

39

All praise to the Father, from whom all things  
come,  
All praise to Christ Jesus, God's only Son,  
And all praise to the Spirit, who makes us one:

40

And they'll know we are Christians by our love,  
By our love;  
Yes, they'll know we are Christians by our love.

41

## CHARGE AND BENEDICTION

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Rev. Michael Moore

42

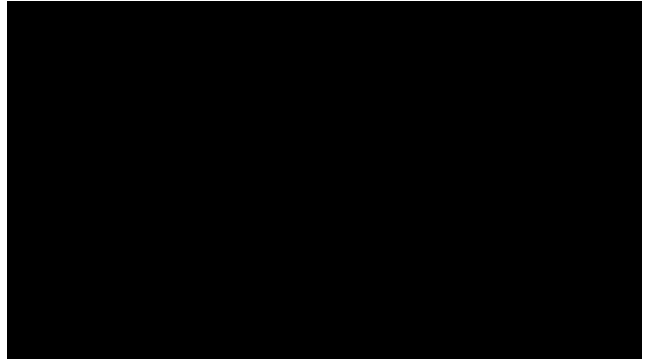
**POSTLUDE**

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**This Is My Song**  
Pandemic Peacemakers of Mission Presbytery and Around the World



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# **2021 Stories & Events of Synod of the Sun Presbyterian Church (U.S.A.)**



# Synod of the Sun Scholarships



The Synod of the Sun offers scholarships for M.Div. students attending PC(USA) seminaries.

The Synod also offers scholarships to selected undergraduate students at Austin College and Trinity University. Thanks to an additional generous donation, this fund is now endowed over \$1 million.

All other persons seeking scholarship assistance should go to: <http://www.synodsun.org/grants>

All scholarship materials must be received by the Synod by June 15, 2021. Read more about our Kerr-Munson and M.Div scholarships below.

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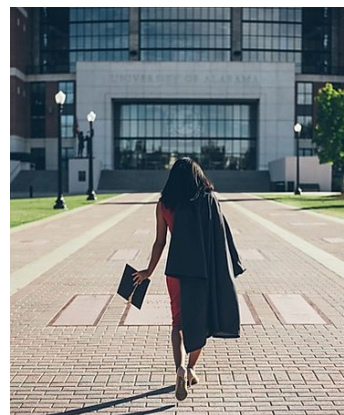
*Pre-Med and Education Majors at Austin College and Trinity University*

## The Kerr-Munson Scholarship for Undergraduate Studies

Thanks to a generous donation, the Synod of the Sun is proud to offer the Betty Kerr Munson - John Steele Kerr Scholarship for selected students attending Austin College and Trinity University.

This scholarship is open to undergraduate students attending Austin College or Trinity University in the studies of education (female) or pre-medicine (male or female).

The primary purpose of this scholarship program is to support education (female students) and pre-medicine (male and female students) majors, primarily at Austin College, with funding for students at Trinity University, should funding be available.



The scholarship is multi-year, up to \$5000 per year, with a maximum of \$20,000 for four years.

The following criteria must be met by each applicant:

- You must be enrolled at Austin College or Trinity University.
- A female applicant must be in pursuit of a major in education or pre-medicine (or their equivalents). A male applicant must be in pursuit of a major in pre-medicine (or its equivalents).
- An applicant must be a member in good standing of a Presbyterian Church, as determined by the Synod Grants and Scholarship Commission.

Complete details on how to apply and additional documentation needed can be found on the synod website at:

<https://www.synodsun.org/kerr-munson>

All scholarship materials must be received by June 15, 2021.

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## M.Div. Scholarships Offered by the Synod of the Sun Presbyterian Foundation

The Synod of the Sun Presbyterian Foundation's scholarship program encourages a strong and continuing dedication toward



**SYNOD OF THE SUN  
PRESBYTERIAN FOUNDATION**

theological study. These scholarships are awarded annually to cover one scholastic year, and an applicant may apply for scholarship aid for up to three years of scholastic study. This scholarship is for MDiv students attending PC(USA) seminaries.

The following criteria must be met by each applicant:

- You must be a member of a Presbyterian Church (USA) congregation within the four-state Synod of the Sun area: Arkansas, Louisiana, Oklahoma, Texas
- You must be certified as an Inquirer or Candidate under the care of the Committee on Preparation for Ministry (COPM) in your presbytery.
- You should be planning to serve within the Presbyterian Church (USA) following graduation.
- You will be a full-time student pursuing a Master of Divinity degree (MDiv) at a Presbyterian or Presbyterian-related (by covenant) theological school.

Complete details on how to apply and additional documentation needed can be found on the synod website at:

<https://www.synodsun.org/scholarship-application>

All scholarship materials must be received by June 15, 2021.



Brought to you by:  SYNOD OF THE SUN  
PRESBYTERIAN CHURCH (USA)

Choose from one of the following date options:

Tuesdays at 10 A.M. CT  
January 26 | February 2  
February 9 | February 16

Wednesdays at 2 P.M. CT  
January 27 | February 3  
February 10 | February 17

Thursdays at 2 P.M. CT  
January 28 | February 4  
February 11 | February 18

The Synod of the Sun is offering a unique and timely opportunity to streamline and enhance your church's communications approach.

Featuring church communications specialist Christen Green Kinard of Digital Congregations, participants will learn better and more effective ways to reach your current congregants, your members on the fringe, and potential visitors now and in the future. This 4-part course is designed for church leaders - from pastors to communications managers - to learn to more easily and effectively navigate their church's communications during the pandemic and beyond. Touching on a range of important and practical topics, it includes the four live lessons (along with their recordings), a take-home communication roadmap, and weekly office hours with instructor Christen Kinard for specific questions and concerns.

Open to congregations in the Synod of the Sun, this course is currently being offered on three different dates and times for pastors and congregation communications or online worship teams. There are four consecutive weekly workshops per course and three course offerings to choose from

ONE course per congregation and, because the course is tailored to the current realities and needs, all participants of the same congregation must attend the same course dates. (Example: All three participants from First Presbyterian Church attend on Tuesdays)

# Network for Dismantling Racism Offers a New Lenten Resource

## A Lenten Social Equity Calendar



As we continue to move forward on our journey of antiracism practices and racial justice, as we take longer, harder looks at the white supremacy that frames our institutions, and as we make efforts to dismantle it, Synod of the Sun's Network for Dismantling Racism offers a new Lenten



resource. *A Lenten Social Equity Calendar* strives to provide resources throughout the season of Lent for learning, reflecting, and taking action.

Each day, you will find prompts for watching videos and reflecting, reading articles, listening to podcasts, and supporting BIPOC in your community and elsewhere.

This Lenten journey can be walked on your own, however we strongly encourage you to find at least one travel companion who you can engage with throughout the season.

May God bless you as you enter into this time, may God bless your learning, may God bless you with new challenges.



and



## Digital Congregations

presents:



Spaces limited to 20 congregations per session. Slots are filling up quickly, so register TODAY!

Choose from one of two options:

Wednesdays at 2:00pm (CT)

April 14th  
April 21st  
April 28th

Thursdays at 2:00pm (CT)

April 15th  
April 22nd  
April 29th

The pandemic and resultant quarantine taught churches and their congregations that we can worship, study, pray, and gather online. We learned how to stream, Zoom, edit, post; the learning curve was steep.

Today, churches are faced with a new challenge as they consider how to engage a split congregation—at home and online. This moment demands thoughtfulness, intentionality, and collaboration. This course is designed to help you discern what it means for your church to become a "hybrid" church and how to build the bridge between what you're doing now and what you will do in the future.



Open to congregations in the Synod of the Sun, this course is currently being offered on two different dates and times for pastors and congregation communications or online worship teams. There are three consecutive weekly workshops per course and two course offerings to choose from:

- Wednesdays at 2 p.m. CT - April 14, 21, 28
- Thursdays at 2 p.m. CT - April 15, 22, 29

ONE course per congregation and, because the course is tailored to the current realities and needs, all participants of the same congregation must attend the same course dates. (Example: All three participants from First Presbyterian Church attend on Tuesdays)

**\*There is a limit of 20 registrations (congregations) per course\***

This registration requires the following information to complete:

- Congregation name, city, state and presbytery
- Congregation website and any social media or other platforms
- Names and email addresses for up to three persons attending from the congregation
- The ONE course date each will attend has been agreed upon
- \$50 donation per congregation to the Synod of the Sun (Check with your presbytery for possible scholarships or other support)

# Synod Sunday 2021

Sunday, August 22

*Connecting | Equipping | Empowering*



## Synod Sunday 2021

I John 3:16-24 - August 22nd

Join 750+ congregations in the 11 Presbyteries of the Synod of the Sun in seeing or hearing the same message. Help us to celebrate the mission and ministry of the Synod of the Sun.

*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."*

Synod Sunday is not one location - It happens in all the churches of the Synod of the Sun as part of their worship service!

Find Synod Sunday resources, including litanies, bulletins, and slides at

<https://www.synodsun.org/synod-sunday>





and

## Digital Congregations

presents **TWO** media workshops:

- **How to Be a Hybrid Church**
- **Social Media Deep Dive**

Special offering of evening classes!



Tuesdays at 6:30pm (CT)

October 12 - Part One: Applying Relational Tools to and Invitational Model

October 19 - Part Two: Worship in the Hybrid Church

October 26 - Part Three: The Hybrid Church Beyond Worship

**How to Be a Hybrid Church**  
Tuesdays at 6:30pm CT | October 12-16

The pandemic and resultant quarantine taught churches and their congregations that we can worship, study, pray, and gather online. We learned how to stream, Zoom, edit, post; the learning curve was steep.

Today, churches are faced with a new challenge as they consider how to engage a split congregation—at home and online. This moment demands thoughtfulness, intentionality, and collaboration. This course is designed to help you discern what it means for your church to become a "hybrid" church and how to build the bridge between what you're doing now and what you will do in the future.

Open to congregations in the Synod of the Sun, this course is currently being offered in an evening format to accommodate volunteers and staff who work during the day.

[Click HERE](#) for detailed course information and class dates and times.

ONE course per congregation with three persons registering together. Because each class's recordings and slides are made available the same day, you can share your insights to a larger committee or class at your church.

**\*There is a limit of 20 registrations (congregations) per course\***

Click [HERE](#) for more information and to register



**Tuesdays at 6:30pm (CT)**

November 2 - All Platforms Are Not Equal  
November 9 - Best Practices & FAQ  
November 16 - Making It Work For You  
November 23 - From Analytics to Insights

**Social Media Deep Dive for Churches  
Tuesdays at 6:30pm CT | November 2-23**

This 4-part course is designed for anyone who communicates - or wants to communicate - on behalf of a church via social media. It will demystify social media platforms and teach you how to use them most effectively in connecting with your congregation. The course's topics include:

- the differences between all popular platforms and how to use them accordingly
- best practices and answers to the most frequently asked questions
- industry secrets for scheduling and saving time
- how to translate analytics into insights you can use
- and a whole lot more!

Open to congregations in the Synod of the Sun, this course is currently being offered in an evening format to accommodate volunteers and staff who work during the day.

[Click HERE](#) for detailed course information and class dates and times.

**ONE course per congregation with three persons registering together.** Because each class's recordings and slides are made available the same day, you can share your insights to a larger committee or class at your church.

**\*There is a limit of 20 registrations (congregations) per course\***

# SunSpots

The podcast of Synod of the Sun



## INTERVIEWS

- 1/13/21 - **NEW DAY:** Interview with Martha Kinard, President of the Board of NEW Day ministry in Arlington
- 1/13/21 - **Loving Our Enemies:** A conversation with Presbytery leaders after the events of January 6th, 2021. Rev. Hailey Malcolm, Pastoral Presbyter in Tres Rios Presbytery, Rev. Dr. Charlie Smith, Interim Presbytery Pastor in Indian Nations Presbytery, Rev. Lynne Hargrove, General Presbyter in Presbytery of New Covenant
- 1/27/21 - **Hispanic Ministries Mission Network:** A visit with Lisa Almon, Moderator of HMMN, and Rev. Jesse Gonzalez, Secretary, about the work and future of HMMN.
- 2/10/21 - **Dismantling Racism N4DR:** Talking about the work of the synod Network for Dismantling Racism with Kristy Rodgers, Natarsha Sanders, Rev. Kyle Walker.
- 3/10/21 - **Several Perfect Storms:** Talking with Nanette Cagney, Commissioned Lay Pastor at St. Andrew Presbyterian Church in Lake Charles, LA. In the past 12 months, Lake Charles has endured three hurricanes (two direct hits), COVID, and then a paralyzing ice storm.
- 3/24/21 - **John Knox Ranch:** Our visit with Henry Owen, Executive Director of John Knox Ranch.
- 4/14/21 - **Camp Gilmont:** A visit with Jennifer Rigoulot, Executive Director of Operations and Programs and rev. Kenny Rigoulot, Executive Director of Development and Spiritual Formation for Camp Gilmont in Gilmer, TX.
- 4/28/21 - **Buffalo Gap Presbyterian Camp:** A talk with James Myers from Buffalo Gap Presbyterian Camp, just outside of Abilene, Texas.
- 5/12/21 - **MO Ranch:** A visit with Time Huchton, the new President and CEO of Mo Ranch

# SunSpots

The podcast of Synod of the Sun



- 6/14/21 - **The Cauldron of Fire:** Valerie talks with the Rev. Scott Campbell, Executive Presbyterian of Palo Duro Presbytery.
- 7/16/21 - **See. Do. Think:** Valerie talks with the Rev. Charlie Smith, the Interim Presbytery Pastor for Indian Nations Presbytery.
- 8/4/21 - **Asking Questions:** Valerie visits with the Rev. Carol Waters, part-time pastor, Spiritual Director, and Director of Chaplaincy for Graduate Theological Foundation.
- 8/11/21 - **Hopelessly Presbyterian:** Valerie catches up with the Rev. Sallie Watson, General Presbyterian to Mission Presbytery.
- 8/25/21 - **Connecting People:** Valerie talks with Lynn Hargrove, the General Presbyterian and the Stated Clerk for administrative process for the Presbytery of New Covenant.
- 9/22/21 - **Doing Incredible Things:** Valerie sits down with Tim Blodgett, the General Presbyterian for Eastern Oklahoma Presbytery.

## PRESENTATIONS

- 3/10/21 - **Church and COVID 19 with Dr. Lisa Allgood:** A presentation by Dr. Lisa Allgood to the Indian Nations Presbytery Stated Meeting on February 27th. Dr. Allgood is both Transitional Presbyterian in Cincinnati Presbytery and an immunocytochemist for nearly 4 decades.
- 5/26/21 and 6/9/21 - Christina Cleveland: A Network for Dismantling Racism conversation with activist, public theologian, and author Christina Cleveland, Ph.D.

# SunSpots

The podcast of Synod of the Sun



## NARRATIVES

3/10/21 - SOLAR FLARE: Border Decisions

9/8/21 - SPECIAL EPISODE: Reports after Ida

10/6/21 - SPECIAL EPISODE: Return to the Bayou




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<https://www.synodsun.org/sunspots>

Find SunSpots content on the  
Synod of the Sun YouTube channel  
(click on SunSpots playlist):  
<https://www.youtube.com/user/SynodSunPCUSA>


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**Synod Fall Stated Meeting  
ZOOM Conference Call  
October 21, 2021**

**ATTENDANCE**

<b>First Name</b>	<b>Last Name</b>	<b>Presbytery</b>		<b>Status</b>
Greg	Ables	Indian Nations		Commissioner - MRE
Margaret	Alsup	Arkansas	Equipping	Commissioner – FTE
A. William	Benner	Grace	Connecting	Commissioner – MTE
Dzandria	Chiphe	South Louisiana	Connecting	Commissioner – MRE
Jeff	Cranton	Eastern Oklahoma	Equipping	Commissioner – MTE
Sharon	Curry	Grace	Moderator of Connecting	Commissioner – FRE
Denise	Haley	Mission	Connecting; Moderator of Grants and Scholarships; Moderator of Personnel	Commissioner – FRE
Shelley	Hernandez	New Covenant	Vice Moderator of Connecting	Commissioner – FRE
Stephen	Hill	New Covenant	Equipping	Commissioner – MTE
Mitch	Miller	Indian Nations	Empowering; Coordinating Team Chair	Commissioner – MTE
Rick	Mills	Cimarron	Equipping	Commissioner – MRE
Katharine	Nipp	Cimarron	Connecting	Commissioner - FRE
Kristy	Rodgers	Eastern Oklahoma	Empowering; Moderator-Elect	Commissioner – FRE
Bill	Rose	Tres Rios	Moderator of Empowering	Commissioner – MRE
Nancy	Ruff	Palo Duro	Connecting	Commissioner – FRE
Seth	Saathoff	Mission	Connecting	Commissioner – MTE
Janice	Six	Palo Duro	Empowering	Commissioner – FTE



David	Stipp-Bethune	Pines	Vice Moderator of Equipping	Commissioner – MTE
David	Watson	South Louisiana	Connecting	Commissioner - MTE
Sandra	Watson	Pines	Equipping	Commissioner - FRE
Wynona Bryant	Williams	Arkansas	Empowering	Commissioner – FRE
Liz	Anzaldua	Mission	Equipping	Commissioner At-Large - FRE
Arita	Battiest	Eastern Oklahoma	Connecting	Commissioner At-Large -- FRE
Boksoon	Egbert	South Louisiana	Equipping; Moderator	Commissioner At-Large – FRE
Isabel	Rivera-Velez	New Covenant	Empowering	Commissioner At-Large – FRE
Kathy	White	Arkansas		PW Moderator
Tim	Blodgett	Eastern Oklahoma	Executive Presbyter	Corresponding Member
Scott	Campbell	Palo Duro	Executive Presbyter	Corresponding Member
Gordon	Edwards	Cimarron	Executive Presbyter	Corresponding Member
Lynne	Hargrove	New Covenant	Presbytery Stated Clerk & Executive Presbyter	Corresponding Member
Matt	Miles	Tres Rios	Vision and Outreach Presbyter	Corresponding Member
Charlie	Smith	Indian Nations	Interim Presbytery Pastor	Corresponding Member
Stewart	Smith	Arkansas	Moderator, EP Forum & Executive Presbyter	Corresponding Member
Sallie	Watson	Mission	General Presbyter	Corresponding Member
Richard	Williams	South Louisiana	Interim Executive Presbytery	Corresponding Member
Barry	Chance	South Louisiana	Presbytery Stated Clerk	Corresponding Member

Tracy	Evans	Indian Nations	Presbytery Stated Clerk	Corresponding Member
David	Kemp	Palo Duro	Presbytery Stated Clerk	Corresponding Member
Kay	Long	Tres Rios	Presbytery Stated Clerk	Corresponding Member
Leigh	McCaslin	Eastern Oklahoma	Presbytery Stated Clerk	Corresponding Member
Laurie	Palmer	Mission	Presbytery Stated Clerk	Corresponding Member
Mark	Southard	Cimarron	Presbytery Stated Clerk	Corresponding Member
Ernie	Higginbotham	Grace	Synod Assistant Stated Clerk	Synod Staff
Valerie	Young	Grace	Synod Leader & Stated Clerk	Synod Staff
Mark	Tuschak		Schreiner University	Visitor
Lemuel	Garcia		Mission Engagement Advisor, PC(USA)	Visitor
Tim	Marquez		Chair, Committee on Representation	Visitor
Steve	Holland		Evergreen Life Services	Visitor
James	Currie		Presbyterian Historical Society of the Southwest	Visitor
Rick	Young		Texas Presbyterian Foundation	Visitor
Ezequiel	Herrera		Co-Moderator, Hispanic Ministries Mission Network	Visitor
Elizabeth	Brinegar		Solar Under the Sun	Visitor
Gregory	Bentley		Co-Moderator of the 224 <sup>th</sup> General Assembly	Visitor

Jong	Ryung Lim		Interpreter	Visitor
In-Hwan	Kim		Interpreter	Visitor
<b>ABSENT</b>				
Tracy	Spencer-Brown	Tres Rios	Empowering	Commissioner – FTE

	<b>Monday, October 25, 2020</b>
<b>6:00pm</b>	<b>Welcome &amp; Introductions</b> <ul style="list-style-type: none"> <li>· <i>Instructions for Zoom Meeting – Valerie Young</i></li> <li>· <i>Call to Order &amp; Opening Prayer – Boksoon Egbert</i></li> <li>· <i>Acknowledgment of Land &amp; People – Arita Battiest</i></li> <li>· <i>Roll Call &amp; Declaring a Quorum</i></li> <li>· <i>Seating of Corresponding Members and visitors</i></li> <li>· <i>Adoption of the Agenda</i></li> <li>· <i>Moderator’s Comments</i></li> </ul>
	<b>Report: Stated Clerk - Valerie Young</b> <ul style="list-style-type: none"> <li>· <i>Changes to Standing Rules</i></li> </ul>
	<b>Report: Synod Leader - Valerie Young</b> <ul style="list-style-type: none"> <li>· <i>A conversation about Synod and PDA – Charlie Smith &amp; Ernie Higginbotham</i></li> </ul>
	<b>Coordinating Team Part 1 – Mitch Miller</b> <ul style="list-style-type: none"> <li>· <i>PILP Withdrawl</i></li> <li>· <i>Memorandum of Opportunity &amp; Partnership</i></li> </ul>
	<b>Committee Reports</b>
	<b>Committee of Representation – Timothy Marquez</b>
	<b>Grants &amp; Scholarship Commission – Denise Haley</b>
	<b>Connecting Committee – Shelley Hernandez</b> <ul style="list-style-type: none"> <li>· <i>Schreiner University Covenant Renewal – Mark C. Tuschak</i></li> <li>· <i>Texas Presbyterian Foundation Covenant Renewal – Rick Young</i></li> <li>· <i>Evergreen Presbyterian Ministries Covenant Rnewal – Steve Holland</i></li> <li>· <i>Presbyterian Historical Society of the Southwest, Establishing a Covenant – James Currie</i></li> </ul>
	<b>Equipping Committee – David Stipp-Bethune &amp; Maggie Alsup</b> <ul style="list-style-type: none"> <li>· <i>Communication Services Program</i></li> <li>· <i>Leadership Development</i></li> </ul>
	<b>Empowering Committee – Bill Rose</b>

	<ul style="list-style-type: none"> <li>· <i>Network for Dismantling Racism</i></li> <li>· <i>Synod Youth Workshop</i> <i>Receive SYW Financials</i> <i>Approve undated SYW covenant</i></li> <li>· <i>Hispanic Mission Ministries Network</i> <i>Receive HMMN Financials</i></li> <li>· <i>Solar Under the Sun</i> <i>Receive SUS Financials</i></li> </ul>
	<p><b>Personnel Report – Jeff Cranton</b></p> <ul style="list-style-type: none"> <li>· <i>Election of Ernest Higginbotham as Assistant Stated Clerk</i></li> <li>· <i>Whistleblower Policy</i></li> <li>· <i>Conflict of Interest Policy</i></li> <li>· <i>Changes to Personnel Policies</i></li> </ul>
	<p><b>Synod of the Sun Presbyterian Women – Kathy White</b></p>
	<p><b>Coordinating Team Part 2 Report –</b></p> <ul style="list-style-type: none"> <li>· <i>Actions taken on behalf of the Assembly</i></li> <li>· <i>Nominations</i></li> <li>· <i>2020 Financial Review</i></li> <li>· <i>2021 Financial Reports</i></li> <li>· <i>2022 Preliminary Budget</i></li> <li>· <i>Unbudgeted/Unrestricted Gifts</i></li> </ul>
	<p><b>Adjournment with Worship &amp; Installation of 2022 Synod Moderator</b></p>

**Call to Order and Opening Prayer** - Synod Moderator Boksoon Egbert, called the meeting to order at 6:00 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 25 Commissioners present.

**Acknowledging of First Peoples** - Commissioner Arita Battiest called us to an Acknowledgement of Land & People. When Native people talk about land, it is important to recognize that land is a part of their identity. We need to share in Native peoples' discomfort, as they have been uncomfortable for a long time. We strive with good intentions and a good heart to what matters most: Natives matter. Today, Native people continue to protect and remain in a relationship with their relatives and will do so until the end of time. It is to honor these beginnings and recognize the ongoing dedication and importance of native culture within our communities and within the land that we gather, live, learn, and work together.

**Seating of Corresponding Members and Visitors** – Corresponding members, visitors and guests were welcomed by the Moderator to the meeting. By vote of those assembled, the friends were welcomed to the meeting with voice and no vote.

**Adoption of the Agenda** – Having no adjustments to the agenda offered, a motion was made to accept the agenda. The motion passed.

**Report: Synod Leader/Stated Clerk** – (*Attachments A-B*)

Valerie Young, Synod Leader and Stated Clerk of Synod of the Sun, offered thanks to Ernie Higginbotham, Laurie Palmer, and David Kemp in their assistance in completing the 2020 Presbytery minutes reading (*Attachment B*). Valerie noted that conversations continue regarding the 2019 overture to revisit the relationship between the Synod and the University of Tulsa. Training is scheduled for presbytery Stated Clerks on judicial process in January.

Valerie reported that the Coordinating Team will speak about the completed Compliance Audit, noting that it will take at least a year to go through the items that are in need of correction.

Valerie brought motions regarding changes to the Standing Rules (*Attachment A*).

- Additions made to Section 2 (“Synod Assembly”) was moved by Valerie and seconded by Mitch Miller. Motion passed.
- Additions made to Section 5 (“Officers and Staff”) was moved by Valerie and seconded by Kristy Rodgers. Motion passed.

Valerie recognized and thanked Synod Commissioner Harry Cooper for his service, who has taken a call outside the bounds of the Synod. She also thanked Commissioner Denise Haley, who has served faithfully as chair of the Grants & Scholarship Commission.

Given that the commissioners may not have significant background information regarding the Coordinating Team's proposal for a regional PDA Coordinator, a conversation began about this proposal was offered. Ernie Higginbotham, Charlie Smith, Valerie Young, and Sallie Watson talked in a Q&A format about the proposal.

### **Coordinating Team, Part 1 – (Attachment C-D)**

Mitch Miller, Chair of the Coordinating Team, brought actions taken by the Coordinating Team on behalf of the Synod for the affirmation of the full assembly.

Presbyterian Investment Loan Program – CD #3256: The Synod of the Sun had two certificates of investment with PILP. The first one was for \$150,000 that matured on June 1<sup>st</sup>. Given the time between assemblies and the conversations surrounding a regional PDA, the Coordinating team voted to withdraw these funds. After consultation with the Texas Presbyterian Foundation, the Coordinating Team chose to reinvest those funds with TPF for the Synod's financial responsibility in our anticipated funding a Regional Disaster Coordinator position. On behalf of the Coordinating Team, Mitch asked the Assembly to affirm this decision. Motion passed.

Preliminary Memorandum of Opportunity & Partnership (*Attachment D*) - The Coordinating Team has created a Preliminary Memorandum of Opportunity and Partnership to offer to Presbyteries within the Synod of the Sun who would like to pledge money toward the creation of the permanent Synod-wide Disaster Coordinator position mentioned above.

Moneys collected through this agreement will be invested in an account created by the Coordinating Team and invested with the Texas Presbyterian Foundation. If there is no Disaster Coordinator position created by the end of 2025, the money will be returned to the presbyteries along with any increase from the investment. On behalf of the Coordinating Team, Mitch asked the Assembly to affirm this decision. Motion passed.

### **Committee on Representation – (Attachment E)**

Timothy Marquez, Moderator of the Committee on Representation, reported on behalf of the committee. Timothy highlighted some items from their report to the Assembly, thanking Lorinda Seely and Min Woo Kim for their work on the committee and Aida Faris who has served

on the GA COR. Aida and Lorinda will be leaving their roles at the end of this year. Timothy spoke of the impending need for members of the Synod COR, asking commissioners and presbyteries to participate and be active in this work.

**Grants and Scholarship Commission** – *(Attachments F-G)*

Denise Haley, Moderator of the Grants and Scholarship Commission, reported on behalf of the commission. Highlighting the report, Denise brought a motion from the Commission to the Assembly to adopt revisions to the Grants and Scholarship Commission Manual. Motion passed.

Moderator Boksoon expressed her thanks to Denise for her year of service as Moderator of the Commission. Denise is stepping down as Moderator, but will continue for another year as a member of the Commission.

**Connecting Committee Report** – *(Attachments H-L)*

Shelley Hernandez, Moderator of the Connecting Committee, reported on the work and ministry of the committee. The Connecting Committee submitted the following Covenants to the Assembly to approve:

Renewal of the Covenant between Schreiner University and The Synod of the Sun (*Attachment I*). On behalf of Schreiner University, Mark Tuschak reported that the Covenant Renewal was unanimously adopted by the Board of Trustees. Finishing their 99<sup>th</sup> year as an institution, Mark highlighted that the University is conducting a nationwide search for a new Campus Minister and requested the help of the commissioners in that search. Mark also reported that the Trustees voted for the addition of six new programs, adding to the 41 undergraduate and 2 graduate programs. On behalf of the committee, Shelley moved the renewal of the covenant between Schreiner University and the Synod of the Sun as updated and revised. Motion carried.

Renewal of the Covenant between Texas Presbyterian Foundation and The Synod of the Sun (*Attachment J*). On behalf of TPF, Rick Young expressed his thanks to the Assembly for their earlier affirmation of trusting TPF with their funds. On behalf of the committee, Shelley moved the renewal of the covenant between Texas Presbyterian Foundation and the Synod of the Sun as updated and revised. Motion carried.

Renewal of the Covenant between Evergreen Presbyterian Ministries and The Synod of the Sun (*Attachment K*). On behalf of Evergreen, Steve Holland spoke of the mission and ministry of Evergreen to intellectual and developmental challenged adults in group homes, individual



housing and various programming. On behalf of the committee, Shelley moved the renewal of the covenant between Evergreen and the Synod of the Sun as updated and revised. Motion carried.

New Covenant between The Presbyterian Historical Society of the Southwest and The Synod of the Sun (*Attachment L*). On behalf of PHSSW, Jim Currie spoke of the continuing work of the Board. Jim reported that four presbyteries have vacancies on the Board and asked the commissioners for help in filling those positions. Jim also discussed a growing relationship between PHSSW and the Presbyterian Historical Society, as well as highlighting recent publications. On behalf of the committee, Shelley moved the approval a new and formal covenant relationship between the Presbyterian Historical Society of the Southwest and the Synod of the Sun as provided. Motion carried.

Shelley thanked these four Covenant Partners and all of our partners for their care and commitment throughout the year and the Synod.

#### **Equipping Committee Report – (Attachment M)**

David Stipp-Bethune, Moderator of the Equipping Committee reported on behalf of the committee. David highlighted that in 2021, the committee has continued to support Presbytery leaders' facilitate ministry through online platforms, helped provide communications through electronic newsletters and social media, sought to ensure constitutionally mandated committees will receive needed training, worked to provide online workshops and other training for constituent groups, facilitated conversations in online gatherings, and shared the good news about ministry and ministry-related topics through our Synod podcast, *Sunspots*.

For 2022, one challenge for the Equipping Committee will be to continue ways of gathering leaders and providing learning opportunities online. We're working on formulating a list of possibilities and topics, focusing on what can be helpful for building presbyterian identity and witness as well as shaping helpful policies and practices.

#### **Empowering Committee Report – (Attachments N-U)**

Bill Rose, Moderator of the Empowering Committee, reported on behalf of the committee. Bill highlighted the work of our Synod Networks, who work on common mission goals across presbytery lines.

Kristy Rodgers, Moderator of the Network for Dismantling Racism (*Attachment O*), encouraged members of the Assembly to urge their presbytery's participation in the network. She highlighted the abundant resources of the network's website. On behalf of the committee, Bill moved that we accept the financial report of N4DR (*Attachment P*). Motion passed.

Bill Rose reported on behalf of Synod Youth Workshop (*Attachment Q*), highlighting that the event was virtual in 2020 and hybrid in 2021. This ministry is celebrating over 60 years of gathering, touching the lives of youth and adults.

On behalf of the committee, Bill moved that we accept the financial report of SYW (*Attachment R*). Motion passed.

The Empowering Committee and SYW worked on changes to their Covenant and financial processes (*Attachment S*). These changes will streamline communications and bring SYW's finances more in-line with other networks and under the care of the Synod. On behalf of the committee, Bill moved that the Assembly approve the updated SYW Covenant. Motion passed.

The Hispanic Ministry Mission Network Report was brought by Moderator Ezekiel Herrera (*Attachment T*). Ezekiel highlighted the work of network, as outlined in their report. HMMN has set several goals for 2022, including the creation of opportunities for church leadership development and support, collaborating with the Synod and its Presbyteries to identify Hispanic leaders, and developing a long-term covenant agreement with the Synod. Ezekiel also highlighted the financial report.

On behalf of the committee, Bill moved that we accept the financial report of HMMN. Motion passed.

Elizabeth Brinegar, Director of Operation, reported on behalf of Solar Under the Sun. Elizabeth outlined the work of the of SUTS around the world, bringing clean, sustainable energy to places in the world where it is not available. This included continuing installations even when SUTS graduates were unable to travel because of COVID.

On behalf of the committee, Bill moved that we accept the financial report of SUTS (*Attachment U*). Motion passed.

### **Personnel Committee Report** – (*Attachment V-X*)

Tim Blodgett, filling in for Moderator Jeff Cranton of the Personnel Committee, reported on behalf of the committee. The Committee met with the staff individually in July.

On behalf of the committee, Tim moved the election of Ernest Higginbotham as Assistant Stated Clerk of Synod of the Sun for 2022. Motion passed.

In the completion of a compliance audit, the committee is working on the creation of a number of policies that are needed.

On behalf of the committee, Tim moved the adoption of a Whistleblower Policy as attached in the packet (*Attachment W*). Motion passed.

On behalf of the committee, Tim moved the adoption of a Conflict of Interest Policy as attached in the packet (*Attachment X*). Motion passed.

In addition to these new policies, and in order to be in compliance with state law, the Personnel Committee recommends to the Synod that we update our Personnel Policy by omitting paragraph III F referencing compensatory compensation. This form of compensation is no longer legal. On behalf of the committee, Tim moved that paragraph III F be stricken from the Personnel Policy. Motion passed.

Tim also reported that the committee approved the benefits package for Valerie Young and Thomas Riggs with no changes and that there will be a full staff review upcoming.

### **Presbyterian Women**

Synod PW Moderator Kathy White reported to the Synod regarding their mission and ministry. Each year, PW sends special gifts to Churchwide PW Mission, Presbyterian Disaster Assistance, Solar Under the Sun, and other named recipients. PW has not been able to enjoy their regular gatherings and missed those opportunities for sharing, but has gathered, as many others on Zoom. They look forward to a 2022 Synod PW gathering in New Orleans.

### **Coordinating Team, part II – (Attachments Y-EE)**

Mitch Miller, Moderator of the Coordinating Team, reported on behalf of the group.

Mitch reported that Coordinating Team (CT) moved the Fall Synod Assembly to today, October 25, 6-9 pm, to be held online. We have taken this action so that 2022 Coordinating Team Retreat can occur on November 15, with the new members of the CT. We anticipate that this will allow the Synod and the Coordinating team to begin their work in earnest immediately following the onset of the new year. This retreat will be online as well.

Mitch reported that the Coordinating Team decided to make Spring 2022 Assembly meeting an online only gathering. Meeting online will allow the synod to save money and time on travel. It is our intention to free up these funds to empower Committees to meet in-person in January. We believe that the work of the synod will be better served and accomplished by enabling the committees to meet face to face in January and begin their work immediately.

Mitch reported that at the direction of the Synod Assembly during its Spring 2020 meeting, the Coordinating Team engaged Sommerville & Associates to perform an IRS/Mission Compliance Review using \$10,000 in 2020 unspent funds. That audit has been completed with the only thirty-three items needing correction. The CT has delegated the work of making these corrections to the appropriate committees, boards, and teams. We hope to complete all these corrections in 2022 and submit the appropriate changes, additions, deletions, and corrections to the Assembly for its approval, at our earliest opportunity.

Mitch reported on hurricane response in 2020 and 2021 continued to demonstrate the need for a Disaster Coordinator. Members of the CT and a few others traveled to South Louisiana in May, to inspect the on-going needs of those affected by the recent hurricanes. We are thankful for their willingness to travel there and for the work beyond inspection they performed on that trip. We ask the Synod to be aware of the continued need for clean-up and repair in South Louisiana, and to be in prayer for our sisters and brothers there.

We ask as well that churches and presbyteries consider preparing volunteers in anticipation of up-coming trips to South Louisiana to participate in the recovery efforts we hope to sponsor and organize. We encourage churches and presbyteries to make their own plans to organize groups to participate in the on-going recovery and rebuilding effort in South Louisiana.

On behalf of the Coordinating Team, Mitch moved that the Assembly elect the persons nominated to serve the Synod, as outlined in the Nominating Committee report and addendum. Motion passed (*Attachment Z*).

On behalf of the Coordinating Team, Mitch moved that the Assembly elect the slate of persons nominated to serve the Synod of the Sun Presbyterian Foundation, as outlined in the Nominating Committee report and addendum (*Attachment AA*). Motion passed.

On behalf of the Coordinating Team, Mitch moved that the Assembly elect the slate of persons nominated to serve Presbyterian Pan American School and Lyon College on their respective boards, as outlined in the Nominating Committee report and addendum. Motion passed.

On behalf of the Coordinating Team, Mitch moved that the Assembly elect the slate of persons nominated to serve Presbyterian Pan American School and Lyon College on their respective boards, as outlined in the Nominating Committee report and addendum. Motion passed.

