

**PSEC Consistory Meeting  
Minutes for July 15, 2023  
@ St. James UCC  
321 S. Limerick Rd., Limerick**

In attendance: Rev. Bill Worley, Rev. Melissa Burkhart, Ms. Donna Fried, Rev. Bob Fogal, Ms. Caroline Bashore, Rev. Kevin Fruchtl, Rev. Cean James, Ms. Mary Loiselle, Ms. Caroline Dunleavy, and Rev. Roshan Soans

**Word of Prayer** offered by Vice Moderator Rev. Melissa Burkhart.  
Devotions provided by Rev. Bob Fogal.

Meeting called to order by Vice Moderator Rev. Melissa Burkhart at 10:06 am.

**Work of God's People**

Orientation – Rev. Bill Worley – presentation will be distributed to all CC members

- a. PSEC Constitution requirements
- b. Legal/Financial responsibilities
- c. Expectations of Consistory members
- d. Future meetings

Motion to approve the meeting's agenda by Rev. Kevin Fruchtl and seconded by Rev. Roshan Soans. No discussion, motion carried.

Motion to approve the May 20, 2023, minutes as amended by Ms. Donna Fried and seconded by Ms. Mary Loiselle. Mary Loiselle's name is spelled wrong under 'Conference Minister Report' and there are few occasions when last names are not included, motion carried.

**Reports:**

1. Treasurer – Rev. Bob Fogal led the CC through the various reports to highlight items that seem to merit attention.
  - 77% of the Conference income comes from OCWM donations – YTD at the end of June, donations are \$18,346.00 below the budget
  - \$765,100 is budgeted for 2023's OCWM giving with 10% (\$76,510) sent to National – set amount of \$6,376 is sent each month.
  - As for the balance sheet, there is a total of \$1,704,113 in unrestricted and restricted funds.
  - A few highlights on the operating statement were made.
    - Line 40611 Disaster Response – Two \$20,000 grants, one from Lutheran Congregational Services and the other from UCC Global Hope.
    - Line 40105 Desig. Invest. Earnings – \$18,784 is half of the annual draw of the 3% from the endowment investments – other half will be in December.
    - Expense Line 51100 Professional Staff – Rev. Kevin McLemore carries his own medical insurance, increasing his salary to cover premiums.
    - Expense Line 51215 Health/Dental Insurance-Clergy – Rev. Tammie Wisniewski has her own insurance, but since this expense was budgeted, a surplus is showing.
    - Expense Line 53520 General Synod – had not budgeted; expected Synod to be held virtual again this year.

- Section 'Conf. Supported Ministries' – this is pass through money; donations and trust funds that come to us and passed through to the various ministries.
- Current distribution of investments is 25% in Cash & CDs, 56% in Equities, and 19% in Fixed Income. The Endowment Committee's goal is to have 0% investments in Cash & CDs, 65% in Equities, and 35% in Fixed Income.

Motion to approve the treasurer's report by Rev. Kevin Fruchtl and seconded by Ms. Caroline Dunleavy. No further discussion, motion carried.

2. Generosity Mission Team Report – Ms. Caroline Dunleavy – the team has been working on a new generosity video, as well as a promotions marketing fundraising calendar to ensure that there is constant communications and activities throughout the year relating to generosity. In addition, the Generosity Mission Team is looking for new members. Ms. Caroline Dunleavy suggested that PSEC start thinking about broadening our horizons from OCWM and having other components that supplement such as Giving Tuesday. Rev. Roshan Soans asked for clarification on the calendar; Ms. Caroline Dunleavy explained that it is a work plan from July 2023 to June 2024 for Rev. Bill Worley and the conference staff on rolling communications and activities out throughout the year which will be shared with the Consistory at some point. After viewing the new video, Ms. Caroline Dunleavy shared that Consistory will be asked to help promote the video by showing it at congregational and association meetings. Rev. Bob Fogal asked in regard to Giving Tuesday, if there is a chance of motivating giving with a match donation; Rev. Bill Worley believes that is possible.
3. Disaster Ministry Coordinator Report – in addition to the written report, Rev. Bill Worley shared that Carl is working with Disaster coordinators from FEMA and VOAD to respond to the flooding in Berks County last week.
4. Personnel Committee Report – Rev. Melissa Burkhart – there is no report this month. The committee met Wednesday, July 5 to review and discuss the salary guidelines percentage. There will be a report for the September meeting.
5. Associate Conference Minister for Congregational Development Report – Rev. Cean James – Parkside UCC and Saint John's in Phoenixville are in conversation on merging possibly before the end of the year or definitely next year.
6. Associate Conference Minister for Search & Call Report – Rev. Kevin McLemore – there is not report this month.
7. Conference Minister Report – Rev. Bob Fogal asked if there is a link on the PSEC website for the General Synod resolutions. Rev. Bill Worley was not sure though there is a working link in the report. In addition, he shared that staff from Penn Central, Southeast, and Northeast are working with David in West on creating a working group for the four conferences to work on implementation or

awareness of the resolutions.

