

**PSEC Consistory Meeting
Meeting July 27, 2019**

Consistory Members Present: Mr. Lee Metzger, Rev. Jenny Smith, Mr. Ray Edwards, Rev. Bill Middleton, Mr. Tim Kissling, Ms. Jennie Strauch, Rev. Bill Worley, Rev. Ann-Therese Ortiz, Rev. Bonnie Dalious

Consistory Members Excused: Ms. Sara Barra, Rev. Beth Lyon, Mr. John Jones, Rev. Mark Roberts, Rev. Anne Cormier

Conference Staff Present: Rev. Cean James

Conference Staff Excused: Rev. Sharon Morris (sabbatical)

Following a welcome to new consistory members, Jennie Strauch called the meeting to order shortly after 9:15 AM. Jenny Smith provided a devotion and an opening prayer. Bill Worley reviewed the conference bylaws regarding consistory members and attendance at meetings. Jennie will follow up with members who have missed multiple meetings.

The minutes from the May 18 meeting were approved. (Motion: Lee Metzger; 2nd: Tim Kissling)

Communications

Jennie Strauch received an email from David Anderson with a survey being conducted by the national body. They are creating a manual on church and are looking for input on what to include. She will forward the email to consistory members.

E-Ballots

Jenny Smith reported on the April e-ballot to select an auditor. The motion was approved with 12 votes in favor, 0 no votes, and no abstentions.

Reports

Ray Edwards provided the Finance report. OCWM continues to be strong at the midpoint of our budget year. He referred to the snapshot of expenses to date outlining money sent to the Pension Board early, new ministries grants awarded to date, and funds received from the closing of Calvary UCC in Philadelphia. The Generations of Service campaign continues to be strong; we are close to our goal and have sent an initial amount to Pension Boards.

Conference Bookkeeper Donna Daloisio resigned her position in June. Tammie Wisniewski conducted initial rounds of interview for her replacement. Bill Worley and Tammie conducted second interviews together. A candidate has been selected and will start orientation at the beginning of August.

Ray reviewed a chart of how money flows from our income (local church contributions, draw from endowment, revenue from historical source such as from sale of Mensch Mill, and pass-through money) to payment of conference operation expenses, then contributions to the national church (10% of budget) and related special campaigns.

A motion to accept the treasurer's report passed. (Motion: Tim Kissling; 2nd: Lee Metzger)

Personnel Committee has submitted three new policies to govern in-house records and processes. Our auditor recommended that we create these: IT Policy, Record Retention Policy, Executive Compensation Policy.

There was discussion about whether to require the conference to retain minutes from association meetings. It was agreed that responsibility lies with the associations. Also, concerns were raised about having conference business conducted on the personal phones of Conference Staff and how to protect it. Conference employees should take reasonable steps to protect confidential information on their phones. Regarding The Executive Compensation Policy, at the end of the third paragraph, it was recommended to add "in accordance with previously agreed upon goals and expectations." The setting of these goals and expectations should come from the consistory via the Vice Moderator to the Personnel Committee.

All three policies, with the changes noted above, were approved by the Consistory.

2020 Compensation Guidelines - The Personnel Committee recommends a 3% increase. The Consistory approved this, but believes the matrix (created 13 years ago) needs to be reviewed along with the associated parameters. It was noted that as more pastors move into part-time positions those guidelines need to be reviewed as well.

Karl Jones' Disaster Ministry written report was received. Consistory approved Rev. Jenny Smith as part of Disaster Ministry team. Karl also submitted the coordinator position description.

Cean James, ACM of Congregational Development, presented a verbal report. Calvary Barto and Zion Womelsdorf are now added to the congregations with whom he is engaged bringing the total to 21. 14 congregations are doing NCD. There are 4 workshops coming up in fall, 3 on the use of social media and 1 on preaching.

Conference Minister Bill Worley's written report was received and he fielded questions from the consistory. He shared his experience at a General Synod 32 lunch with the Open and Affirming and Faithful and Welcoming groups. It was suggested that he share this experience at the Fall Meeting in anticipation of a fuller discussion of the pros and cons of a "big tent" approach to inclusion at a future time.

The 2019 Fall Annual meeting will be on November 17 at Ursinus College. Bill noted that the facility does not lend itself to small group discussion. The consistory decided to designate the offering to the Generations of Service campaign.

The 2020 Vision has been helpful in focusing us, but it is time for us to revisit it. We need to be more nimble than a 5 year plan and yet have a longer range vision. It is important to attach timeframes to each item. We will schedule a time in early 2020 to review progress and set new vision.

Generation of Service Campaign - Tim Kissling gave an update (see CM report) indicating that 62 churches have responded; 99 have not. For follow up, he plans to send out an email to those who have not contributed and association moderators prior to the fall meetings. The requested amount is \$273 per church over a 5-year period. The desire is for 100% participation. We are about \$7K shy of reaching the \$50K goal.

We need to select a new Vice Moderator as Rev. Ed Livingston took a call in PNEC. Bill and Jennie expect to have a candidate this coming week and will send out an e-ballot. Jenny was asked to send out the information about e-ballots to acquaint new consistory members and remind continuing members of the process.

Two new members are need to fill vacancies on the New Ministries Fund Committee. Bill Middleton and Ann-Therese Ortiz responded to the request.

A committee is needed to establish the application process for the New Church Start Fund. Cean James will be part of it and there will be non-consistory members as well. Lee Metzger volunteered. Jennie will email those not at the meeting seeking additional volunteers.

We made a \$150 donation to the OnA Coalition in 2018. A motion was passed to make a similar contribution for 2019 and to include it in the budget for future years. (Motion: Lee Metzger; 2nd: Tim Kissling)

We have two vacancies for youth representatives on the consistory. Their presence is important. Representatives can range to age 30 (which is more aptly described as young adult rather than youth). It was noted that for those under age 18 transportation can be an issue. Bill encouraged consistory members to identify candidates for youth representatives.

The PNEC Conference Minister and Moderator will attend our September Consistory meeting on September 21. Jennie and Bill have been in conversation with them and will attend the PNEC board meeting in October. We want to rebuild our relationship with them.

The meeting was adjourned shortly after noon.

Respectfully submitted,
Rev. Jenny Smith, Secretary