On behalf of the Coordinating Team, Mitch moved that the Assembly receive the 2020 Financial Review as found in the packet (*Attachment BB*). Motion passed.

On behalf of the Coordinating Team, Mitch moved that the Assembly receive the 2021 Financial Reports as found in the packet (*Attachment CC*). Motion passed.

On behalf of the Coordinating Team, Mitch moved that the Assembly approve the 2022 Preliminary Budget as found in the packet (*Attachment DD*). Motion passed.

Mitch reported to the Assembly that from time to time, the Synod receives gifts, donations, and tithes that we did not anticipate or budget for. On behalf of the Coordinating Team, Mitch moved that the Assembly approve the plan to have undesignated funds received by the Synod placed in the Gatewood Account invested with TPF, until the Synod decides on their use. Motion carried.

Mitch reported to the Assembly that the Synod is the recipient of a check from Mission Presbytery for \$160,608.74. Via the accompanying letter from Sallie Watson (*Attachment EE*), General Presbyter of Mission Presbytery, \$50,000 is designated as an investment in the Regional PDA position, with the remaining funds is an unrestricted gift. On behalf of the Coordinating Team, Mitch moved from the unrestricted gift that each of the three committees (Connecting, Equipping, and Empowering) have \$20,000 made available to further the mission of the Synod as described in the Synod's Mission Statement according to the scope and intention of the committee as outlined in the Synod structure in service to mission. Each committee shall create a plan for the use of these funds in 2022. Motion passed.

Mitch thanked the assembly for their time and attention to these matters. Moderator Boksoon thanked the CT and Mitch Miller for their faithful leadership.

Following the Coordinating Team report, Moderator Boksoon Egbert opened the floor to New Business. Seeing none, the Assembly moved to worship and the installation of Kristy Rodgers as the 2022 Moderator of Synod of the Sun (*Attachment FF*)

Submitted by,

A handwritten signature in black ink, appearing to read "Valerie Young". The signature is fluid and cursive, with a long horizontal stroke extending to the left from the start of the word "Valerie".

Valerie Young

Synod Leader & Stated Clerk

These minutes have been read and approved by Moderator Boksoon Egbert and Moderator-Elect Kristy Rodgers.

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## *Stated Clerk Report*

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- The 2020 Presbytery minutes reading has been completed and letters to Presbytery Stated Clerks are included in your packet.
- The Synod Permanent Judicial Commission did conduct a hearing on appeal in May. The result of which was a remand back to the Presbytery.
- In response to a 2019 Overture to the synod regarding the relationship with the University of Tulsa, I have been in touch with the leadership there and conversations have begun about the future and question of an ongoing covenant relationship with the university.
- Synod Stated Clerks host monthly zoom gatherings for Presbytery Stated Clerks for training, education, and edification.
- Stated Clerk's Training on Judicial Process: January 10-11 (location TBD)
- Synod & Presbytery PJC Training: January 11-12 (location TBD)
- The synod continues to hold current liability insurance coverage protecting programs, staff and elected and appointed officers, as well as worker's comp insurance for the same.
- The "Compliance Audit" approved by the synod in March has been completed by Sommerville & Associates. The results of which have been provided to the Coordinating Team who has begun to develop and implement the needed policies and changes (*some of which are coming to this Assembly for approval*). We will be engaging an attorney to assist with much of the work regarding corporate filings, etc. We anticipate the entire process to take at least a year to complete.

### **MOTION 1:**

The following addition be made to Section 2 "Synod Assembly" of the Standing Rules:

### **Synod Assembly**

The Synod Assembly will seek to establish policies that benefit the synod as a whole. The Synod Assembly will be responsible for itself and its membership through regular self-evaluation, discipline, commissioner orientation and development.

The agenda of each Synod Assembly meeting, as planned by the Coordinating Team, will contain time for gathering in community, celebration of the Lord's Supper, worship, and study. The first meeting of each year should have a component for orientation of new commissioners.

Advance notice of all meetings and supporting materials (packet) should be sent to commissioners and corresponding members of the Synod Assembly not less than 7 calendar days prior to the date of the meeting.

Between synod gatherings, committee, task force and work team meetings will be conducted via *conference telephone call, video, or other electronic means* – unless circumstances require a face-to-face meeting. The committees, task forces, and work teams may meet during stated meetings of the Synod Assembly.

The Vision Team will draft a set of objectives to the synod’s work. The Coordinating Team shall report to the first assembly of the year as to the assessment of the previous year’s objectives. To ensure appropriate focus of resources and accountability the synod will review objectives annually.

**MOTION 2:**

That the following amendment be made to Section 5 “Officers and Staff” of the Standing Rules:

**Officers and Staff**

The office of Moderator-elect/Moderator rotates among the eleven constituent presbyteries, wherever possible, alphabetically.

A Synod Moderator-elect is nominated by the Coordinating Team, in consultation with the presbytery in rotation, and elected in the fall prior to the beginning of the one-year term.

Installation of the Moderator ordinarily occurs at the end of the fall meeting ~~prior to the beginning of that one-year term.~~ with the terms of service beginning the first day of January of the next calendar year.

I would like to recognize and thank the following Commissioners for their service:

- Denise Haley, Chair of the Grants & Scholarships Commission
- Rev. Harry Cooper, previous Moderator of the Connecting Committee.

Special thanks to Rev. Richard Williams, Interim EP in Presbytery of South Louisiana for his help in hosting the zoom meeting while Thomas is on his honeymoon!

Submitted with gratitude,

Valerie Young  
Synod Leader & Stated Clerk





October 7, 2021

Rev. Stewart Smith  
Executive Presbyter & Stated Clerk  
Presbytery of Arkansas

Re: 2020 Presbytery Minutes Review

The review of 2020 minutes has been completed. The following Exceptions and/or comments have been recorded. If you have questions or need additional information, please feel free to contact me.

**EXCEPTIONS**

9. No evidence of "property and liability insurance coverage".

**COMMENTS**

None

Thank you for your dedicated service to God's creation in the Presbytery of Arkansas.

In Service,

Valerie Young  
Synod Leader  
& Stated Clerk



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October 7, 2021

Mark Southard  
Stated Clerk  
Cimarron Presbytery

Re: 2020 Presbytery Minutes Review

The review of 2020 minutes has been completed. The following Exceptions and/or comments have been recorded. If you have questions or need additional information, please feel free to contact me.

### **EXCEPTIONS**

3. Indication of a quorum should include the number specified as a quorum in the presbytery bylaws or standing rules. G-3.0404
8. No indication of “a full financial review of all financial records” G-3.0113
11. As pandemic concerns allow, provide for review of lower council minutes. G-3.0108a
20. No record of “compliance in submitting Annual Statistical Report to the General Assembly”. G-3.0302e
22. Indicate “A record of “electing commissioners to synod and General Assembly and receiving their reports”. G-3.0302a

### **COMMENTS**

Thank you for your dedicated service in the midst of anxious and uncertain times.

In Service,

Valerie Young  
Synod Leader  
& Stated Clerk

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October 7, 2021

Rev. Leigh McCaslin  
Stated Clerk  
Eastern Oklahoma Presbytery

Re: 2020 Presbytery Minutes Review

The review of 2020 minutes has been completed. The following Exceptions and/or comments have been recorded. If you have questions or need additional information, please feel free to contact me.

**EXCEPTIONS**

25. Minutes must include “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

**COMMENTS**

Thank you for your dedicated service in the midst of challenging and uncertain times.

In Service,

Valerie Young  
Synod Leader  
& Stated Clerk



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October 8, 2021

Rev. Gerry Tyer  
Stated Clerk  
Grace Presbytery

Re: 2020 Presbytery Minutes Review

The review of 2020 minutes has been completed. The following Exceptions and/or comments have been recorded. If you have questions or need additional information, please feel free to contact me.

**EXCEPTIONS**

NONE

**COMMENTS**

Your minutes continue to serve as a model for others.

Thank you for your dedicated service in the midst of challenging and uncertain times.

In Service,

Valerie Young  
Synod Leader  
& Stated Clerk



October 8, 2021

Rev. Tracy Evans  
Stated Clerk  
Indian Nations Presbytery

Re: 2020 Presbytery Minutes Review

The review of 2020 minutes has been completed. The following Exceptions and/or comments have been recorded. If you have questions or need additional information, please feel free to contact me.

#### **EXCEPTIONS**

2. No indication of “name of the requester(s) and/or the caller (of special meeting) in accordance with Presbytery’s own rules” G-3.0404
3. Statement of a quorum should include “indication of the number specified as a quorum in the presbytery bylaws or standing rules.” G-3.0404
8. Financial Audit was received but doesn’t appear in the minutes.
18. Details for “actions regarding the sale, encumbrance, lease or transfer of real property owned by the Presbytery or one of it’s 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)” must be included.

#### **COMMENTS**

31. No indication of “Opportunity for nominations from the floor”
34. Bylaws not attached.
36. Originals to be signed.

Thank you for your dedicated service in the midst of challenging and uncertain times.

In Service,

Valerie Young  
Synod Leader  
& Stated Clerk



October 8, 2021

Rev. Laurie Palmer  
Stated Clerk  
Mission Presbytery

Re: 2020 Presbytery Minutes Review

The review of 2020 minutes has been completed. The following Exceptions and/or comments have been recorded. If you have questions or need additional information, please feel free to contact me.

#### **EXCEPTIONS**

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
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
12. A review of the records of lower councils (sessions) within its jurisdiction. G-3.0108a (COVID noted)
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” (Attach policy in appendix) G-3.0106
23. Actions taken by presbytery entities/commissions (including presbytery council) held between presbytery meetings. G-3.0109
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

#### **COMMENTS**

34. Indication that the minutes have been read and approved by the presbytery or by its authorized committee prior to the presentation for peer review. *Robert’s Rules\**
35. Actions on exceptions to the minutes from the preceding presbytery assembly, if applicable
37. 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

Thank you for your dedicated service in the midst of challenging and uncertain times.

In Service,

Valerie Young  
Synod Leader  
& Stated Clerk



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October 8, 2021

Rev. Lynn Hargrove  
Stated Clerk  
New Covenant Presbytery

Re: 2020 Presbytery Minutes Review

The review of 2020 minutes has been completed. The following Exceptions and/or comments have been recorded. If you have questions or need additional information, please feel free to contact me.

**EXCEPTIONS**

NONE

**COMMENTS**

Thank you for your dedicated service in the midst of challenging and uncertain times.

In Service,

Valerie Young  
Synod Leader  
& Stated Clerk



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October 8, 2021

David Kemp  
Stated Clerk  
Palo Duro Presbytery

Re: 2020 Presbytery Minutes Review

The review of 2020 minutes has been completed. The following Exceptions and/or comments have been recorded. If you have questions or need additional information, please feel free to contact me.

**EXCEPTIONS**

8. No report or results of “A full financial review of all financial books and records” (G-3.0113) within current year.
9. No evidence of “property and liability insurance coverage to protect its facilities, programs, staff and elected and appointed officers”. G-3.0112

**COMMENTS**

Thank you for your dedicated service in the midst of challenging and uncertain times.

In Service,

Valerie Young  
Synod Leader  
& Stated Clerk





October 9, 2021

Rev. George Wortham  
Stated Clerk  
Presbytery of the Pines

Re: 2020 Presbytery Minutes Review

The review of 2020 minutes has been completed. The following Exceptions and/or comments have been recorded. If you have questions or need additional information, please feel free to contact me.

#### **EXCEPTIONS**

3. Statement of quorum must also include “an indication of the number specified as a quorum in the presbytery bylaws or standing rules.” G-3.0404
9. No evidence of “property and liability insurance coverage to protect its facilities, programs, staff and elected and appointed officers”. G-3.0112
11. **No indication that records review took place. “A review of the records of lower councils (sessions) within its jurisdiction.” G-3.0108a**
12. **No “Indication that each lower council (session) records have been reviewed to determine adherence to G-3.0106” (Sexual misconduct & child protection policies)**
14. **No indication of the “adoption and implementation of a sexual misconduct policy and child protection policy” G-3.0106**
18. Details of transactions are missing. “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. **No indication of “compliance in submitting Annual Statistical Report to the General Assembly.” G-3.0302e**
20. No 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
25. **Lacking 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**

#### **COMMENTS**

31. No indication of “opportunity for nominations from the floor” in 2020.

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35. Lacking current “bylaws and standing rules of the presbytery, bound in the volume of the minutes”
36. Lacking signatures of Stated Clerk and/or Moderator

The pandemic has certainly challenged a mid-council’s ability to perform certain tasks in 2020. However, it is important to note that many of the exceptions noted (bolded) were exceptions in 2018 and 2019.

It is my hope that these matters will be clarified and corrected in the 2021 minutes of the Presbytery of the Pines.

In Service,

A handwritten signature in black ink, appearing to read "Valerie Young". The signature is written in a cursive, flowing style with a long horizontal stroke extending to the left.

Valerie Young  
Synod Leader  
& Stated Clerk



October 9, 2021

Rev. Barry Chance  
Stated Clerk  
Presbytery of South Louisiana

Re: 2020 Presbytery Minutes Review

The review of 2020 minutes has been completed. The following Exceptions and/or comments have been recorded. If you have questions or need additional information, please feel free to contact me.

### **EXCEPTIONS**

3. Statement of quorum must also include “an indication of the number specified as a quorum in the presbytery bylaws or standing rules.” G-3.0404
11. **No indication that records review took place. “A review of the records of lower councils (sessions) within its jurisdiction.” G-3.0108a**
12. **No “Indication that each lower council (session) records have been reviewed to determine adherence to G-3.0106” (Sexual misconduct & child protection policies)**
20. No 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

### **COMMENTS**

- Supporting documents and/or packet don’t appear to be in the minutes.
- Minutes indicate that 2019 minutes were reviewed and “in order”, when in fact there were exceptions to be noted and remedied.
- The pandemic has certainly challenged a mid-council’s ability to perform certain tasks in 2020. However, it is important to note that those exceptions in bold were also noted in the 2019 minutes review.

Thank you for your dedicated service in the midst of uncertain and anxious times, and in the face of multiple natural disasters. Our prayers for continued recovery for the people South Louisiana.

In Service,

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Valerie Young  
Synod Leader  
& Stated Clerk



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October 9, 2021

Kay Long  
Stated Clerk  
Presbytery of Tres Rios

Re: 2020 Presbytery Minutes Review

The review of 2020 minutes has been completed. The following Exceptions and/or comments have been recorded. If you have questions or need additional information, please feel free to contact me.

**EXCEPTIONS**

8. No indication of a “full financial review of all financial books and records by a public accountant or committee of members versed in accounting procedures.” G-3.0113

**COMMENTS**

I understand that the issue of a financial review will be resolved in 2021, the hope is by noting it here, it will become a more regular process for the council.

Thank you for your dedicated service in the midst of anxious and uncertain times.

In Service,

Valerie Young  
Synod Leader  
& Stated Clerk

### **Coordinating Team Part I · Rev. Mitch Miller**

Consultation with PDA, the Synod of the Sun, and the Eleven Presbyteries within the Synod of the Sun has taken place utilizing online consultations first between the EP Forum and later with individual presbyteries. While we had hoped to offer an in-person gathering, the Delta variant has made that difficult. Nevertheless, conversations are ongoing, and the Coordinating Team is committed to the concept of a permanent, Regional Disaster Coordinator in the Synod of the Sun.

Actions of the Synod of the Sun Coordinating Team taken on behalf of the Synod for which we are requesting the affirmation of the Synod Assembly:

#### **Presbyterian Investment and Loan Program (PILP) CD #3256**

The Synod of the Sun had two certificates of investment in PILP. One, a \$150,000 that matured on June 1, 2021. Given the time between Assemblies and the hope to generate ‘good faith’ in conversations with PDA and presbyteries, the CT voted to withdraw these funds.

After a consultation with Texas Presbyterian Foundation, the CT chose to invest those funds at TPF (*Reflected on the Balance Sheet as #12112 Synod Regional PDA/TPF*). CT has designated these funds for the synod’s financial responsibility for funding the Regional Disaster Coordinator position.

***The CT desires that the Assembly affirm this decision.***

#### **Preliminary Memorandum of Opportunity & Partnership**

The Coordinating Team has created a “Preliminary Memorandum of Opportunity and Partnership” (attached) to offer to Presbyteries within the Synod of the Sun who would like to pledge money toward the creation of the permanent Synod-wide Disaster Coordinator position mentioned above.

Moneys collected through this agreement will be (*are*) invested in an account created by the CT with the Texas Presbyterian Foundation (TPF) and are reflected on the balance sheet as #12113 Synod Regional PDA (Donor)/TPF. If there is no Disaster Coordinator position created by the end of 2025, the money will be returned to the presbyteries along with any increase from the investment.

***The CT desires that the Assembly affirm this decision.***



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### **PRELIMINARY MEMORANDUM OF OPPORTUNITY & PARTNERSHIP**

As a good faith effort toward establishing and funding the presence of Presbyterian Disaster Assistance at a consistent, regional and/or synod-wide level into the future, the synod commits to the following as of June 15, 2021:

- Setting aside \$150,000.00 in a separate, board designated fund at Texas Presbyterian Foundation in 2021. *(Approved by synod Coordinating Team, June 14, 2021)\**
- Establishing a separate fund at Texas Presbyterian Foundation in 2021, where any funds received from presbyteries designated for said partnership will be set aside. Presbytery donations will be kept in sub-accounts so as can be easily tracked. *(Approved by synod Coordinating Team, June 14, 2021)*
- Maintaining both funds, untouched and allowed to build until such time as they are needed to fund the partnership between synod, PDA, and the 11 presbyteries of the synod (or their successor(s)). *(Approved by synod Coordinating Team, June 14, 2021)\**
- If the designated funds are not utilized, whether in part or in whole, by the end of the 2025 calendar year, donors have the option to re-designate the gift and interest, or all funds will be returned with appropriate interest to the partner presbytery or its successor.\*
- Providing partners with regular accounting of funds available at Texas Presbyterian Foundation.
- Prior to the implementation of any plan, partners will develop and establish a Covenant Agreement. The Covenant Agreement will include partner responsibilities, methods of accountability, and funding that is equitable, ideally requiring as little additional annual funds from partners as possible. Thereby reducing the impact on future budgets. \*

*\*Subject to approval/affirmation by the Synod Assembly.*

**REPORT TO THE SYNOD ASSEMBLY  
COMMITTEE ON REPRESENTATION  
Synod of the Sun - October 26, 2021**

*“not giving up meeting together... but encouraging one another” — Hebrews 10:25 (NIV)*

**COR Team Members:**

Ms. Lorinda Josefina Sealey - Presbytery of South Louisiana

Rev. Min Woo Kim – Eastern Oklahoma Presbytery

Rev. Tim Marquez – Presbytery of New Covenant (Moderator)

The spirit of joy in meeting together encouraged us to see each other consistently, and we are blessed and grateful to have the technology to do it. During our time together we have revisited, reviewed, realigned, and recommitted ourselves to faithfully do our responsibility for the greater Glory of God. The following are the things that we need to set our eyes on as a COR Team.

- 1. Promote greater Awareness of the PCUSA GACOR Vision, Mission and Goal*
- 2. To acknowledge that not all have a passion for diversity and the need for Representation.*
- 3. To establish link with the BIPOC (Black, Indigenous, People of Color) communities in our Presbyteries.*
- 4. Develop programs that will encourage participation, diversity, and equitable representation.*

**1<sup>st</sup> SYNOD COR TRAINING SESSION FOR 2021**

This training session is about conversations on Ethnic and Racial Representation that happened last October 6, 2021. Led by the GACOR The Rev. Molly Casteel Assistant Stated Clerk, Manager for Equity and Representation Presbyterian Church (U.S.A.). The session was attended by 13 participants from at least four (4) different Presbyteries of our Synod, representation was promising and equitable.

**THANK YOU**

The COR Synod Team would like to extend our sincerest appreciation to two very important team members of our COR whose love, commitment, time, and passion made the Synod COR Team to never give up in carrying and doing our tasks. Transitions are filled with anticipation and sadness. As we prepare to move on, we are sad to say goodbye to our two (2) COR esteemed Team members and Friends.

Our General Assembly Committee on Representation Participant **MS. AIDA FARIS** who have retired and now finished her responsibilities and roles as part of the GA COR.

For Two (2) COR terms (six years) our dearest friend **MS. LORINDA JOSEFINA SEALY** have faithfully served and dedicated her time to keep our Synod COR together for those active



and silent years. We thank you for her Spirit and love for the ministry of the Synod and the wider church.

Both have been part of our COR ministry we will miss each of you. At the same time, we are eager to see and hear how all your time will unfold as you begin your next endeavor. We will keep in touch, and we wish both of you all God's blessings.

#### **NEED OF THE SYNOD COMMITTEE ON REPRESENTATION**

*"The Synod shall elect a Committee on Representation consisting of six members, each serving a three-year term. The committee 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.*

*The Committee on Representation shall consist of equal numbers of men and women representing a minimum of 4 presbyteries. A majority of the members shall be selected from the racial ethnic groups within the Synod".*

- A. **COR TEAM MEMBERS:** We need **FOUR (4) MEMBERS** who shall consist of equal numbers of men and women representing a minimum of 4 presbyteries. A majority of the members shall be selected from the racial ethnic groups within the Synod.
  
- B. We need a **GACOR Participant**

**Synod Grants & Scholarships Commission Report**

The Grants & Scholarships Commission continued its work throughout 2021 to provide grants and scholarships to individuals and organizations throughout the Synod. Among the scholarships awarded, the Commission awarded \$14,500 to students attending PC(USA) seminaries through the Synod of the Sun Presbyterian Foundation Scholarship Fund. This year, we received a request from a Presbyterian seminary student for a scholarship to a seminary that offers curriculum in Korean, something not offered by any PC(USA) seminary. The Commission wanted to support this student and went to work to find a way to do that, and a scholarship was awarded through a Mission Grant. As our church becomes more diverse in language and culture, the Commission is working toward a permanent solution to funding these scholarship requests.

In addition, scholarships totaling \$15,000 were awarded to Presbyterian Pre-Medicine or Education majors enrolled at Austin College or Trinity University through the Betsy Kerr Munson and John Steele Kerr Endowed Scholarship Fund. The Munson-Kerr fund was established in 2020.

Examples of the grants awarded include a Summer Feeding Program in Lake Charles, Louisiana; a retreat for three campus ministries in New Orleans to build relationships and foster inclusiveness; the Synod of the Sun Gathering of Presbyterian Women in 2022; new student outreach programs; and translating a hospital chaplain manual from English to Spanish and trainings with the translated manual to equip lay chaplains in their ministry to Spanish-speaking members of the Houston-Galveston community,

**Motion:**

The Policies were revised, and the Grants and Scholarships Commission recommends approval of these policies by Synod Commissioners. The revised Policies are attached.

Submitted by Denise Haley,  
Moderator

## Synod Grants and Scholarships Commission Manual

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### General

The Synod Grants and Scholarships Commission (Commission) operates independently of the larger body and holds final authority on Commission matters under the auspices of the Connecting Committee. Members of the Commission are elected by the Synod Assembly.

General operations are based on a calendar year cycle. The Commission meets by telephone conference call quarterly in the month following each financial/calendar quarter; that is, in April, July, October, and January **to consider grant and general scholarship applications. Additionally, the commission will meet in February to consider applications for Master of Divinity and Kerr-Munson scholarships.** When the commission receives grant or scholarship applications that are time-sensitive between meetings, it may consider and act on those by email or teleconference.

~~At the quarterly teleconferences the commission members together~~ **During teleconference meetings, commission members will** review applications for scholarships and grants. Awards are disbursed within two weeks of final approval. In addition to the ~~quarterly~~ **scheduled** teleconferences **meetings**, much of the work in the area of synod grants and scholarships is conducted through email, conference calls, web conferencing, and sub-group activities.

~~In addition, this sub-group~~ **The Commission** will review the grants and scholarships funds and categories in search of trends in applications. If necessary, the ~~sub-group~~ Commission will address particular areas to determine whether to pursue additional/different funding methods.

The Commission manages its responsibilities based on a firm commitment to fulfill the mission of the Church with discernment, within established criteria, and within the budget.

### Membership

Charged with oversight, review, and award of grants and scholarships, the Commission meets via conference call at least quarterly to review applications. Five (5) PCUSA members, Commissioner Chair elected by Assembly. Commissioners serve three-year terms with a maximum of two consecutive terms.

### Participation

**Commission members who miss two consecutive meetings may be requested by the Commission for replacement by the Synod.**

# Synod Grants and Scholarships Commission Manual

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## ~~Summer Sub-Group~~

~~A sub-group of commission members meets during the summer months to review and process scholarship applications for Multicultural Youth Conference, Synod Youth Workshop (SYW), and other summer youth camps or programs. The sub-group holds final authority on sub-group matters.~~

## ~~Grant Follow-up Sub-Group~~

The Commission expects recipients of Synod grants to provide follow-up reports **within thirty days of completion date, no longer six months after the usage date on the grant application.** Approval of future awards requested by the same recipient or for the same program/project may be negatively impacted if no follow-up report is provided for previous awards.

~~A sub-group of commission members is responsible for following up on completed awards, if necessary, to obtain information relevant to consideration for future awards. The moderator will appoint a commission member to follow-up with each grant recipient. Responses or the lack of a response will be reported to the commission at its next quarterly meeting.~~

~~In addition, this sub-group will review the grants and scholarships funds and categories in search of trends in applications. If necessary, the sub-group will address particular areas to determine whether to pursue additional/different funding methods.~~

## ~~Policies, Guidelines, and Forms Review Sub-Group~~

~~This sub-group is charged with reviewing the policies, guidelines, and forms currently in place and being used by the Commission and to make any adjustments deemed necessary to ensure that our systems are in accordance with the mission and expectation of the synod. Any revisions to Purpose or Criteria of available funding accounts must be approved by the Synod Assembly.~~

## **Funding and Records Process**

The Commission's funding cycle is quarterly. Funds are updated quarterly in each account. Because some funds accrue quarterly, the Commission normally awards no more than one-fourth of funds from the Synod's annual budget as of the date of the first meeting of the year, with unexpended funds rolling over to subsequent quarters. The Commission takes into consideration extraordinary circumstances, including the pace of applications received throughout the year.

Records are kept by quarter. When Synod receives an application, staff processes it, placing the request in the form of a pdf file in the folder in Dropbox for the quarter in which it was received. Access to previous requests and the action on the requests is

## Synod Grants and Scholarships Commission Manual

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available in Dropbox and a separate [Airtable.com](#) form containing all pertinent information.

G&S Commission members have access to reports providing funding information in Dropbox. In the “Report folder” are reports providing source funding for each account and how much to expect on a quarterly basis and an award history spreadsheet of disbursements made in the past, including the recipient and the purpose.

# Synod Grants and Scholarships Commission Manual

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## Funding and Award Policies

- I. Funds are replenished in varying amounts; therefore, the amount of funds available changes each quarter. Some funds are given money as reserve accounts. For example, \$20,000 is allotted for Mission Grants in the synod's annual budget, therefore \$5,000 per quarter is made available to the Commission for awards.
- II. In addition to approving or denying a particular application, other options available to the Commission include: a commissioner or staff member may request additional information without approval or denial, effectively delaying the request by one quarter; or a commissioner or staff member may request additional information but agree to funding pending confirmation or receipt of sufficient and satisfactory verification.
- III. The Commission does not generally fund programs/projects for the purposes of ongoing, general operations, or staff salaries.
- IV. Funding is generally limited to one funding cycle; however, multiple grants may be given to the same recipient if funds are ~~available~~available, and the requests serve different purposes and/or new initiatives.
- V. The Commission has the latitude to fund worthy applications/projects/programs from an account other than the one requested, provided that the restricted purposes and criteria of the grant account are adhered to.
- VI. MAPPA funds – For purposes of scholarships, applicants for Certificate in Ministry or to become a Commissioned ~~Ruling Elder~~ **Pastor**, are to be treated as candidates for ministry.
- VII. There is a cap of \$7,500 per year per applicant for MAPPA (12220, 12221) funds.
- VIII. The commission generally gives weight to those programs/projects that represent partnerships with other entities (not necessarily Presbyterian) and/or new initiatives.

## Communications Process

- Immediately following the deadline, each application is forwarded to the appropriate Executive Presbyter for the opportunity to comment.
- Both award and denial letters are sent by a member of the Commission to each applicant for that quarter. Those letters are also copied to the appropriate Executive Presbyter for their information.

**Report from the Connecting Committee  
Synod Assembly Meeting October 25, 2021**

The members of the Connecting Committee: Chair Shelley Hernandez, Vice-Chair Seth Saathoffs, Katherine Nipp, Denise Hayley, Chip Chiphe, Sharon Curry, Nancy Ruff, Arita Battiest, Harry Cooper, David Watson, William Benner, Lynn Hargrove, and Sallie Watson

We have met throughout the Year, and included in all discussions were our Covenant Partners, especially any Renewals. Our Business for the Fall Assembly is to present and request approval for the following (3) Renewal Covenants and (1) New Covenant:

1. Schreiner University
2. Texas Presbyterian Foundation
3. Evergreen Presbyterian Ministries
4. The Presbyterian Historical Society of the Southwest (New)

The Committee planned (through a small group) Synod Sunday for August 22<sup>nd</sup> with the Scripture verse from 1 John 3:16-24 to accompany the “Year of Dismantling Racism”. Many of the Congregations throughout the Synod recognized Synod Sunday on August 22<sup>nd</sup> and alternatively when it could be scheduled.

We had discussions and shared information on Racial Reconciliations happening throughout the Synod.

The Connecting Committee also discussed the ongoing needs of South Louisiana Presbytery due to the Hurricanes from 2020, Freeze in early 2021, and ongoing Flooding and Storms in 2021. Shelley was one of a small ministry group that did visit with folks in South Louisiana/Lake Charles in May. The Connecting Committee approved up to \$1,000 from the Committee’s Budget to be used towards the purchase of mission-related items for the benefit of the Lake Charles community.

**BUSINESS TO PRESENT TO THE ASSEMBLY:**

The Connecting Committee submits the following Covenants to the Assembly to approve:

1. Renewal of the Covenant between Schreiner University and The Synod of the Sun.  
We invite Mark Tuschak to bring us news from Schreiner University!

**MOTION: To approve the renewal of the covenant between Schreiner University and the Synod of the Sun as updated and revised.**

2. Renewal of the Covenant between Texas Presbyterian Foundation and The Synod of the Sun. We invite Rick Young to bring us news from TPF!

**MOTION: To approve the renewal of the covenant between Texas Presbyterian Foundation and the Synod of the Sun as updated and revised.**

3. Renewal of the Covenant between Evergreen Presbyterian Ministries and The Synod of the Sun. We invite to bring us news from Evergreen!

**MOTION: To approve the renewal of the covenant between Evergreen and the Synod of the Sun as updated and revised.**

4. New Covenant between The Presbyterian Historical Society of the Southwest and The Synod of the Sun. We invite Jim Currie to bring us news from PHSSW!

**MOTION: To approve a new and formal covenant relationship between the Presbyterian Historical Society of the Southwest and the Synod of the Sun as provided.**

That ends our Business.

Thank you all for serving within The Synod of the Sun and beyond.

Respectfully submitted October 7, 2021.

Shelley Hernandez  
Chair, Connecting Committee



Covenant between Synod of the Sun and Schreiner University  
(Revised 9/1/2021)

A covenant is a traditional agreement made and honored by people of faith, affirming a shared purpose. It affirms mutual trust and concern, in the expectation that each party will remain steadfast in support of these common beliefs and values.

Schreiner University embodies the conviction that God is glorified in a humanity that is fully alive. We affirm the whole of life as the appropriate subject matter of learning. In company with over sixty Presbyterian-related colleges and universities in America, Schreiner conceives its educational purpose to be an expression of the commitment to love God with all our mind.

Founded in 1923 as Schreiner Institute through the united efforts of Captain Charles Schreiner and the Presbyterian Church, the University has remained affiliated by choice and by covenant with the Presbyterian Church (USA) even as its educational role has changed over time. Schreiner University is now a primarily residential liberal arts university that carries out its educational purpose in the conviction that the pursuit of knowledge is integral to the Christian mission of worship and service. The pursuit is undertaken in the context of thoughtful interactions among a diverse community of faculty, staff and students, a process that empowers students to discover and assimilate knowledge in personalized learning experiences. Schreiner University is committed to prepare students for meaningful work, purposeful lives, in a changing global society.

Commitments of the Covenant Partners

This covenant is between Synod of the Sun, Presbyterian Church (USA), and Schreiner University. It is a reaffirmation of our historical commitment to quality education that addresses the spiritual as well as intellectual needs of persons as they prepare to become caring citizens in a complex world. Both the Synod of the Sun and Schreiner University recognize this covenant as the official agreement describing our primary relationship.

Schreiner University and the Synod recognize the value of working relationships between the university and other individuals and organizations (including other mid councils) consistent with this covenant.

By this Covenant:

1. Schreiner University affirms itself as integral to the mission of the Presbyterian Church (USA).
2. Schreiner University is committed to the student as a person; accordingly, the University will incorporate ethical character formation as an essential part of the educational experience and will work with each student to achieve his or her educational potential, by nurturing their intellectual, spiritual, physical and social development.
3. Schreiner University will carry out its educational mission in freedom and integrity, confident as a community of learners that no truth is alien to the truth of God.
4. Schreiner University will offer a variety of programs of study in the liberal arts, professional fields and selected graduate disciplines in addressing the educational needs of the region and beyond.

5. Schreiner University seeks to affirm the values of inclusiveness and diversity in its faculty, staff, student body and trustees.
6. Schreiner University will foster, where feasible, programs that provide leadership for the church and will, when possible, make its facilities available to church-sponsored groups.
7. Schreiner University will provide visible evidence of this covenant relationship with the Synod of the Sun, Presbyterian Church (USA), including, but not limited to, the following:
  - a. An ecumenical campus ministry program directed by a Presbyterian Church (USA) campus minister or a minister from a church in full communion with PC(USA) (ELCA, Reformed Church of America, United Church of Christ).
  - b. An assistant campus minister.  
  
(The campus minister and assistant campus minister are responsible for church relations, church vocations, and purposeful lives duties.)
  - c. Consistent representation of campus ministry and church relations at all Board of Trustees meetings
  - d. The Presbyterian Scholarship program.
  - e. The Presbyterian Pan American Schreiner Agreement (PASA) program.
  - f. The study of religion and a religion major as components of a liberal arts education
  - g. Encouraging students to be involved in regular worship, positive co-curricular life, and service to the community

By this Covenant:

1. The Synod of the Sun affirms Schreiner University as integral to the mission of the Presbyterian Church (USA).
2. The Synod encourages its congregations and members to pray for the students, faculty, staff, and trustees of the University.
3. The Synod will interpret to its constituents the significant role of Schreiner University in the church's mission in higher education. The Synod will encourage its constituents to support actively student recruitment and the giving of regular and special benevolent gifts, grants, and bequests to Schreiner University.
4. The Synod will encourage Presbyterian congregations to participate in Schreiner University's Presbyterian scholarship program and Pan American Schreiner Agreement, which benefit students attending the University. The synod will also support Schreiner University through its annual budget when possible and through the campus ministry grant program.
5. The Synod will encourage Schreiner University to make regular reports at Synod meetings, and directly to presbyteries, congregations, and individual church members within the Synod.

6. The Synod will encourage the use of the Schreiner University campus and resources for Synod and presbytery events.
7. The Synod will provide support for students and staff, whenever possible, to attend regional and national Presbyterian-related events.

Symbols of this Covenant

The Synod entrusts to the Board of Trustees of Schreiner University the responsibility of acting in historical continuity with the expressed purpose of the founders and according to their bylaws.

- A. Reflecting our heritage and mission, The Board of Trustees of Schreiner University affirms its intention to have one-third of its trustees and advisory trustees as members of the Presbyterian Church (USA) and, consistent with its ecumenical commitment, broad representation of other denominations on the governing board.
- B. At least annually, a Synod representative will meet with the director of church relations and/or the campus minister to review and reflect upon the efficacy of the covenant. (This could be satisfied through telephone conversation, Schreiner representation to appropriate Synod committee, or Synod representation at Schreiner Board meeting or appropriate committee.)
- C. The Synod will appoint a visiting team/liaison no less often than every five years and commission this team to visit Schreiner University to examine the covenant relationship, to evaluate the practice by both the University and the Synod of their covenant obligations and to make suggestions concerning the reformation of the covenant relationship.

\_\_\_\_\_  
Schreiner University Chairman of the Board of Trustees

\_\_\_\_\_  
Date

\_\_\_\_\_  
Schreiner University President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Synod of the Sun Moderator

\_\_\_\_\_  
Date

COVENANT RELATIONSHIP  
BETWEEN  
TEXAS PRESBYTERIAN FOUNDATION  
AND  
THE SYNOD OF THE SUN  
PRESBYTERIAN CHURCH (U.S.A.)

<b>Mission Statement of Synod of the Sun</b>	<b>Mission Statement of Texas Presbyterian Foundation</b>
<p>The <b>Synod of the Sun</b> 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.</p>	<p><b>Texas Presbyterian Foundation</b> exists to expand and enable mission.</p>

I. NATURE OF THE COVENANT

This Covenant between Texas Presbyterian Foundation and the Synod of the Sun defines a present and traditional relationship based upon a mutual promise which can be revised to meet changing needs.

This relationship involves a spirit of mutual understanding, a striving for creative solutions to address opportunities of shared concerns, and a common pledge to serve God together.

This Covenant is consistent with all other legal documents of the Foundation and the Synod (Charters, Restated Certificate of Formation, Articles of Incorporation, Standing Rules, and Bylaws).

