

## Consistory Secretary's Report

### Pennsylvania Southeast Conference - August 15, 2020 Special Meeting

#### Meetings of the Consistory

The Consistory met in person on July 27, September 21, and November 16 in 2019, and on January 18 and March 4 in 2020. Due to the COVID-19 pandemic, the Consistory met online in 2020 for regularly scheduled and special meetings on April 2, April 23, May 16, July 6, and July 18. The Executive Committee met online on July 10, 2019 and with the Endowment Committee and Budget and Finance Committees on March 30 and May 6, 2020. The Fall Meeting of the PSEC was held on November 17, 2019.

#### Changes in Consistory Officers and Delegates

The Consistory welcomed new association delegates and approved the following changes to its membership: Kyle Sakamoto, youth delegate; Rev. Tony Villareal, Vice Moderator.

#### Summary of Pertinent Consistory Actions

Through a combination of in-person meetings, online meetings, and e-ballots, the Consistory:

- At the recommendation of the Personnel Committee, approved an IT Policy, Record Retention Policy, and Executive Compensation Policy. At the recommendation of the Budget and Finance Committee, approved a new Discretionary Spending Policy and changes to the Gift Acceptance Policy and the Accounting Policies and Procedures Manual. Approved revisions to the Safe Conference policy. Created a set of guidelines for Justice and Witness teams.
- Contributed \$1,000 toward funeral expenses for Rev. Kermit Newkirk who served Harold O. Davis church in Philadelphia.
- Conducted the Generations of Service Campaign.
- Authorized a conference-wide campaign to raise the funds to eliminate six million dollars in medical debt focused on the geographical areas within the borders of the PSEC; launch of this campaign was suspended due to the COVID-19 pandemic.
- Approved an initiative to explore the move to a mobile Conference office.
- Approved housing allowances for the Conference Minister and Associate Conference Minister of Search and Call.
- Called Rev. Susan Minasian as Interim Associate Conference Minister of Search and Call. Subsequent to calling Rev. Minasian, approved a housing allowance for the Interim Associate Conference Minister of Search and Call.
- Acted to send each of the 160 churches in the PSEC \$1,000 and to increase the Conference Minister's discretionary fund by \$20,000.

- Decided to participate in the Payroll Protection Plan and the Cornerstone Relief Act opportunity.
- Confirmed Conference 2020 meeting dates, as recommended by the Planning Committee: Saturday, August 15 and Sunday, November 15.
- A subcommittee of the Consistory continued to receive, evaluate and make recommendations regarding applications for new ministry funds on an ongoing basis.

Respectfully submitted,  
Rev. Jenny Smith, Secretary