

Presbytery of Milwaukee, March 9, 2021

**Presbytery of Milwaukee  
Stated Meeting Presbyterian  
Church (USA)**

The Presbytery of Milwaukee held its quarterly stated meeting by Zoom on **Tuesday, March 9<sup>th</sup>, 2021 at 4 pm.**

**ROLL:** The Roll was taken; a quorum was present as follows:

Ministers of Presbytery: (**Present**, Absent, or Excused)

Allen, Kerri
<b>Anderson, Dee M.</b>
<b>Anderson, Ted</b>
<b>Ater, Robert W.</b>
<u>Baumann, John K. HR</u>
<u>Bell, Dianna, HR</u>
<u>Bell, Donald, HR</u>
<b>Bergeson-Graham, Deb HR</b>
<u>Bernhardt, Joanne HR</u>
<b>Blanks, Nicole</b>
<b>Block, Deborah A.</b>
<b>Boyd, Christian</b>
<b>Bratt, Susan Sytsma</b>
<u>Buckingham-Taylor, Delisa</u>
<b>Carlin, Mary</b>
<u>Cistrunk, Terrell H. HR</u>
<u>Clarke, Donald HR</u>
<b>Coons, Martha HR</b>
<u>Craig, Julie</u>
<u>Craven, Kathryn</u>
<u>Cross-Dukes, Volina HR</u>
<b>Davis, Christopher</b>
<u>DeCamp, James A. HR</u>
<u>Denison, Charles HR</u>
<b>Dow, Jean HR</b>
<b>Ebel, Katie</b>
<b>Erkel, Steven</b>
<b>Ewing, David</b>
<b>Farley, Nicole</b>
<u>Fisher, James C. HR</u>
<b>Fringer, Steven</b>
<b>Gibbs, Ann</b>
<b>Gleichauf, Jennifer</b>
<u>Goetz, Thomas H.</u>

<u>Grimbol, Bill HR</u>
<u>Guyer, Jim HR</u>
<b>Hagen, Karen</b>
<b>Halverson, Dorothy HR</b>
<u>Hammond Clark, Melanie</u>
Hansen, John
<u>Hedges-Goettl, Len</u>
<u>Hennesy, Terry</u>
<b>Henrichs, Michelle</b>
Hittle, Erin
<b>Holmes, Andrew</b>
<b>Holmes-Jensen, Judith</b>
Horner-Ibler, Barbara
<b>Houts, Traci S.</b>
<u>Houts, Willem P.</u>
<u>Hudson, Paul F. HR</u>
<u>Johnstone, William H. HR</u>
<b>Jones, Bruce</b>
<u>Jones, Keith HR</u>
<u>Jordon, Barbara HR</u>
<b>Kamerling, Garrett HR</b>
<b>Kramer, Jerry HR</b>
<b>Larson, Teresa</b>
<b>Lee, Matthew</b>
<b>Loveall, Lance</b>
<b>Loveall, Paige</b>
<u>Lucio, Antonio</u>
<b>Ludwig, Meagan</b>
<u>Lyter Bright, Laurie</u>
<u>Mazuera, Migdaleder HR</u>
<b>McCalister, Alan S.</b>
<b>McCord, Elizabeth</b>
<u>McCullough, Lisa</u>
<b>McDonough, Mark</b>

<u>McKeegan-Guinn, Susan HR</u>
<b>Melara, Nicole</b>
<u>Millar, JD</u>
<u>Millar, Victoria</u>
<u>Monsma, Gail</u>
<b>Neal, Catherine HR</b>
<b>Nicolaisen, Fiona</b>
<b>Patton, Beth</b>
<b>Patton, Lori</b>
<b>Petterson, William HR</b>
<u>Rand, James M HR</u>
<u>Reichelderfer, Glen</u>
<b>Samuelson, Scott</b>
<u>Schultz, Gary G. HR</u>
<u>Stafford, Elizabeth HR</u>
Steiner, Stephanie
<u>Stirrat, Ian A. HR</u>
Stoll, Susan
<b>Swanson, Brett</b>
Swanson, James H.
<u>Talley, Dee HR</u>
<u>Talley, L. Kelly HR</u>
<u>Tarvid, Kevin HR</u>
<u>Timberlake, Robert HR</u>
<b>Trimboli, Kimberly</b>
Walker Cleaveland, Adam
<b>Walker Cleaveland, Sarah</b>
<u>Wanner, Thomas HR</u>
Wickersham, Carol
<u>Williams, Tom HR</u>
<u>Woehl, Roger A. HR</u>
<u>Woehrl, Thomas H. HR</u>
<u>Zieche, William W. HR</u>