II. PARTIES TO THE COVENANT

A. TEXAS PRESBYTERIAN FOUNDATION

Texas Presbyterian Foundation is an agency of the Synod of the Sun, Presbyterian Church (U.S.A.). It was originally chartered in 1925 under the name of The Presbyterian Foundation for "the support of benevolent, charitable, educational and missionary undertakings connected with the Synod

of the Presbyterian Church in the United States, for the State of Texas" under the provisions of the Texas Non-Profit Corporation Act. Offices were established in Waco, Texas. In 1953 the Foundation was reorganized and moved to Dallas, and the Charter was amended to allow for changing the name to The Texas Presbyterian Foundation. The Charter was further amended by the Foundation's Trustees in 1961, with the approval of the Synod of Texas, to state, "The period of its duration shall be perpetual." The Charter (now in the form of a Restated Certificate of Formation) was amended again, with the approval of the Synod of the Sun, in 1996, to change the name to Texas Presbyterian Foundation, and make certain other administrative changes, and in 2009 to make further administrative changes.

The mission and purpose of Texas Presbyterian Foundation is to be a servant of Jesus Christ and His church by addressing the long-term stewardship needs of the congregations, presbyteries, institutions and agencies of the church and other Presbyterian-related entities, including the Synod, itself. Individual and corporate expressions of stewardship are significantly enhanced through the encouragement of planned giving and through the prudent investment of funds for the sustaining support of the church's mission. The ministry of permanent funds is the focus of the efforts of the Foundation, and a principal function of the Foundation is assisting and supporting the churches and church institutions in the initiation and enhancement of programs for the development and administration of permanent funds. The Foundation assists its institutional clients in raising funds for their missions and seeks no funds as gifts for itself.

The Foundation will provide a means of informing and encouraging members of the Presbyterian Church (U.S.A.) and other churches and related institutions to participate in a stewardship of their estates by making a financial commitment of their accumulated resources through a bequest or planned gift to advance the cause of Christ through their various ministries.

The Foundation will also serve the church by providing investment services for any Presbyterian-related entity's sustaining funds. This will be accomplished by means of a full range of services and options for the prudent investment and management of funds in accordance with the expressed wishes of donors and the various church entities, and in accordance with applicable laws.

To further serve the church, the above stated tasks will be accomplished at the least possible cost.

The governing body of the Foundation consists of a Board of Trustees of not less than eighteen members who serve without compensation. Included among these eighteen members shall be one Trustee appointed by and serving at the pleasure of each of the following Synod institutions and agencies: Austin College, Austin Presbyterian Theological Seminary, Presbyterian Children's Homes & Services, Presbyterian Mo-Ranch Assembly, Presbyterian Pan American School, and Schreiner University. The remaining Trustees shall serve staggered three-year terms. None may serve more than three consecutive terms. At least a majority of the elected trustees must be members in good standing of the Presbyterian Church (U.S.A.) and ordinarily will represent, either formally or informally, one or more churches or institutional clients of TPF. At all times, a majority of all trustees shall be members in good standing of the Presbyterian Church (U.S.A.).

One of the ways the formal and ongoing relation of the Foundation to the Synod will be expressed is by the Synod affirmation of the election of the non-institutional members of the Board of Trustees. A nominating committee appointed by the Board of Trustees of the Foundation will provide a list of nominees for Board members to the Board of Trustees of the Foundation. The Board of Trustees will elect, subject to the affirmation of the Synod, the non-institutional members of the Board of Trustees from this list of nominees.

Since the function of the Foundation is both to secure and to administer benevolent funds, trustees will need broad experience in banking, finance, accounting, business, real estate, insurance, education, the law and the ministry. While skills and talents in these areas are essential, the Foundation shares the values expressed in the Presbyterian Church (U.S.A.)'s commitment to inclusiveness and diversity, and will be guided by these values in seeking persons for nomination. Trustees should also be willing to commit time, talents, and resources to advance the mission of the Foundation. The Board shall meet no less than semi-annually and shall have oversight of all phases of the Foundation's operations.

The principal staff officer is the President, who is elected by the Board, serves as Chief Executive Officer, and is responsible for the ongoing operation of the Foundation. The President shall not be a member of the Board. Other staff positions are authorized by the Board as necessary for the fulfillment of the purposes of the Foundation.

#### B. THE SYNOD OF THE SUN

The Synod of the Sun is the regional governing body of the Presbyterian Church (U.S.A.), incorporated under the laws of the state of Texas, which encompasses, serves and represents presbyteries, churches and institutions in the geographical region of Arkansas, Louisiana, Oklahoma and Texas.

The purpose of the Synod is to carry out the mission of Jesus Christ within this four-state region. The Presbyterian system of polity recognizes the manifold, multiform nature of the Church as the body of Jesus Christ, with the Synod as one of the parts of that body. Therefore, the Synod exists to enable, enhance, and engage in mission.

The Synod serves as a basic unit of mission: (1) as a body for judicial review and appeal, (2) as a body to serve the needs of the eleven presbyteries in its bounds, (3) as a channel of

communication and interpretation between presbyteries and the General Assembly, (4) as a means of interpreting, advocating, and supporting the work of the Synod and its agencies and institutions, and (5) as a body which must creatively meet new challenges in mission.

The Synod is governed by the *Book of Order* of the Presbyterian Church (U.S.A.) and the Bylaws of the Synod of the Sun.

The Synod of the Sun affirms its long-standing relationship, through predecessor synods (The Synod of Texas, P.C.U.S., and the Synod of Red River, P.C.U.S.), to Texas Presbyterian Foundation, which serves the mission of the Synod by developing, managing and distributing resources to undergird the congregations, institutions and other ministries of the Synod.

The Synod of the Sun affirms the range of services rendered to the church by the Foundation in the development and management of assets for Presbyterian mission.

### III. RESPONSIBILITIES UNDER THE COVENANT

#### A. THE PROMISE OF THE FOUNDATION TO THE SYNOD OF THE SUN

The Foundation is the servant of the church. Its diversified services are available primarily to individual members, congregations, and all institutions, agencies, ministries and structures of the Synod and its presbyteries.

The Foundation will offer its development and investment services to Presbyterian-related congregations, institutions, and other ministries and encourage them to further their missions by utilizing the Foundation's resources.

The Foundation will encourage the development of responsible stewardship for the long-range work of the Church, and, as appropriate, advocate for and interpret the ministries of the Synod and its institutions.

The Foundation will offer consultation pertaining to the ministry of permanent funds.



By various means (including personal consultation with individuals and families, education, internet-based tools, etc.), the Foundation will seek to raise the level of philanthropy of individual Presbyterians in the Synod. The Foundation will offer a variety of high-quality administrative services and charitable strategies to facilitate and carry out philanthropic intent.

The Foundation will offer its services to any Presbyterian Church-related entity in helping to attract and develop sources of permanent funds. The Foundation will work cooperatively with other Presbyterian Church-related foundations and other entities in connection with funds development efforts, giving special attention to gifts generated through wills, bequests, trusts, and deferred giving instruments. Where applicable, the Foundation will provide support to the Synod in carrying out its mission priorities.

Funds placed with the Foundation shall be administered according to the instructions of the client institutions. Funds placed with the Foundation in trust shall have income and/or principal distributed as designated by the donor. All funds held by the Foundation shall be administered in compliance with applicable state and federal laws and regulations and in accordance with “best practices” and the highest ethical standards.

The books of the Foundation shall be audited annually by an independent accounting firm, and the audit report shall be made available upon request. The Foundation will submit a full report of the work of the Foundation to the Synod annually. The President or his/her designate will serve as liaison to the appropriate entity of the Synod.

**B. THE PROMISE OF THE SYNOD OF THE SUN TO THE FOUNDATION**

The Synod will recognize the Foundation as an agency of the Synod, provide a place within the Synod’s structure for the Foundation to be connected and engaged, and will encourage its

congregations, institutions, and other ministries to participate in the program of the Foundation to achieve common objectives.

The Synod will make available to its constituents information concerning methods of giving. The Synod will authorize the Foundation to encourage, receive, and manage gifts and bequests for the benefit of the congregations, institutions, and other ministries within the Synod.

The Synod will provide encouragement, cooperative planning, and prayerful support to the Foundation as it performs the duties of providing financial services to the Synod's congregations, institutions, and other ministries. As appropriate, Synod staff and members of Synod's structure will collaborate with the Foundation to assist it to carry out its mission.

The Synod will encourage its presbyteries and churches to provide opportunities for the Foundation to interpret its work and that of the institutions, agencies and ministries of the Synod and to encourage responsible stewardship in their behalf.

The Synod will communicate with its presbyteries to encourage them to use the services of the Foundation and to recommend these services to their congregations.

#### IV. FORMAL APPROVAL

This document establishes the terms of the covenant relationship between Texas Presbyterian Foundation and the Synod of the Sun, Presbyterian Church (U.S.A.). By adopting this covenant, the Board of Trustees of the Foundation and the Synod of the Sun pledge to advance the cause of Christ together.

#### V. REVIEW AND REAFFIRMATION CYCLE

In order to maintain and strengthen the relationship described in this covenant, representatives of the Foundation and the Synod agree that both parties will seek to fulfill the terms of this covenant. It is further agreed that a Covenant Review Committee shall be established by the Synod of the Sun

to review and evaluate this covenant relationship in 2025 and every five (5) years thereafter. The Committee shall be composed of two representatives appointed by the Foundation and two by the Synod, at least one of whom shall be on the appropriate Synod entity and shall chair the Committee.

\_\_\_\_\_ Date

\_\_\_\_\_ Date

\_\_\_\_\_ For The Synod of the Sun

\_\_\_\_\_ For Texas Presbyterian Foundation

\_\_\_\_\_ For The Synod of the Sun

\_\_\_\_\_ For Texas Presbyterian Foundation

**COVENANT BETWEEN**  
**EVERGREEN PRESBYTERIAN MINISTRIES, INC.**  
**AND**  
**THE SYNOD OF THE SUN PRESBYTERIAN CHURCH (U.S.A.)**

I. THE NATURE OF THE COVENANT

This covenant defines the relationship of Evergreen Presbyterian Ministries, Inc., to the Synod of the Sun of the Presbyterian Church (U.S.A.). It is a covenant made voluntarily by each party. It is an agreement for each to be accountable to the other in areas of mutual concern. Based on God's faithfulness to us, we are making a commitment to be faithful to God in service to others. It is a commitment for the future based upon our past and present ministry together.

II. PARTIES TO THE COVENANT

Evergreen Presbyterian Ministries, Inc., 2101 Hwy. 80, Haughton, Louisiana 71037, is a service agency of the Synod of the Sun, Presbyterian Church (U.S.A.). The parties relate to each other through the Synod's Connecting Committee and through the Synod's designated liaison.

A. The History of Evergreen Presbyterian Ministries, Inc.

In May 1959, the Synod of Louisiana adopted as its child care program the establishment and operation of a vocational training school for young men with intellectual and developmental disabilities, and emotional problems. They appointed a commission, designated funds and approved a special offering. The Commission leased, and later purchased, the physical plant of Evergreen School, which had been closed by the Webster Parish School Board.

Evergreen School, subsequently called Evergreen Developmental Center, grew into an institution that served 240 individuals with disabilities in the early 1980's. In 1980, Evergreen Presbyterian Ministries began to direct its attention to the development of community homes serving six individuals in typical middle class neighborhoods. The next years saw an increase in the number of homes and apartments located in the community serving Evergreen's clients and a subsequent decline in the number of people served in institutional settings.

Finally, by mid-1994, the Evergreen Developmental Center was closed and there were no more clients served in institutional settings. This closure occurred because the ministry became convinced that its clients could be served better in the smaller, more homelike environments in the community. The closure was supported by the changes in State/Federal funding patterns. Evergreen had become 100% community-based, offering services in all four states of the Synod including Louisiana, Texas, Oklahoma and Arkansas. In 1998, Evergreen began

serving clients in Tennessee and in 2008, expanded services into Kentucky. In 2013, Evergreen began a social enterprise, HEAVENDROpt, in Florida.

Evergreen Presbyterian Ministries began in 1959 serving four men in northwest Louisiana. Today, Evergreen serves over 1,100 individuals in seven states - Louisiana, Texas, Oklahoma, Tennessee, Arkansas, Kentucky, and Florida. Much has changed in the last sixty years; however, Evergreen continues to fulfill its mission by the grace of God and the hard work of individuals served and their family members. Some of the key factors to Evergreen's success include its faith-based orientation, a dedicated Board of Directors and Trustees, committed staff and generous donors who support Evergreen's mission.

B. The Purpose of Evergreen Presbyterian Ministries, Inc.

The mission of Evergreen Presbyterian Ministries, Inc., is to serve, provide for and champion individuals with disabilities. Evergreen services and supports are designed to enable people to grow spiritually, physically, intellectually, emotionally and socially in a manner which leads to full inclusion in society. Evergreen respects and promotes the rights and dignity of individuals while enhancing independence through responsibility. Evergreen is characterized by Christian concern and employee competence.

C. The History of the Synod of the Sun as it relates to Evergreen Presbyterian Ministries, Inc.

The Synod of the Sun is the governing body which is the successor to the Synod of Red River, which was the successor to the Synod of Louisiana. The latter established Evergreen Presbyterian Ministries, Inc. in 1959.

D. The Purpose of the Synod of the Sun

The Synod of the Sun, a mid council of the Presbyterian Church U.S.A., serves Christ by connecting, equipping, and empowering Presbyterians for Christ's mission within and beyond the bounds of its 11 presbyteries and their congregations in Arkansas, Louisiana, Oklahoma, and Texas. The Synod maintains a covenantal relationship with its institutions and agencies.

E. Expansion Beyond The Synod of the Sun

Evergreen Presbyterian Ministries' efforts expanded beyond the bounds of the Synod of the Sun when it grew beyond its original four-state area. Evergreen was given permission by the Synod of the Sun to labor outside the bounds of the Synod, and likewise, permission from the Synod of Living Waters to labor within their bounds was granted when those states were added.

### III. BOARD OF DIRECTORS

The affairs of Evergreen Presbyterian Ministries are governed and managed by a Board of Directors composed of up to thirty-two (32) Directors approved by the Synod of the Sun, Presbyterian Church (U.S.A.). The thirty-two (32) Directors shall be elected in three year staggered terms as established by the Board of Directors. No elected member of the Board of Directors shall be eligible to serve on the Board for a period of one year after having served six (6) consecutive years, unless serving in an officer position. After fulfilling the officer position, the member will not be eligible to serve on the Board for a period of one year. The Synod will be asked to approve those nominees after their election by the Board and approval will not be withheld without good cause. All nominations will be made in accordance with the principles of representation and inclusiveness found in the BOOK OF ORDER (F-1.0403)

#### IV. COMMITMENTS

##### A. Evergreen's Commitment to Synod of the Sun

1. Evergreen Presbyterian Ministries, Inc. is committed to initiating and maintaining programs to further its purpose as stated in its Mission Statement.
2. Evergreen is committed to developing new and innovative programs for ministry to those with functional disabilities or similar needs.
3. Evergreen is committed to providing opportunities for individuals from a variety of institutions to develop expertise in working with persons with functional disabilities. Evergreen will work with seminarians, pastors, youth groups, international students, and social work and psychology interns.
4. Evergreen is committed to providing spiritual enrichment to clients and staff. Evergreen will work with local churches, providing opportunities for them to be involved in the spiritual life of Evergreen's clients.
5. Evergreen commits itself to reporting annually to the Synod.

##### B. Synod's Commitment to Evergreen

1. The Synod of the Sun is committed to supporting Evergreen Presbyterian Ministries, Inc. through prayer.
2. The Synod is committed to encourage financial support by consideration of fundraising campaigns throughout the Synod.
3. The Synod commits itself to interpreting Evergreen's work and financial needs to the membership of the congregations within its

bounds and encouraging responsible stewardship on its behalf.

4. The Synod is committed to educating the Church about developmental disabilities, encouraging congregations within its bounds to extend Christ's hospitality to people with disabilities, and to providing Evergreen Presbyterian Ministries, Inc. the opportunity to do so.
5. The Synod is committed to recommend informed and concerned persons to the Board of Directors of Evergreen.
6. Synod will provide a liaison to Evergreen. Can we please define this (by bylaws, perhaps)?

#### V. REVIEW OF THIS COVENANT

This covenant has no end date. Rather, at the request of either party, a review may be initiated for any reason. A Covenant Review Team shall be composed of at least two persons nominated by the Board of Directors of Evergreen Presbyterian Ministries, Inc., and at least two persons nominated by the Synod. The Board of Directors will appoint one of these persons as moderator. This team will review the current covenant and may recommend amendments. The Covenant Review Team will report to the Synod and to the Board of Evergreen Presbyterian Ministries, Inc.

#### VI. APPROVAL

This covenant becomes effective when approved by the Board of Directors of Evergreen Presbyterian Ministries, Inc. and by the Synod of the Sun, Presbyterian Church (U.S.A.).

PREPARED BY COVENANT REVIEW TEAM ON:

August 16, 2021

TEAM COMPOSED OF:

ON BEHALF OF THE SYNOD:

Rev. Ernest Higginbotham, Dallas, TX  
Rev. David Watson, Metairie, LA  
Valerie L. Young, Dallas, TX

ON BEHALF OF EVERGREEN:

Mr. Frank C. Davis, III, Dallas, TX  
Stephen Holland, Flower Mound, TX  
R. Lewis Smith, Shreveport, LA  
Dr. Sue Buchholtz, Lakeland, FL  
Yvone Kight, Shreveport, LA

<b>APPROVED BY THE BOARD OF DIRECTORS, EVERGREEN PRESBYTERIAN MINISTRIES, INC.</b>
<b>Moderator</b>
<b>Date</b>

<b>APPROVED BY THE SYNOD OF THE SUN, PRESBYTERIAN CHURCH (U.S.A.)</b>
<b>Moderator</b>
<b>Date</b>



## **A Joint Covenant Partnership Between The Synod of the Sun and The Presbyterian Historical Society of the Southwest**

The Synod of the Sun is a mid-council of the Presbyterian Church (U.S.A.) with historic ties to the Presbyterian Historical Society of the Southwest (PHSSW) which date to 1978. As an agency that serves congregations of the Presbyterian Church (U.S.A.) in Arkansas, Louisiana, Oklahoma, and Texas and the Cumberland Presbyteries within those states, the PHSSW now seeks to form a joint covenant partnership with the Synod of the Sun.

The Synod of the Sun serves Christ by connecting, equipping, and empowering Presbyterians for Christ's mission within and beyond the Synod's bounds of Arkansas, Louisiana, Oklahoma, and Texas. Providing leadership development, grants and scholarships, and communications services 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.

The Presbyterian Historical Society of the Southwest (PHSSW) seeks to encourage the accumulation, the preservation, and the widespread use of historical materials pertaining to the faithful and inspiring witness of Presbyterians in and from Arkansas, Louisiana, Oklahoma, and Texas. The Society hosts an annual meeting in one of these four states and offers its services to congregations as they celebrate anniversaries and research their own histories. Its board is made up of a representative from each of the member presbyteries in the Synod of the Sun as well as representatives from the Cumberland Presbyterian constituent presbyteries.

The Synod of the Sun and the Presbyterian Historical Society of the Southwest embrace this joint covenant partnership and agree to mutually support one another's ministries. By signing this covenant partnership, the Synod of the Sun agrees to pray for, advocate on behalf of, and support the PHSSW as it seeks to respond to the biblical admonition in Isaiah 51:1 "Listen to me, you that pursue righteousness, you that seek the Lord. Look to the rock from which you were hewn, and to the quarry from which you were dug."

The Synod affirms the mission of the Presbyterian Historical Society of the Southwest and encourages each of its member congregations to pray, advocate, and support PHSSW's ministry. The Synod will provide opportunities for the PHSSW to share its ministry at Synod gatherings and through its print and electronic communications.

By signing this covenant partnership, the Presbyterian Historical Society of the Southwest agrees to maintain a visible presence in the life of the Synod of the Sun, including their member presbyteries.

This agreement in 2021 is not a legal partnership and the Synod agrees that the PHSSW may establish and maintain mission partnerships with other agencies and denominations. The Synod and the PHSSW agree to renew this covenant partnership in 2026.

**Synod of the Sun, PC(U.S.A.)**

Date: \_\_\_\_\_ By: \_\_\_\_\_  
Valerie Young, Synod Leader & Stated Clerk

**Presbyterian Historical Society of the Southwest**

Date: \_\_\_\_\_ By: \_\_\_\_\_  
James S. Currie, Executive Secretary

# The Report of the Equipping Committee to the Synod of the Sun

## FALL Assembly Meeting 2021

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Dear Commissioners,

The Synod's Equipping Committee is responsible for the "equipment" of our Presbyteries, congregations, and leaders in their work of ministry.

In 2021, we have continued to support Presbytery leaders' facilitate ministry through online platforms, helped provide communications through electronic newsletters and social media, sought to ensure constitutionally mandated committees will receive needed training, worked to provide online workshops and other training for constituent groups, facilitated conversations in online gatherings, and shared the good news about ministry and ministry-related topics through our Synod podcast, *Sunspots*.

We're almost sinfully proud of the work of our Synod staff, in their collection of topics and materials to begin *Sunspots* and their collaboration with faithful leaders across the Synod and the Church to continue to produce informative episodes highlighting ministries and resourcing listeners. If you haven't checked it out, PLEASE DO. And send a "Listener's Report" to the Equipping Committee (you can find our e-mail addresses in the Synod Dropbox!) When you listen and submit a "listener's report" you'll be ready to help advise us about future topics and episode ideas.

Our Synod Communications Services Plan continues to gather steam. In addition to new subscribers, we added a new human resource to the team. We have been so pleased to welcome Lindsay Freeman, who has brought new energy, insight, and observations. She works from the Netherlands, so while we're sleeping, she's updating websites and creating content! "The CSP" offers services to subscribers in website design and maintenance, social media, electronic newsletters, and other forms of online communications to mid-councils and other groups. Our staff takes on the technical challenges so subscribers can focus on ministry! You can check out all of our current CSP partners at <https://www.synodsun.org/csp-partners>. By checking out our partners' page, you can check out the work our Synod is doing to help support facilitate ministry! And, seeing the great work our staff does, if you're presbytery hasn't yet joined—at least you can say to your presbytery leaders, "our Synod can do that for us! It's affordable, AND it's really well done!"

This fall, we've once again offered workshops provided by our friends at Digital Congregations. Just this month, another round of their popular webinar workshop series, Social Media Deep Dive, may have already happened without you! We continue to explore other topics and try to meet needs, so watch your email inbox for future announcements as we continue to evaluate and offer ways for congregations (and presbyteries) to become more engaged in an increasingly even-more-virtual world.

The Equipping Committee is grateful to our EP and Stated Clerks Forums. You may know that our EP leaders began connecting more often because “online” doesn’t require extensive travel. When pandemic-time became our reality, meeting weekly or every-other-week, helped to strengthen relationships, welcome new leaders, provide collegiality and problem solving, as well helping identify and monitor how the Synod can continue to be responsive to needs in our presbyteries and congregations. And while the Stated Clerks don’t meet as often, connections help Clerks keep up with their work. All of us need to be reminded that we’re not alone!

Now that October is nearly behind us (Advent is coming, Advent is coming, Advent is coming!) our attention has been turned to 2022. The Coordinating Time received and endorsed the Vision Team’s suggestions for the Synod’s work in the coming year. One challenge for the Equipping Committee is to continue ways of gathering leaders and providing learning opportunities online. We’re working on formulating a list of possibilities and topics, focusing on what can be helpful for building presbyterian identity and witness as well as shaping helpful policies and practices.

Finally, enough cannot be said about our fabulous Synod staff! From assisting our committee to formulating and implementing ministry opportunities. Thomas, Valerie, and Lindsay have been gifts and God-sent to help us live fully into our ministry as the Equipping Committee and OUR ministry as the Synod of the Sun. Their ideas, enthusiasm, and responsiveness are blessings!

Please know that we remain committed to being responsive to emerging needs and interests. If you have ideas for learning, sharing, or “equipping,” please share them with us! We know building an even more awesome Synod begins with each of us ...along with the many things bouncing around our heads when we think, “That’s a really great idea! I wonder if our Synod could help/do that/solve this problem/teach us how?” And if you’re not having those kinds of moments? Maybe you should be listening to *Sunspots!*

- So ...when you do have those moments, get in touch with us:
  - Current but outgoing EQUIPPING Committee Moderator, David Stipp-Bethune ([revdrstipp@fpceldorado.org](mailto:revdrstipp@fpceldorado.org));
  - Current EQUIPPING Vice Moderator and incoming Committee MODERATOR, Maggie Alsup ([Margaret.alsup@lyon.edu](mailto:Margaret.alsup@lyon.edu));
  - or Synod Leader, Valerie Young ([Valerie.young@synodsun.org](mailto:Valerie.young@synodsun.org)).

On behalf of the rest of the (awesome) Equipping Committee of the Synod of the Sun,

Yours in Christ’s Service,

David Stipp-Bethune

Have you subscribed to the **Synod's SunSpots podcast**? The SunSpots podcast is where we highlight the many ministries and missions happening on the surface of the Sun - that is, the Synod of the Sun!

# SunSpots

The podcast of Synod of the Sun



Available on most podcast platforms and our YouTube channel, we interview Presbyterians with dynamic and hopeful ministry happening in the name of Jesus Christ.

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

Communications Services  
Plan by Synod of the Sun

Since 2018, the **Communication Services Plan** of the Synod has been providing quality website, newsletter, and social media content for mid-councils in the Synod and across the denomination.

We have fourteen mid-councils as our client/partners from Grand Canyon Presbytery to Synod of Mid-Atlantic and Mission Presbytery to the Presbytery of the Twin Cities.

The Executive and General Presbyters of the eleven presbyteries continue to gather via zoom each week as they have since the beginning of the pandemic. Generally, for encouragement, sharing and best practices, this group has also taken part in Diversity, Equity, Inclusion, and Accessibility training, hosted larger conversations about Fossil Fuels, and Per Capita. The Presbytery Stated Clerk's continue to meet monthly for encouragement and sharing of best practices.



Throughout the year, the Synod has been partnering with Christen Kinard of **Digital Congregations** to provide workshops on **Social Media Deep Dive** and **How to Be a Hybrid Church**. These webinars have been an immense help for Synod congregations in learning how to better engage their communities during the pandemic.

Additionally, Christen has worked with the Communication staff in doing a complete audit of our digital platforms and outreach, including our Communication Services Plan clients.

**Report of the Empowering committee**

The empowering committee members are Mark Southard Eastern Oklahoma, Mitch Miller Indian Nations, Kristy Rodgers Eastern Oklahoma, Bill Rose Tres Rios, Janice Six Palo Duro, Wynona Bryant Williams Arkansas Presbytery, Richard Williams South Louisiana and Isabel Rivera, New Covenant.

Our task is to communicate with the networks and help empower them to do the work and ministry they have chosen. Networks are organizations or groups that have a common mission goal and are comprised of at least two presbyteries. The goal of this setup is to work across the Synod to provide both needed missions and opportunities for mission. The empowering team is constantly on the lookout for what could be a new network. If you or your church is working on a mission that could become a network by partnering with another presbytery, please contact a member of our committee. On our list of networks are: Committee on Representation network, Empowering women network, Oklahoma Presbytery Network, Hispanic Mission Ministry network, Faithful Action on Climate Network, Solar Under the Sun, and Synod Youth Workshop as well as Commissioned Pastors Network and Dismantling Racism Network or N4DR.

We will hear from several of these in a moment. Please note that the commissioned Pastor's network has decided to be in "hibernation" at this time due to pandemic and weather concerns, but they are still here and waiting to do great things.

Dismantling Racism is a vibrant network which has the support of personnel and financials from every presbytery in the Synod.

N4DR report:

- I move that we accept the financial report presented by N4DR.

Synod Youth Workshop had to go virtual last year and hybrid this year. The depth that this ministry has affected both youth and adults from across the Synod for the last 60 years defies words.

SYW report:

- I move that we accept the financial report presented by SYW.

This year the Synod Empowering committee and the SYW leadership have spent a great deal of time working on the covenant we share, and the financial process used to record transactions. These changes will be used to streamline communications and bring the financial handling between our two organizations more in line with that of other networks under the care of Synod. This provides greater flexibility for SYW and more direct oversight for the synod. This process was long overdue because the SYW was functioning before Synod had networks and many needs and requirements have changed and thus needed to be brought up to date.

- I move that we accept the new covenant drafted by both the Synod and the SYW teams.

The Hispanic Ministries Mission Network or HMMN is a group that is concerned with furthering the Hispanic presence in our synod.

HMMN report.

- I move that we accept the financial report presented by HMMN

Solar under the Sun is a network that works to train people and to get solar power into the homes of third world people.

Solar under the Sun report.

- I move that we accept the financials presented by Solar Under the Sun.

Submitted: Bill Rose Chair of Empowering committee

## Report to the Synod from the Network for Dismantling Racism



It has been an eventful season for n4dr. As our Synod's "Year of Anti-Racism" has progressed, we have worked to live out our mission in a variety of ways, including learning together as a network and inviting the Synod into that process. A challenge set early on was to stay engaged in the conversation; step back if you need to, but come back to the work...it is necessary and it is life-giving, even when it's hard.

If you, as Presbyteries, and/or pastors and members of congregations have taken up this work, we extend the same challenge to you: stay engaged. Step back if you need to, but come back to the work; it matters...YOU matter.

We are grateful for the financial support of the Network from Presbyteries, and hope you have been able to experience a tangible benefit from that support; namely, through access to valuable training and other resources you may have or can use within your Presbyteries.

It is heartening to see the ways your Presbyteries have engaged this topic over the last year. We see book studies popping up, I see familiar faces on zoom screens at training events, I've participated in conversations about racism and the work of this network with people throughout the Synod and across the country.

Since last we met, the network has hosted a variety of events and activities, several centered around the observance of the 100<sup>th</sup> anniversary of the Tulsa Race Massacre. Recordings of those events are available on the n4dr website, so if you missed it live, please take advantage of the opportunity to view, maybe with a group, and learn together from an interview with Hannibal Johnson, a preeminent scholar on the event.

As a follow-up, there is a recording of a webinar presented by Rev. Dr. Lynn Miller, on biblical lament as a way of dealing with racial and other trauma. Check it out and see if it can be adapted for use by your Presbytery, congregations or small groups.

These and many other resources are available at [www.n4dr.org](http://www.n4dr.org), and I encourage you to check out the site to find out what's going on with the network, activities within the denomination relating to anti-racism, and beyond.



Our work in the year ahead will include partnering with members of the Synod Coordinating team to examine Synod policies and practices with a view to identifying and changing/eliminating any that support systemic racism.

We acknowledge we are very much learning as we go, as a network and as future anti-racists. We'd love to have you join the conversation!

Kristy Rodgers



Synod of the Sun, PC(USA)  
Transaction List by Fund  
for the period of 01/01/2021 to 10/21/2021

Name	Transaction Date	Contact	Note	Movement Note	Network for Dismantling Racism
<b>Asset</b>					
<b>Bank Accounts</b>					
<b>10100 - Chase Bank Checking</b>					
	01/11/2021	College Hill Presbyterian Church	N4DR support		\$500.00
	04/28/2021	Hannibal B. Johnson	N4DR Speaker for Tulsa Memorial		\$-3,500.00
	08/06/2021		Transfer: SA 21-08b Fund transfer from budget to N4DR	Asset transfer in	\$3,000.00
	08/13/2021	Rev. Dr. Lynn Miller	Honorarium - Lament Workshop		\$-500.00
Total for 10100 - Chase Bank Checking					\$-500.00
<b>10900 - Undeposited funds register</b>					
	09/09/2021	Kristy Rodgers	N4DR donation via PF		\$51.00
Total for 10900 - Undeposited funds register					\$51.00
<b>Liability</b>					
<b>Current liabilities</b>					
<b>22100 - V Young Credit Card</b>					
	01/13/2021	NYTIMES			\$4.26
	02/09/2021	ZOOM.US			\$159.84
	02/10/2021	NYTIMES			\$4.26
	03/10/2021	NYTIMES			\$4.26
	04/07/2021	NYTIMES			\$4.26
	05/05/2021	NYTIMES			\$4.26
	06/02/2021	NYTIMES			\$4.26
	06/30/2021	NYTimes*NYTimes disc			\$4.26
	07/28/2021	NYTimes*NYTimes disc			\$4.26
	08/08/2021	GODADDY.com			\$153.25
	08/09/2021	GODADDY.com			\$21.17
	08/27/2021	NYTIMES			\$4.26
	09/23/2021	NYTIMES	Media subscription for N4DR		\$4.26
	09/30/2021		Transfer: SA 21-12e FT for CC balance adjustments	Liability transfer out	\$-1,318.18
Total for 22100 - V Young Credit Card					\$-941.32
<b>Equity</b>					
<b>Board Designated</b>					

Name	Transaction Date	Contact	Note	Movement Note	Network for Dismantling Racism
<b>32140 - Network for Dismantling Racism - Fund Balance</b>					
	08/06/2021		SA 21-08a Transfer from Network Nurture to N4DR	Fund transfer budget to 32140	\$-3,000.00
	08/06/2021		Transfer: SA 21-08b Fund transfer from budget to N4DR	Asset transfer in	\$3,000.00
	09/30/2021		Transfer: SA 21-12e FT for CC balance adjustments	Liability transfer out	\$1,318.18
Total for 32140 - Network for Dismantling Racism - Fund Balance					<u>\$1,318.18</u>
<b>Income</b>					
<b>Board designated income</b>					
<b>46950 - Network for Dismantling Racism Income</b>					
	01/11/2021	College Hill Presbyterian Church	N4DR support		\$500.00
	08/06/2021		SA 21-08a Transfer from Network Nurture to N4DR	Fund transfer from 61050 Network Nurture	\$3,000.00
	09/09/2021	Kristy Rodgers	N4DR donation via PF		\$51.00
Total for 46950 - Network for Dismantling Racism Income					<u>\$3,551.00</u>
<b>Expense</b>					
<b>Board designated expense</b>					
<b>74950 - Network for Dismantling Racism Expense</b>					
	01/13/2021	NYTIMES			\$4.26
	02/09/2021	ZOOM.US			\$159.84
	02/10/2021	NYTIMES			\$4.26
	03/10/2021	NYTIMES			\$4.26
	04/07/2021	NYTIMES			\$4.26
	04/28/2021	Hannibal B. Johnson	N4DR Speaker for Tulsa Memorial		\$3,500.00
	05/05/2021	NYTIMES			\$4.26
	06/02/2021	NYTIMES			\$4.26
	06/30/2021	NYTimes*NYTimes disc			\$4.26
	07/28/2021	NYTimes*NYTimes disc			\$4.26
	08/08/2021	GODADDY.com			\$153.25
	08/09/2021	GODADDY.com			\$21.17
	08/13/2021	Rev. Dr. Lynn Miller	Honorarium - Lament Workshop		\$500.00
	08/27/2021	NYTIMES			\$4.26

Name	Transaction Date	Contact	Note	Movement Note	Network for Dismantling Racism
	09/23/2021	NYTIMES	Media subscription for N4DR		\$4.26
Total for 74950 - Network for Dismantling Racism Expense					\$4,376.86

Summary

Beginning Fund Balance	\$2,352.51
+ Other Fund Balance Movements	\$1,318.18
+ Net Income / (Loss)	\$-825.86
= Ending Fund Balance	\$2,844.83

Synod Youth Workshop 2021 looked a little different this past July. Due to the ongoing pandemic the SYW 2021 Planning Team decided to move the conference from its annual location at The University of Tulsa in Oklahoma to church hub site locations across the Synod of the Sun. SYW Hub Sites became little homes away from our Tulsa home. The sites were chosen strategically to allow as many youth in our Synod as possible to take part in the SYW experience in-person, with a group of youth from neighboring churches. Hub sites welcomed youth and adults for 3 days, July 14-16, for full day experiences including keynotes, energizers, music, small groups, a service project, games, mixers, and fellowship. Each site created a space where the participants could receive a deeper understanding of their faith, how it related to them personally and to the pressing needs of their communities. The SYW Planning Team prayed and worked together to create the best opportunity for 2021, with a focus on sharing the love of God and maintaining safety for all participants. Northwoods Presbyterian in Houston, First Presbyterian in Odessa, St. Barnabas Presbyterian in Richardson and St. Andrew Presbyterian in Denton served as SYW Hub Sites.

The director for 2021 was Leah McFadden from Northwoods Presbyterian - Houston, TX. The assistant director, John Mark Solomon is a member of First Presbyterian, Athens, TX. The keynote speaker for 2021 was Martin Osaе from the Ghanaian Community Presbyterian Fellowship at Woodhaven Presbyterian of Irving, TX.

The theme, **"WHATAGREATGOD"**, was developed by the Planning Team youth and Martin. During the three day event, using pre-recorded videos, we learned about how God is present in our trials and challenges, delivers us from all troubles, makes provision for our needs, how we bear witness and testify of God's love and why we have no excuse not embark on a mission to share God's love with others. In Romans 8:38-39 Paul has established that God is for all of us who are in Christ; for those who have been saved by their faith. No charge or accusation made against us can stand, because God has provided for our justification and Christ is interceding for us. Paul makes two lists of all the things in the universe that cannot separate us from God's love for us in Christ. Hard things will happen, indeed. Yet, none of them will cause God to stop loving us, nor are any of them signs that God has abandoned us. Our salvation is entirely secure on account of our creator's love.

