

**Presbytery of Albany**  
**Three Hundred and Twenty-Ninth Stated Meeting**

Virtual Meeting on Zoom

November 17, 2020

The Rev. Michael Burkley, Moderator, called the meeting to order at about 10 a.m. The Rev. Rebecca Lawson Putman, Stated Clerk, and Ruling Elder (RE) Bill Henderson, Temporary Presbyter, gave a brief orientation and instructions for how the meeting would be run and how voting would work on the Zoom platform.

**Stated Clerk's Report**

**The roll was compiled.** The Stated Clerk announced a quorum was present and noted the number of those from whom she had received requests to be excused (2) and that none had contacted her asking to arrive late or leave early. The records of attendance for this presbytery meeting have been lost, but the Stated Clerk attests that a quorum was present at all times during the meeting. Those attending their first presbytery meeting were welcomed, including Lisa Allendorf, who serves as the Bookkeeper of the Presbytery.

Upon motion duly made and seconded, **Presbytery ACTED by consensus to approve the docket for the meeting dated November 7, 2020.**

Upon motion duly made and seconded, **Presbytery ACTED by consensus to approve the minutes of the stated meeting as distributed prior to the meeting.**

**The following were presented by the Stated Clerk for information:**

1. The next stated meeting of Albany Presbytery will be held on **Saturday, January 23, 2020.** This meeting will happen on Zoom. The meeting will convene for business at 10:00 a.m. and will adjourn around 1:00 p.m. This meeting will focus primarily on business with worship.

The meeting dates for the rest of 2021 are as follows: March 16, June 5, September 18, and November 3, 2021. The locations, times, and content of the meetings is TBD. It is very likely the March meeting will happen on Zoom.

2. **As required by G-3.0109, the Board of Trustees and the Committee on Ministers and Congregations report to the Stated Clerk if they exercise some of the commission powers that have been granted to them and actions they have taken on behalf of the Presbytery. Those actions are duly reported to the Presbytery for information and inclusion in the minutes of**

**the Presbytery. Neither the Board of Trustees nor COMAC have exercised any of their commission powers since the last Presbytery meeting.**

**RE Dan Rogers and RE Laura Rogers were seated as corresponding members and former moderators of the Presbytery.**

### **Temporary Presbyter Report**

#### **The following were presented to the Presbytery for information:**

1. The congregations who had received technology grants from the Board of Trustees were named. A complete list will be shared of the congregations in the minutes of 330<sup>th</sup> Stated Meeting.
2. The Temporary Presbytery reported on the ways in which the Presbytery leadership has been helping our ministers during the COVID-19 pandemic, including weekly Zoom calls for those ministers actively serving congregations and opportunities for prayer led by Presbytery Chaplain the Rev. Beth Illingworth.

### **Coordination Committee Report**

#### **The following were presented to the Presbytery for information:**

1. The Coordination Committee met by video conference call using Zoom Video Conferencing on October 8, 2020. The Coordination Committee will meet next by video conference call on Thursday, November 12, 2020.
2. Discussions during the conference calls have centered primarily on communicating relevant information between committees and to Presbytery members in a timely fashion; coordination with those working on plans for future convocations and retreats; how to coordinate and support our churches during this pandemic period; and planning for the implementation of the Anti-Racism Task Force.
3. The Coordination Committee discussed when to resume in-person Presbytery meetings and whether or not all winter meetings in the future should be held virtually. The January meeting of 2021 will be held on Zoom, and it is probable that the March 2021 will be as well.
4. The Koinonia team hosted a workshop on October 3, in which the Rev. Dr. James Calvin Davis led a presentation and a discussion about his book *Forbearance: A Theological Ethic for a Disagreeable Church*.

**The following were presented to Presbytery for consideration and action:**

1. The New England Congregational Presbyterian Church in Saratoga asked the Presbytery to consider endorsing the International Sanctuary Principles Statement. It was presented before the body for a second reading. RE Terry Diggory from that congregation spoke to the document. Upon motion duly made, **the Presbytery voted by electronic poll to endorse the International Sanctuary Principles Statement.**
2. RE Cara Molyneaux (Scotia, Trinity) was nominated to the Committee on Representation and Nominations for a 2<sup>nd</sup> 3-year term. Upon motion duly made, **the Presbytery voted by consent to approve RE Molyneaux's 2<sup>nd</sup> term to the Committee on Representation and Nominations.**

**Report on Synod Assembly**

The Rev. Kukjin An reported on his experience of serving at the biannual Assembly of the Synod of the Northeast.