Motion to approve the above reports (2-7) by Rev. Bob Fogal and seconded by Rev. Kevin Fruchtl. No further discussion, motion carried.

### **Old Business**

1. Medical Debt – Phoebe Ministry – Rev. Bill Worley shared that Phoebe Ministry, one of ministry partners, is holding onto \$2.6 million in debt and suggested to Nancy Hardy from Penn Northeast who is taking initiative on medical debt that the two conference take on Phoebe’s medical debt. More information will be provided when Rev. Bill Worley hears back from Nancy Hardy.
2. Process for new church joining a PSEC Association – update from Church & Ministry Council – in May, consistory looked at a document that would outline the process for a church wanting to affiliate with the UCC; it was previously approved by consistory pending the change of ‘completion of section one of the local church profile.’ The document is complete and will go live on the PSEC website.
3. Conversation broadening the use of church closure funds – committee agreed to use church closure funds to plant churches. Rev. Roshan Soans suggested using some of the funds to plant something other than churches, such as a retreat center or small school. Rev. Bill Worley shared that Phoebe Ministry just bought the Jesuit Center in Wernersville and the CEO is wondering if we could turn a part of that into a retreat center. Ms. Caroline Dunleavy shared her concern regarding how small, struggling churches may react to using the funds solely to plant churches, stating that using the funds for other projects may make those churches feel more inclined to support the initiative. Rev. Bill Worley stated that we need a different orientation and turn from solely focusing on the dying churches to the future of the conference.
4. Approval of electronic vote from September 2022 – PSEC Consistory voted electronically to approve \$9,000 to be used to assist House of Faith in Philadelphia with the demolition of a house on their property that is required by the city to be removed. The motion to approve the electronic vote made by Rev. Bob Fogal and seconded by Rev. Kevin Fruchtl. Clarification requested by Ms. Caroline Dunleavy; motion carried with 1 abstention.

### **New Business**

1. Keystone Project –possible joint meeting - June 6-9, 2024 – Rev. Bill Worley asked if PSEC would like to commit to a combined conference annual meeting with the other conferences of Pennsylvania. This four-conference meeting would take place at The Penn Stater in State College as the geographic center of the state. The cost would be a little more than the typical Spring Meeting given that it is a Convention Center, but there are scholarships offered by PSEC to help offset the cost, in addition to applying for a grant from the national church to reduce some of the cost. Ms. Mary Loiselle questioned what we would lose by committing to a joint meeting. Rev. Bill Worley suggested that what is lost is extra travel time and additional cost per participant, however, in terms of the capacity as consistory to lead the conference in its annual business, there would be no loss. Ms. Caroline Dunleavy asked

whether the meeting would be hybrid which Rev. Bill Worley stated that it is a work in process but at this point, yes. Ms. Mary Loiselle wondered how the conference plans to bridge the gap of understanding of/knowledge on the merged meeting. Rev. Bill Worley shared that the Keystone Study Group has begun planning events as association meetings, ministeriums, and town halls to begin conversing in small groups around the conference on what going on with the Keystone Study group and build awareness and excitement. At the September meeting, consistory will be given a report on the progress of the Keystone Study Group. Rev. Bob Fogal and Rev. Bill Worley concluded discussion with the idea of possibly including funding for individuals to attend the joint meeting in the budget at the next meeting. Rev. Kevin Fruchtl made a motion to commit to the joint meeting in June 2024 and Ms. Donna Fried seconded, motion carried.

2. Fall Meeting – Nov. 12, 2023 - voting -hybrid – Rev. Bill Worley asked if electronic voting would be offered at the PSEC Fall meeting in November 2023. Ms. Caroline Bashore asked if there was a large drop in the number of people who voted at the Spring meeting where only in-person voting was offered compared to other meetings where hybrid voting was available; Rev. Bill Worley assured the numbers did not drop. Rev. Kevin Fruchtl shared his concern regarding Internet access and ensuring that the person voting is indeed a voting delegate. Motion to approve hybrid voting made by Ms. Caroline Dunleavy and seconded by Rev. Roshan Soans. Ms. Mary Loiselle suggested we have a backup plan; Rev. Bill Worley proposed allowing one hybrid vote per device, motion carried.
3. Members for New Ministries Grant Committee – the committee received a proposal but since asking for more information, two of the three members’ terms have ended so two new members are needed to approve the proposal. Ms. Donna Fried has volunteered and Rev. Selina Hamilton has been nominated by Rev. Bob Fogal, all approved.

**Motion to Adjourn** at 12:35 pm made by Rev. Melissa Burkhart and seconded by Rev. Roshan Soans, motion carried.

**Lord’s Prayer** said in unison.

**For September 16th meeting:** Devotions: \_\_\_\_\_ Hospitality: Caroline Bashore

**Consistory Meeting dates:**

2023: Nov. 18      2024: Jan. 20, Mar. 16, May 18