I want to say a heartfelt thanks to the SYW Planning Team for the tremendous amount of work they put into Synod Youth Workshop 2021. It was a real joy for me to see the Spirit moving in some wonderful ways at the different hub sites. After seeing the social media posts and messages, I could definitely see some great stories and a lot of smiling, happy faces.

### **General Information:**

- 4 Hub Site locations (Northwoods – Houston; First – Odessa; St. Barnabas – Richardson; St. Andrew – Denton)
- 30 churches in all participated at the sites.
- 2 churches used the SYW videos as "Home Group Participants" in their weekly youth programs.
- 145 participants (100 youth, 12 Adult Sponsors ,9 SGL's, 8 Hub Site Coord., & 16 Staff)

The dates for Synod Youth Workshop 2022 are July 11-16, 2022. More information can be found at [www.synodyouthworkshop.com](http://www.synodyouthworkshop.com) .

Gary Holloman  
Coordinator, Synod Youth Workshop

**Income Statement by Fund for the period of 01/01/2021 to 09/30/2021**

Generated by holloman.gary@gmail.com on 2021-10-07 15:13

Account Number	Account Name	General Fund	SYW Racial Ethnic Scholarship Fund
<b><u>Income</u></b>			
44710	Brad Phillips Memorial income	796.74	0.00
47210	Synod of the Sun Contribution	3,500.00	0.00
47220	Grace Presbytery Support	2,500.00	0.00
47310	Racial Ethnic Scholarship donations	0.00	1,650.17
47510	Other Donations	5,647.98	0.00
47995	Rollover from prior years accounting system	18,249.96	0.00
	<b>Total Income</b>	<b>30,694.68</b>	<b>1,650.17</b>
<b><u>Expense</u></b>			
81100	Leadership Travel	765.70	0.00
81300	Leadership Meals	711.74	0.00
82500	Accounting Prog / Media / Video Equip Rental	3,494.44	0.00
82900	Theme Enabler	750.00	0.00
83200	Tee Shirts	2,171.00	0.00
84100	Service Project Expense	2,366.80	0.00
66100	Bank charges	15.00	0.00
66150	Dues & subscriptions (Aplos, Zoom, etc.)	118.00	0.00
	<b>Total Expense</b>	<b>10,392.68</b>	<b>0.00</b>
	<b>Net Income (Loss)</b>	<b>20,302.00</b>	<b>1,650.17</b>
<b><u>Summary</u></b>			
	Beginning Fund Balance	0.00	0.00
	+ Other Fund Balance Movements	0.00	0.00
	+ Net Income / (Loss)	20,302.00	1,650.17
	<b>= Ending Fund Balance</b>	<b>20,302.00</b>	<b>1,650.17</b>

Synod Youth Workshop  
 Budget: Year to Date  
 for the period of 01/01/2021 to 10/07/2021

Account Number	Account Name	Actual	YTD Budget	Difference
<b>Income</b>				
44710	Brad Phillips Memorial income	\$796.74	\$663.90	\$132.84
47210	Synod of the Sun Contribution	\$3,500.00	\$2,916.70	\$583.30
47220	Grace Presbytery Support	\$2,500.00	\$2,083.30	\$416.70
47310	Racial Ethnic Scholarship donations	\$1,650.17	\$0.00	\$1,650.17
47510	Other Donations	\$7,797.98	\$2,500.00	\$5,297.98
47995	Rollover from prior years accounting system	\$18,249.96	\$0.00	\$18,249.96
<b>Total Income</b>		<b>\$34,494.85</b>	<b>\$8,163.90</b>	<b>\$26,330.95</b>
<b>Expense</b>				
73710	Brad Phillips Mem Expense	\$0.00	\$663.90	\$-663.90
80120	Fall Planning Team Meeting	\$0.00	\$2,500.00	\$-2,500.00
81100	Leadership Travel	\$765.70	\$833.30	\$-67.60
81300	Leadership Meals	\$711.74	\$833.30	\$-121.56
82200	Sound Equipment Rental	\$0.00	\$41.70	\$-41.70
82500	Accounting Prog / Media / Video Equip Rental	\$3,494.44	\$2,893.30	\$601.14
82900	Theme Enabler	\$750.00	\$833.30	\$-83.30
83200	Tee Shirts	\$2,171.00	\$1,666.70	\$504.30
83350	Registration Expense	\$0.00	\$156.70	\$-156.70
84100	Service Project Expense	\$2,366.80	\$3,310.80	\$-944.00
66100	Bank charges	\$15.00	\$0.00	\$15.00
66150	Dues & subscriptions (Apos, Zoom, etc.)	\$118.00	\$0.00	\$118.00
<b>Total Expense</b>		<b>\$10,392.68</b>	<b>\$13,733.00</b>	<b>\$-3,340.32</b>
<b>Total</b>		<b>\$24,102.17</b>	<b>\$-5,569.10</b>	<b>\$29,671.27</b>

Synod Youth Workshop

Balance Sheet  
as of 10/07/2021

Account Number	Account Name	Amount
<b>Assets</b>		
10100	Chase Checking	\$24,102.17
<b>Total Assets</b>		<hr/> \$24,102.17
<b>Liabilities</b>		
<b>Total Liabilities</b>		<hr/> \$0.00
<b>Equity</b>		
37110	General Fund - Fund Balance	\$22,452.00
37120	Racial Ethnic Scholarship Fund	\$1,650.17
<b>Total Equity</b>		<hr/> \$24,102.17
<b>Total Liabilities + Total Equity</b>		<hr/> <hr/> \$24,102.17



# **Covenant Between Synod Youth Workshop and Synod of the Sun**

## **Covenant Description:**

The covenant between Synod Youth Workshop and Synod of the Sun describes the partnership between the two organizations. It includes the vision, mission approach and definitions developed by the partners, as well as the partners' respective roles and mutual expectations. The covenant will take final form from agreement partners, with final approval by all governing bodies.

Each partner will designate a person, or persons, and appoint replacements as the need may arise who will serve as "Contact/Coordinator" to facilitate communication between partners.

## **Partner Descriptions and Responsibilities:**

### **Synod Youth Workshop**

#### **Network Introduction**

The Synod Youth Workshop (SYW) began as a program of the Synod of the Sun in 1957 and has continued as a vital Presbyterian, Christian event for Senior High students. Over the past 12 years the Synod Youth Workshop has functioned as a 'network', without the name. There continues to be adults and youth selected to be planners and implementers of the July conference on the campus of one of our church-related institutions of higher education. This leadership group is referred to as 'The Planning Team.'

The Synod Youth Workshop is a unique conference limited to 375 high school youth (9<sup>th</sup> grade through Graduate) and adults (23 years and older). Time is balanced between small group and large group activities and discussions designed to give space to encounter God and others. Each youth and adult is expected to attend the complete workshop. Participants will be assigned to a small group with a trained leader for the week. Each group will participate in sharing faith in Jesus Christ, sharing in service projects, singing, praying, worship, fun and sharing talent. SYW seeks to provide a place where and time when High School Youth encounter God in community. The ten (10) youth of the Planning Team lead the music, drama, mixers, dances, and energizers.

With the new structure of the Synod of the Sun, the Synod Youth Workshop remains essentially the same event, meaning, the Synod Youth Workshop will continue to be a network related to the Synod of the Sun, primarily through the Coordinator.

#### **Network Statement of Process**

The Synod Youth Workshop Network's process of making decisions, planning, and implementing will be made by the Planning Team; typically having 16 adults as staff and 10 youth from the participants of the Workshop, selected from participating presbyteries. The PT will operate with a consensus style for decision making, in consultation with the Coordinator. The Selection of the Planning Team will be a cooperative decision by the Director, Assistant Director and Coordinator.

## **Synod of the Sun**

Synod of the Sun (Synod) is a mid-council of the Presbyterian Church (U.S.A.), including four states, eleven presbyteries, 700+ congregations, and 150,000 members. As a part of its overall mission, Synod has facilitated SYW to be established and desires to support and promote SYW as a network and outreach program of the Synod, by:

Supporting: Providing monetary and other support for SYW, to the extent determined by Synod to be reasonable and feasible, in order to foster the existence and growth of SYW and its programs.

Promoting: Making SYW and its mission and programs known throughout the Presbyteries and congregations that constitute the Synod of the Sun and encouraging participation and financial support by all the Presbyteries and churches within the Synod.

Advising: As a mission of the synod, sharing in its non-profit status, the synod will provide input, advice, and direction, as needed from time to time, as to the mission, goals, and programs of SYW, to improve the effectiveness of SYW programs and activities and to maintain adherence to appropriate laws and regulations.

Synod Youth Workshop agrees to:

- Purchase the APLOS Accounting Software at the current monthly cost.
- Be responsible for making bank deposits and recording entries into APLOS for those deposits.
- Provide guidance and assistance including applicable data as necessary regarding the financial books of SYW to Sommerville & Associates, P.C.
- Provide an event that serves Christ by connecting, equipping, and empowering Presbyterian youth and adults within and beyond the bounds of the Synod
- Continue to seek new and diverse leadership for the Planning Team and the Small Group Leaders from participants.
- Provide confirmation that all participating Adult Sponsors attending SYW have had background checks run in the last 24 months and have been approved to work with youth
- Provide confirmation that each adult participates in appropriate anti-harassment training and adheres to the synod's Child & Vulnerable Adult Protection Policies.
- Take part in the synod's annual financial audit and/or review process.
- Each year provide a written report summarizing SYW

Synod of the Sun agrees to:

- Establish SYW as a DBA (Doing Business As) and create a separate but associated synod bank account where SYW can make its own direct deposits.
- Provide training for the APLOS Accounting Software to SYW Staff and volunteers.

- Provide financial accounting and consulting through the Sommerville & Associates, P.C.
- Continue to provide monetary and other support for SYW, to the extent determined by Synod to be reasonable and feasible, in order to foster the existence and growth of SYW and its programs.
- Assist SYW with promotion and communications to the Presbyteries and congregations within its bounds through the Synod website and other means
- Provide liability insurance to the University of Tulsa

**Synod Youth Workshop**

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 Irving, TX 75039  
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 Email: [Holloman.gary@gmail.com](mailto:Holloman.gary@gmail.com)

Coordinator: Gary Holloman

Mailing Address: 6100 Colwell Blvd., Suite #100

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Signature:  4/1/21

**Synod of the Sun**

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Contact: \_\_\_\_\_

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

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

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

Signature: \_\_\_\_\_

## Hispanic Ministry Mission Network Report

October 8, 2021

The Hispanic Ministry Mission Network sends greetings in the name of our Lord and Savior Jesus Christ. The pandemic has certainly put up several barriers and challenges, but the Holy Spirit guides us around these barriers and the work of the Lord continues. Listed below is an overview of the work that has been carried out by HMMN during the 2021 year.

- February 25,2021  
The Hispanic Ministry Mission Network held a Zoom Chat at 7:00 pm. Our speaker was Rev. Lemuel Garcia with a talk on The Why of HMMN, Transitioning from Council to Network.
- March 19-20, 2021  
HMMN held its annual meeting with twenty people registered. Six Hispanic churches were represented and representatives from Puentes de Cristo and Mission Presbytery were present. Our speaker for Friday evening was Rev. Rob Mueller. The theme of the meeting was Moving Forward/ Siguiendo Adelante.
- March 20,2021  
We thank God that during our annual business meeting we were able to review and adopt the by laws for HMMN. During this meeting a new HMMN Executive Council was elected. Rev. Ezequiel Herrera as Co-Moderator, Irene Jimenez, Co-Moderator, Bernabe Martinez- Treasurer, Rev. Jesus Gonzalez – Historian, Lisa Almon- Secretary, Miguel Carlin- Secretary Elect.
- May 24, 2021  
The Executive Council met at 7:00 pm to approve the dates of October 7-8. 2022 for the next HMMN annual meeting. 223<sup>rd</sup> General Assembly Co-Moderator Vilmarie Cintron-Olivieri will be the keynote speaker.
- June 16, 2021  
A Zoom call was held with Elder and former PCUSA Co-Moderator Vilmarie Cintron-Olivieri to discuss topics for the annual conference in 2022.
- June 28, 2021  
A Zoom call was held with Presbyterian Mission Agency and Reverend Lemuel Garcia to discuss and learn about the Matthew 25 Initiative. We are still discussing at this time if HMMN would like to be an official Matthew 25 network.

## Future Goals for HMMN

Since our March 2021 Annual Meeting, the HMMN Executive Board has been reflecting on what our hopes and dreams are for the network long term. We are excited about the opportunities that God and the Holy Spirit are presenting to us. We welcome and invite members of the Synod of the Sun to connect with us on opportunities for partnership in 2022.

1. To continue to build the network by reaching out to our twenty-six Hispanic churches, first by letter and then by in person or zoom visits. We need to hear the voice of our brothers and sisters as to the needs of the congregations. We want to build the future of Hispanic Mission Ministry Network through these listening sessions. We currently have nine active congregations participating in our annual meeting. Our goal is to increase the number of churches participating in our activities and attending our annual meeting for 2022. We thank the Lord for the twenty-six churches for we know that many will hear the call and will answer with the words of Isaiah 6:8, *Here I am, send me*. We need the gifts and talents that our brothers and sisters in Christ can bring to the table.
2. HMMN will re-engage and connect with Presbyterian Pan American School. The future of developing Christian leaders is ripe and very promising with the new administration.
3. We feel called that HMMN and our partners must create opportunities for church leadership development and support for our Hispanic Congregations. Our Hispanic congregations are small in number and lack financial resources at this time. Many of the churches are operating with part time Commissioned Pastors, and some do not have a Commissioned Pastor on a regular basis. We want to create leadership development trainings that will help build effective collaborations among our church's leaders in the areas of mission/outreach, strategic planning, and financial stewardship for our congregations.
4. We welcome the opportunity to collaborate with the Synod and its Presbyteries to identify Hispanic leaders that have not served in leadership before and forward them to respective Committees on Representation.
5. We want to engage the Synod of the Sun to develop and discuss a long-term covenant agreement that helps us imagine new ways of working together.
6. We welcome the opportunity to engage with the Synod of the Sun to explore how we can work with other denominations to help grow our Hispanic ministry efforts together.
7. We continue to enjoy a strong partnership with the Austin Presbyterian Theological Seminary and have a member of HMMN Executive Board currently on the Board of Trustees. We look forward

to exploring how HMMN can strengthen that partnership with APTS and other PCUSA affiliated seminaries for years to come.

HMMN Financial Report for 2021

January 2021 Starting Balance	\$6,680.15
March Registration Fees	\$520
Gift/ Lydia Hernandez	\$600
Expenditures	
March, 2021	
Honorarium for Rev. Rob Mueller	\$150
Humanitarian Respite Center	\$560
Annual Dues National Hispanic Latino Presbyterian Caucus-Three years	\$600
Ending Balance as of October 2021	\$6,490.15

**HISPANIC MINISTRIES MISSION NETWORK  
SYNOD OF THE SUN  
PRESBYTERIAN CHURCH (U.S.A.)**

**I. VISION STATEMENT**

The Hispanic Ministries Mission Network (HMMN) membership envisions a new day, one that reflects the intention of the Presbyterian Church, to become, in response to a call from God, an inclusive, multicultural and diverse Church. Pursuant to this vision, HMMN will strive to become involved in God's activity in the world, facilitating the call of the Church to a new openness within its membership, becoming in fact, and in faith, an inclusive community of women and men of all ages, races, and conditions. Particularly, HMMN will seek, with the help of God, to accomplish such a vision among our Hispanic/Latino Presbyterian communities.

**II. MISSION STATEMENT**

HMMN, as part of the Presbyterian Church (USA), affirms the statements in Chapter One of the Book of Order on *The Mission of the Church*. Within this context, HMMN seeks to promote this mission through its advocacy and development activities focused on:

- A. Developing a strong community among Hispanic/Latino churches and people interested in Hispanic/Latino ministries in the Synod of the Sun;
- B. Coordinating the development of strategies, programs, and proposals for Hispanic/Latino ministries;
- C. Advocating for the well being of the Hispanic/Latino community in church and society;
- D. Consulting with the Synod of the Sun and its presbyteries, General Assembly Agencies, and APTS and other church entities to strengthen Hispanic and Latino ministries;
- E. Advocating for full Hispanic/Latino participation, representation, and access to decision-making in matters that affect Hispanic/Latino ministry within the Synod of the Sun;
- F. Being a resource to Representation and Nominating committees of various governing bodies;
- G. Promoting leadership development within our constituency by identifying potential leaders and by providing appropriate educational experience.

**III. STRATEGY**

To accomplish its mission, HMMN will:

- A. Aggressively promote and advertise its activities throughout the Synod presbyteries, organizations, and institutions;
- B. Encourage each Presbytery to participate in the HMMN's mission;
- C. Promote and seek financial support from the following sources:
  - 1. General Assembly Offices/Agencies
  - 2. The Synod of the Sun
  - 3. From each Presbytery represented
  - 4. Austin Presbyterian Theological Seminary (APTS) and other institutions and organizations within the Synod
  - 5. Individual donors
- D. Seek long-term financial resources by promoting the establishment of endowments and special purpose funds to target specific development and educational programs.

#### IV. MEMBERSHIP

Anyone who wishes to promote kingdom-building in Hispanic/Latino ministries in the Synod of the Sun is welcome to attend HMMN workshops/worship/activities. HMMN welcomes leaders from all parts of the Presbyterian church: ordained pastors, commissioned ruling elders, elders, deacons, teachers, church musicians and youth. Although only commissioned voting representatives will be able to vote at the HMMN annual business meeting, all are welcome to attend HMMN's meetings and activities.

- A. Voting members. Each Hispanic Presbyterian church or Presbyterian church with a Hispanic ministry that wishes to participate in HMMN with vote and voice shall commission its voting representative(s) to represent its congregation at the HMMN annual meetings.
- B. Number of Voting members. Each Hispanic Presbyterian church or Presbyterian church with a Hispanic ministry in the Synod of the Sun may commission two voting representatives to take part in the HMMN business meeting.
- C. *Offering. HMMN encourages each participating/member congregations to provide an annual love offering to support the Mission of HMMN.*

#### V. CALENDAR

- A. HMMN will ordinarily meet a minimum of once a year at times and places determined by the Executive Council.
- B. The Executive Council may call special meetings when necessary.

#### VI. OFFICERS

- A. The HMMN Executive Council will include two Co-Moderators, a Secretary and a Historian.
- B. HMMN Officer Duties.
  - 1. The duties of the **HMMN Co-Moderators** shall include:
    - a. Provide HMMN representation at the Assembly of the Synod of the Sun;
    - b. Provide as needed HMMN representation at national meetings;
    - c. Call, organize, and moderate regular and extraordinary HMMN meetings;
    - d. Follow up and execute all action items agreed upon by the HMMN membership.
  - 2. The duties of the **HMMN Secretary** include:
    - a. Keep minutes of each meeting of the Executive Council and HMMN, and other duties as assigned;
    - b. Facilitate communication for the Executive Council and HMMN.
  - 3. *The duties of the **HMMN Historian** include:*
    - a. *Work with APTS, churches and HMMN members to identify and log items to be kept in the APTS archives*
- C. *Officer Terms of Service. Officers shall be elected to serve terms no more than three years on the HMMN Executive Committee and may be eligible for reelection. However, no officer shall be eligible to serve more than six consecutive years. Officers who have served for six consecutive years shall be ineligible to serve on the HMMN Executive Committee for one year.*



## VII. NETWORK FUNCTIONS AND RESPONSIBILITIES

- A. The Responsibilities of the HMMN Executive Council shall be:
  - 1. Act on behalf of HMMN between stated meetings;
  - 2. Set dates and places for all regular and extraordinary meetings;
  - 3. Assess progress on current tasks and identify new challenges and tasks;
  - 4. Recommend and propose a yearly budget to HMMN;
  - 5. Elaborate all the necessary HMMN official documentation required for all instruments of financial support. Documentation includes requests for financial support as well as a prompt acknowledgment of donations received;
  - 6. Receive reports from the different HMMN representatives;
  - 7. Report and provide feedback to HMMN membership at each meeting.
- B. The Functions of HMMN shall be:
  - 1. Advocacy:
    - a. Respond to and/or initiate conversations with governing bodies and their committees on Hispanic/Latino work;
    - b. Address social concerns, monitor issues of public policy, and legislation affecting the Hispanic/Latino communities well being within the Church and society at large. Committees assigned to advocacy functions are responsible for bringing these matters before HMMN and recommending the best course of action to effectively advocate for justice and fairness.
  - 2. Education/Development:
    - a. Plan development events held in conjunction with HMMN meetings whenever possible;
    - b. Plan conferences, retreats, and workshops;
    - c. Plan Synod ethnic leadership development events;
    - d. Encourage all Hispanic/Latino congregations within the Synod to avail themselves of training events and materials provided by the General Assembly, Synod Presbytery, *APTS*, and other agencies.

Task Groups may be established as identified by the HMMN Executive Council. The number of members for each Task Group to be determined by HMMN and will be consistent with the number and complexity of the tasks assigned. Task Groups shall:

- 1. Update the Executive Council
- 2. Report to the HMMN

## VIII. COMMUNICATION AND RESPONSIBILITY

- A. The HMMN Executive Council shall have overall responsibility and accountability for the mission of HMMN.
- B. The HMMN Executive Council shall communicate directly with *APTS* before taking any action on behalf of the HMMN.
- C. *APTS* shall communicate directly the HMMN Executive Council before taking any action affecting the mission of HMMN.

**Fund Activity Summary for the period of 01/01/2021 to 08/31/2021**

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Fund	Beginning Balance	Income	Expenses	Net Income (Expense)	Transfer	Net Increase (Decrease)	Ending Balance	Beginning of Fiscal Year	Balance
<b>31000 Unrestricted</b>									
31100 SUTS Reserve Fund Balance (TPF)	16,462.90	643.48	643.48	0.00	0.00	643.48	17,106.38	16,462.90	
31900 Retained Earnings	87,706.77	34,592.72	25,159.00	0.00	0.00	9,433.72	97,140.49	87,706.77	
Unrestricted Reserve	30,175.46	0.00	0.00	0.00	0.00	0.00	30,175.46	30,175.46	
<b>Total Unrestricted</b>	<b>134,345.13</b>	<b>35,236.20</b>	<b>25,159.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,077.20</b>	<b>144,422.33</b>	<b>134,345.13</b>	
<b>Donor Restricted</b>									
33110 Haiti Reserve	4,299.56	1,500.00	40.30	0.00	0.00	1,459.70	5,759.26	4,299.56	
33210 Second PC, Little Rock AR	7,000.00	0.00	0.00	0.00	0.00	0.00	7,000.00	7,000.00	
33500 Solar Direct Project Fund - Honduras	19,516.02	1,250.00	1,116.71	0.00	0.00	133.29	19,649.31	19,516.02	
33510 Solar Direct Project Fund - Puerto Rico	2,343.90	0.00	0.00	0.00	0.00	0.00	2,343.90	2,343.90	
33720 Solar SchI Rsv / Boreham Trust	5,575.04	0.00	0.00	0.00	0.00	0.00	5,575.04	5,575.04	
35100 Chris McRae - Scholarship	3,090.63	0.00	0.00	0.00	0.00	0.00	3,090.63	3,090.63	
<b>Total Donor Restricted</b>	<b>41,825.15</b>	<b>2,750.00</b>	<b>1,157.01</b>	<b>0.00</b>	<b>0.00</b>	<b>1,592.99</b>	<b>43,418.14</b>	<b>41,825.15</b>	
<b>Total</b>	<b>176,170.28</b>	<b>37,986.20</b>	<b>26,316.01</b>	<b>0.00</b>	<b>0.00</b>	<b>11,670.19</b>	<b>187,840.47</b>	<b>176,170.28</b>	

**Personnel Committee Report  
To Synod of the Sun Assembly  
October 25, 2021**

Grace to you and peace in the name of God our Father and the Lord Jesus Christ. The Personnel Committee has been hard at work these last few months. At the end of July, the Committee met with the Synod staff and the vision team to process the previous year of Covid and how it has effected/changed the way the Synod does its work. The committee also met with staff individually to hear concerns, answer questions, and support the staff in ways that are helpful to their ministry. We are blessed to have such commitment and passion amongst our staff.

Each year, the Synod Assembly must elect an Assistant Stated Clerk. Ernie Higginbotham, our current Assistant Stated Clerk, is able and willing to continue. ***The Personnel Committee moves that the assembly elect Ernie Higginbotham as Assistant Stated Clerk for Synod of the Sun for 2022.***

The Synod has completed its compliance audit and the Personnel Committee is hard at work developing and updating policies in needed areas: whistleblower policy, conflict of interest policy, updating job descriptions, credit card usage policy, expense reporting, gift acceptance policy for Synod staff, and plenty more.

The Personnel Committee has developed a whistleblower policy and now brings it to the Synod Assembly for consideration and action. ***The Personnel Committee moves that the Synod of the Sun adopt this Whistleblower Policy.***

The Personnel Committee has developed a conflict-of-interest policy and brings it to the Synod Assembly for consideration and action. ***The Personnel Committee moves that the Synod of the Sun adopt this Conflict-of-Interest Policy.***

In addition to these new policies, and in order to be in compliance with state law, the Personnel Committee recommends to the Synod that we update our Personnel Policy by omitting paragraph III F referencing compensatory compensation. This form of compensation is no longer legal. ***The Personnel Committee moves paragraph III F be stricken from the Personnel Policy.***

~~F. **Compensatory Time:** Non-exempt 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.~~

The committee approved the benefits package for Valerie and Thomas with no changes. The next item for our committee is staff reviews.

It is a privilege to be a part of the Personnel Committee for Synod of the Sun and our staff make it so.

Respectfully,

Rev. Jeff

## **Whistleblower Protection Policy Synod of the Sun**

Synod of the Sun requires commissioners, officers, and employees to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As employees and representatives of the Synod of the Sun, we must practice honest and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

### **Reporting Responsibility**

This Whistleblower Policy is intended to encourage and enable employees and others to raise serious concerns internally so that Synod of the Sun can address and correct inappropriate conduct and actions. It is the responsibility of all commissioners, officers, employees, and volunteers to report concerns about violations of Synod of the Sun's code of ethics or suspected violations of law or regulations that govern Synod of the Sun's operations.

### **No Retaliation**

It is contrary to the values of Synod of the Sun for anyone to retaliate against any commissioner, officer, employee, or volunteer who in good faith reports an ethics violation, or a suspected violation of law, such as a complaint of discrimination, or suspected fraud, or suspected violation of any regulation governing the operations of Synod of the Sun. An employee who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment.

### **Reporting Procedure**

Synod of the Sun has an open-door policy and suggests that employees share their questions, concerns, suggestions, or complaints with the Synod Leader. If you are not comfortable speaking with the Synod Leader or you are not satisfied with the Synod Leader's response, you are encouraged to speak with the moderator of the Synod of the Sun's Personnel Committee. The Synod Leader is required to report complaints or concerns about suspected ethical and legal violations in writing to the Synod of the Sun's Personnel moderator, who has the responsibility to investigate all reported complaints. Employees with concerns or complaints may also submit their concerns in writing directly to the Personnel moderator.

### **Personnel Committee Moderator**

The Personnel Committee's moderator is responsible for ensuring that all complaints about unethical or illegal conduct are investigated and resolved. The Personnel Committee moderator will advise the Synod Leader of all complaints and their resolution and will report at least annually to the Synod's Coordinating Team on compliance activity relating to accounting or alleged financial improprieties.

### **Accounting and Auditing Matters**

The Synod of the Sun’s Personnel Committee moderator shall immediately notify the Synod’s Coordinating Team of any concerns or complaint regarding the Synod’s accounting practices, internal controls, or auditing and work with the committee until the matter is resolved.

**Acting in Good Faith**

Anyone filing a written complaint concerning a violation or suspected violation must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious disciplinary offense,

**Confidentiality**

Violations or suspected violations may be submitted on a confidential basis by the complainant. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

**Handling of Reported Violations**

The Synod of the Sun’s Personnel Committee moderator will notify the person who submitted a complaint and acknowledge receipt of the reported violation or suspected violation. All reports will be promptly investigated, and appropriate corrective action will be taken if warranted by the investigation.

**Investigating a Reported Violation**

The Personnel Committee moderator, the Synod Leader, or a third party designated by the Synod’s Coordinating Team may be assigned to receive, investigate, and respond to complaints.

Adopted by Synod \_\_\_\_\_  
date

## **Conflict of Interest Policy Synod of the Sun**

### **Article I – Purpose**

The purpose of this policy is to protect the interests of Synod of the Sun by: (a) preventing the personal interest of Commissioners, Coordinating Team members, Employees, and Independent Contractors from interfering with their duties to the organization and (b) avoiding any unethical financial, professional, or political gain on the part of such individuals. The intent of this policy is to supplement, not replace, any applicable federal, state, or local laws regarding Conflicts of Interest.

### **Article II – Persons Concerned**

This statement applies to Commissioners, Coordinating Team members, Officers, Employees, and any Interested Person who can influence the governance and actions of Synod of the Sun. This includes anyone who makes financial decisions, might be referred to as “management personnel,” or have proprietary information regarding Synod of the Sun.

### **Article III – Procedures**

1. **Duty to Disclose** – Each Member, Commissioner, Officer, Employee, and any other Interested Person is under an obligation to disclose the existence or potential existence of a Conflict of Interest as it arises.
2. **Investigating Conflicts** – When a potential Conflict of Interest is disclosed, the Coordinating Team will then provide the individual with an opportunity to disclose all material facts. The Coordinating Team will collect all pertinent information and question involved parties. If it turns out that a conflict does not exist, the inquiry will be documented but no further action will be taken.
3. **Addressing a Conflict of Interest** – If the Coordinating Team determines that a Conflict of Interest exists, they will take the appropriate actions to address the conflict. This may include (but not be limited to) (a) prohibiting any Interested Parties from voting on any matter related to said Conflict of Interest or (b) terminating employment with Synod of the Sun. Affected parties both within and outside of Synod of the Sun, including directors, employees, and independent contractors will be notified. If the Conflict of Interest in question involves a member of the Coordinating Team or Commissioners, that individual will be excused from deliberations.
4. **Disciplinary Action** – All Conflicts of Interest will be reviewed on a case-by-case basis. The board has full discretion to deem what disciplinary action is appropriate and necessary for disclosed Conflicts of Interest. If the governing officers reasonably believe a member of staff member failed to disclose an existing or possible Conflict of Interest, it shall inform the individual of the rationale for such belief and grant the individual an opportunity to explain the alleged failure to disclose the Conflict of Interest. After hearing the individual’s response and investigating further as warranted by the circumstances, the governing officers may take appropriate disciplinary action, including removal from the position at the organization.

5. Notice of Annual Statements – Every member of the Coordinating Team, Officer, Employee, and any other Interested Person must sign a Conflict of Interest Disclosure Statement upon said individual’s term of office, employment, or other relationship with Synod of the Sun and must do so annually. Failure to sign does not mollify the policy.

**Article IV – Acknowledgment**

By signing the individual named below understands what constitutes a Conflict of Interest and understands the procedure for addressing them with Synod of the Sun, including their duty to disclose any known or potential Conflicts of Interest. The signee agrees to abide by the procedures set forth by this policy for the duration of their relationship with Synod of the Sun.

\_\_\_\_\_  
Employee/Commissioner Signature

\_\_\_\_\_  
Date



**Coordinating Team Part II · Rev. Mitch Miller**  
Synod of the Sun

**Actions of the Synod of the Sun Coordinating Team taken on behalf of the Synod:**

1. 2021 Synod Assembly and Coordinating Team Retreat

The Coordinating Team (CT) moved the Fall Synod Assembly to October 25, 6-9 pm, to be held online, so that 2022 Coordinating Team Retreat could occur on November 15, this retreat will be online as well.

2. 2022 Spring Assembly

The Coordinating Team decided to make Spring 2022 Assembly online. We want to free up funds to empower Committees to meet in person in January.

3. Compliance Audit

At the direction of the Synod Assembly during its Spring 2021 meeting, the Coordinating Team engaged Sommerville & Associates to perform an IRS/Mission Compliance Review using \$10,000 in 2020 unspent funds.

That audit has been completed with the only thirty-three items needing correction. The CT has delegated the work of making these corrections to the appropriate committees, boards, and teams. We will be engaging an attorney to assist with corporate filings and reconciliation of bylaws, standing rules, and trusteeships to bring the synod into compliance. We hope to complete all these corrections in 2022 and submit them to the Assembly for its approval.

4. Hurricane Response

In May, members of the CT and a few others traveled to South Louisiana to inspect the on-going needs of those affected by the recent hurricanes. We are thankful for their willingness to travel there and for the work beyond inspection they performed on that trip. We ask the Synod to be aware of the continued need for clean-up and repair in South Louisiana, and to be in prayer for our sisters and brothers there.

We ask as well that churches and presbyteries consider preparing volunteers in anticipation of up-coming trips to South Louisiana to participate in the recovery efforts.

## Items for action by the Assembly:

### 1. Synod Nominating Report

***The Coordinating Team moves that the Assembly elect the persons nominated to serve the Synod as provided in the packet.***

***The Coordinating Team moves that the slate provided for the Synod of the Sun Presbyterian Foundation be formally nominated for election by the SOSPF.***

***The Coordinating Team moves that the slates provided by Presbyterian Pan American School and Lyon College, be elected as nominated by their respective boards and provided in your packet.***

### 2. Financial Review

The 2020 Financial Review is in the packet.

***The Coordinating Team moves that the Assembly receive the Financial Review.***

### 3. 2021 Finances

- Balance Sheet
- 3<sup>rd</sup> Quarter Income/Budget Statement

***The Coordinating Team moves that the synod vote to receive the 2021 Financial Statements***

### 4. The 2022 Preliminary Budget is available in the packet.

***The Coordinating Team moves that the Assembly approve the 2022 Preliminary Budget.***

### 5. Unbudgeted Unrestricted Funds

***Undesignated gifts received by the Synod will be placed in the Gatewood Account invested with TPF, until the Synod decides on their use.***

**Synod of the Sun Nominations, October 2021**

**PRESBYTERY MEMBER ABBREVIATIONS**

A -- Arkansas	NC -- New Covenant
C -- Cimarron	PD -- Palo Duro
EO -- Eastern Oklahoma	P -- Pines
G -- Grace	SL -- South Louisiana
IN -- Indian Nations	TR -- Tres Rios
M -- Mission	A-L -- At Large

**DEMOGRAPHICS KEY**

[Term; Gender/Ordination; Ethnicity; Age category]

<b>Term</b>	<b>Gender/ Ordination</b>	<b>Ethnicity</b>	<b>Age Category</b>
<b>1</b> First	<b>FE</b> Female Elder	<b>As</b> Asian	<b>Y</b> ≤ 25
<b>2</b> Second Consecutive	<b>FM</b> Female Minister	<b>B</b> Black	<b>YA</b> 26-35
<b>3</b> Third Consecutive	<b>ME</b> Male Elder	<b>Af</b> African	<b>A</b> 36-45
	<b>MM</b> Male Minister	<b>HL</b> Hisp/Latino	46-55
		<b>NA</b> Native Am	56-64
		<b>ME</b> Mid Estrn	66-75
		<b>W</b> White/Euro.Am.	Over 75
		<b>K</b> Korean	

**SYNOD COMMITTEE ON REPRESENTATION**

EO	2023	Minwoo Kim	1	MM	K	
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*There are FOUR vacancies remaining for the Committee on Representation.*

**SYNOD COMMISSIONERS AT-LARGE**

SL	2024	Boksoon Egbert	2	FE	K	
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*There are TWO vacancies remaining for a Synod At-Large Commissioner.*

**SYNOD GRANTS & SCHOLARSHIPS COMMISSION**

M	2024	Lisa Almon	2	FE	W	
EO	2024	Josh Kerr	2	MM	W	

**SYNOD OF THE SUN PERMANENT JUDICIAL COMMISSION**

A	2027	Blake Brinegar	MM	W	
EO	2027	Craig Hoster	ME		
PD	2027	Janell Blair	FM	W	
G	2025	Martha Kinard	FE	W	

## SYNOD PERSONNEL COMMITTEE

Con. = Connecting Committee (Standing Committee of the Synod)

Equip = Equipping Committee (Standing Committee of the Synod)

EP = Executive Presbyter Forum

A-L = At Large (Ruling or Teaching Elder), not currently serving as a Synod Commissioner

NC	Con	Shelley Hernandez	2	FE	W	
G	EP	Steve Shive	1	MM	W	

*There is ONE vacancy remaining for an At-Large member on the Personnel Committee.*

## 2022 STANDING COMMITTEE LEADERSHIP

NC	Moderator, Representation	Timothy Marquez	MM	
	Moderator, Connecting			
	V-Moderator, Connecting			
A	Moderator, Equipping	Margaret (Maggie) Alsup	FM	W
	V-Moderator, Equipping			
A	Moderator, Empowering	Wynona Bryant Williams	FE	AA
TR	V-Moderator, Empowering	Bill Rose	ME	W
EO	Moderator, Personnel	Jeff Cranton	MM	W
EO	Moderator, EP Forum	Timothy Blodgett	MM	W
G	Moderator, Grants & Scholarships	Sharon Curry	FE	

**TRUSTEES OF THE SYNOD OF THE SUN**

M	2023	Liz Anzaldua	1	FE	H	
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**SYNOD MODERATOR**

The Synod shall elect one of its commissioners for a three-year term to be served as follows:

- first year as Moderator-Elect,
- second year as Moderator
- third year as Chair of the Coordinating Team.