**Committee on Ministers and Congregations (COMAC) Report**

**The following items were presented to the Presbytery for information:**

1. COMAC met on Zoom video conference on October 8. The committee will meet next on November 12 and December 10, 2020.
2. Recognizing this has been a difficult year for both congregations and ministers, **COMAC will not recommend the Presbytery ACT to raise minimum terms of call for 2021 but is asking congregations to consider a minimum of a 1.5%, but preferably 3%, cost-of-living adjustment**, if possible. Next year, assuming a return to more normal conditions, COMAC will raise minimum terms of call and recommend at cost-of-living increase for the two years. If an adjustment, increase, or raise is difficult, COMAC requests congregations consider creative ways to help their pastor, such as a healthcare fund, childcare assistance, etc.
3. COMAC edited the **COM Manual**, which is currently only accessible to COMAC members as a document in the committee's Dropbox, to change "COM" to "COMAC". A more substantial revision is currently in process. Once the editing is completed, it will be posted to the Presbytery website.
4. **Listening teams:** COMAC has two continuing listening teams: one in Washington County and one for the Brunswick Presbyterian Church.

5. **Rev. Molly Dowell Baum** was introduced.

**The following were presented to Presbytery for consideration and action:**

1. **Honorarium Level for Approved Preaching List:** COMAC recommended that the Presbytery ACT to raise the minimum honorarium for temporary supply preachers be from \$150 to \$175 plus mileage. Upon motion duly made, **the Presbytery ACTED to raise the minimum honorarium for supply preachers to be raised to \$175 plus mileage.**

**Committee on Representation and Nominations**

**The Committee presented the following nominations for the positions noted:**

1. Committee on Leadership Development – Rev. Christine Dungan, class of 2023; Rev. Glenn Leupold, class of 2023
2. Budget and Finance – RE Bill Hasselbarth (Guilderland, Hamilton Union), class of 2023 (second term)

Additional nominations were invited from the Presbytery. None were offered. Upon motion duly made, **the Presbytery voted by consent to approve the above nominations.**

**Mission Committee Report**

**The following items were presented to the Presbytery for information:**

1. The Presbytery was invited to go to the website to see Mission Resource videos, which feature many of our mission partners and other organizations, including:
  - a. Cornerstone Chaplaincy at the University of Albany
  - b. Heifer International
  - c. Troy Area United Ministries
  - d. Protestant Chaplaincy at Union College
  - e. Rural & Migrant Ministry
  - f. Schenectady Inner City Ministry
2. Albany Presbytery Mission Partners are supported by the Presbytery's Basic and Shared Witness Support, and Commissioners were invited to share these videos with their congregations to see what their gifts help support.
3. The Committee told the Presbytery that PC(USA) World Mission reports that 23 of its mission co-workers have accepted early-retirement buyouts.

4. The Committee welcomes the new line item proposed in the 2021 Presbytery budget, calling for \$12,682 under “Special Church Initiatives.”
5. The Committee expressed its thanks to all who have been making and/or contributing re-usable cloth masks to Rural and Migrant Ministry.

### **Peacemaking Task Force Report**

The Task Force shared a trailer for the movie 2040 and invited the Presbytery to join in discussion about this movie.

### **Personnel Committee Report**

#### **The following items were presented to the Presbytery for information:**

1. The Personnel Committee Introduced Katie Gorsky as the Presbytery’s new Communications Manager.
1. Jennifer Schoenfisch had announced her resignation effective at the end of October. The Personnel Committee thanked her for 5 years of excellent service.

#### **The following were presented to Presbytery for consideration and action:**

The Committee recommended and moved that the contract with Temporary Presbyter RE Bill Henderson be extended by 90 days. The motion was amended by the Presbytery to extend his contract until June 20, 2021 or until the Presbytery Administrator position is created and filled. Upon a motion duly made, amended and seconded, **the Presbytery ACTED by consent to approve the extension of RE Henderson’s contract.**

### **Committee on Leadership Development**

#### **The following items were presented to the Presbytery for information:**

1. The Rev. Stewart Pattison gave his final report as Committee chairperson. He reminded the Presbytery that one of the on-going roles of the Committee is to help people discern when they are not called as much as when they are. The Presbytery thanks the Rev. Pattison for his service.
2. Candidate David Haase was removed from the list of candidates for ministry because he has decided to seek membership outside the PC(USA)
3. The Committee encourages churches to consider Commissioned Ruling Elders to serve their congregations.