M	2022-2024	Seth Saathoff	MM	W	
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## Coordinating Team Part II

### *Additions to Nominations Report*

#### **SYNOD COMMITTEE ON REPRESENTATION**

IN	2024	Maribeth Culpepper	1	FE	W	
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*There are THREE vacancies remaining for the Committee on Representation.*

#### **2022 STANDING COMMITTEE LEADERSHIP**

	Moderator, Connecting	<b>VACANT</b>		
EO	V-Moderator, Connecting	Arita Battiest	FE	NA
M	V-Moderator, Equipping	Liz Anzaldua	FE	H

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### ***Additional Motion***

The synod is the recipient of a check from Mission Presbytery for \$160,608.74. As indicated in the attached letter from Rev. Sallie Watson, General Presbyter, \$50,000 is designated as an investment in the Regional PDA position and has been invested in the appropriate fund at TPF. The remaining \$110,608.74 is an unrestricted gift.

While we mourn the losses that make the gift possible, the synod celebrates our connectional relationships and the many ways that we might further extend the mission of the synod because of it.

***Motion: From the unrestricted gift of \$110,608.74 received from Mission Presbytery, the CT moves that each of the three committees, Connecting, Equipping, and Empowering, shall have \$20,000 made available to further the mission of the synod (as described in the Synod's Mission Statement) according to scope and intention of the committee as outlined in the Synod's Structure in Service to Mission. Each committee shall create a plan for the use of these funds in 2022.***

**SYNOD OF THE SUN PRESBYTERIAN FOUNDATION**

*The synod presents the following names to the SOSPF for election.  
(Synod nominates, SOSPF elects)*

SL	2024	Jackie Cummings	2	FE	AA	
TR	2024	Sara Eckel-Dalrymple	2	FE	W	

*There is ONE vacancy for a person from Cimarron Presbytery to serve on the SOSPF board.*

**PRESBYTERIAN PAN AMERICAN SCHOOL**

*Nominated by the PPAS board, the synod elects.*

M	2024	Liz Anzaldua	2	FE	H	
G	2024	David Fletcher	2	M M	W	
M	2024	Nadia Rosales	2	FE	H	
M	2024	Dr. Tim Summerlin	1	ME	W	

**LYON COLLEGE**

*Nominated by the board, the synod elects.*

Scott Wood, Secretary/Treasurer (3)(M,L,W,4)  
Batesville, AR

Suzanne Blair, (3)(F,L,W,4)  
Batesville, AR



**Synod of the Sun,  
Presbyterian Church (U.S.A.), Inc.**  
Cedar Hill, Texas

Financial Statements Together With  
Independent Accountant's Review Report

December 31, 2020 and 2019



RATLIFF + ASSOCIATES, P.C.  
**CERTIFIED PUBLIC ACCOUNTANTS**

**Synod of the Sun, Presbyterian Church (U.S.A.), Inc.**  
Financial Statements  
December 31, 2020 and 2019

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RATLIFF + ASSOCIATES, P.C.  
CERTIFIED PUBLIC ACCOUNTANTS

**Independent Accountant's Review Report**

Synod of the Sun,  
Presbyterian Church (U.S.A.), Inc.  
Cedar Hill, Texas

We have reviewed the accompanying financial statements of Synod of the Sun, Presbyterian Church (U.S.A.), Inc. (a Texas nonprofit organization), which comprise the statements of financial position as of December 31, 2020 and 2019, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

**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.

**Accountant's Responsibility**

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

**Accountant's Conclusion**

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

**Supplementary Information**

The supplementary information, Solar Under the Sun's statements of financial position and activities, included on pages 17 and 18, is presented for purposes of additional analysis and is not a required part of the basic 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 supplementary information has been subjected to the review procedures applied in our review of the basic financial statements. We are not aware of any material modifications that should be made to the supplementary information. We have not audited the supplementary information and do not express an opinion on such information.

*Ratliff + Associates, P.C.*

July 16, 2021

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

### Statements of Financial Position

December 31, 2020 and 2019

	2020	2019
<b>Assets</b>		
Current assets		
Cash and cash equivalents	\$ 703,814	\$ 1,287,474
Investments	2,162,587	924,627
Receivables	1,061	2,515
Prepaid expenses	861	1,958
Total current assets	2,868,323	2,216,574
Noncurrent assets		
Property and equipment		
Furniture and equipment	7,543	2,847
Less: accumulated depreciation	(2,048)	(688)
Net property and equipment	5,495	2,159
Endowment investments	204,703	181,411
Total noncurrent assets	210,198	183,570
Total Assets	\$ 3,078,521	\$ 2,400,144
<b>Liabilities &amp; Net Assets</b>		
Liabilities		
Current liabilities		
Accounts payable	\$ 3,019	\$ 20,224
Total current liabilities	3,019	20,224
Net assets		
Without donor restrictions	1,226,097	1,022,406
With donor restrictions	1,849,405	1,357,514
Total net assets	3,075,502	2,379,920
<b>Total Liabilities &amp; Net Assets</b>	\$ 3,078,521	\$ 2,400,144

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

### Statements of Activities

For the Years Ended December 31, 2020 and 2019

	2020	2019
<b>Changes in net assets without donor restrictions</b>		
Revenues		
Revenues without donor restrictions		
Presbyteries	\$ 120,858	\$ 128,565
Synod Foundation	259,300	261,200
Contributions	5,637	10,420
Investment income, net	90,908	107,416
Other income	88,910	135,776
Total revenues without donor restrictions	565,613	643,377
Net assets released from restrictions		
Satisfaction of program restrictions	128,311	196,220
Total revenues	693,924	839,597
Expenses		
Programs		
Synod	237,936	302,295
Solar	47,949	109,201
Synod Youth Workshop	13,357	101,062
Communication services	63,981	63,397
Total program expenses	363,223	575,955
Support services		
General and administrative	125,199	139,078
Fundraising	1,811	2,718
Total support services expenses	127,010	141,796
Total expenses	490,233	717,751
Change in net assets without donor restrictions	203,691	121,846
<b>Changes in net assets with donor restrictions</b>		
Synod restricted contributions	265,333	770,830
Investment income, net	262,310	100,906
Presbyteries	1,831	4,086
Other receipts	-	2,374
Solar under the Sun	90,728	177,591
Net assets released from restriction	(128,311)	(196,220)
Change in net assets with donor restrictions	491,891	859,567
<b>Change in total net assets</b>	695,582	981,413
<b>Net assets at beginning of year</b>	2,379,920	1,398,507
<b>Net assets at end of year</b>	\$ 3,075,502	\$ 2,379,920

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

Statement of Functional Expenses  
For the Year Ended December 31, 2020

	Program services				Support services		Total
	Synod	Solar	Synod Youth Workshop	Communication services	General and administrative	Fundraising	
Cost of goods sold	\$ -	\$ 1,973	\$ -	\$ -	\$ -	\$ -	\$ 1,973
Contract services	7,990	-	4,000	1,198	31,299	-	44,487
Dues and subscriptions	8,138	-	-	-	4,115	-	12,253
Grants to others	128,218	2,400	217	-	-	-	130,835
Insurance	-	-	-	-	2,452	-	2,452
Marketing	-	1,200	-	16	-	304	1,520
Meetings & meals	4,766	421	3,953	-	1,642	-	10,782
Office	5,160	-	-	-	10,557	-	15,717
Payroll	63,083	25,758	2,463	59,573	67,388	1,400	219,665
Payroll taxes	3,560	1,851	141	3,194	3,885	107	12,738
Professional development	1,927	-	-	-	1,927	-	3,854
Travel	15,094	13,742	2,583	-	1,178	-	32,597
Depreciation	-	604	-	-	756	-	1,360
<b>Total expenses</b>	<b>\$ 237,936</b>	<b>\$ 47,949</b>	<b>\$ 13,357</b>	<b>\$ 63,981</b>	<b>\$ 125,199</b>	<b>\$ 1,811</b>	<b>\$ 490,233</b>

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

Statement of Functional Expenses  
For the Year Ended December 31, 2019

	Program services				Support services			Total
	Synod	Solar	Synod Youth Workshop	Communication services	General and administrative	Fundraising		
Contract services	\$ 1,125	\$ -	\$ 8,061	\$ 767	\$ 38,363	\$ -	\$ 48,316	
Dues and subscriptions	4,312	-	-	-	4,098	-	8,410	
Grants to others	133,404	8,900	8,484	-	-	-	150,788	
Insurance	-	-	-	-	4,694	-	4,694	
Marketing	-	3,833	-	1,798	-	1,408	7,039	
Meetings & meals	13,990	3,005	72,834	-	2,881	-	92,710	
Office	2,506	-	1,702	-	10,672	-	14,880	
Payroll	61,825	21,919	2,421	57,715	64,560	1,133	209,573	
Payroll taxes	3,515	1,562	139	3,117	3,739	87	12,159	
Professional development	2,221	-	-	-	2,221	-	4,442	
Travel	79,397	69,982	7,421	-	7,223	90	164,113	
Depreciation	-	-	-	-	627	-	627	
<b>Total expenses</b>	<b>\$ 302,295</b>	<b>\$ 109,201</b>	<b>\$ 101,062</b>	<b>\$ 63,397</b>	<b>\$ 139,078</b>	<b>\$ 2,718</b>	<b>\$ 717,751</b>	

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

### Statements of Cash Flows

For the Years Ended December 31, 2020 and 2019

<b>Cash flows from operating activities</b>		
Contributions and other income	\$ 834,051	\$ 1,489,531
Investment income	84,466	60,307
Cash paid for operations and programs	(504,981)	(711,717)
Net cash provided (used) by operating activities	413,536	838,121
 <b>Cash flows from investing activities</b>		
Purchases of investments	(1,020,000)	-
Proceeds from sale of investments	27,500	25,562
Purchases of property and equipment	(4,696)	-
Net cash provided (used) by investing activities	(997,196)	25,562
 <b>Net increase (decrease) in cash and cash equivalents</b>	 (583,660)	 863,683
 <b>Cash and cash equivalents at beginning of year</b>	 1,287,474	 423,791
 <b>Cash and cash equivalents at end of year</b>	 \$ 703,814	 \$ 1,287,474
 <b>Reconciliation of change in total net assets to net cash provided (used) by operating activities</b>		
Change in total net assets	\$ 695,582	\$ 981,413
Adjustments		
Net (gain) loss on investments	(268,752)	(148,015)
Depreciation	1,360	627
Change in accounts receivable	1,454	(990)
Change in prepaid expenses	1,097	-
Change in funds held for others	-	(8,938)
Change in accounts payable	(17,205)	14,345
Change in deferred revenue	-	(321)
Total adjustments	(282,046)	(143,292)
Net cash provided (used) by operating activities	\$ 413,536	\$ 838,121



**Synod of the Sun, Presbyterian Church (U.S.A.), Inc.**  
Note Disclosures to the Financial Statements  
December 31, 2020 and 2019

**Note 1, Nature of the Organization**

Synod of the Sun, Presbyterian Church (U.S.A.), Inc. (the “Church”) is a 501(c)(3) Texas nonprofit corporation. Synod of the Sun is responsible for the life and mission of the church throughout its four state region and for supporting the ministry and mission of its 11 presbyteries as they seek to support the witness of congregations, to the end that the church throughout the region becomes a community of faith, hope, love, and witness.

**Note 2, Summary of Significant Accounting Policies**

The following is a summary of the Church’s significant accounting policies consistently applied in the preparation of the accompanying financial statements:

Basis of accounting: The financial statements of the Church have been prepared on the accrual basis of accounting in accordance with generally accepted accounting principles (GAAP) of the United States of America. Revenues are recognized when earned, and expenses are recorded when incurred.

Liquidity: The statement of financial position is classified to show subtotals for current assets and current liabilities as part of the Church’s enhanced disclosure of liquidity. The Church anticipates using current assets and satisfying current liabilities within one year of the statement date. Current assets, excluding inventory and prepaids (as applicable), represent financial assets available for general expenditure within one year of the statement date. Disclosures are presented for both the quantitative and qualitative aspects of liquidity and the availability of financial assets.

Revenue recognition: Revenues of the Church are primarily derived from donor contributions and grants from supporters. A portion of the Church revenues is tied to the local economy. All contributions are considered available for the Church’s general programs unless specifically restricted by the donor.

Amounts received that are donor restricted by time or purpose are reported as increases in net asset with donor restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restriction. However, contributions received with restrictions that are met in the same reporting period are reported as increases in net assets without restrictions.

Receipts that are conditional on the occurrence of a future event, are recorded as deferred revenue until the condition has been met.

Investment income that is limited to specific uses by donor restrictions is also reported as increases in net assets without restrictions if the restrictions are met in the same reporting period as the income is recognized.

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

Note Disclosures to the Financial Statements

December 31, 2020 and 2019

### Note 2, Summary of Significant Accounting Policies (continued)

Net assets without donor restrictions: The Church further disaggregates net assets without donor restriction into two subcategories:

- General unrestricted: Net assets that are neither subject to donor-imposed restrictions or self-imposed limits are general unrestricted.
- Internally designated: Net assets that are subject to the Church's self-imposed limits by action of the governing board or its delegates are internally designated. These voluntary limitations allow the Church to earmark net assets for a variety of needs that may arise. Such limits may also be lifted at any time in the future by resolution of the board or its delegates.

Net assets with donor restriction: The Church further disaggregates net assets with donor restriction into two subcategories:

- Temporarily restricted: The Church reports gifts of cash and other assets as with temporary donor restriction if they are received with donor stipulations temporarily limiting the use of the contributions and if the restrictions are not met in the period of receipt.
- Permanently restricted: The Church reports gifts of cash and other assets as with permanent donor restriction if they are received with donor stipulations permanently restricting the contribution to investment but permitting the Church to use part or all of the income derived from the investment for general or restricted purposes.

Programs: The Church pursues its mission through the execution of the following major programs that are also the reported functional expenses of the Church:

- Program activities:
  - Synod: provides leadership and organizational development programs to connect, equip, and empower Presbyterians.
  - Solar: provides training for community and technical development of solar power systems for communities throughout the world experiencing energy poverty.
  - Synod Youth Workshop: provides youth and leadership development for high school aged students.
  - Communication services: provides consultation for mission interpretation, website, social media, and other services for mid councils of the denomination.
- Fundraising: encouraging additional contributions and grants for the Church and its programs.
- General and administrative: providing administrative support to the above functional areas

Estimates: The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates. Significant estimates included in the financial statements are the allocation of certain expenses. The allocation of certain expenses is based on management's estimate of staff activities.

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

Note Disclosures to the Financial Statements

December 31, 2020 and 2019

**Note 2, Summary of Significant Accounting Policies (continued)**

Cash and cash equivalents: For purposes of the statement of cash flows, the Church considers highly liquid investments with an initial maturity of three months or less to be cash equivalents. Cash and short-term investments held in a bank money market account are reported as investments instead of cash because the Church maintains and invests those funds separately.

Financial instruments that potentially subject the Church to credit risk include cash on deposit with a financial institution exceeding \$250,000 at various times during the year. The U.S. Federal Deposit Insurance Corporation insures amounts for up to \$250,000.

Allocation of expenses by function and nature: The costs of providing the various programs and other activities have been allocated and summarized on a functional basis in the statement of activities and on both a functional and a natural bases in the statement of functional expenses. Accordingly, certain costs have been allocated among the program and supporting services, as well as the natural categories, benefited.

Noncash contributions: Contributed services are recognized as unrestricted revenues if the services received (a) create or enhance non-financial assets or (b) require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by contribution. Contributed services that do not meet these criteria are not recognized as revenue.

A substantial number of volunteers have also donated significant amounts of their time to the Church's programs. However, these donated services are not reflected in the financial statements since these services do not meet the criteria for recognition.

Donated assets of equipment or supplies that are material are recorded at fair market value as revenue and to the appropriate asset or expense account on the date of receipt. In the absence of donor restrictions, donated assets are reported as unrestricted revenue.

Investments: All investments are measured at fair value based upon the exit price model, which is the price that would be received to sell the investment. Investment fees are netted within the investment income. These expenses are not material to these financial statements.

Fair value measurement: Fair value hierarchy is used to disclose the inputs to fair value measurement. This hierarchy prioritizes the inputs into three broad levels. A financial asset or liability's classification within the hierarchy is determined based on the lowest level input that is significant to the fair value measurement.

Income tax status: The Church is a nonprofit organization that is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code as other than a private foundation, except on net income derived from unrelated business activities. For the years ended December 31, 2020 and 2019, the Church has not conducted unrelated business activities that are material to the financial statements taken as a whole. Accordingly, no provision for income taxes is included in the financial statements. The Church believes that it has appropriate support for any tax positions taken, and as such, does not have any uncertain tax positions that are material to the financial statements.

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

Note Disclosures to the Financial Statements

December 31, 2020 and 2019

**Note 2, Summary of Significant Accounting Policies (continued)**

Property and equipment: Property and equipment are carried at cost or, if donated, at the approximate fair value at the date of donation. The Church capitalizes assets with a cost greater than \$1,000. Repairs and maintenance are expensed as incurred unless they materially extend the useful life of the related asset, in which case they are capitalized and depreciated. When property and equipment is sold or otherwise disposed of, the asset and related accumulated depreciation are removed, and a gain or loss, if any, is included in operations. Depreciation is computed using a straight-line method over the estimated useful lives for furniture and equipment of 5 years.

Going concern considerations: The Church analyzes the effect that current and future events, both internal and external, may have on operations so that the Church may continue as a going concern (i.e., a viable organization). As of the date of this report, management has not identified a significant matter that, in its judgement, could materially threaten the ongoing operations of the Church for at least one year from the date of the report on page one. However, if conditions change during the following year, the Church may adjust certain activities or the general operational budget, as needed. See also the Liquidity disclosure for additional cash management strategies.

**Note 3, Concentration and Related Party**

For the years ended December 31, 2020 and 2019, the Church received donations of approximately \$520,000 and \$1,030,000, respectively, from two sources representing approximately 44% and 60%, respectively, of the Church's total annual revenues.

The Church is highly dependent on contributions received from the Synod of the Sun Presbyterian Foundation ("the Foundation"), as well as other organizations with whom the Church is affiliated. The Foundation is a separate nonprofit organization and leadership of both organizations agree that the Foundation is not controlled by the Church and, therefore, should not be consolidated with the Church for these financial statements. However the Foundation was organized to support the Church, and each year approximately 60% of the Foundations distributions are to the Church, which totaled \$273,800 and \$261,200, respectively, for the years ended December 31, 2020 and 2019.

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

### Note Disclosures to the Financial Statements

December 31, 2020 and 2019

#### Note 4, Investments

For the years ended December 31, 2020 and 2019, investments are all based upon level 2 inputs which are similar, observable inputs other than quoted prices in active markets. Investments by type for the years ended December 31, are as follows:

	<u>2020</u>	<u>2019</u>
Presbyterian Church (USA) Investment & Loan Program (fixed income)	\$ 250,000	\$ 250,000
Texas Presbyterian Foundation (balanced funds)	2,076,327	819,534
Cash equivalents	<u>40,963</u>	<u>36,504</u>
 Total	 <u>\$ 2,367,290</u>	 <u>\$ 1,106,038</u>

#### Note 5, Net Assets

The details of the Church's net assets by categories at December 31 are as follows:

	<u>2020</u>	<u>2019</u>
Net assets without donor restrictions		
General unrestricted	<u>\$ 295,835</u>	<u>\$ 150,174</u>
Internally designated		
Reserves	66,714	77,300
Undesignated reserves	634,220	570,236
Reserves - time designated	120,858	128,065
Reserves - Board	8,512	16,012
Grants	22,360	28,360
Meetings	6,992	6,992
Governance	5,809	5,809
Networks	18,886	18,782
Professional development	4,737	3,816
Promotional	2,274	2,274
Future church	19,000	-
Synod Youth Workshop (SYW)	19,900	14,586
	<u>930,262</u>	<u>872,232</u>
 Total net assets without donor restrictions	 <u>\$ 1,226,097</u>	 <u>\$ 1,022,406</u>

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

### Note Disclosures to the Financial Statements

December 31, 2020 and 2019

#### Note 5, Net Assets (continued)

	2020	2019
Net assets with donor restrictions		
Temporarily restricted		
MAPPA Fund Bal Hispanic American	\$ 7,153	\$ 5,617
Crisp Scholar Fund - Endowment Earnings	58,698	47,546
Crisp Endow Fund - Endowment Earnings	21,970	9,830
David Robinson Fund	2,820	1,987
Seminary Scholarship	34,598	38,215
Volunteers in Mission	31,634	27,063
Educational Programs	986	529
Peacemaking	7,913	8,082
Aid for Pastors - Fund Balance	4,457	11,882
Church Extension and Development - Fund Balance	16,822	19,832
National Missions in Texas - Fund Balance	18,973	12,095
Old Age Concerns	62,469	51,953
Reserve for Higher Education	38,608	31,851
Child & Youth Schroeder	3,290	1,101
MACC Fund Balance	65,259	50,744
Munson & Kerr Scholarship Fund - Fund Balance	1,173,549	770,000
Restricted Solar Under the Sun	117,882	108,110
Solar Reserve	16,463	14,802
Haiti Reserve	4,300	4,300
Solar Direct Project Fund - Honduras	19,516	2,679
Solar Direct Project Fund - Puerto Rico	2,344	4,262
Solar School Reserve / Boreham Trust	5,575	7,908
Second PC Little Rock	7,000	-
Chris McRae - Scholarship Fund Balance	3,091	3,091
	1,725,370	1,233,479
Permanently restricted		
Crisp Scholar Fund - Endowment Corpus	50,000	50,000
Crisp Endow Fund - Endowment Corpus	74,035	74,035
	124,035	124,035
Total net assets with donor restrictions	\$ 1,849,405	\$ 1,357,514

**Synod of the Sun, Presbyterian Church (U.S.A.), Inc.**  
 Note Disclosures to the Financial Statements  
 December 31, 2020 and 2019

**Note 6, Liquidity and Availability of Financial Assets**

The Church's financial assets are current assets available for general expenditure within one year of the statement date.

As part of the Church's liquidity management, it has a strategy to structure its financial assets to be available as general expenditures, liabilities and other obligations come due. The significant qualities of this strategy are as follows:

- The Church sets its current budget on amounts received from presbyteries in the prior year.
- The Church maintains general reserves and other unrestricted internally designated net asset funds that may be redirected and used as needed.
- The Church invests cash in excess of daily requirements in investments to be used as needed.
- If liquidity becomes an ongoing concern, the Church may elect to decrease its program budget in order to eliminate excess spending.

The Church's financial assets are quantified as follows:

	2020	2019
Current assets	\$ 2,868,323	\$ 2,216,574
Less: non-liquid assets	(861)	(1,958)
Less: those unavailable for general expenditures within one year, due to:		
Internal board designations	(930,262)	(872,231)
Donor restrictions	(1,644,702)	(1,176,103)
Financial assets available to meet cash needs for general expenditures within one year	\$ 292,498	\$ 166,282

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

## Note Disclosures to the Financial Statements

December 31, 2020 and 2019

**Note 7, Endowments**

The Church's endowment consists of two individual funds established for separate purposes. As required by GAAP, net assets associated with endowment funds are classified and reported based on the existence or absence of donor-imposed restrictions.

The Church's disclosure of its interpretation of the laws that underlie net asset classification of donor restricted endowment funds follows:

The Church is subject to the State Prudent Management of Institutional Funds Act (SPMIFA) and, thus, classifies amounts in its donor-restricted endowment funds as net assets with donor restrictions because those net assets are time restricted until the Commissioners appropriate such amounts for expenditure. Most of those net assets also are subject to purpose restrictions that must be met before reclassifying those net assets to net assets without donor restrictions. The Commissioners have interpreted SPMIFA as not requiring the maintenance of purchasing power of the original gift amount contributed to an endowment fund unless a donor stipulates the contrary. As a result of this interpretation, when reviewing its donor-restricted endowment funds, the Church considers a fund to be underwater if the fair value of the fund is less than the sum of (a) the original value of initial and subsequent gift amounts donated to the fund and (b) any accumulations to the fund that are required to be maintained in perpetuity in accordance with the direction of the applicable donor gift instrument.

The Church has interpreted SPMIFA to permit spending from underwater funds in accordance with the prudent measures required under the law. Additionally, in accordance with SPMIFA, the Church 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 from income and the appreciation of investments, 6) the investment policies of the Church.

Underwater endowment funds: From time to time, the fair value of assets associated with individual donor-restricted endowment funds may fall below the level that the donor or SPMIFA requires the Church to retain as a fund of perpetual duration. Deficiencies of this nature are the result of unfavorable market fluctuations and continued appropriation. In such cases, the deficiency is temporarily offset by unrestricted net assets. For the years ended December 31, 2020 and 2019, neither of the endowment funds were underwater.

Return objectives and risk parameters: The Church has adopted investment and spending policies for endowment assets that attempt to provide a predictable stream of funding to donor objectives supported by its endowment while seeking to maintain the purchasing power of the endowment assets. Endowment assets include those assets of donor-restricted funds that the Church must hold in perpetuity or for a donor-specified period. Under this policy, the endowment assets are invested in a manner approved by the Synod Assembly to produce results within a Balanced Fund with Texas Presbyterian Foundation. The Church expects its endowment funds, over time, to provide income for special grants in accordance with donor restrictions.



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

Note Disclosures to the Financial Statements

December 31, 2020 and 2019

### Note 7, Endowments (continued)

Strategies employed for achieving objectives: To satisfy its long-term rate-of-return objectives, the Church relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The Church targets a diversified asset allocation that places a greater emphasis on equity-based investments to achieve its long-term return objectives within prudent risk constraints.

Spending policy: The Church has a policy of reviewing donor-restricted endowments activity quarterly. Only the amounts exceeding the original gifts are available for spending on grants and scholarships in accordance with donor restrictions. Accordingly, over the long term, the Church expects the current spending policy to allow its endowment to grow annually. The Church's policy does not approve grant or scholarship spending from underwater endowment funds. For board designated investments, the Church has a policy that permits spending from underwater investment funds, unless otherwise precluded by relevant laws and regulations. The board determines and approves what is spent from the investment funds on an as-needed basis during its regular meetings.

The Church's disclosure of its endowment net asset composition and change during the year by type of fund for the year ended December 31, 2020, follows:

	<u>Children Homes Scholarship</u>	<u>Children Homes General Support</u>	<u>Total</u>
Donor-restricted endowment funds 2020:			
Original donor-restricted gifts & amounts required to be maintained in perpetuity	\$ 50,000	\$ 74,035	\$ 124,035
Accumulated investment gains	<u>\$ 58,698</u>	<u>21,970</u>	<u>80,668</u>
	<u>\$ 97,546</u>	<u>\$ 83,865</u>	<u>\$ 204,703</u>
 Endowment net assets, beginning of year 2020	 \$ 97,546	 \$ 83,865	 \$ 181,411
Investment return, net	11,152	12,140	23,292
Contributions	-	-	-
Appropriations	<u>-</u>	<u>-</u>	<u>-</u>
 Endowment net assets, end of year 2020	 <u>\$ 108,698</u>	 <u>\$ 96,005</u>	 <u>\$ 204,703</u>

**Synod of the Sun, Presbyterian Church (U.S.A.), Inc.**  
 Note Disclosures to the Financial Statements  
 December 31, 2020 and 2019

**Note 7, Endowments (continued)**

The Church's disclosure of its endowment net asset composition and change during the year by type of fund for the year ended December 31, 2019, follows:

	<u>Children Homes Scholarship</u>	<u>Children Homes General Support</u>	<u>Total</u>
Donor-restricted endowment funds 2019:			
Original donor-restricted gifts & amounts required to be maintained in perpetuity	\$ 50,000	\$ 74,035	\$ 124,035
Accumulated investment gains	<u>\$ 47,546</u>	<u>9,830</u>	<u>57,376</u>
	<u>\$ 97,546</u>	<u>\$ 83,865</u>	<u>\$ 181,411</u>
Endowment net assets, beginning of year 2019	\$ 84,151	\$ 74,428	\$ 158,579
Investment return, net	13,395	14,437	27,832
Contributions	-	-	-
Appropriations	<u>-</u>	<u>(5,000)</u>	<u>(5,000)</u>
Endowment net assets, end of year 2019	<u>\$ 97,546</u>	<u>\$ 83,865</u>	<u>\$ 181,411</u>

**Note 8, Paycheck Protection Program Grant Revenue**

In April 2020, the Church qualified for a Paychecks Protection Program loan for \$36,875. This two-year term loan administered by the U.S. Small Business Administration was forgiven in full and, therefore, was recognized as grant revenue in 2020 and is included in other income on the statement of activities.

**Note 9, Subsequent Events**

The Church has evaluated subsequent events through the date of the Independent Accountant's Review Report on page one, which is the date the financial statements were available to be issued.

The global and local economies continue to be affected by the coronavirus pandemic. As of the date of this report, the full financial impact of the pandemic on the Church is unknown. If conditions remain unchanged, the Church may reschedule certain activities or adjust budgeted expenditures, as necessary. See also the liquidity disclosure.

**Solar Under the Sun**  
 Supplementary Information - Statements of Financial Position  
 December 31, 2020 and 2019

**Assets**

Cash and cash equivalents	\$ 157,877	\$ 133,667
Investments	16,463	14,802
Receivables	-	475
Equipment, net	<u>2,689</u>	<u>-</u>
Total Assets	<u><u>\$ 177,029</u></u>	<u><u>\$ 148,944</u></u>

**Liabilities & Net Assets**

Liabilities		
Accounts payable	\$ 859	\$ 3,793
Net assets		
With donor restrictions	<u>176,170</u>	<u>145,151</u>
Total Liabilities & Net Assets	<u><u>\$ 177,029</u></u>	<u><u>\$ 148,944</u></u>

**Solar Under the Sun**  
 Supplementary Information - Statements of Activities  
 For the Years Ended December 31, 2020 and 2019

**Changes in net assets without donor restrictions**

Revenues		
Revenues with donor restrictions		
Donations	\$ 78,078	\$ 151,537
Program revenue	5,383	22,749
Investment income, net	2,184	2,558
Other income	5,083	747
Total revenues without donor restrictions	<u>90,728</u>	<u>177,591</u>
Expenses		
Programs		
Solar school, spring	413	6,717
Solar school, fall	-	7,111
Personnel expenses	30,142	26,198
Restricted expenses	20,974	65,462
Office expenses	3,279	2,261
Depreciation	603	-
Other business expenses	4,298	19,396
Total expenses	<u>59,709</u>	<u>127,145</u>
<b>Change in total net assets</b>	31,019	50,446
<b>Net assets at beginning of year</b>	<u>145,151</u>	<u>94,705</u>
<b>Net assets at end of year</b>	<u><u>\$ 176,170</u></u>	<u><u>\$ 145,151</u></u>



## Synod of the Sun, PC(USA)

Balance Sheet  
as of 09/30/2021

Account Number	Account Name	Amount
<b>Assets</b>		
<b>Bank Accounts</b>		
10100	Chase Bank Checking	\$566,367.41
10110	Chase - Payroll account	\$4,725.31
10900	Undeposited funds register	\$852.00
<b>Total Bank Accounts</b>		\$571,944.72
<b>Investments / Reserve accounts</b>		
12111	PILP	\$100,000.00
12112	Synod Regional PDA/TPF	\$150,000.00
12113	Synod Regional PDA (Donor)/TPF	\$10,000.00
12214	Gatewood Acct/TPF	\$602,692.86
12218	MACC Trust Fund Acct	\$75,682.54
12220	MAPPA Scholarship Fund	\$8,226.77
12223	Crisp Endowment/TPF	\$99,629.56
12225	Crisp Scholarship/TPF	\$116,564.87
12229	Ministry Reserves	\$62,078.75
12231	Year-End Reserves A	\$57,742.37
12233	Disaster Assistance	\$24,700.78
12235	Muson & Kerr Scholarship Fund	\$1,271,356.05
<b>Total Investments / Reserve accounts</b>		\$2,578,674.55
<b>Fixed Assets</b>		
15000	Equipment	\$4,251.00
15100	Accumulated Depreciation	\$-1,444.75
<b>Total Fixed Assets</b>		\$2,806.25
<b>Other Assets</b>		
16000	Prepaid insurance	\$1,291.12
<b>Total Other Assets</b>		\$1,291.12
<b>Accounts Receivable</b>		
16900	Receivables register	\$-150.00
<b>Total Accounts Receivable</b>		\$-150.00
<b>Total Assets</b>		\$3,154,566.64
<b>Liabilities</b>		
<b>Payroll Liabilities</b>		
20470	Medical savings - Young	\$-585.89
20490	Dental - Riggs	\$-57.19
<b>Total Payroll Liabilities</b>		\$-643.08
<b>Current liabilities</b>		

Account Number	Account Name	Amount
20500	Due to / from Solar Under the Sun	\$-3,422.96
22100	V Young Credit Card	\$4,519.66
<b>Total Current liabilities</b>		<b>\$1,096.70</b>
<b>Total Liabilities</b>		<b>\$453.62</b>
<b>Equity</b>		
<b>Unrestricted</b>		
30110	Unrestricted Net Asset	\$104,265.73
30130	Pass Thru Funding	\$3,398.41
37123	PILP Fund Balance	\$100,000.00
<b>Total Unrestricted</b>		<b>\$207,664.14</b>
<b>Board Designated</b>		
30120	Professional Devel Ex - Young	\$2,803.76
30121	Professional Devel Exp - Riggs	\$1,826.22
31100	Gatewood Fund Balance	\$602,692.86
31110	Ministry Reserve Fund	\$62,078.75
31120	Year-End Reserves	\$57,742.37
31130	Disaster Assistance Fund	\$24,700.78
31140	Translation Fund	\$30,656.00
31150	Future Church	\$16,099.64
31160	Racial Ethnic Ministries	\$6,567.35
31180	Special Meetings	\$10,117.02
31190	Synod Leadership Travel / CT approval	\$5,511.95
31220	COR Network	\$471.10
31222	Commissioned Pastor Network Fund Balance	\$15,121.07
31240	Pbty giving for use even years	\$80,885.25
31250	Promotional Swag	\$2,274.57
31260	Network Reserves	\$17,620.54
31270	Cross Cultural Intern	\$4,792.50
31280	Presbytery Leader Formation	\$-191.14
31300	International mission trips	\$10,500.00
32130	Opioid Crisis - Fund Balance	\$500.00
32140	Network for Dismantling Racism - Fund Balance	\$2,844.83
32150	Regional PDA position - Bd Designated - Fund Balance	\$150,000.00
37122	Year of Anti-Racism - Fund Balance	\$4,305.00
<b>Total Board Designated</b>		<b>\$1,109,920.42</b>
<b>Donor Restricted</b>		
33100	MAPPA Fund Bal Hispanic American	\$8,226.77
33110	Crisp Scholar Fund Bal	\$116,564.87
33120	Crisp Endow Fund Bal	\$99,629.56
33130	David Robinson Fund	\$2,241.13
33140	Seminary Scholarship	\$35,048.57
33150	Volunteers in Mission	\$35,162.33
33160	Educational Programs	\$1,039.20
33170	Peacemaking	\$8,820.81

Account Number	Account Name	Amount
33187	Aid for Pastors - Fund Balance	\$6,330.77
33188	Church Extension and Development - Fund Balance	\$22,141.24
33189	National Missions in Texas - Fund Balance	\$24,282.09
33200	Old Age Concerns	\$75,304.00
33210	Reserve for Higher Ed	\$43,041.12
33220	Child & Youth Schroeder	\$4,966.83
33240	Viola Williams Memorial	\$15.58
33250	MACC Fund Balance	\$75,682.54
33300	Munson & Kerr Scholarship Fund - Fund Balance	\$1,271,356.05
33310	Regional PDA Position - Restricted - Fund Balance	\$10,000.00
33900	SOSPF Scholarship - Fund Balance	\$-3,325.00
<b>Total Donor Restricted</b>		<b>\$1,836,528.46</b>
<b>Total Equity</b>		<b>\$3,154,113.02</b>
<b>Total Liabilities + Total Equity</b>		<b>\$3,154,566.64</b>

**Budget: Year to Date for the period of 01/01/2021 to 09/30/2021**

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Account Number	Account Name	Actual	YTD Budget	Annual Budget
<b>Income</b>				
<b>Budgeted Revenue</b>				
40001	PY Rollover/Retained earnings	0.00	0.00	0.00
41000	Presbyteries	120,858.36	90,643.77	120,858.36
42100	Contributions	1,568.28	1,500.03	2,000.00
42110	SOSPF Endowment	200,175.00	200,175.03	266,900.00
42200	Investment income	0.00	0.00	0.00
42210	PILP Interest earned	2,524.59	2,250.00	3,000.00
42230	TPF Interest earned	16,485.18	15,000.03	20,000.00
	<b>Total 42200 - Investment income</b>	<b>19,009.77</b>	<b>17,250.03</b>	<b>23,000.00</b>
43000	Services Income	0.00	0.00	0.00
43100	Communication Services Program	32,028.67	33,750.00	45,000.00
	<b>Total 43000 - Services Income</b>	<b>32,028.67</b>	<b>33,750.00</b>	<b>45,000.00</b>
	<b>Total Budgeted Revenue</b>	<b>373,640.08</b>	<b>343,318.86</b>	<b>457,758.36</b>
<b>Board designated income</b>				
46230	Pbty giving for use next year	80,885.25	0.00	0.00