## Committee on Budget and Finance Report

### The following items were presented to the Presbytery for information:

1. The financial report of the Presbytery through the end of October 2020 was presented. It is included as Appendix A of these minutes.

### The following were presented to Presbytery for consideration and action:

1. The 2021 budget of the Presbytery was submitted for a second reading. Upon motion duly made, **Presbytery ACTED unanimously by electronic poll to approve the 2021 budget as presented.** It is included in Appendix B of these minutes.

## Board of Trustees Report

### The following were presented to the Presbytery for information:

1. The Board met on October 7 and November 4 via Zoom.
2. The Board continues to meet regularly with representatives from the Budget and Finance Committee to discuss financial and accounting.
3. The Board continues to deal with property related matters and the significant financial losses incurred when trying to sell the vacant church properties that become their responsibility to maintain and insure when congregations are dissolved.
4. Trustee Don Drew expressed a willingness to be the trustee representative for the discussion of how to advise and deal with churches who no longer can afford their church buildings nor are able to sustain growth in their church.
5. **Carlisle Property Sale:** On October 31, 2020 this property was sold, with the presbytery holding a \$39,000 mortgage for seven years.
6. **Waterford Church:** The trustees have received purchase offers on both the church building and the church manse. In addition, the presbytery was given permission to sell the property by the New York Council of the American Baptist Church. The Waterford Church was a union church, so the proceeds from any sale of property will be split between Albany Presbytery and the ABC.
7. **Technology Grant Program:** The Board is offering a grant to pay 50% of a congregation's cost up to \$5000 for equipment and software to provide hybrid

streaming and online worship services. **As of the November meeting, the Temporary Presbyter reported that thus far the trustees have issued grants totaling \$26,000 given to 9 churches thus far.** The Rev. John McAuley will work with the Temporary Presbyter to review the grant applications requested by churches.

8. **Schaghticoke United Church:** The Board approved a grant/loan request from the Schaghticoke United Church to replace their furnace.
9. **Bequest:** The Presbytery received a bequest amount from the estate of Georgia Hutchinson, who was a member of the former Gloversville Presbyterian Church, in the amount of \$8,333.
10. **Important information for all congregations:** Churches should be aware that several insurance carriers are requiring that a church install a water monitoring unit in the church to prevent flooding due to a burst pipe, leaking furnace system, etc. Congregations were advised to check with their insurer.

### **Unfinished and New Business**

#### **A period of time for open sharing by commissioners was introduced. The following information was shared:**

1. A document about the coaching network facilitated by the Synod of the Northeast was shared for the information of the Ministers in our Presbytery.
2. The Rev. Janice West shared information about the online APCE conference.
3. The Rev. Earl Johnson (HR) shared information about the Academy of Religion Conference.
4. The Presbytery thanked the outgoing Administrative Assistant, Jennifer Schoenfisch.

The Moderator noted that there was no unfinished or additional new business to be considered.

### **Worship**

Worship was led by Moderator Burkley. CRE Darren Gundrum (currently serving at Menands, Bethany and Sage College) offered the sermon, and Heather and Paul presided at the sacrament of the Lord's Supper. Presbytery was invited to contribute an offering to Anti-Racism Task Force. Vice Moderator the Rev. Kathryn Beilke and Moderator RE Judy Hartley were installed. The Stated Clerk thanked Moderator Burkley for his service to the Presbytery and presented him with a gift.

**Presbytery ACTED** to authorize payment of all bills incidental to this meeting; to adjourn following the closing prayer; and to meet in next stated session on January 23, 2021 beginning at 10:00 a.m. via Zoom teleconference, unless previously convened in a constitutional manner.

The meeting was closed with prayer by Moderator Burkley at about 1 p.m.

ATTEST: \_\_\_\_\_

Rev. Rebecca Lawson Putman, Stated Clerk

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**Presbytery of Albany**  
**Statement of Operations**  
**Year to Date October 31, 2020**

	Actual	Budget	Variance	% Var
<b>Presbytery:</b>				
Operating Revenue	\$244,086	\$244,423	(\$337)	-0.1%
Other Revenue	\$81,662	\$35,333	\$46,329	131.1%
Total Revenue	\$325,748	\$279,756	\$45,992	16.4%
Operating Expenses	\$252,527	\$278,089	(\$25,562)	-9.2% *
Net Income (Loss)	\$73,221	\$1,667	\$71,554	
<b>Trustees:</b>				
Revenue	(\$74,282)			
Expense	\$75,203			
Net Income (Loss)	(\$149,485)			
<b>Net Income (Loss) Total</b>	<b>(\$76,264)</b>			

\* Expense Variance is: Mission (\$7,762), Committees (\$17,444), Distribution to Greater Church \$9,523, Staff (\$17,867), Admin/Office (\$5,174), Bad Debt \$13,163; Total (\$25,562)

**Changes in Net Assets:**

Net Assets - January 1	\$3,890,072
Net Income (Loss)	(\$76,264)
<b>Net Assets - October 31</b>	<b>\$3,813,808</b>

<b>Assets</b>	1-Jan	31-Oct	Incr (Decr)
Cash	\$424,736	\$436,392	\$11,656
Accts Receivables/Other Assets	\$12,258	\$48,744	\$36,486
Notes Receivable	\$208,424	\$235,389	\$26,965
Investments	\$2,856,765	\$2,729,410	(\$127,355)
Church Property Held	\$425,000	\$419,910	(\$5,090)
Total Assets	\$3,927,183	\$3,869,845	(\$57,338)
<b>Liabilities and Net Assets</b>			
Current Liabilities	\$37,111	\$20,043	(\$17,068)
Deferred Revenue	\$0	\$35,994	\$35,994
Total Liabilities	\$37,111	\$56,037	\$18,926
Net Assets	\$3,890,072	\$3,813,808	(\$76,264)
	\$3,927,183	\$3,869,845	(\$57,338)

**NOTE: The Presbytery is the guarantor on an outstanding loan of one of our churches in the amount of \$1,459,000.**

**Presbytery of Albany**  
**Statement of Operations**

**10/21/20**

	Account	Budget 2020	Budget 2021
<b>Revenue</b>			
Basic Witness Support	1-4000	\$219,926	\$211,600
Shared Witness Support	1-4004	\$81,582	\$78,493
Less: Bad Debt	NEW	(\$8,201)	(\$15,093)
		<u>\$293,307</u>	<u>\$275,000</u>
<b>Transfer From Invested Funds</b>			
From Trustees	1-4002	\$27,300	\$27,300
From Trustees - Mission	1-4011	Included	Included
From Hebron - Camperships	1-4015	\$5,000	\$5,000
From Trustees Operations - Audit	1-4016	\$3,200	\$3,200
Interest From Eccl/Mission Acct	1-4046	\$6,000	\$6,000
		<u>\$41,500</u>	<u>\$41,500</u>
<b>From Reserve/Dedicated Funds</b>			
Peacemaking Task Force	2-9170	\$900	\$900
		<u>\$900</u>	<u>\$900</u>
<b>Total Revenue</b>		<b><u>\$335,707</u></b>	<b><u>\$317,400</u></b>
<b>Expense</b>			
Presbytery Retreat/Community Building	2-5130	\$1,000	\$1,000
		<u>\$1,000</u>	<u>\$1,000</u>
<b>Coordination Committee:</b>			
Presbytery Meeting Expense	1-5140	\$1,000	\$1,000
Moderator	1-5150	\$1,500	\$1,000
Vice Moderator	1-5155	\$1,500	\$700
Committee Travel/Mtg Expenses	1-5180	\$1,000	\$1,000
		<u>\$5,000</u>	<u>\$3,700</u>
<b>Comm on Representation &amp; Nominations</b>			
General Operating Expenses	1-5200	\$0	\$0
		<u>\$0</u>	<u>\$0</u>
<b>Permanent Judicial Commission</b>			
Judicial Process	1-5500	\$0	\$0
		<u>\$0</u>	<u>\$0</u>
<b>Committee on Ministers &amp; Congregations</b>			
Pastoral Care & Ministerial Assistance	1-5610	\$6,000	\$1,000
Congregational Care	1-5620	\$4,500	\$1,000
COM/Committee Expense/Travel	1-5660	\$500	\$500
COM/Boundary Awareness Training	1-5670	\$800	\$800
		<u>\$11,800</u>	<u>\$4,000</u>
<b>Committee on Leadership Development</b>			