<b>Expense</b>				
<b>Budgeted Expense</b>				
61000	Connecting Expenditures	0.00	0.00	0.00
61010	Connecting Reserves	0.00	0.00	0.00
61080	Presbyterian Women	500.00	375.03	500.00
61100	Covenant Relationships Travel	0.00	1,125.00	1,500.00
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	Phy. 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
61300	National Conf Sponsorships	0.00	0.00	0.00
61302	Connecting Innitiatives	0.00	6,374.97	8,500.00
61310	Critical Needs Fund	973.67	2,250.00	3,000.00
61320	OGA/PMA Unrestricted Giving	0.00	0.00	0.00
61330	National Event Hospitality	1,264.88	1,500.03	2,000.00
<b>Total 61000 - Connecting Expenditures</b>		<b>7,738.55</b>	<b>15,374.61</b>	<b>20,500.00</b>

62001	Equipping	0.00	0.00	0.00	0.00
61030	COM Event	0.00	0.00	3,750.03	5,000.00
61070	EP Forum	0.00	0.00	3,750.03	5,000.00
61280	Clerk Forum	0.00	0.00	1,500.03	2,000.00
61290	Mission Convocation	0.00	0.00	5,249.97	7,000.00
62000	Communication	0.00	0.00	0.00	0.00
62010	Computer (Maint Svc Provider)	0.00	0.00	0.00	0.00
62030	CSP Operations (PT)	898.23	0.00	0.00	0.00
62060	Communications Initiatives	1,756.05	7,499.97		10,000.00
	<b>Total 62001 - Equipping</b>	<b>2,654.28</b>	<b>21,750.03</b>		<b>29,000.00</b>
63000	Empowering Expenditures	0.00	0.00	0.00	0.00
61020	Solar Under the Sun	1,846.25	6,487.47		8,650.00
61050	Network Nurture	3,086.25	24,000.03		32,000.00
61270	Synod Youth Workshop	3,963.75	4,462.47		5,950.00
	<b>Total 63000 - Empowering Expenditures</b>	<b>8,896.25</b>	<b>34,949.97</b>		<b>46,600.00</b>

64001	Coordinating Team	0.00	0.00	0.00	0.00
61340	Moderator Expenses	29.79	1,874.97	2,500.00	2,500.00
62040	Computer Hardware	0.00	1,874.97	2,500.00	2,500.00
62050	Online operations (Zoom/DB, etc.)	3,420.65	2,250.00	3,000.00	3,000.00
64000	Meeting and Book of Order Expenses	0.00	0.00	0.00	0.00
64010	Stated Meeting, Fall	0.00	0.00	0.00	0.00
64020	Stated Meeting, Spring	0.00	0.00	0.00	0.00
64030	Mid-Year Committee Gathering	0.00	0.00	0.00	0.00
64050	Administrative Commission	0.00	0.00	0.00	0.00
64100	Other Committee Expenses	1,696.53	3,750.03	5,000.00	5,000.00
64200	Emergency COVID19 Expense	4,000.00	11,250.00	15,000.00	15,000.00
66000	Office Expenses	0.00	0.00	0.00	0.00
66010	Office rent	0.00	0.00	0.00	0.00
66020	Telephone	2,081.11	2,999.97	4,000.00	4,000.00
66030	Postage	740.94	749.97	1,000.00	1,000.00
66040	Copiers	0.00	0.00	0.00	0.00
66050	Supplies	553.24	2,625.03	3,500.00	3,500.00
66060	File Retention/Storage	2,482.92	2,625.03	3,500.00	3,500.00
66070	Bookkeeping services	11,985.00	13,500.00	18,000.00	18,000.00
66071	Audit Fees	10,100.00	7,499.97	10,000.00	10,000.00
66090	Insurance	2,151.88	1,874.97	2,500.00	2,500.00
66100	Bank charges	230.00	749.97	1,000.00	1,000.00
66105	Aplos fees	594.00	1,125.00	1,500.00	1,500.00
66110	Miscellaneous Charges	586.37	749.97	1,000.00	1,000.00
66120	Contingency expense	0.00	749.97	1,000.00	1,000.00
<b>Total 64001 - Coordinating Team</b>		<b>40,652.43</b>	<b>56,249.82</b>	<b>75,000.00</b>	<b>75,000.00</b>

65000	Personnel Expense	0.00	0.00	0.00
65010	Synod Leader/SC Salary & House	70,428.87	70,428.87	93,905.10
65020	Synod Leader/SC BOP	20,870.61	20,884.23	27,845.62
65030	Synod Leader/SC FICA share	5,172.13	5,387.76	7,183.74
65040	Synod Leader/SC Prof Expenses	164.96	1,125.00	1,500.00
65050	Synod Leader/SC Prof Development	196.49	1,125.00	1,500.00
65110	Comm. & Admin Coordinator Salary	37,987.56	37,987.47	50,650.00
65120	Comm. & Admin Coordinator BOP	12,310.09	12,311.46	16,415.25
65130	Comm. & Admin Coordinator FICA Sh	2,690.52	2,906.01	3,874.73
65140	Comm. & Admin Coordinator Prof De	1,052.11	1,125.00	1,500.00
65220	Temp Staff & Other Staff expense	3,631.59	23,387.94	31,183.92
65410	Personnel Committee	834.16	1,500.03	2,000.00
65510	Synod Leader/SC Travel	8,365.65	10,874.97	14,500.00
65520	Comm. & Admin Coordinator Travel	1,433.72	1,874.97	2,500.00
	<b>Total 65000 - Personnel Expense</b>	<b>165,138.46</b>	<b>190,918.71</b>	<b>254,558.36</b>
66001	Grants & Scholarships	0.00	0.00	0.00
61040	Mission Grants	19,600.00	22,500.00	30,000.00
	<b>Total 66001 - Grants &amp; Scholarships</b>	<b>19,600.00</b>	<b>22,500.00</b>	<b>30,000.00</b>
66002	Representation	0.00	0.00	0.00
64090	Committee on Representation	0.00	74.97	100.00
	<b>Total 66002 - Representation</b>	<b>0.00</b>	<b>74.97</b>	<b>100.00</b>
66003	Permanent Judicial Commission	0.00	0.00	0.00
64040	Perm. Judicial Commission	3,000.00	1,500.03	2,000.00
	<b>Total 66003 - Permanent Judicial Commission</b>	<b>3,000.00</b>	<b>1,500.03</b>	<b>2,000.00</b>
	<b>Total Expense</b>	<b>247,679.97</b>	<b>343,318.14</b>	<b>457,758.36</b>
	<b>Net Income (Loss)</b>	<b>125,960.11</b>	<b>0.72</b>	<b>0.00</b>



Synod of the Sun, PC(USA)  
 Presbytery Mission Support  
 for the period of 01/01/2021 to 10/15/2021

Name	Date	Note	Account	Fund	Amount
Eastern Oklahoma Presbytery					
	01/20/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$609.53
	03/01/2021	Mission & Peace and Global Witness	46230 - Pbty giving for use	Pbty giving for use even years	\$317.85
	03/15/2021	Mission & Peace and Global Witness	46230 - Pbty giving for use	Pbty giving for use even years	\$251.02
	04/20/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$667.96
	05/16/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$257.14
	06/08/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$277.98
	07/22/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$487.97
	08/09/2021	Mission & Peace and Global Witness	46230 - Pbty giving for use	Pbty giving for use even years	\$293.72
	09/15/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$219.91
					\$3,383.08
Grace Presbytery					
	03/24/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$2,976.23
	05/01/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$635.03
	06/14/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$1,053.66
	07/16/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$1,421.19
	08/18/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$745.99
					\$6,832.10
Indian Nations Presbytery					
	01/11/2021	mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$2,544.80
	04/20/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$1,472.30
	07/16/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$1,306.80
	10/15/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use odd years	\$1,653.80
					\$6,977.70
Mission Presbytery					
	01/28/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$4,200.00
	03/24/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$3,839.59
	05/25/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$3,496.71

Name	Date	Note	Account	Fund	Amount
	07/28/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$3,093.71
	10/04/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$2,902.18
					<hr/> \$17,532.19
Palo Duro Presbytery					
	01/28/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$2,003.97
	02/24/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$1,210.99
	03/30/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$2,042.58
	04/26/2021		46230 - Pbty giving for use	Pbty giving for use even years	\$1,785.77
	05/25/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$646.08
	06/28/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$996.27
	07/28/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$2,553.96
	08/30/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$700.51
	10/04/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$1,191.32
					<hr/> \$13,131.45
Presbytery of Arkansas					
	02/09/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$2,000.00
	03/02/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$2,008.33
	04/05/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$2,008.33
	05/16/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$2,008.33
	06/08/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$2,008.33
	07/09/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$2,008.33
	08/08/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$2,008.33
	09/07/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$2,008.33
					<hr/> \$16,058.31
Presbytery of New Covenant					
	08/18/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$5,000.00
					<hr/> \$5,000.00
Presbytery of South Louisiana					
	01/20/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$12,500.00
					<hr/> \$12,500.00
Presbytery of the Pines					

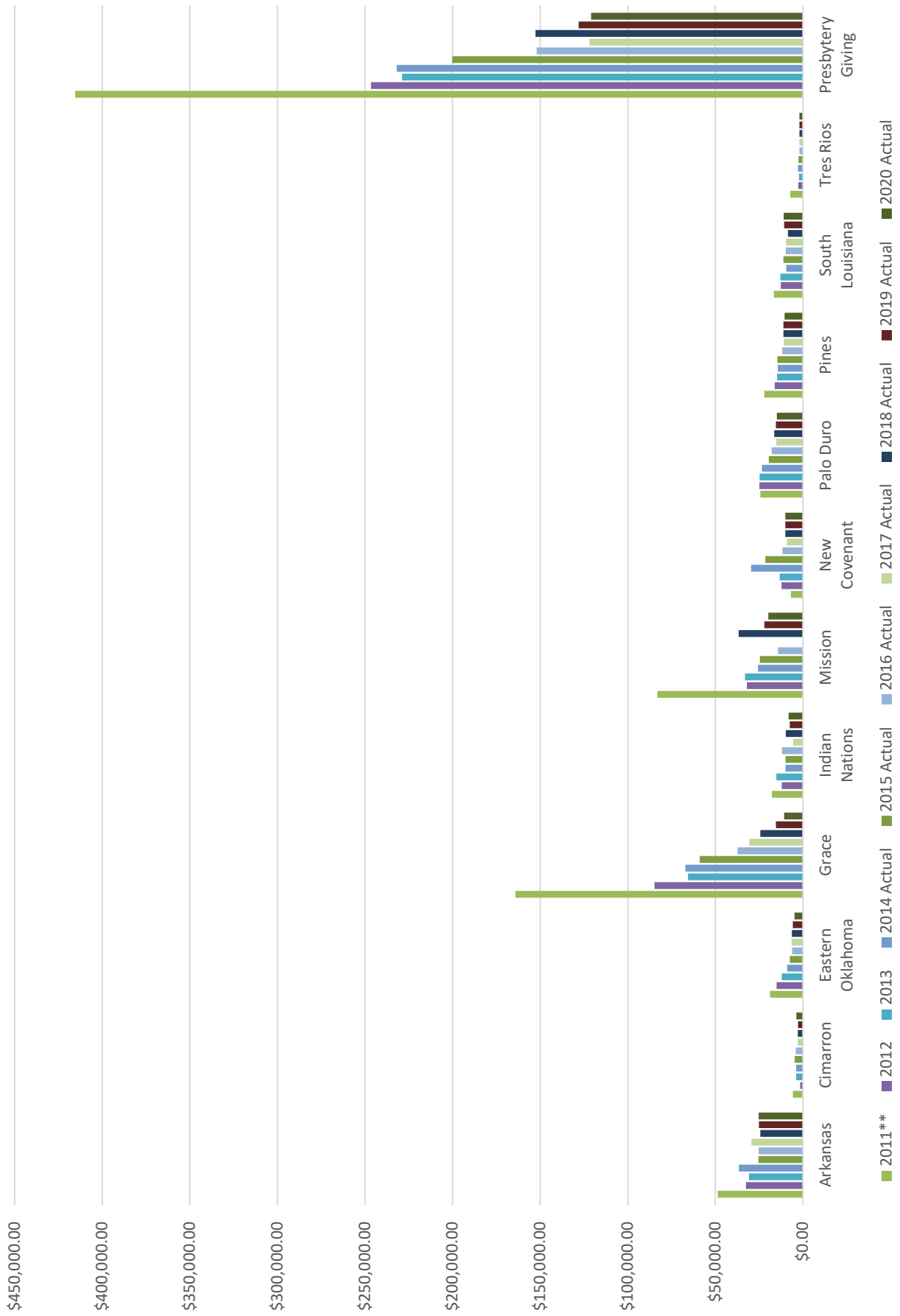
Name	Date	Note	Account	Fund	Amount
	01/17/2021	Mission & Peace and Global Witness	46230 - Pbty giving for use	Pbty giving for use even years	\$977.09
	01/20/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$7.50
	01/20/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$1,565.54
	03/02/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$1,019.34
	03/18/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$763.25
					<hr/> \$4,332.72
Presbytery of Tres Rios					
	02/24/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$138.00
	03/24/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$118.00
	04/20/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$122.00
	05/16/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$135.00
	06/14/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$130.00
	07/22/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$160.00
	08/18/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$82.00
	10/04/2021	Mission support	46230 - Pbty giving for use	Pbty giving for use even years	\$104.00
					<hr/> \$989.00
<b>Total</b>					<hr/> <hr/> \$86,736.55

	2011**	2012	2013	2014 Actual	2015 Actual	2016 Actual
<b>Presbytery</b>						
Arkansas	\$48,718.89	\$32,573.13	\$30,831.17	\$36,524.28	\$25,349.87	\$25,213.15
Cimarron	\$5,808.97	\$1,550.00	\$3,928.50	\$3,874.00	\$4,717.00	\$4,198.50
Eastern Oklahoma	\$18,799.09	\$15,101.90	\$12,075.21	\$9,002.73	\$7,519.87	\$6,117.17
Grace	\$164,158.31	\$84,789.24	\$65,650.13	\$67,144.70	\$58,883.09	\$37,335.11
Indian Nations	\$17,708.88	\$12,126.34	\$15,218.86	\$9,991.52	\$9,902.18	\$11,929.81
Mission	\$83,181.36	\$31,977.42	\$33,131.41	\$25,676.11	\$24,543.91	\$14,187.72
New Covenant	\$6,775.00	\$12,216.94	\$13,350.00	\$29,545.44	\$21,516.94	\$11,631.90
Palo Duro	\$24,348.42	\$24,832.95	\$24,714.68	\$23,445.32	\$19,491.26	\$17,809.99
Pines	\$22,063.21	\$16,164.60	\$14,834.87	\$14,334.47	\$14,607.67	\$11,783.70
South Louisiana	\$16,626.62	\$12,644.57	\$12,822.84	\$9,574.32	\$11,121.57	\$9,782.92
Tres Rios	\$7,231.79	\$2,612.29	\$2,217.60	\$2,782.40	\$2,500.00	\$1,982.68
<b>TOTALS</b>						
<b>Presbytery Giving</b>	<b>\$415,420.54</b>	<b>\$246,589.38</b>	<b>\$228,775.27</b>	<b>\$231,895.29</b>	<b>\$200,153.36</b>	<b>\$151,972.65</b>
<b>SOSPF Total</b>	<b>\$163,700.00</b>	<b>\$179,020.00</b>	<b>\$189,800.00</b>	<b>\$195,100.00</b>	<b>\$221,200.00</b>	<b>\$220,500.00</b>

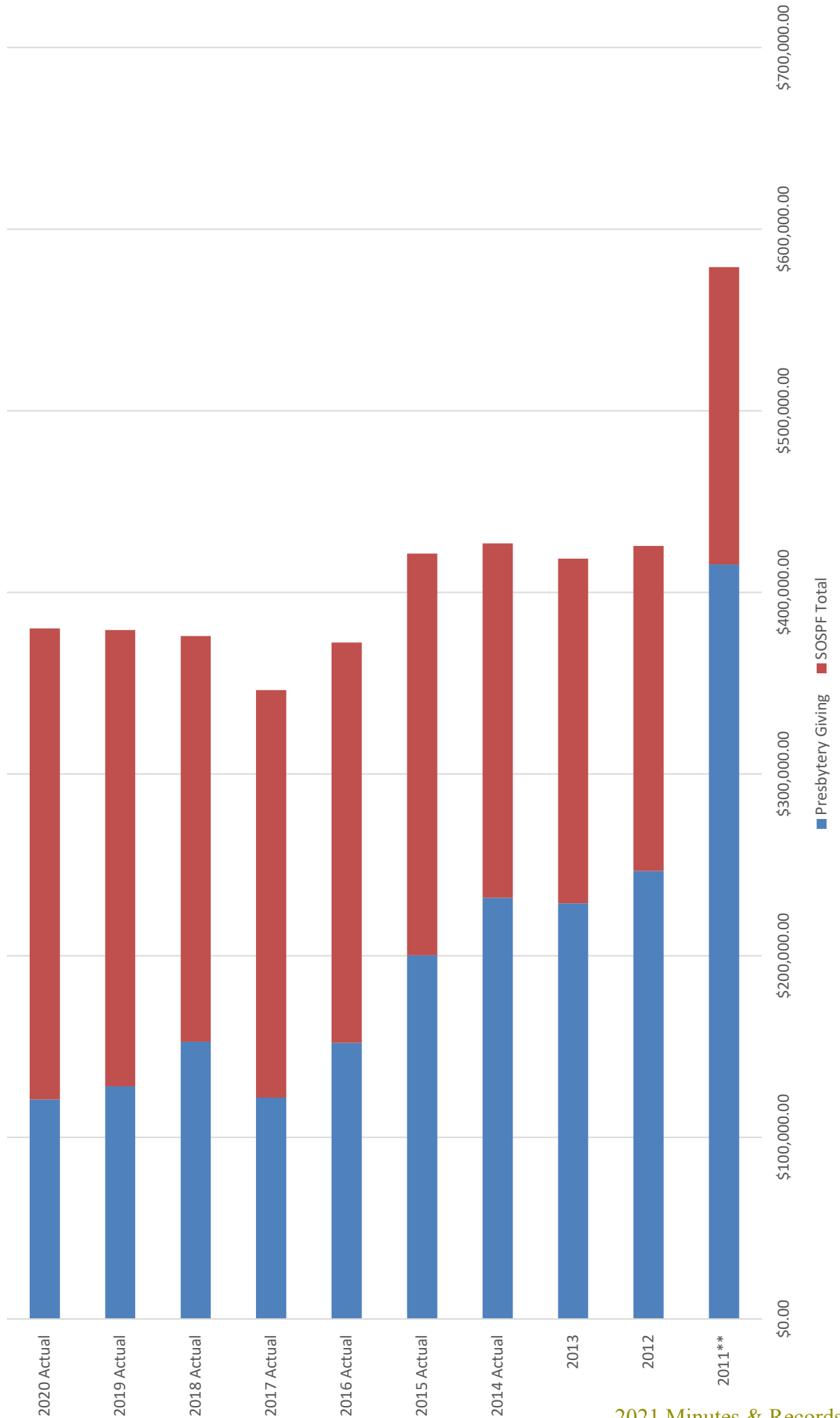


	2017 Actual		2018 Actual		2019 Actual		2020 Actual		3rd Qtr 2021	
<b>Presbytery</b>										
Arkansas	\$29,387.77	\$24,331.82	\$25,100.93	\$25,316.69	\$16,058.31					
Cimarron	\$2,994.50	\$2,875.00	\$2,750.00	\$3,682.00	-					
Eastern Oklahoma	\$6,467.37	\$6,355.37	\$5,822.61	\$4,844.91	3,383.08					
Grace	\$30,644.15	\$24,381.27	\$15,509.38	\$10,730.55	6,832.10					
Indian Nations	\$5,671.85	\$9,852.10	\$7,484.23	\$8,217.97	5,323.90					
Mission	\$0.00	\$36,665.64	\$22,077.52	\$19,718.68	14,630.01					
New Covenant	\$9,131.90	\$10,000.00	\$10,000.00	\$10,000.00	5,000.00					
Palo Duro	\$15,117.59	\$16,385.42	\$15,438.05	\$14,876.34	11,940.13					
Pines	\$10,852.85	\$11,104.24	\$11,082.08	\$10,471.22	4,332.72					
South Louisiana	\$9,600.86	\$8,642.07	\$10,800.00	\$11,000.00	12,500.00					
Tres Rios	\$2,017.32	\$2,022.00	\$2,000.00	\$2,000.00	885.00					
<b>TOTALS</b>										
Presbytery Giving	\$121,886.16	\$152,614.93	\$128,064.80	\$120,858.36	80,885.25					
SOSPF Total	\$224,400.00	\$223,315.00	\$251,200.00	\$259,300.00	266,900.00					

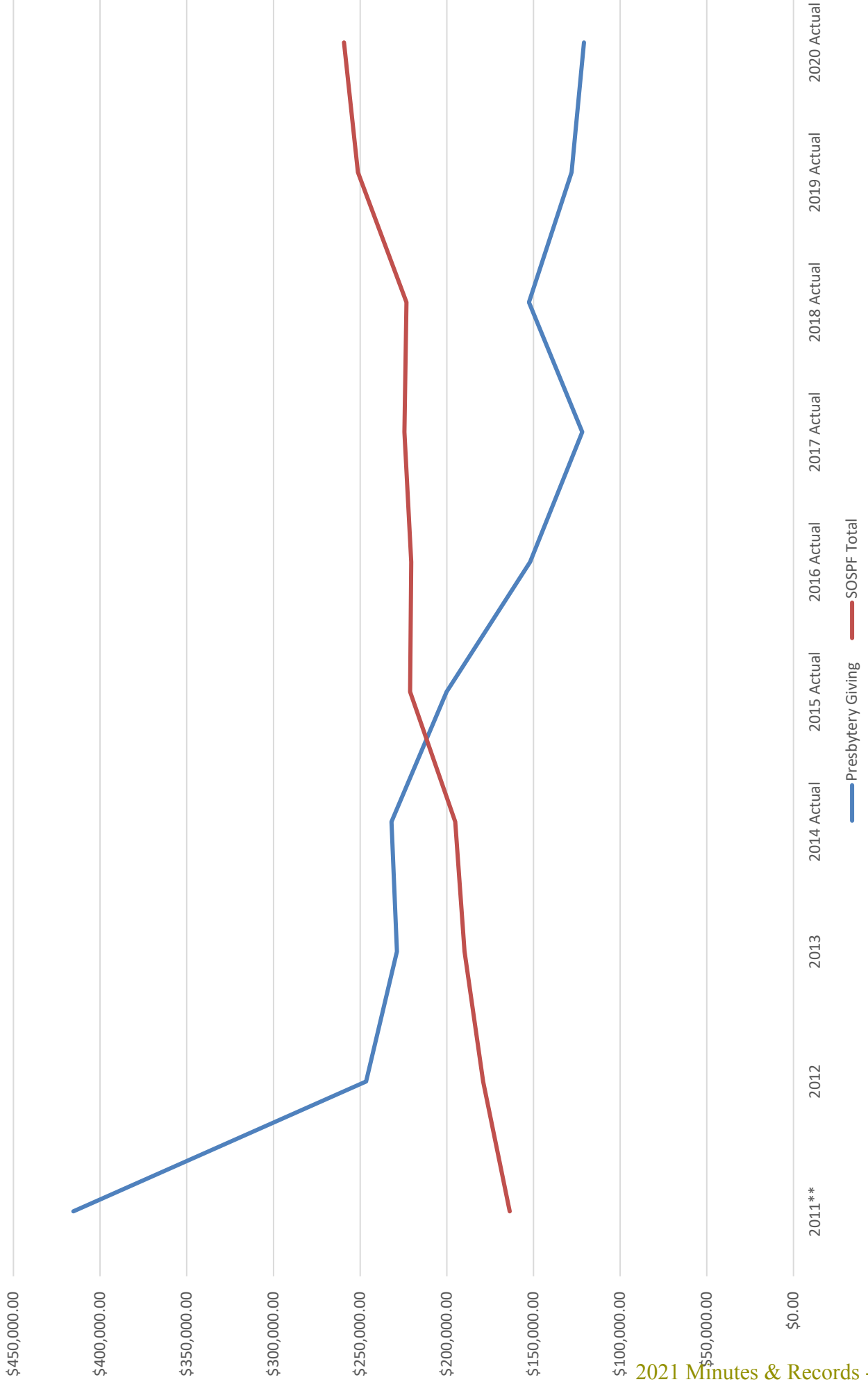
# Presbytery Giving History



Totals Receipts: Presbyteries vs SOSPF



### Individual Receipts: Presbyteries vs SOSPF



2022 Budget Worksheet

Account Name	2021 Final Budget	2022 Prelim Budget	NOTES/QUESTIONS
<b>Income</b>			
<b>Budgeted Revenue</b>			
40001 PY Rollover/Retained earnings	0.00	0.00	
41000 Presbyteries	120,858.36	122,758.36	
42100 Contributions	2,000.00	2,000.00	
42110 SOSPF Endowment	266,900.00	266,900.00	
42200 Investment income			
42210 PILP Interest earned	3,000.00	1,500.00	
42230 TPF Interest earned	20,000.00	20,000.00	
<b>Total 42200 - Investment income</b>	<b>23,000.00</b>	<b>21,500.00</b>	
43000 Services Income			
43100 Communication Services Program	45,000.00	45,000.00	
<b>Total 43000 - Services Income</b>	<b>45,000.00</b>	<b>45,000.00</b>	
<b>Total Budgeted Revenue</b>	<b>457,758.36</b>	<b>458,158.36</b>	
Payroll Protection Program			
<b>Total Revenue</b>			
<b>Board designated income</b>			
46230 Pbty giving for use next year			
<b>Total Board designated income</b>			

2022 Budget Worksheet

Account Name		2021 Final Budget	2022 Prelim Budget	NOTES/QUESTIONS
<b>Expense</b>				
<b>Budgeted Expense</b>				
<b>61000</b>	<b>Connecting</b>			
61080	Presbyterian Women	500.00	500.00	
61100	Convenant relationships travel	1,500.00	4,000.00	
61110	Lyon College	100.00	100.00	
61120	Austin College	100.00	100.00	
61130	University of Ozarks	100.00	100.00	
61140	Schreiner University	100.00	100.00	
61150	Trinity University	100.00	100.00	
61160	Tulsa University	100.00	100.00	
61170	Pan American School	100.00	100.00	
61180	Austin Seminary	100.00	100.00	
61190	Pby. Children's Homes & Service	100.00	100.00	
61200	Evergreen Pby. Ministries	100.00	100.00	
61210	Vera Lloyd Home & Family	100.00	100.00	
61220	Goodland academy	100.00	100.00	
61230	Mo Ranch	100.00	100.00	
61240	Pres History Society of SW	100.00	100.00	
61250	TPF	100.00	100.00	
61260	Multi-Cultural Youth Conf.	3,500.00	3,500.00	
61300	National Conf Sponsorships			
61302.00	Connecting Initiatives	8,500.00	5,000.00	
61310	Critical Needs Fund	3,000.00	3,000.00	
61330	National Event Hospitality	2,000.00	5,000.00	
	<b>Total Connecting Expenditures</b>	<b>20,500.00</b>	<b>22,500.00</b>	

2022 Budget Worksheet

Account Name	2021 Final Budget	2022 Prelim Budget	NOTES/QUESTIONS
<b>Equipping</b>			
61030 COM Event	5,000.00		
61070 Development Courses		12,000.00	
61070 EP Forum	5,000.00	3,000.00	
61280 Clerk Forum	2,000.00	2,000.00	
61290 Mission Convocation/Leadership event	7,000.00	0.00	
62000 Communication			
62010 Computer (Maint Svc Provider)			
62020 Webmaster			
62030 CSP Operations (PT)		0	
62060 Communications Initiatives	10,000.00	5,000.00	
62040 Computer (Hardware & Software)			
62050 Online Operations			
<b>Total Equipping Expenditures</b>	<b>29,000.00</b>	<b>22,000.00</b>	

2022 Budget Worksheet

Account Name		2021 Final Budget	2022 Prelim Budget	NOTES/QUESTIONS
				Value
	<b>Empowering Expenditures</b>			
61050	Network Nurture	16,000.00	7,000.00	
	Commissioned Pastors Network	3,000.00	0.00	
	Oklahoma Presbytery Network (OPN)	0.00	0.00	
	Hispanic Mission Ministries Network (HMMN)	0.00	3,000.00	
	Faithful Action on Climate Change Network	0.00	0.00	
	IMAGINE event	10,000.00	10,000.00	
	Synod Disaster Preparedness Network	0.00	8,000.00	
	Network for Dismantling Racism	3,000.00	2,000.00	
61020	Solar Under the Sun			
	SUS Insurance	150.00	150.00	1,150.00
	SUS Bookkeeping	6,500.00	6,500.00	9,000.00
	SUS Audit	2,000.00	2,000.00	10,000.00
	BOP Commitment	0.00	0.00	
	Payroll Protection Program	0.00	0.00	
61270	Synod Youth Workshop	3,500.00	3,500.00	1,150.00
	SYW Insurance	150	150	
	SYW Bookkeeping	2,000.00	2,000.00	Offset office expenses
	CLC licensing	300.00	300.00	Offset Bookkeeping expenses
	Child Protection Training	0.00	0.00	\$350.00
	<b>Total Empowering Expenditures</b>	<b>46,600.00</b>	<b>44,600.00</b>	

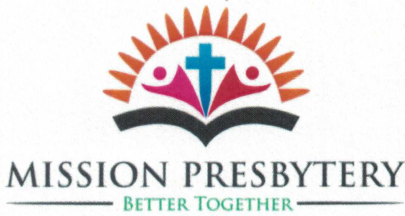


2022 Budget Worksheet

Account Name		2021 Final Budget	2022 Prelim Budget	NOTES/QUESTIONS
	<b>Representation</b>			
64090	Committee on Representation	100.00	1,000.00	
	<b>Total Representation Expenditures</b>	<b>100.00</b>	<b>1,000.00</b>	
	<b>Coordinating Team</b>			
61340	Moderator Expenses	2,500.00	2,500.00	
62040	Computer Hardware	2,500.00	2,500.00	
62050	Online Operations (Zoom/DB, et.)	3,000.00	5,000.00	
62055	Online Processing Fees		1,000.00	
64000	Meeting and Book of Order Expenses			
64010	Stated Meeting, Fall	0.00	0.00	
64020	Stated Meeting, Spring	0.00	0.00	
64030	(Mid-Year) Committee Gathering	0.00	13,500.00	
64050	Administrative Commission	0.00	0.00	
64100	Other Committee Expenses	5,000.00	10,000.00	
64200	Emergency COVID19 & Disaster response	15,000.00	0.00	
66000	Office Expenses			
66010	Office rent	0.00	0.00	
66020	Telephone	4,000.00	4,000.00	
66030	Postage	1,000.00	1,000.00	
66040	Copiers	0.00	0.00	
66050	Supplies	3,500.00	3,500.00	
66060	File Retention/Storage	3,500.00	3,500.00	
66070	Bookkeeping services	18,000.00	18,000.00	Offset SYW
66071	Audit Fees	10,000.00	10,000.00	
66090	Insurance	2,500.00	2,500.00	Offset SYW
66100	Bank charges	1,000.00	1,000.00	
66105	Aplos fees	1,500.00	1,500.00	
66110	Miscellaneous Charges	1,000.00	1,000.00	
66120	Contingency expense	1,000.00	1,000.00	
	<b>Total Coordinating Team</b>	<b>75,000.00</b>	<b>81,500.00</b>	

2022 Budget Worksheet

Account Name		2021 Final Budget	2022 Prelim Budget	NOTES/QUESTIONS
65000	<b>Personnel</b>			
65010	Synod Leader/SC Salary & House	93,905.10	93,905.10	
65020	Synod Leader/SC BOP	27,845.62	27,845.62	
65030	Synod Leader/SC FICA share	7,183.74	7,183.74	
65040	Synod Leader/SC Prof Expenses	1,500.00	1,500.00	
65050	Synod Leader/SC Prof Development	1,500.00	1,500.00	
65110	Comm. & Admin Coordinator Salary	50,650.00	50,650.00	
65120	Comm. & Admin Coordinator BOP	16,415.25	16,415.25	
65130	Comm. & Admin Coordinator FICA Share	3,874.73	3,874.73	
65140	Comm. & Admin Coordinator Prof Dev	1,500.00	1,500.00	
65220	Temp Staff & Other Staff expense	31,183.92	31,183.92	
65410	Personnel Committee	2,000.00	2,000.00	
65510	Synod Leader/SC Travel	14,500.00	14,500.00	
65520	Comm. & Admin Coordinator Travel	2,500.00	2,500.00	
	<b>Total Personnel Expense</b>	<b>254,558.36</b>	<b>254,558.36</b>	
	<b>Grants &amp; Scholarships</b>			
61040	Mission Grants	30,000.00	30,000.00	
	<b>Total Grants &amp; Scholarships</b>	<b>30,000.00</b>	<b>30,000.00</b>	
	<b>Permanent Judicial Commission</b>			
64040	Perm Jud Commission	2,000.00	2,000.00	
	<b>Total Permanent Judicial Commission</b>	<b>2,000.00</b>	<b>2,000.00</b>	
	<b>Total Budgeted Expense</b>	<b>457,758.36</b>	<b>458,158.36</b>	
	<b>Total Expense</b>	<b>457,758.36</b>	<b>458,158.36</b>	
	<b>Net Income (Loss)</b>	<b>0.00</b>	<b>0.00</b>	



October 12, 2021

Valerie Young, Synod Leader  
Synod of the Sun  
445 E FM 1382 Ste 3-778  
Cedar Hill, TX 75104

Dear Valerie,

As a way to supplement the regular mission support that Mission Presbytery is able to provide to the Synod, our General Council has voted to share 10% of the funds we receive from church closings or departures as an over-and-above donation to the Synod. While we hope and pray this will not be a regular occurrence (for obvious reasons!), we are glad to share this with the Synod for our ministry together. This gift represents such occurrences from the past 12 months. We pray that this undesignated gift will be a blessing for all whose lives are touched by the Synod of the Sun.

Included in the check is an additional \$50,000, which we would like invested with the Texas Presbyterian Foundation to support the hiring of a Synod-level Disaster Recovery Coordinator.

Many blessings,

A handwritten signature in cursive script that reads "Sallie".

The Rev. Dr. Sallie Watson  
General Presbyter  
7201 Broadway #303  
San Antonio, TX 78209  
(210) 974-9753  
presbyter@missionpby.org

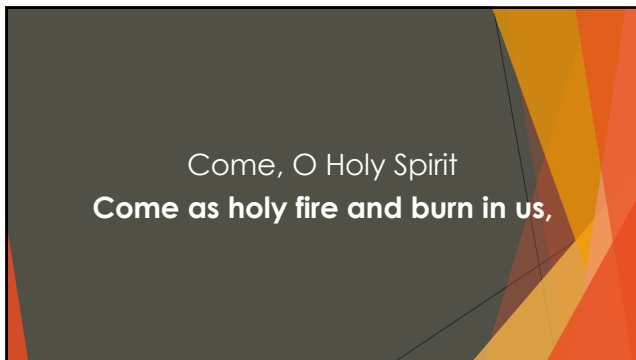
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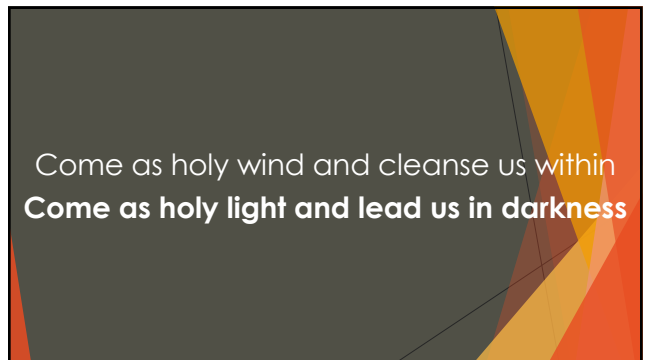
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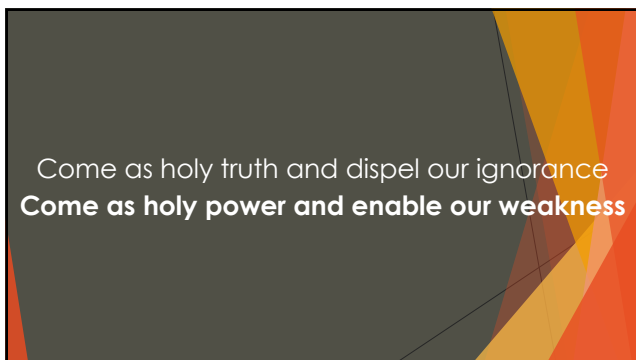
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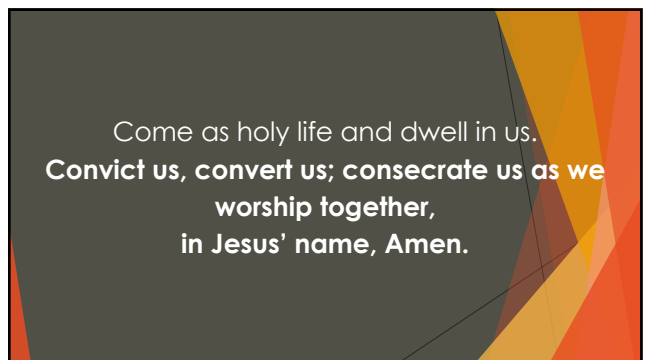
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4



5



6

## Blessed Jesus, At Your Word



7

Blessed Jesus, at your word  
 We have come again to hear you;  
 Let our thoughts and hearts be stirred  
 And in glowing faith be near you.  
 By your gospel true and holy,  
 Teach us, Lord, to love you solely.