General Operating Expenses	1-5700	\$2,200	\$1,700
Mentoring Program	1-5710	\$4,000	\$2,200
		<u>\$6,200</u>	<u>\$3,900</u>
Committee on Church Development			
C.A.T.	1-5820	\$1,000	\$500
Training	1-5840	\$1,000	\$500
New Worshiping Communities	1-5850	\$2,000	\$500
Ministry Plan Implementation	1-5850.1	\$1,000	\$500
New and Rural Initiatives	1-5850.2	\$2,000	\$400
		<u>\$7,000</u>	<u>\$2,400</u>
Committee on Church Mission			
General Mission			
Camperships	1-5900	\$5,000	\$5,000
Mini Mission Grants	1-5905	\$0	\$0
Emergency Disaster Fund	1-5906	\$0	\$0
		<u>\$5,000</u>	<u>\$5,000</u>
Task Forces			
Peacemaking Task Force	1-5910	\$800	\$900
Guatemala Partnership Task Force	1-5915	\$2,000	\$2,000
Youth Activities, Ministries & Triennium	1-5920	\$4,000	\$4,000
		<u>\$6,800</u>	<u>\$6,900</u>
Mission Partners			
Schenectady Inner City Mission	1-5925	\$5,115	\$5,200
Troy Area United Ministries	1-5930	\$8,735	\$8,900
Rural/Migrant Ministry	1-5935	\$2,800	\$3,000
Union College Chaplaincy	1-5940	\$8,350	\$7,800
Sage/RPI Chaplaincy	1-5945	\$7,600	\$6,700
SUNY Chaplaincy	1-5950	\$4,600	\$5,600
		<u>\$37,200</u>	<u>\$37,200</u>
Special Church Initiatives	NEW	\$0	\$12,682
Total Mission		<u>\$49,000</u>	<u>\$61,782</u>
Total Committee/Mission		<u>\$80,000</u>	<u>\$76,782</u>
Staff and Contractor Expense			
Stated Clerk	1-6010	\$33,000	\$33,500
Temporary/General Presbyter	1-6020/30	\$60,000	\$60,900
Administrative Assistant	1-6050	\$23,000	\$0
Communications Manager		NEW	\$30,000
Financial Contract	1-6060	\$20,000	\$13,400
Chaplain	1-6070	\$20,000	\$18,000

Staff Expenses	1-6080/90	\$6,000	\$6,100
		<u>\$162,000</u>	<u>\$161,900</u>
Administrative & Office Expenses			
Presbytery Office Space	1-6110	\$0	\$0
IT Services and Support	1-6120	\$2,200	\$2,500
Web Page Support	1-6125	\$1,440	\$1,500
Internet/Phones	1-6132	\$1,500	\$1,000
Paper/Printing/Supplies	1-6134	\$800	\$850
Postage	1-6136	\$1,200	\$1,200
Equipment Rental/ACS	1-6138	\$3,100	\$3,100
Office Expenses - Other	1-6140	\$750	\$500
Hospitality	1-6150	\$1,000	\$500
Insurance Expense	1-6170	\$500	\$500
Audit Expense	1-6180	\$12,000	\$0
Payroll & Other Contract Svcs	1-6190	\$2,200	\$2,200
Digitize Presbytery Records	NEW	\$500	\$0
Postal Rental	NEW	\$125	\$200
Mileage	NEW	\$4,000	\$4,500
Live Streaming	NEW	\$0	\$0
		<u>\$31,315</u>	<u>\$18,550</u>
Distribution to Greater Church			
GA Per Capita Expense	1-6200	\$42,790	\$41,308
Synod Per Capita Expense	1-6201	\$19,602	\$18,860
		<u>\$62,392</u>	<u>\$60,168</u>
<b>Total Expense</b>		<b>\$335,707</b>	<b>\$317,400</b>
<b>Excess Revenue (Expense)</b>		<b>\$0</b>	<b>\$0</b>