8

All our knowledge, sense and sight  
 Lie in deepest darkness shrouded,  
 Till your Spirit breaks our night,  
 Filling us with light unclouded.  
 All good thoughts and all good living  
 Come but by your gracious giving.

9

Glorious Lord, yourself impart,  
 Light of Light, from God proceeding.  
 Touch our lips and ears and heart;  
 Help us by your Spirit's pleading.  
 Hear the cry your church now raises;  
 Hear and bless our prayers and praises.

10

## Call to Confession

11

The proof of God's amazing love is this:  
 While we were sinners Christ died for us.  
 Because we have faith in him, we dare  
 to approach God with confidence.  
 Trusting in God's grace, let us confess  
 our sin.

12

## Litany of Confession

13

Almighty God: you alone are good and holy.

Purify our lives and make us brave disciples. We do not ask you to keep us safe, but to keep us loyal, so we may serve Jesus Christ, who, tempted in every way as we are, was faithful to you.

14

From lack of reverence for truth and beauty; from a calculating or sentimental mind; from going along with mean and ugly things;  
**O God, deliver us.**

15

From cowardice that dares not face the truth; laziness content with half-truth; or arrogance that things we know it all;  
**O God, deliver us.**

16

From artificial life and worship; from all that is hollow and insincere,  
**O God, deliver us.**

17

From being dull, pompous or rude; from putting down our neighbors;  
**O God, deliver us.**

18

From cynicism about others; from intolerance or cruel indifference;  
**O God, deliver us.**

19

From being satisfied with things the way they are, in the church or in the world; from failing to share your indignation about injustice;  
**O God, deliver us.**

20

From selfishness, self-indulgence, or self-pity;  
**O God, deliver us**

21

From token concern for the poor, for lonely or loveless people; from confusing faith with good feeling, or love with wanting to be loved,  
**O God, deliver us.**

22

For everything in us that may hide your light;  
**O God, forgive us, Amen.**

23

**Assurance of Pardon**

24

The mercy of the Lord is from everlasting to everlasting. I declare to you, in the name of Jesus Christ, we are forgiven!  
**Thanks be to God!**

25

## Luke 5:1-11

26

One day as Jesus was standing by the Lake of Gennesaret, the people were crowding around him and listening to the word of God. <sup>2</sup> He saw at the water's edge two boats, left there by the fishermen, who were washing their nets.

27

<sup>3</sup> He got into one of the boats, the one belonging to Simon, and asked him to put out a little from shore. Then he sat down and taught the people from the boat.  
<sup>4</sup> When he had finished speaking, he said to Simon, "Put out into deep water, and let down the nets for a catch."

28

<sup>5</sup> Simon answered, "Master, we've worked hard all night and haven't caught anything. But because you say so, I will let down the nets."  
<sup>6</sup> When they had done so, they caught such a large number of fish that their nets began to break.

29

<sup>7</sup> So they signaled their partners in the other boat to come and help them, and they came and filled both boats so full that they began to sink.  
<sup>8</sup> When Simon Peter saw this, he fell at Jesus' knees and said, "Go away from me, Lord; I am a sinful man!"

30



<sup>9</sup> For he and all his companions were astonished at the catch of fish they had taken, <sup>10</sup> and so were James and John, the sons of Zebedee, Simon's partners. Then Jesus said to Simon, "Don't be afraid; from now on you will fish for people."

31

## Sermon: Further and Deeper

*Rev. Gregory Bentley  
Co-Moderator, 224<sup>th</sup> General Assembly*

32

## Call for the Offering

33

34

## Synod Disaster Assistance Fund

Go to [synodsun.org](https://synodsun.org), click on GIVE NOW button on the top right of the screen and make your donation in *Mission Support...*  
...or scan the QR code



35

## Prayer of Dedication

36

Blessed are you, O God, maker of all things. Through your goodness you have blessed us with these gifts: ourselves, our time, and our possessions. Use us and what we have gathered in showing your love to the world through the one who gave himself for us; Jesus Christ our Savior and Lord. Amen.

37

## Doxology

38

Praise God from whom all blessings flow,  
Praise God all creatures here below,  
Praise God above, ye heavn'ly host,  
Praise Father, Son, and Holy Ghost,  
Amen.

39

## The Installation

40

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.**

41

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.**

42

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

43

## Statement on Installation

44

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

45

This is our common calling,  
to be disciples of Jesus Christ and  
servants of our servant Lord.

46

Within the community of the church,  
some are called to particular service.  
Today, we install Pastor Kristy Rodgers as  
the 2022 Moderator of Synod the Sun,  
in answer to God's calling and the  
affirmation of the people of God upon  
her life.

47

## Constitutional Questions

*Bok Soon Egbert  
2021 Synod Moderator*

48

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

49

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?

50

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?

51

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,

52

and will you be instructed and led by those confessions as you lead the people of God?

53

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

54

Will you be governed by our church's polity, and will you abide by its discipline?

55

Will you be a friend among your colleagues in ministry, working with them, subject to the ordering of God's Word and the Spirit?

56

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

57

Do you promise to further the peace, unity, and purity of the church?

58

Will you seek to serve the people with energy, intelligence, imagination, and love?

59

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

60

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.**

61

## Laying on of Hands and Prayer of Installation

62

## The Anointing

63

Kristy Rodgers, child of the covenant, as you were sealed by the Holy Spirit and marked as Christ's own forever in your baptism, by the Holy Spirit you are now set apart for this special calling and service, may you serve Christ and His Glory, forever. Amen.

64

## Charge to the Newly Installed

*Valerie Young  
Synod Leader / Stated Clerk*

65

Kristy Rodgers, you are installed to service as Moderator in the Synod of the Sun.

66

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)

67

Whatever you do, in word or deed, do  
everything in the name of the Lord  
Jesus, giving thanks to God through him.

68



69

**God, Your Gift of Peace is Precious**  
(To the tune of "God of Grace, and God of Glory")



70

God, your gift of peace is precious  
In this world of sin and loss;  
You have given joy and gladness,  
Making peace through Jesus' cross.  
God, in love you came to save us,  
Giving freedom from our sin—  
In you, gifts of peace begin.

71

Spirit, help us work for justice  
In each challenge that we face.  
Each one needs to have the other;  
Righteousness and peace embrace.  
Children hungry? People homeless?  
Missiles flying through the air?  
You seek peace with justice there.

72

So we pray and work together  
Toward a world of your shalom.  
May all people share your bounty,  
And all have both feast and home.  
Wolf and lamb shall feed together;  
In your kin-dom war shall cease,  
And your people live in peace.

73

**Benediction**

74

Beloved ones, God is calling us to go  
deeper: in prayer, Bible study, financial  
generosity, creativity, connectivity,  
relationships, witness, service, and faith.

75

God is calling us out of the shallows;  
inviting us to go boldly into the depths  
and let down our nets for a catch  
beyond measure. May we go  
together...may we go with  
courage...may we go in grace. Amen.

76



77



78



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## STATEMENT OF PURPOSE

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*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"> <li>• Side hugs</li> <li>• Shoulder-to-shoulder or “temple” hugs</li> <li>• Pats on the shoulder or back</li> <li>• Handshakes</li> <li>• High-fives and hand slapping</li> <li>• Verbal praise</li> <li>• Pats on the head when culturally appropriate</li> <li>• Touching hands, shoulders, and arms</li> <li>• Arms around shoulders</li> <li>• Holding hands (with young children in escorting situations)</li> </ul> <p>These may be inappropriate if unwanted by the child or the employee or volunteer.</p>	<ul style="list-style-type: none"> <li>• Full-frontal hugs</li> <li>• Kisses</li> <li>• Showing affection in isolated area</li> <li>• Lap sitting</li> <li>• Wrestling</li> <li>• Piggyback rides</li> <li>• Tickling</li> <li>• Allowing a child to cling to an employee’s or volunteer’s leg</li> <li>• Any type of massage given by or to a child</li> <li>• Any form of affection that is unwanted by the child or the employee or volunteer</li> <li>• Compliments relating to physique or body development</li> <li>• Touching bottom, chest, or genital areas</li> </ul>



**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"> <li>• Positive reinforcement</li> <li>• Appropriate jokes</li> <li>• Encouragement</li> <li>• Praise</li> </ul>	<ul style="list-style-type: none"> <li>• Name-calling</li> <li>• Discussing sexual encounters or in any way involving children in the personal problems or issues of employees and volunteers</li> <li>• Secrets</li> <li>• Cursing</li> <li>• Off-color or sexual jokes</li> <li>• Shaming</li> <li>• Belittling</li> <li>• Derogatory remarks</li> <li>• Harsh language that may frighten, threaten or humiliate children</li> <li>• Derogatory remarks about the child or his/her family</li> </ul>

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"> <li>• Taking groups of children on an outing</li> <li>• Attending sporting activities with groups of children</li> <li>• Attending functions at a child’s home, with parents present</li> </ul>	<ul style="list-style-type: none"> <li>• Taking one child on an outing without the parents’ written permission</li> <li>• Visiting one child in the child’s home, without a parent present</li> <li>• Entertaining one child in the home of a Synod employee or volunteer</li> <li>• A lone child spending the night with a Synod employee or volunteer</li> </ul>

## 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

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*"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

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*“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

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*"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**

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*“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: \_\_\_\_\_

Revised 8/7/2014

**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: \_\_\_\_\_

Revised 8/7/2014

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. _____	_____	_____

Revised 8/7/2014

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: \_\_\_\_\_

Revised 8/7/2014

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## 2021 Committee List

*The information provided in this paper is intended for the work of the Synod of the Sun Nominating Committee. Contained herein are the entities for which the Nominating Committee has the responsibility of either electing or nominating representatives in accordance with their relationship with and to the Synod of the Sun.*

### PRESBYTERY MEMBER ABBREVIATIONS

A -- Arkansas	NC -- New Covenant
C -- Cimarron	PD -- Palo Duro
EO -- Eastern Oklahoma	P -- Pines
G -- Grace	SL -- South Louisiana
IN -- Indian Nations	TR -- Tres Rios
M -- Mission	A-L -- At Large

### DEMOGRAPHICS KEY

[Term; Gender/Ordination; Ethnicity; Age category]

<b>Term</b>	<b>Gender/ Ordination</b>	<b>Ethnicity</b>	<b>Age Category</b>
<b>1</b> First	<b>FE</b> Female Elder	<b>As/PI</b> Asian/Pacific Islander	<b>Y</b> ≤ 25
<b>2</b> Second Consecutive	<b>FM</b> Female Minister	<b>B</b> Black	<b>YA</b> 26-35
<b>3</b> Third Consecutive	<b>ME</b> Male Elder	<b>Af</b> African	<b>A</b> 36-45
	<b>MM</b> Male Minister	<b>HL</b> Hispanic/Latino	46-55
		<b>NA</b> Native Am	56-64
		<b>ME</b> Mid Eastern	66-75
		<b>W</b> White/Euro. Am.	Over 75
		<b>K</b> Korean	

**SYNOD COMMITTEE ON REPRESENTATION**

*The Synod shall elect a Committee on Representation consisting of six members, each serving a three-year term. The committee 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.*

*The Committee on Representation shall consist of equal numbers of men and women representing a minimum of 4 presbyteries. A majority of the members shall be selected from the racial ethnic groups within the Synod.*

**G-3.0103 Participation and Representation**

The councils of the church shall give full expression to the rich diversity of the church’s membership and shall provide for full participation and access to representation in decision-making and employment practices (F-1.0403). In fulfilling this commitment, councils shall give due consideration to both the gifts and requirements for ministry (G-2.0104) and the right of people in congregations and councils to elect their officers (F-3.0106).

Each council shall develop procedures and mechanisms for promoting and reviewing that body’s implementation of the church’s commitment to inclusiveness and representation. Councils above the session shall establish by their own rule committees on representation to fulfill the following functions: to advise the council regarding the implementation of principles of unity and diversity, to advocate for diversity in leadership, and to consult with the council on the employment of personnel, in accordance with the principles of unity and diversity in F-1.0403. A committee on representation should not be merged with another committee or made a subcommittee of another committee.

**Time Requirement:** *One meeting in the Dallas area, bi-monthly conference calls, and a biennial training session by GACOR in conjunction with the meeting.*

Pby	Class	Name	T	O	E	A
SL	2021	Lorinda Sealey	2		B	
NC	2022	Timothy Marquez	1	MM	As/ PI	
	2022	VACANCY				
EO	2023	Minwoo Kim	1	MM	K	
	2023	VACANCY				
IN	2024	Maribeth Culpepper	1	FE	M	

**Invited General Assembly Committee on Representation Participant**

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**Invited General Assembly Nominating Committee Participant**

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**SYNOD COMMISSIONERS AT-LARGE**

3.1.2 Six commissioners (two ruling elders and two teaching elders from four different presbyteries) shall be elected as at-large commissioners to represent racial-ethnic constituencies. The Nominating Committee shall make recommendations for at-large commissioners at the fall stated meeting. At-large commissioners are elected by the Assembly.

Pby	Class	Name	T	G/O	E	A
SL	2021	Bok Soon Egbert	1	FE	K	
<del>TR</del>	<del>2021</del>	<del>Ron Hankins</del>	<del>1</del>	<del>MM</del>	<del>AA</del>	
NC	2022	Isabel Rivera Velez	1	FM	H/L	
<del>P</del>	<del>2022</del>	<del>Harry Cooper</del>	<del>2</del>	<del>MM</del>	<del>AA</del>	
EO	2023	Arita Battiest	2	FM	NA	
M	2023	Liz Anzaldua	1	FRE	H	
SL	2024	Boksoon Egbert	2	FE	K	
	2022	VACANCY				

**SYNOD GRANTS & SCHOLARSHIPS COMMISSION**

*Charged with oversight, review, and award of grants & scholarships.*

*The Commission meets via conference call at least quarterly to review applications.*

*5 PCUSA members, Commissioner Chair elected by Assembly. 3-year terms, 2 maximum*

Pby	Class	Name	T	G/O	E	A
NC	2022	Isabel Rivera Velez	1	FM	H	
M	2021	Lisa Almon	1	FE	W	
EO	2021	Josh Kerr	1	MM	W	
M	2022	Denise Haley	1	FE		
G	2023	Sharon Curry	1	FE	W	

**SYNOD PERSONNEL COMMITTEE**

4.5 Personnel shall be responsible for the review and oversight of synod staff, development and maintenance of Personnel Policies, and management of hiring processes.

*(Usually elected at the Spring meeting when Commissioners choose committee service)*

- One person from each, Connecting; Equipping; Empowering;
- One person from the EP Forum
- One member not currently serving as a Synod Commissioner

Pby	SC	Name	T	G/O	E	A
SL	A-L	Lorinda Sealey**	1	FE	A A	
EO	Equip	Jeff Cranton	1	MM	W	
PD	Emp	Janice Six	1	FM	W	
NC	Con	Shelley Hernandez	1	FE		
EO	EP	Timothy Blodgett	1	MM	W	

Con. = Connecting Committee (Standing Committee of the Synod)

Equip = Equipping Committee (Standing Committee of the Synod)

EP = Executive Presbyter Forum

A-L = At Large (Ruling or Teaching Elder), not currently serving as a Synod Commissioner

**2022 STANDING COMMITTEE LEADERSHIP**

4.1.1 The Moderator(s) and Vice-Moderator(s) of each standing committee is elected by the Assembly and Committee Moderators serve on the Synod’s Coordinating Team.

Pby	SC	Name	G/O	E	A
NC	Moderator, Representation	Timothy Marquez	MM		
NC	Moderator, Connecting	Shelley Hernandez	FE	W	
M	V-Moderator, Connecting	Seth Saathoff	MM	W	
P	Moderator, Equipping	David Stipp-Bethune	MM	W	
A	V-Moderator, Equipping	Margaret Alsup	FM	W	
TR	Moderator, Empowering	Bill Rose	ME	W	
A	V-Moderator, Empowering	Wynona Bryant Williams	FE	AA	
EO	Moderator, Personnel	Jeff Cranton	MM	W	
C	Moderator, EP Forum	Gordon Edwards	MM	W	
M	Moderator, Grants & Scholarships	Denise Haley	FE	W	
Slate to be determined mid-year					

**TRUSTEES OF THE SYNOD OF THE SUN**

- 6.1 The Synod Assembly shall elect four **commissioners** to serve as Trustees, one each from Arkansas, Louisiana, Oklahoma, and Texas, for a two-year term, to serve no more than three consecutive two-year terms.
- 6.2 The Trustees shall be responsible for carrying out instructions from the Synod regarding transactions involving the properties of the Synod, title to which is vested in the Synod of the Sun, Presbyterian Church (USA), a Texas Corporation.

***Time Requirement:*** Business is usually conducted by phone. A one-day meeting as needed upon call from the Synod.

State	Class	Name	T	G/O	E	A
A	2023	David Stipp-Bethune	1	MM	W	
O	2022	Mitch Miller	2	MM	W	
T	2021	Shelley Hernandez	1	FE	W	
L	2024	Bok Soon Egbert	2	FE	K	

**SOLAR UNDER THE SUN BOARD OF DIRECTORS**

*a network of the Synod of the Sun*

**Article II. Solar Under the Sun bylaws**

Section 2. one (1) director shall be appointed to the Board by the Synod of the Sun, as the Synod's liaisons to the Organization. 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.

Pby	Class	Name	T	G/O	E	A	Address	Phone/Email
M	2022	Seth Saathoff	1	MM	W			



## SYNOD MODERATOR

5.1 The officers of the Synod shall be the Moderator, Moderator-elect and the Stated Clerk.

5.2 The Synod shall elect one of its commissioners for a three-year term to be served as follows:

- first year as Moderator-Elect,
- second year as Moderator
- third year as Chair of the Coordinating Team.

5.2.1 In the event of a vacancy in any of the three positions, the Coordinating Team shall appoint someone to the position as Pro Tem, until such time as a nomination and election can take place.

*Synod of the Sun Bylaws adopted November 2015*

Pby	Class	Name	G/O	E	A
NC	2017-2019, 2020	Shelley Hernandez	FE	W	
IN	2019-2021	Mitch Miller	MM	W	
SL	2020-2022	Bok Soon Egbert	FE	K	
E	2021-2023	Kristy Rodgers	FE		

### Past Synod Moderators

Term	Presbytery	Name
1983-84	Mission	William Wilson
1984-85	Palo Duro	Mary Frances Young
1985-86	Cimarron	Rev. Harland Collins
1986-87	South Louisiana	Walter Stone
1987-89	Arkansas	Martha Carvill
1989-91	Tres Rios	Rev. Flynn Long
1991-93	Grace	Rev. Charles Hunter
1993-95	Indian Nations	Alice Stoker
1995-97	Pines	Ben Land
1997-99	New Covenant	Florence McKelvey
2000-01	Eastern Oklahoma	Bob Lucy
2002-03	Mission	“Red” Olander
2004-05	South Louisiana	Patricia Hew Lee
2006-07	Arkansas	Rev. Alan Ford
2008-09	Cimarron	Christianne Chase
2010-11	Eastern Oklahoma	Rev. Jane Huffstetler
2012-13	Grace	Rev. Donald Hogg
2014	Palo Duro	SarahLee Morris
2014/2015	Cimarron	Christianne Chase
2016	Pines	Rev. Dan Hignight
2017	Tres Rios	Bernadette Coffee

<b>2018</b>	<b>New Covenant</b>	<b>Shelley Hernandez</b>
<b>2019</b>	<b>Arkansas</b>	<b>Rev. Elizabeth Gabbard</b>
<b>2020</b>	<b>Indian Nations</b>	<b>Rev. Mitch Miller</b>
<b>2021</b>	<b>South Louisiana</b>	<b>Bok Soon Egbert</b>
<b>2022</b>	<b>Eastern Oklahoma</b>	<b>Kristy Rogers</b>
<b>2023</b>	<b>Mission</b>	<b>Rev. Seth Saathof</b>
<b>2024</b>	<b>Palo Duro</b>	
<b>2025</b>	<b>Grace</b>	
<b>2026</b>	<b>Cimarron</b>	
<b>2027</b>	<b>Pines</b>	
<b>2028</b>	<b>Tres Rios</b>	
<b>2029</b>	<b>New Covenant</b>	
<b>2030</b>	<b>Arkansas</b>	

**SYNOD OF THE SUN PRESBYTERIAN FOUNDATION**

**Article I. Section 2. Synod of the Sun Presbyterian Foundation Bylaws**

*The purposes for which the Foundation is organized are to acquire, receive, hold, develop and manage property and funds for the Synod; and to act as a fiduciary or representative for the benefit of the Synod and its presbyteries, congregations, agencies and institutions, as long as the Synod is an organization that qualifies as an exempt organization under Section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United State Internal Revenue Law).*

**Article II. Section 2. Number and Qualifications.**

*There shall be at least one (1) Trustee from each Presbytery in the Synod of the Sun. No Trustee shall be eligible for re-election after having served as a Trustee continuously for two full terms unless a year has elapsed since the last time served. All Trustees shall be active members of the Presbyterian Church (U.S.A.).*

**Section 3. Election and Terms of Office.**

*Trustees shall be elected by the Board from nominees submitted by the Synod. Trustees are elected to a three-year term beginning in January of the first year and ending in December of the third year. They are elected at the last Board meeting of the year before their terms begin and installed at the first Board meeting in the first year of their term.*

Pby	Class	Name	T	G/O	E	A
C	2021	Christianne Chase	2	FE	W	
SL	2021	Jackie Cummings	1	FE	AA	
IN	2022	William Galbraith	1	MM	W	
A	2022	Elizabeth Gabbard Brinegar	1	FM	W	
EO	2022	Josh Kerr	1	MM	W	
TR	2021	Sara Eckel-Dalrymple	1	FE	W	
M	2022	Rita Livingston	1	FE		
NC	2023	David Green	2	MM	W	
G	2023	Ernest Higginbotham	2	ME	W	
P	2023	David Stipp-Bethune	2	MM	W	
PD	2022	Janice Six	1	FM	W	

**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	G/O	E	A
A	2021	Sam Highsmith	ME	W	SA
EO	2021	Del Gustafson	ME		
PD	2021	Sam Lanham	MM		
IN	2023	Richard Mize	MM	W	
SL	2023	Dzandria “Chip” Chiphe	MM	B	
P	2023	Sandra Watson	FE		
TR	2023	Patricia Lane	FM		
G	2025	VACANCY			
M	2025	Jeanie Stanley	FM		
NC	2025	Julie MacLemore Wells	FE		
C	2025	Christianne Chase	FE		

**ROSTER**  
**Synod of the Sun Permanent Judicial Commission**

Members whose terms have expired (D-5.0206b)

<b><u>Class of 2019</u></b>	<b><u>Class of 2017</u></b>	<b><u>Class of 2015</u></b>
Andy Anzaldua (Mission)	Rick Baggett (Indian Nations)	Leslie Belden (Arkansas)
Regina Hunt (Grace)	Nanette Cagney (South Louisiana)	
Judye Pistole (Cimarron)	Kathleen Hignight (Pines)	
Anne Wilson (New Covenant)	Ralph E. Truskowski, (Tres Rios)	

Committee	Commissioner Type	Title	First	Last	Pby	Class	Term	G/O	Race/Ethnicity
Connecting	Commissioner	Rev. Dr.	A. William	Benner	G	2022	1	MTE	White
Connecting	Commissioner		Dzandria	Chiphe	SL	2022	1	MRE	AA
Connecting	Commissioner		Sharon	Cury	G	2023	2	FRE	White
Connecting	Commissioner		Denise	Haley	M	2021	1	FRE	White
Connecting	Commissioner		Shelley	Hernandez	NC	2022	2	FRE	White
Connecting	Commissioner		Katharine	Nipp	C	2022	1	FRE	NA
Connecting	Commissioner		Nancy	Ruff	PD	2023	1	FRE	White
Connecting	Commissioner	Rev.	Seth	Saathoff	M	2022	1	MM	White
Connecting	Commissioner	Rev.	David	Watson	SL	2023	1	FM	White
Connecting	Commissioner At-Large	Rev.	Arita	Battiest	EO	2023	2	FM	NA
Empowering	Commissioner	Dr.	Wynona	Bryant-Williams	A	2022	1	FRE	B
Empowering	Commissioner	Rev.	Mitch	Miller	IN	2022	2	MM	White
Empowering	Commissioner		Kristy	Rodgers	EO	2022	1	FRE	White
Empowering	Commissioner		Bill	Rose	TR	2021	1	MRE	White
Empowering	Commissioner	Rev.	Janice	Six	PD	2022	2	FM	White
Empowering	Commissioner At-Large	Rev.	Isabel	Rivera Velez	NC	2022	1	FM	HL
Equipping	Commissioner	Rev.	Margaret	Alsup	A	2022	1	MRE	White
Equipping	Commissioner	Rev.	Jeff	Cranton	EO	2023	1	MRE	White
Equipping	Commissioner	Rev.	Stephen	Hill	NC	2023	1	MM	White
Equipping	Commissioner	Rev.	Rick	Mills	C	2021	1	MM	White
Equipping	Commissioner	Rev.	David	Stipp-Bethune	P	2022	2	MM	White
Equipping	Commissioner		Sandra	Watson	P	2023	1	FE	White
Equipping	Commissioner At-Large		Liz	Anzaldua	M	2023	1	FRE	HL
Equipping	Commissioner At-Large		Bok Soon	Egbert	SL	2021	1	FRE	K
	Commissioner		Greg	Ables	IN	2023	1	MRE	

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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.



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## Network Team Policies & Procedures

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### 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.

## Network Team Policies & Procedures

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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.

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## **PERSONNEL POLICIES AND PROCEDURES**

### **SYNOD OF THE SUN**

#### **PERSONNEL COMMITTEE**

##### **I. 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 personnel policies of the synod are established by the synod and administered by the personnel committee. The Personnel Committee shall be responsible for the review and oversight of Synod staff, development, and maintenance of Personnel Policies and management of the hiring process.

All members of the Personnel Committee, including the Chair, shall be elected by the Assembly and will include one (1) person from each of the three (3) standing committees, a member of the EP Forum, and at least two (2) at-large members who are ruling or teaching elder members of presbyteries within the Synod.

Terms shall be staggered two (2) years, renewable once, for an aggregate of no more than four (4) continuous years. The Personnel Committee Chair serves on the Synod's Coordinating Team. The Synod Moderator and Head of Staff serves as Ex Officio with voice but not vote. Two members of each Mission Network employing staff shall serve Ex Officio with voice but without vote.

The Personnel Committee will conduct its business with the following understandings and philosophy:

- A. The committee will work in cooperation with the synod staff.
- B. All committee members will respect confidentiality of information.
- C. The committee will become informed from the synod staff as to:
  - 1. work loads
  - 2. staffing assignments
  - 3. work effectiveness
- D. 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 Committee and staff in writing job descriptions. Mission Network staff job descriptions will be written by their respective boards.
- E. The committee will annually provide information to the budget group and the coordinating team in the determination of annual salaries for the Synod staff for whom Personnel Committee is responsible.
- F. The committee will meet annually with the staff to listen and to offer support in order to facilitate healthy communication.
- G. 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.
- H. The term of membership on the Personnel Committee will be two (2) years, with the option of additional terms to assure continuity.  
  
A quorum will be three (3) voting members.

These policies apply to all employees of the Synod, including Mission Network employees such as Solar Under the Sun. Mission Networks shall be responsible for supervising their own employees and accountable to the appropriate committee or task force of the Synod. However, each Mission Network may be exempt from particular provisions, as defined in this document or by the Coordinating Team. Any deviation from these policies must be approved by the Synod with the advice of the Personnel Committee.

## II. **GENERAL POLICIES**

- A. **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.
- B. **Employment Relationship:** Employment with Synod of the Sun is voluntary, and employees serve at will.
- C. **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.
- D. **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. Mission Networks will write their own employees' job descriptions subject to oversight of the appropriate body of Synod in accord with these policies.
- E. **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. Mission Networks will evaluate their own employees subject to



oversight of the appropriate body of the Synod in accord with these policies.

F. **Confidentiality Policy:** Confidentiality will be respected.

G. **Employment Probationary Period:** The first 90 days of employment constitute a probationary 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 probationary period, a written performance appraisal is discussed. Separation policies do not apply to employees working under a probationary employment period.

H. **Safety:** The synod and staff make 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.

### III. **COMPENSATION**

Synod may employ full- or part-time staff in exempt and non-exempt positions. Exempt and non-exempt distinctions are defined in the Fair Labor and Standards Law. Mission Networks are responsible for setting compensation in accord with these policies except when granted deviations.

- A. 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. Mission Networks shall set the compensation for their employees, subject to these policies and oversight of the appropriate synod body.
- B. Pensions & Insurance:** may be offered as defined in attached sheets or successor documents.
- C. Social Security:** All salaried and hourly employees are governed by the Federal Insurance Contributions Act (Social Security).
- D. Continuing Education:** Each non-exempt 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 to attend the annual Southwest Region conference of the Administrative Personnel Association (PCUSA) is granted to non-exempt 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.

- E. Days Off:** Each full-time non-exempt 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.

**G. Vacation Days:** Exempt staff are entitled to four weeks of vacation annually. Full-time non-exempt 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. Part-time non-exempt 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. Contract employees receive no vacation pay.

If a non-exempt 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.

**H. Holidays:** Exempt and non-exempt paid employees 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.

**I. Personal Leave:** Each full-time staff member will receive 10 working days of personal leave during each calendar year. 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 part-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 personal leave. Contract employees will not receive any personal leave. Personal leave shall be documented by the Head of Staff or in the case of the Head of Staff, by the Chair of the Committee.

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.

**J. Administrative Leave:**

1. 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.
- 1.
2. 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.
3. 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.
4. 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.

- K. Leave without pay:** Requests for leave without pay may be made to the synod executive and will be considered on an individual basis.
- L. 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.
- M. Flexible Spending Plan:** Employees may designate a portion of their salary to be placed in a flexible spending 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.

#### **IV. SABBATICAL LEAVE**



May be granted in accordance with attached policies.

## **V. SEXUAL MISCONDUCT AND CHILD PROTECTION**

Employees shall act in compliance with all policies adopted by the Synod, including these. All offers of employment are pending results of a background check. Background checks for all employees shall be conducted prior to hire and every three (3) years thereafter.

## **VI. SEPARATION POLICIES**

- A. Exempt staff are expected to give 30 calendar days notice prior to leaving employment and all other employees are expected to give 14 calendar day's notice prior to leaving.
  
- B. **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.
  
- C. **Dismissal:** Dismissal will be by the head of staff in conversation with the moderator of the personnel committee. Dismissal of the synod executive will be by a vote of the plenary assembly upon recommendation of the Personnel Committee. Under extraordinary circumstances, for example, suspicion of financial or sexual

misconduct, the Moderator of the Synod and the Chair of Personnel Committee may place the executive on paid leave. Within 3 days of this action, the Personnel Committee shall convene to consider the process they will follow to determine whether or not to recommend the dismissal of the executive.

- D. **Synod Property:** All Synod property remains the property of the Synod and must be returned at the time of separation. Exceptions to this must be approved in writing by the Head of Staff or in the case of the Head of Staff, by the Chair of the Personnel Committee. The Synod maintains ownership of equipment and work product. Intellectual property such as sermons belong to the employee. The Synod maintains its right to continued use of all intellectual property developed by the employee during their time of service. Intellectual property of substantial economic value shall be considered on a case-by-case basis, but in all cases the Synod maintains its right to continued use. Copies of all intellectual property shall remain with the Synod. Electronic files and programs may not be taken by the employee and must be returned to the Synod when leaving employment.
- E. **Continued Confidentiality and Non-Disparagement:** Former and current employees shall not disclose any sensitive or confidential information learned in the course of their employment and shall not

disparage the Synod or its employees, members or constituents during or after employment.

## **VII. 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.

**VII. ACKNOWLEDGEMENT**

All employees shall read, understand, and sign a copy of these policies. A signature on this document is an acknowledgement that the employee understands and agrees to adhere to these policies. It is the employee's responsibility to ask any questions necessary for fully understanding the meaning of these policies.

\_\_\_\_\_

Employee Signature

\_\_\_\_\_

Date

Revised by Personnel Committee: 2016

Approved by Synod of the Sun: August 2016

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

**EMPLOYER BENEFITS COVERAGE**

Classifications – FULL TIME	Retirement		Death & Disability		Medical - PPO		Dental
	Employee	Supplemental	Employee	Spouse/Family	Employee	Spouse/Family	
*Exempt Executive – <i>Menu Based</i> (requiring ordination)	TE – Fully Paid Pension	Offered 0% paid	TE - Fully paid	98% Paid by Employer	TE – 98% Paid by Employer	98% Paid by Employer	Offered 0% paid
	RE- Fully Paid Pension	Offered 0% paid	RE – Fully paid	98% Paid by Employer	RE – 98% Paid by Employer	98% Paid by Employer	Offered 0% paid
Exempt (ordination not required)	Fully Paid Pension	Offered 0% paid	Fully Paid	50% Paid	98% Paid by Employer	50% Paid	Offered 0% paid
Non-Exempt	Retirement Savings Plan match up to 7%	Offered 0% paid	Fully paid	Employee paid	50% Paid	Employee paid	Offered 0% paid
Part-time	-	-	-	-	-	-	-

Takes effect January 1, 2017

\*The Synod is contractually obligated to cover 100% Medical for the current Synod Leader through June 30, 2017.

**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 one 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 months 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 one 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



## **Whistleblower Protection Policy Synod of the Sun**

Synod of the Sun requires commissioners, officers, and employees to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As employees and representatives of the Synod of the Sun, we must practice honest and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

### **Reporting Responsibility**

This Whistleblower Policy is intended to encourage and enable employees and others to raise serious concerns internally so that Synod of the Sun can address and correct inappropriate conduct and actions. It is the responsibility of all commissioners, officers, employees, and volunteers to report concerns about violations of Synod of the Sun's code of ethics or suspected violations of law or regulations that govern Synod of the Sun's operations.

### **No Retaliation**

It is contrary to the values of Synod of the Sun for anyone to retaliate against any commissioner, officer, employee, or volunteer who in good faith reports an ethics violation, or a suspected violation of law, such as a complaint of discrimination, or suspected fraud, or suspected violation of any regulation governing the operations of Synod of the Sun. An employee who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment.

### **Reporting Procedure**

Synod of the Sun has an open-door policy and suggests that employees share their questions, concerns, suggestions, or complaints with the Synod Leader. If you are not comfortable speaking with the Synod Leader or you are not satisfied with the Synod Leader's response, you are encouraged to speak with the moderator of the Synod of the Sun's Personnel Committee. The Synod Leader is required to report complaints or concerns about suspected ethical and legal violations in writing to the Synod of the Sun's Personnel moderator, who has the responsibility to investigate all reported complaints. Employees with concerns or complaints may also submit their concerns in writing directly to the Personnel moderator.

### **Personnel Committee Moderator**

The Personnel Committee's moderator is responsible for ensuring that all complaints about unethical or illegal conduct are investigated and resolved. The Personnel Committee moderator will advise the Synod Leader of all complaints and their resolution and will report at least annually to the Synod's Coordinating Team on compliance activity relating to accounting or alleged financial improprieties.

### **Accounting and Auditing Matters**

The Synod of the Sun’s Personnel Committee moderator shall immediately notify the Synod’s Coordinating Team of any concerns or complaint regarding the Synod’s accounting practices, internal controls, or auditing and work with the committee until the matter is resolved.

**Acting in Good Faith**

Anyone filing a written complaint concerning a violation or suspected violation must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious disciplinary offense,

**Confidentiality**

Violations or suspected violations may be submitted on a confidential basis by the complainant. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

**Handling of Reported Violations**

The Synod of the Sun’s Personnel Committee moderator will notify the person who submitted a complaint and acknowledge receipt of the reported violation or suspected violation. All reports will be promptly investigated, and appropriate corrective action will be taken if warranted by the investigation.

**Investigating a Reported Violation**

The Personnel Committee moderator, the Synod Leader, or a third party designated by the Synod’s Coordinating Team may be assigned to receive, investigate, and respond to complaints.

Adopted by Synod \_\_\_\_\_  
date

## **Conflict of Interest Policy Synod of the Sun**

### **Article I – Purpose**

The purpose of this policy is to protect the interests of Synod of the Sun by: (a) preventing the personal interest of Commissioners, Coordinating Team members, Employees, and Independent Contractors from interfering with their duties to the organization and (b) avoiding any unethical financial, professional, or political gain on the part of such individuals. The intent of this policy is to supplement, not replace, any applicable federal, state, or local laws regarding Conflicts of Interest.

### **Article II – Persons Concerned**

This statement applies to Commissioners, Coordinating Team members, Officers, Employees, and any Interested Person who can influence the governance and actions of Synod of the Sun. This includes anyone who makes financial decisions, might be referred to as “management personnel,” or have proprietary information regarding Synod of the Sun.

### **Article III – Procedures**

1. Duty to Disclose – Each Member, Commissioner, Officer, Employee, and any other Interested Person is under an obligation to disclose the existence or potential existence of a Conflict of Interest as it arises.
2. Investigating Conflicts – When a potential Conflict of Interest is disclosed, the Coordinating Team will then provide the individual with an opportunity to disclose all material facts. The Coordinating Team will collect all pertinent information and question involved parties. If it turns out that a conflict does not exist, the inquiry will be documented but no further action will be taken.
3. Addressing a Conflict of Interest – If the Coordinating Team determines that a Conflict of Interest exists, they will take the appropriate actions to address the conflict. This may include (but not be limited to) (a) prohibiting any Interested Parties from voting on any matter related to said Conflict of Interest or (b) terminating employment with Synod of the Sun. Affected parties both within and outside of Synod of the Sun, including directors, employees, and independent contractors will be notified. If the Conflict of Interest in question involves a member of the Coordinating Team or Commissioners, that individual will be excused from deliberations.
4. Disciplinary Action – All Conflicts of Interest will be reviewed on a case-by-case basis. The board has full discretion to deem what disciplinary action is appropriate and necessary for disclosed Conflicts of Interest. If the governing officers reasonably believe a member of staff member failed to disclose an existing or possible Conflict of Interest, it shall inform the individual of the rationale for such belief and grant the individual an opportunity to explain the alleged failure to disclose the Conflict of Interest. After hearing the individual’s response and investigating further as warranted by the circumstances, the governing officers may take appropriate disciplinary action, including removal from the position at the organization.

5. Notice of Annual Statements – Every member of the Coordinating Team, Officer, Employee, and any other Interested Person must sign a Conflict of Interest Disclosure Statement upon said individual’s term of office, employment, or other relationship with Synod of the Sun and must do so annually. Failure to sign does not mollify the policy.

**Article IV – Acknowledgment**

By signing the individual named below understands what constitutes a Conflict of Interest and understands the procedure for addressing them with Synod of the Sun, including their duty to disclose any known or potential Conflicts of Interest. The signee agrees to abide by the procedures set forth by this policy for the duration of their relationship with Synod of the Sun.

\_\_\_\_\_  
Employee/Commissioner Signature

\_\_\_\_\_  
Date

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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  
5 the Synod's bounds.

6  
7 *This mission will be accomplished through:*

### 8 9 1. CONNECTING:

10 The synod maintains current covenant relationships and establishes new covenants with  
11 Presbyterian-related institutions such as schools, colleges, universities, and service organizations  
12 who wish to be connected to Presbyterians within the synod and who wish to emphasize  
13 Presbyterian faith and heritage.

### 14 15 2. EQUIPPING :

16 The synod works to develop effective means for interpreting Presbyterian mission,  
17 communicating mission opportunities, gathering Presbyterians together in regional educational  
18 events, and publicizing activities sponsored by presbyteries, synod-related networks and  
19 institutions. The goal is to strengthen connectionalism within the Church, the synod, presbyteries  
20 and congregations. Possible means to achieve this mission include:

- 21 a. E-newsletters and an interactive website
- 22 b. Brochures and other promotional material
- 23 c. Social networking media
- 24 d. Regional (or statewide) educational events

### 25 26 3. EMPOWERING:

27 **Networks:** The synod helps to create, encourage, facilitate, and provide financial assistance for  
28 networks of people engaged in similar ministries. The networks enable relationships and mission  
29 opportunities which are not possible within a single presbytery. These networks provide  
30 opportunities for peer learning, support, and new mission initiatives. The synod develops  
31 covenant relationships with each network through consultation and the use of a Synod Network  
32 Planning Guide.

33  
34 Network participants are responsible for planning and implementing the activities sponsored by  
35 the networks. The Synod Leader helps to organize, shepherd, and nurture the networks as needed  
36 or requested. Some networks sponsor conferences or other events to further their common  
37 ministry. The synod helps to finance the networks to the extent funds are available and in  
38 accordance with the mission and priorities established by the synod.

39  
40 **4. COORDINATING** resources, endowments, grants and scholarships. The synod has been  
41 authorized by a number of endowments as the agent to disburse funds for designated purposes  
42 (as restricted by the donors), and to use funds from undesignated endowments. The Grants and

43 Scholarship Commission works to distribute the interest from endowments and other designated  
44 funds in accordance with recorded donor designations.

45  
46 4. **CARRYING OUT** Book of Order required functions. Guided by the Stated Clerk, the synod  
47 will fulfill all required duties as listed in the Form of Government, G-3.0101 – G-3.0113 and G-  
48 3.0401 – G-3.0406, and the Rules of Discipline. Disciplinary functions are accomplished through  
49 the Permanent Judicial Commission. Other functions are accomplished through the synod’s  
50 continuing support and coordination of groups and events including, for example, the Executive  
51 Presbyter Forum, COM/CPM Event, Staff Convocation, and Presbytery Stated Clerks gathering  
52 and continued education opportunities.

## 53 **2. Synod Assembly**

54 The Synod Assembly will seek to establish policies that benefit the synod as a whole.  
55 The Synod Assembly will be responsible for itself and its membership through regular self-  
56 evaluation, discipline, commissioner orientation and development.

57  
58 The agenda of each Synod Assembly meeting, as planned by the Coordinating Team, will  
59 contain time for gathering in community, celebration of the Lord’s Supper, worship, and study.  
60 The first meeting of each year should have a component for orientation of new commissioners.

61  
62 Advance notice of all meetings and supporting materials (packet) should be sent to  
63 commissioners and corresponding members of the Synod Assembly not less than 7 calendar days  
64 prior to the date of the meeting.

65  
66 Between synod gatherings, committee, task force and work team meetings will be conducted via  
67 *conference telephone call, video, or other electronic means* – unless circumstances require a  
68 face-to-face meeting. The committees, task forces, and work teams may meet during stated  
69 meetings of the Synod Assembly.

70  
71 The Vision Team will draft a set of objectives to the synod’s work. The Coordinating Team shall  
72 report to the first assembly of the year as to the assessment of the previous year’s objectives. To  
73 ensure appropriate focus of resources and accountability the synod will review objectives  
74 annually. .

## 75 **3. Commissioners and Representatives**

76 Commissioners serve as leaders and missionaries of the synod. They are to seek and to discern  
77 the will of Christ, interpret the mission and actions of the synod, and serve the needs of the  
78 denomination in the region and member presbyteries.

79 Commissioners, in taking action as the full Synod Assembly, speak with one voice. It is  
80 expected that while not all actions will be unanimous, the decisions of the body will be respected  
81 and supported by all. One voice ensures clarity of purpose and direction.

82

83 Commissioners are the direct link to constituent presbyteries and will maintain regular  
84 communication with the presbytery for which they serve. Whenever possible, commissioners  
85 will obtain time on their presbytery's docket in order to provide a report of the work of the  
86 synod. Where a personal report is not possible, a written report will be provided for publication.  
87  
88

89 Every commissioner serves on one of three Standing Committees (Connecting, Equipping,  
90 Empowering) based upon his/her input of personal discernment, and in conjunction with the  
91 needs of those committees. Additional opportunities for service are in subcommittees,  
92 commissions, and teams or task forces.  
93

94 Commissioners, while offering their gifts, skills, and abilities to the work of Synod, will avoid  
95 conflicts of interest in exercising their fiduciary responsibility.  
96

97 Co-opted and corresponding members, as well as synod staff, offer a unique perspective of the  
98 execution of the synod's mission. They will have voice and vote in the work of committees and  
99 will have voice but no vote in Synod Assembly. Corresponding members will be encouraged to  
100 take part in the life of the synod through committees and Assembly attendance.

#### 101 **4. Commissions and Committees**

102 Members of a Synod Committee or Commission (with the exception of the Permanent Judicial  
103 Commission) may, in addition to elected commissioners, include up to three (3) persons co-opted  
104 for particular skills or service.

105 Synod will strive for inclusive representation in matters of cultural diversity, ordination, and  
106 wherever possible, presbytery representation in all working bodies.  
107

108 Any working body of the synod shall include at least one Synod Commissioner.  
109 All Standing Committee moderators are elected by the Synod Assembly.  
110

#### 111 **Connecting**

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

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



120 **Equipping**

121 *Charged with oversight and development of that which equips presbyteries and the synod to live*  
122 *into their call to ministry. (i.e. Synod Communications Services Plan)*

- 123       • All aspects of the Communications Services Plan  
124       • EP/GP (Presbytery Staff Leadership) & Clerks (Forum; COM & leadership training)  
125       • Develop new and creative ways of equipping Presbytery leadership and strengthening  
126       communications with and between presbyteries and the world.

127 **Empowering**

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

- 131       • Development  
132       • Support  
133       • Maintenance  
134       • Celebration

135  
136 **Representation**

137 *Book of Order duties per G-3.0103*

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

147 **Personnel**

148 Responsible for the review and oversight of synod staff, development and maintenance of  
149 personnel policies, and management of hiring processes.

- 150       • One person from each standing committee (Connecting, Equipping, Empowering)  
151       • One member of the EP Forum as decided by the Forum  
152       • One member not currently serving as Synod Commissioner

153

154

155 **Permanent Judicial Commission**

156 The Permanent Judicial Commission is charged with exercising judicial process in accordance  
157 with the Rules of Discipline. It shall consist of eleven members, elected and constituted in  
158 accordance with the Rules of Discipline. The Stated Clerk shall provide for the regular training  
159 of commission members.

160

161 **Grants & Scholarships Commission**

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

- 164
- 5 members
  - Elected from among members of the synod at-large (*not necessarily Commissioners*)
  - Elected to rotating, staggered 3-year terms with a maximum of two consecutive terms.

167

168 **Coordinating Team**

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

172 **Comprised of** (11): Moderators of Connecting, Equipping, Empowering, Representation, Grants  
173 & Scholarships Commissions, and Personnel; Synod CT Chair; Synod Moderator; Synod  
174 Moderator-Elect; Staff Resource – Synod Leader/Stated Clerk and Assistant Stated Clerk

- 175
- Assessment of ministry impact relative to established mission, vision, values and why  
176 statements
  - Synod Budget
  - Oversee administrative function
  - Nominating

180

181 **Vision Team**

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

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

188

189 **Event Planning Teams**

190 “Synod Event” Planning Teams are ordinarily made up of at least one member of the EP Forum,  
191 and/or one Presbytery Stated Clerk, Synod staff, and at least on Synod Commissioner.

192

193 **Investigating and/or Administrative Review Committee(s)**

194 The Stated Clerk, working with the Moderator, has the authority to appoint an Investigating  
195 and/or Administrative Review Committee, as deemed necessary upon notification or request.

196  
197 The synod and/or its standing committees may designate additional committees to operate in  
198 addition to and in consultation with standing committees, on an ad hoc or permanent basis.

199 These may include:

- 200 Finance
- 201 Communication
- 202 Recruitment
- 203 Covenant Review Teams
- 204 Development

205

206 **5. Officers and Staff**

207 The office of Moderator-elect/Moderator rotates among the eleven constituent presbyteries,  
208 wherever possible, alphabetically.

209

210 A Synod Moderator-elect is nominated by the Coordinating Team, in consultation with the  
211 presbytery in rotation, and elected in the fall prior to the beginning of the one-year term.

212

213 Installation of the Moderator ordinarily occurs at the end of the fall meeting with the terms of  
214 service beginning the first day of January of the next calendar year.

215

216 **Committee Vice-Moderator Responsibilities**

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

229 **Committee Moderator**

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

#### 244 **Synod Moderator-Elect**

- 245 • Moderates the Assembly in the event the Moderator is unavailable;
- 246 • Serves on the Coordinating Team;
- 247 • Leads synod nominations work;
- 248 • Serves, at times, on any appointed groups of the Synod that are deemed necessary by the
- 249 Coordinating Team or Assembly for dealing with needs beyond that outlined for Synod
- 250 Committees;
- 251 • Serves on a Standing Committee as agreed with the Moderator and Chair of CT, so that
- 252 each Committee has an elected officer;
- 253 • Represents the Synod at events beyond Assembly meetings as requested and appropriate.

#### 254 **Synod Moderator**

- 255 • Ordinarily, will have served previous year as Synod Vice-Moderator;
- 256 • Moderates all Assembly meetings;
- 257 • Serves on the Coordinating Team;
- 258 • Works with Stated Clerk to plan the Synod Assembly docket;
- 259 • Leads Synod annual budgeting & oversight;
- 260 • Appoints, and at times serve on, any Task Forces, Teams or Committees that are deemed
- 261 necessary by the Coordinating Team or Assembly for dealing with needs beyond that
- 262 outlined for Synod Committees;
- 263 • Represents the Synod at events beyond the Assembly meetings as requested and
- 264 appropriate;
- 265 • Serves on a Standing Committee as agreed with the Moderator-elect and Chair of CT, so
- 266 that each committee has an elected officer;

- 267       • Reviews and approves the minutes of Assembly meetings, in partnership with the  
268       Moderator-elect, as prepared by the Stated Clerk.

269       **Coordinating Team Chair**

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

280  
281       Synod shall have a current Personnel Manual, with staff position descriptions, included in the  
282       Synod’s Manual of Operations and updated as necessary.  
283

284       **6. Trustees**

285       Description and election of the Synod Trustees is outlined in section 6 of the Bylaws.  
286

287       **7. Bylaws**

288       The Synod Bylaws and Standing Rules will be reviewed regularly and amended as needed.  
289

290       The Synod Moderator will appoint a task force at least every five years to review and update the  
291       Mission Statement, Bylaws, and Standing Rules.

292       **8. Finance**

293       **Budget Guidelines**

- 294           a. Mission Contributions from Presbyteries are normally retained in a board  
295           designated fund to be applied to the budget for the following year. (i.e. funds  
296           received in 2013 are used to meet budgetary needs in 2014)  
297  
298           b. The Coordinating Team will normally present a budget based on projected  
299           income to the full assembly at the fall meeting. At the winter/spring meeting any  
300           necessary adjustments will be made and approved by the assembly.  
301  
302           c. Unless otherwise specified, all gifts received (undesignated, designated as general  
303           mission or administration), other than Presbytery mission support, will be applied  
304           to income during the year in which they were received.

305  
306 The synod will conduct an annual, professional, external financial audit.  
307  
308 Synod grants shall be disbursed only to organizations that conduct annual financial reviews or  
309 formal audits. The synod may require copies of these financial reviews or audits. All  
310 scholarships are ordinarily paid directly to the event or institution.  
311  
312 The synod receives interest from endowments some of which are unrestricted in their use and  
313 some restricted for specific grants and scholarships. Other synod income includes presbytery  
314 mission contributions, church, and individual contributions. The synod will provide complete  
315 and accurate reporting to include budget and financial statements for the synod, as well as those  
316 ministries for which the synod provides financial oversight, reflecting all restricted and  
317 unrestricted funds, at each assembly meeting, to the Coordinating Team at least quarterly and  
318 may at the discretion of the Coordinating Team, provide such information to others upon request.  
319

## 320 **9. Overtures to General Assembly**

321 From the Standing Rules of the General Assembly:

322 *Overtures are items of business that have been approved by a presbytery (with*  
323 *concurrence of another presbytery) or a synod and shall request the General Assembly to*  
324 *take a particular action or approve or endorse a particular statement or resolution. (See*  
325 *Book of Order, G-3.0302d.)*

326 and

327 The stated clerk of a presbytery or synod considering an overture to the General  
328 Assembly shall:

- 329 (1) Examine the most recently published Minutes of the General Assembly to determine  
330 if a similar overture has already been passed.
- 331 (2) Consult with the Office of the General Assembly to determine whether the desired  
332 action has been voted by any previous General Assembly.
- 333 (3) Consult with the Office of the General Assembly to determine whether a similar  
334 overture has already been proposed in order that the presbytery or synod may concur  
335 with the existing overture.
- 336 (4) Draft the overture in the following form:

337 “The Presbytery of \_\_\_\_\_ overtures the [# of the assembly] General  
338 Assembly [(year)] of the PC(USA) to [state the specific action the General Assembly is  
339 asked to take].”

340 To this shall be appended a rationale, stating the reasons for submitting the overture.

343 **Synod Overtures to General Assembly**

344 Overtures to the General Assembly from the Synod of the Sun shall be submitted to the  
345 Synod’s Stated Clerk by a current Synod Commissioner, or by majority vote of one of the  
346 three Synod Standing Committees: Connecting, Equipping, and Empowering.

347 The Synod’s Stated Clerk shall be responsible for items 1-4 above, and upon determining  
348 that the Overture and rationale are in order, will add the overture to the agenda of the next  
349 Synod Assembly. In working with those considering, preparing, or submitting Overtures, the  
350 Stated Clerk should make them aware of the General Assembly deadlines for consideration.  
351 If an Overture cannot be submitted to the next Synod Assembly ahead of the General  
352 Assembly deadlines, that Overture shall not be considered by the Synod.

353 **Requests for Concurrence**

354 The Synod shall consider written requests to concur with the Overtures of other Presbyteries  
355 as part of the overture submission process to General Assembly. The Synod’s Stated Clerk,  
356 upon receiving requests for concurring votes from any Presbytery, should determine the  
357 overture to be in good standing, and refer the request to the next meeting one of the  
358 Connecting, Equipping, or Empowering Committee (whichever meets first). The assigned  
359 committee shall determine by majority vote, whether the Synod should consider concurrence  
360 at the next Synod Assembly—considering the known interests and appropriateness of the  
361 overture in the context of Synod’s ministry and mission. If the Synod Assembly will not  
362 meet the General Assembly deadlines for submission, the concurrence shall not be  
363 considered.

364 **Consideration of Overtures and Concurrence**

365 The Synod’s Stated Clerk or the Committee referring the Overture or the request for  
366 concurrence, shall submit the motion to the Synod Assembly without any recommendation,  
367 but simply, “Shall the Synod overture the General Assembly” or “Shall the Synod concur  
368 with the overture to the General Assembly,” seeking the Synod Assembly to answer in the  
369 affirmative or the negative.

370

371 These Standing Rules may be amended as needed at any Stated Synod meeting by simple  
372 majority vote.

373

374 Approved by Synod Assembly, Nov. 2, 2013

375 Revised by Synod Assembly, Nov. 1, 2014

376 Revised by Synod Assembly, Nov. 6, 2015

377 Revised by Synod Assembly, March 2019

378 Revised by Synod Assembly, October 25, 2021

379

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11/26/2021

SYNOD OF THE SUN  
445 E FM 1382, STE 3-778  
CEDAR HILL, TX 75104

Dear Friend,

We are pleased to provide your renewal package for the policy period that will begin January 1, 2022. Enclosed are the Coverage Summary and the Memorandums of Insurance (MOI) that detail your insured locations, coverages, limits, and deductibles for the upcoming program year. Your first quarterly installment is due January 1, 2022.

The Coverage Summary indicates the coverages you have selected through the Insurance Board program. You may see "Not Included" beside certain coverages. If you are interested in adding these coverages, please contact your agent, United Church Insurance Services at 1 (877) 597-8247.

The MOI lists the insured property values and type of construction for each building you have covered through the program. In order to keep pace with increased construction costs, property limits are 2% above the values in the current period. Please review the schedule of locations and the insured values. If you notice anything that needs to be corrected or changed, please advise your agent as soon as possible.

Continuing for 2022, only package participants are eligible for Excess Owned Auto, Excess Hired and non-owned auto liability and Excess Employers Liability and Stop Gap coverages. Note also that Excess Limits coverage is provided only for Owned (including long-term leased) Automobiles insured under the Insurance Board Program for Owned Automobiles. Coverage for excess limits is not provided for Owned Automobiles insured elsewhere.

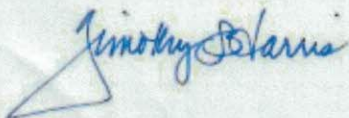
Coverage provides excess limits for Employers Liability (Stop Gap) for participants in North Dakota, Ohio, Washington State, and Wyoming, and for Employers Liability for participants insured under the Insurance Board Program for Workers Compensation and Employers Liability. Coverage for excess limits is not provided for Employers Liability insured elsewhere.

WC and Automobile invoices: Please note the enclosed invoice does NOT include premiums for WC or owned/leased vehicles. These lines are covered on individual policies and invoices that will be sent directly by the insurance provider. If you carry either WC or Automobile through the Insurance Board program, you should have already received renewal information.

Your invoice for 2022 coverages will be mailed separately. Invoices for quarterly payment plans will be mailed mid-December. If you are not on a quarterly payment plan, invoices will arrive a few weeks before each due date.

Thank you for choosing the Insurance Board for your property and casualty insurance, and for being in partnership with thousands of churches and ministries from the denominations we serve. If you've not done so recently, we encourage you to visit our website at [www.InsuranceBoard.org](http://www.InsuranceBoard.org). In addition to numerous resources and links, you may sign up for our quarterly newsletters.

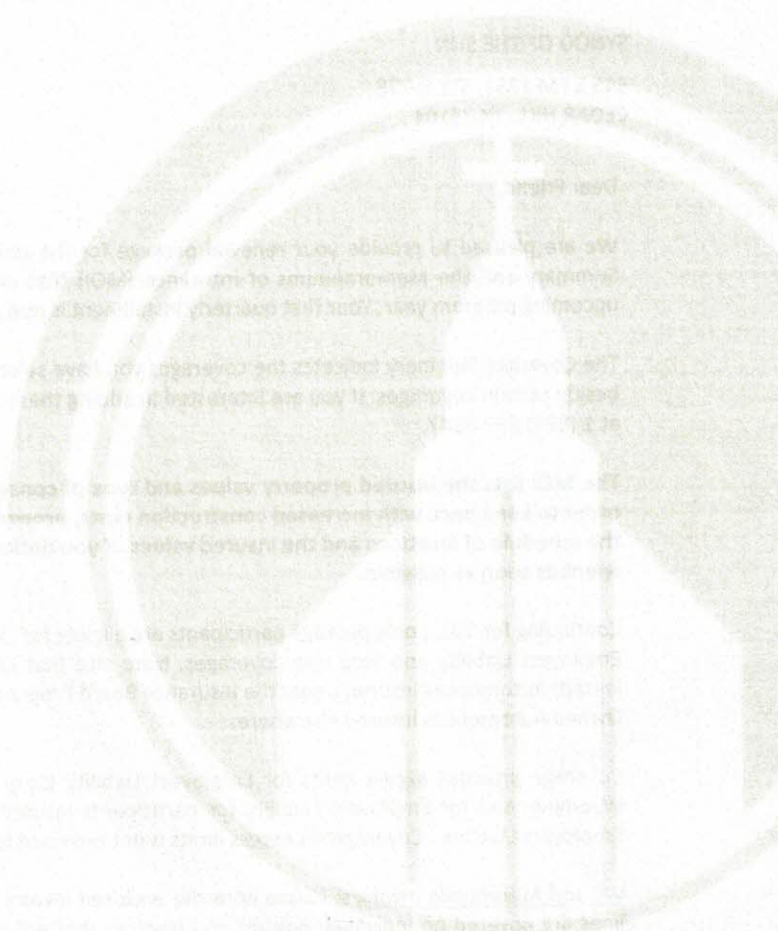
Faithfully,



Timothy S. Harris, CPCU



*[Faint, illegible text from the reverse side of the page, appearing as bleed-through.]*



**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

**Your Agent:** United Church Insurance Services  
**Telephone:** 1 (877) 597-8247

**MEMORANDUM NO./IB NO.** PKP008096413 / S000400000

**POLICY PERIOD** From: 1/1/2022 To: 1/1/2023

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 United Church Insurance Association (aka Insurance Board). Churches and affiliated entities and organizations of Protestant denominations covenantally aligned with the United Church of Christ are eligible to participate in this insurance program administered by Insurance Board. Coverage is 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**

<b>PROPERTY</b>	.....	Included
	<i>Blanket Limit – Total Value</i> .....	\$10,188
	<i>Deductible</i> .....	\$1,000
<b>INLAND MARINE</b>	.....	Not Included
	<i>Scheduled Fine Arts:</i> .....	
	<i>Scheduled Commercial Articles &amp; Miscellaneous Equipment:</i> .....	
<b>CRIME</b>	.....	Included
<b>GENERAL LIABILITY</b>	.....	Included
<b>UMBRELLA</b>	.....	Included
<b>ABUSIVE ACTS &amp; PASTORAL LIABILITY</b>	.....	Included
<b>DIRECTORS &amp; OFFICERS LIABILITY</b>	.....	Included
<b>OWNED AND LEASED AUTOMOBILE</b>	.....	Not Included
<b>HIRED &amp; NON-OWNED AUTOMOBILE LIABILITY</b>	.....	Included
	<b>TOTAL PACKAGE POLICY PREMIUM:</b>	\$4,648
	<i>(see separate invoice for payment instructions)</i>	

\* Coverage for Owned or Leased Vehicles, if insured through the IB Program, is on a separate Memorandum of Insurance or IB Program related Insurance Summary.

Date Issued: 11/26/2021



700 Prospect Avenue  
Cleveland, OH 44115  
(800) 437-8830  
Fax (216) 736-3239

**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

**Your Agent:** United Church Insurance Services  
**Telephone:** 1 (877) 597-8247

**MEMORANDUM NO./IB NO.** PKP008096413 / S000400000

**OTHER NAMED INSURED(S)**

**SYNOD OF THE SUN / Solar Under The Sun / SYNOD OF THE SUN**

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**POLICY PERIOD**

**From: 1/1/2022 To: 1/1/2023**

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.*

To report a claim, call your agent or <https://www.insuranceboard.org/claims/report-a-claim/>

Date Issued: 11/26/2021

PKP008096413 / S000400000

**COMMERCIAL PROPERTY  
(EQUIPMENT BREAKDOWN INCLUDED)**

Blanket Limit - Total Values: \$10,188  
 Deductible: \$1,000

**PROPERTY SCHEDULE**

Address	Description of Premises	Applicable Coverages	Construction Type	Building Value	Contents Value
908 Little Creek Trail, (Contents Only) Oak Leaf, TX 75154	V.Young Home - Contents Only	GS FL EQ	Joisted Masonry	\$00	\$5,412
937 Brown Trail, (Contents Only) Bedford, TX 76022	T.Riggs Home - Contents Only	GS FL EQ	Frame	\$00	\$3,714
4812 Riverbirch Dr, (Contents Only) Sachse, TX 75048	J.R.Calder Home - Contents Only	GS FL EQ	Frame	\$00	\$1,061

To report a claim, call your agent or <https://www.insuranceboard.org/claims/report-a-claim/>

Date Issued: 11/26/2021

PKP008096413 / S000400000

## SPECIAL COVERAGES – DEDUCTIBLES AND RESTRICTIONS

Note: In the preceding schedule under 'Applicable Coverage', the following endorsements and coverage options may apply as indicated: FL means Flood; EQ means Earth Movement; FV means Functional Building Value; RL means Roof Surfacing (ACV) Endorsement; GS means Gold Seal.

### Flood

Deductible is the same as for all other perils except Earth Movement, Hurricane & Named Storm.  
Deductible is as shown on page 1 of this Memorandum of Insurance.

See Schedule

Note: Coverage is unavailable for locations in Federal Flood Zones starting with A or V.

### Earth Movement (EQ)

Deductible is 3% of stated values at each location, and for each occurrence in all states, except for locations in CA, the deductible is 5%.

See Schedule

### Hurricane & Named Storm

Deductible is a percentage of the stated values for each location and for each occurrence in the following localities:

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.

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To report a claim, call your agent or <https://www.insuranceboard.org/claims/report-a-claim/>

Date Issued: 11/26/2021

PKP008096413 / S000400000

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, Hidalgo, 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
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
Ordinance or Law	\$500,000

To report a claim, call your agent or <https://www.insuranceboard.org/claims/report-a-claim/>

Date Issued: 11/26/2021

PKP008096413 / S000400000

**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

**Your Agent:** United Church Insurance Services  
**Telephone:** 1 (877) 597-8247

**MEMORANDUM NO./IB NO.** PKP008096413 / S000400000

**OTHER NAMED INSURED(S)**

**SYNOD OF THE SUN / Solar Under The Sun / SYNOD OF THE SUN**

---

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**POLICY PERIOD**

**From: 1/1/2022 To: 1/1/2023**

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 Theft	\$1,000,000
Forgery or Alteration	\$1,000,000
Inside the Premises – Theft of Money and Securities	\$1,000,000
Inside the Premises – Robbery or Safe Burglary of Other Property	\$1,000,000
Outside the Premises	\$1,000,000
Forgery or Alteration	\$1,000,000
Computer Fraud	\$1,000,000
Funds Transfer Fraud	\$1,000,000
Money Orders and Counterfeit Currency	\$1,000,000
Clients' Property	\$250,000
Impersonation Fraud (Social Engineering)	\$250,000
Investigative Costs	\$25,000
Telephone Fraud	\$250,000

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Deductible: \$1,000

**To report a claim, call your agent or <https://www.insuranceboard.org/claims/report-a-claim/>**

Date Issued: 11/26/2021

PKP008096413 / S000400000



**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

**Your Agent:** United Church Insurance Services

**Telephone:** 1 (877) 597-8247

**MEMORANDUM NO./IB NO.** PKP008096413 / S000400000

**OTHER NAMED INSURED(S)**

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**POLICY PERIOD** From: 1/1/2022 To: 1/1/2023

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	\$1,000,000 any one premises
Medical Expense Limit	\$10,000 any one person
Personal & Advertising Injury Limit	\$2,000,000
Products/Completed Operations Aggregate Limit	\$5,000,000
General Aggregate Limit	\$5,000,000
Included in General Aggregate Limit:	
Nurses Professional Liability*	Included
Cemetery Professional Liability*	Included
Employee Benefit Liability (Claims Made)*	
Retroactive Date: 6/1/2003	Included
Privacy Breach Protection*	\$100,000 each occurrence
	\$100,000 aggregate
	\$500 Deductible

To report a claim, call your agent or <https://www.insuranceboard.org/claims/report-a-claim/>

Date Issued: 11/26/2021

PKP008096413 / S000400000

## 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 as "Not Covered".

<b>Pastoral Counseling Liability (Claims Made)*</b>	\$2,000,000 each claim
Retroactive Date: 6/1/2003	
<b>Sexual Misconduct Liability (Claims Made)*</b>	\$2,000,000 each victim
Retroactive Date: 6/1/2003	

## DIRECTORS & OFFICERS LIABILITY

<b>Directors &amp; Officers Liability (Claims Made)*</b>	\$3,000,000 each loss
Including Employment Practices Liability	\$4,500,000 annual limit (subject to agg.)
Including Educators Professional Liability	
Retroactive Date: 6/1/2003	

---

## COMMERCIAL AUTOMOBILE (NON-OWNED)

<b>Hired and Non-Owned Automobile Liability*</b>	\$2,000,000 any one accident
<b>Hired Automobile Physical Damage*</b>	\$50,000 per vehicle
(Up to \$100,000 limit available upon request)	\$1,000 ded. per occurrence
<b>Owned, Licensed Trailers Absent a Power Unit- Liability*</b>	\$2,000,000 any one accident
<b>Physical Damage</b>	\$50,000 each trailer
	\$1,000 ded. per occurrence
<b>Garagekeepers*</b>	\$35,000 each occurrence
<b>Comprehensive &amp; Collision</b>	\$1,000 ded. per occurrence

**These automobile coverages apply excess of any other valid and collectible insurance and are included in the CGL General Aggregate Limit.**

---

\*Indicates which coverages are included in the CGL General Aggregate Limit (per participant).

---

To report a claim, call your agent or <https://www.insuranceboard.org/claims/report-a-claim/>

Date Issued: 11/26/2021

PKP008096413 / S000400000

**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

**Your Agent:** United Church Insurance Services  
**Telephone:** 1 (877) 597-8247

**MEMORANDUM NO./IB NO.** PKP008096413 / S000400000

**OTHER NAMED INSURED(S)**

**SYNOD OF THE SUN / Solar Under The Sun / SYNOD OF THE SUN**

This document is to evidence that the organization named above is or will be an insured under a master policy issued to United Church Insurance Association (aka Insurance Board). Churches and affiliated entities and organizations of Protestant denominations covenantally aligned with the United Church of Christ are eligible to participate in this insurance program administered by Insurance Board. The organization named above is or will be an insured as of the beginning of the stated 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: 1/1/2022 To: 1/1/2023**

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.

To report a claim, call your agent or <https://www.insuranceboard.org/claims/report-a-claim/>

Date Issued: 11/26/2021

PKP008096413 / S000400000

Coverage provides excess limits for Pastoral Counseling Liability. (See note below regarding exceptions.)

Coverage provides excess limits for Employers Liability (Stop Gap) for participants in North Dakota, Ohio, Washington State, and Wyoming, and for Employers Liability for participants insured under the Insurance Board Program for Workers Compensation and Employers Liability. Coverage for excess limits is not provided for Employers Liability insured elsewhere.

Coverage provides excess limits for Owned Automobile Liability for Automobiles insured under the Insurance Board Program for Owned Automobiles. Coverage for excess limits is not provided for Owned Automobiles insured elsewhere.

**\$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.


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To report a claim, call your agent or <https://www.insuranceboard.org/claims/report-a-claim/>

Date Issued: 11/26/2021

PKP008096413 / S000400000

**From:** Valerie Young [valerie.young@synodsun.org](mailto:valerie.young@synodsun.org)   
**Subject:** Fwd: Synod Insurance  
**Date:** December 15, 2021 at 2:58 PM  
**To:** Thomas Riggs [thomas.riggs@synodsun.org](mailto:thomas.riggs@synodsun.org)



Please make sure that Shelley's statement is added to the 2021 minutes book, along with our policy.

FWIW: I have on my calendar to review the Fall minutes next week.

V

----- Forwarded message -----

**From:** Shelley Hernandez <[shernandez@schwartz-co.com](mailto:shernandez@schwartz-co.com)>  
**Date:** Wed, Dec 15, 2021 at 2:53 PM  
**Subject:** Synod Insurance  
**To:** Valerie Young <[valerie.young@synodsun.org](mailto:valerie.young@synodsun.org)>, Bill Rose <[horseshoe1@aol.com](mailto:horseshoe1@aol.com)>, Bok Soon Egbert <[boksoonegbert@hotmail.com](mailto:boksoonegbert@hotmail.com)>, David Stipp-Bethune <[revdrstipp@fpceldorado.org](mailto:revdrstipp@fpceldorado.org)>, Denise Haley <[neesie.haley@yahoo.com](mailto:neesie.haley@yahoo.com)>, Ernest Higginbotham <[ernest.higginbotham@synodsun.org](mailto:ernest.higginbotham@synodsun.org)>, Gordon Edwards <[edwards.pax@gmail.com](mailto:edwards.pax@gmail.com)>, Jeff Cranton <[jeffbcranton@gmail.com](mailto:jeffbcranton@gmail.com)>, Kristy Rodgers <[Kristy.Rodgers@fpcbok.org](mailto:Kristy.Rodgers@fpcbok.org)>, Mitch Miller <[mitch@santafechurch.org](mailto:mitch@santafechurch.org)>, Timothy Marquez <[pastoris4110@gmail.com](mailto:pastoris4110@gmail.com)>

The attached Renewal Policy, which included within a Master Policy, is very comprehensive and provides the following coverages for Synod of the Sun and Solar Under the Sun Employees and Associates:

1. Property Contents for Synod "property" such as computers within Employees homes
2. Crime coverages including Employee Theft and Computer Fraud
3. General Liability coverages
4. Professional Liability including Sexual Misconduct
5. Director & Officers Liability for all Officers and Directors of the "Corporation"
6. Hired and Non-Owned Auto Liability for use of personal vehicles and renting of vehicles for SOS/SUS "operations"
7. Excess Liability for General Liability, Employee Benefits Liability, Hired & Non-Owned Auto Liability

As a licensed Insurance Agent in the State of Texas, I think the Policy provides the insurance protection The Synod of the Sun and Solar Under the Sun would require should a Claim ever be brought by any Person(s) and/or Organization.

Shelley

**Shelley Hernandez**  
**Schwartz & Company**  
**832.593.9600**

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**From:** Valerie Young <[valerie.young@synodsun.org](mailto:valerie.young@synodsun.org)>  
**Sent:** Wednesday, December 15, 2021 12:48 PM  
**To:** Bill Rose <[horseshoe1@aol.com](mailto:horseshoe1@aol.com)>; Bok Soon Egbert <[boksoonegbert@hotmail.com](mailto:boksoonegbert@hotmail.com)>; David Stipp-Bethune <[revdrstipp@fpceldorado.org](mailto:revdrstipp@fpceldorado.org)>; Denise Haley <[neesie.haley@yahoo.com](mailto:neesie.haley@yahoo.com)>; Ernest Higginbotham <[ernest.higginbotham@synodsun.org](mailto:ernest.higginbotham@synodsun.org)>; Gordon Edwards <[edwards.pax@gmail.com](mailto:edwards.pax@gmail.com)>; Jeff Cranton <[jeffbcranton@gmail.com](mailto:jeffbcranton@gmail.com)>; Kristy Rodgers <[Kristy.Rodgers@fpcbok.org](mailto:Kristy.Rodgers@fpcbok.org)>; Mitch Miller <[mitch@santafechurch.org](mailto:mitch@santafechurch.org)>; Shelley Hernandez <[shernandez@schwartz-co.com](mailto:shernandez@schwartz-co.com)>; Timothy Marquez <[pastoris4110@gmail.com](mailto:pastoris4110@gmail.com)>  
**Subject:** Synod Insurance

In light of the conversation in our meeting the other night, I have asked Shelley Hernandez to review the synod's insurance policy for 2022. Since this is an annual requirement for mid-councils anyway, it is perfectly in order and well timed.

The policy is attached, in case anyone else is interested in reviewing. If there are questions or clarifications needed, please let me know.

FYI: I do know that I need to make updates for employee addresses.

--

*Valerie L. Young*

Synod Leader  
& Stated Clerk

**Synod of the Sun, PC(U.S.A.)**

**214-390-1894**

[www.synodsun.org](http://www.synodsun.org)

*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.*

*Connecting · Equipping · Empowering*

--

*Valerie L. Young*

Synod Leader  
& Stated Clerk

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2022 UCCIB  
policy.pdf

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