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Churches represented by Ruling Elders <b>named</b> , not represented (NR), or <u>excused</u>		
Beaver Dam, Grace	NR	
Beloit, United Church of Beloit	NR	
Beloit, Sun Valley	<b>Michele Robbins</b>	
Big Bend, Vernon	NR	
Clinton, First	NR	
Delafield, Delafield	<b>Lori Peterson</b>	
Dousman, First of Ottawa	NR	
Fort Atkinson, Grace United	NR	
Franklin, Faith	<b>Judy Bell</b>	
Hartland, Kettle Moraine	<b>John McBroom</b>	
Horicon, First	NR	
Janesville, First	NR	
Janesville, Rock Prairie	<b>Jacqueline Davis</b>	
Kenosha, First	<b>Sara Miles</b>	
Lake Geneva, Linn	<b>Tom Kreuziger</b>	
Menomonee Falls, Living Hope	<u>Kathryn Fresch</u>	
Mequon, Crossroads	<b>Liz Sellars</b>	<b>Hyndie Steck</b>
Milwaukee, Calvary	NR	
Milwaukee, Christ	<b>NeBritt Herring</b>	
Milwaukee, Grace	NR	
Milwaukee, Immanuel	<b>Leslie Davis</b>	<b>Sharon Rose</b>
Milwaukee, Tippecanoe	<b>Judy Berdan</b>	
Milwaukee, Good Shepherd Trinity	NR	
Milwaukee, West Granville	NR	
Muskego, Heritage	<b>Judi Fellows</b>	
New Berlin, Forest Park	NR	
Pewaukee, Faith Springs	<b>Joni Meyer</b>	
Racine, Covenant	<b>Greg Hanchon</b>	
Racine, First	NR	
Racine, Second	<b>Debbie McCalister</b>	
Richfield, First	NR	
Shorewood, North Shore	NR	
Sussex, Lisbon	NR	
Wales, Jerusalem	NR	
Waukesha, Bethesda	NR	
Waukesha, First	NR	
Waukesha, Southminster	NR	
Wauwatosa, Wauwatosa	<b>Michael Flanders</b>	
West Allis, Apostle	NR	
West Allis, Greenfield Avenue	NR	
Whitewater, North Lima	NR	

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<b>Elders voting by virtue of office:</b>	
Commissioned Ruling Elder	<b>Cathy Manthei</b>
Treasurer	<u>Gail Boerema</u>
CTM	<b>Kathy Dummer</b>
	Bonnie Strigenz
	<b>Cindy Thomas</b>
	<b>Brandon Ward</b>
CPM	Lois Pearson
	Tracey Pomeroy
Council	<b>Jeannette Bell</b>
	<b>Judy Jaggard</b>
	<b>Ben Neal</b>
	<b>Steve Seeker</b>
	<b>Lee Tan</b>
CVC	<b>Ashanti Cook</b>
	Lydia Spottswood
	<b>Jim Ziegler</b>
Foundation	Tom Finger
	David L. Holle
	Christina Trompler
Nominating	Sue Frazier
	<b>Eileen Pierce</b>
Administrative Commission Moderator	<b>Jim Halverson</b>
Staff – Presbytery Executive	<b>Rachel Yates</b>
Staff – No vote	<b>Kate Hopta</b>
Associate Stated Clerk	<b>Chris Halverson</b>
Synod Commissioner	Angela Madison
Inquirers	
Candidates	<b>Mark Fraley</b>

<b>ROLL SUMMARY – Voting Members</b>			
	Present	Absent	Excused
Ministers – Voting	47	10	46
Ruling Elders – Voting	33	33	2
<b>TOTAL</b>	<b>80</b>	<b>43</b>	<b>48</b>
Corresponding members	0		
Inquirers	0		
Candidates	1		
Visitors	19		
Staff	1		
<b>Total Attendance</b>	<b>102</b>		

The meeting of the Presbytery began at 4:00 pm. Moderator Judy Jaggard welcomed everyone to the Zoom presbytery gathering and opened with a Land Acknowledgement and prayer.

**INTRODUCTION OF NEW RULING ELDER COMMISSIONERS**

The following first time ruling elders were introduced at this gathering: Michael Flanders - Wauwatosa; Greg

Hanchon - Covenant; Tom Kreuziger - Linn; John McBroom - Kettle Moraine.

### **INTRODUCTION OF NEW MINISTERS OF WORD AND SACRAMENT**

Commission on Pastoral Ministries member, the Rev. Lori Patton introduced and welcomed the Rev. Dorothy (Dottie) Halverson, HR and the Rev. Meagan Ludwig, Chaplain, to the Presbytery of Milwaukee.

### **CONSENT AGENDA**

The consent agenda as distributed seven days before the stated meeting was presented by the Stated Clerk. **The consent agenda was approved, using the Zoom polling feature.**

### **INVITATION TO MATTHEW 25 WORK**

Vice Moderator Nicole Farley summed up our Matthew 25 Initiative to date, and introduced our new initiative on Criminal Justice, with a particular focus toward cash bail reform. Nicole introduced the guest speaker, WI Attorney General Josh Kaul, who highlighted the need for criminal justice reform in Wisconsin, including cash bail reform. Attorney General answered a few questions from Nicole and others at the end of his presentation.

### **HABITAT RESTORE CHALLENGE**

There were five entries in our Habitat Restore Challenge during our Housing Initiative. The challenge was to buy something from Habitat Restore, take it home and fix it up, and then donate it back to Habitat for Humanity. Before and after pictures were submitted and Nicole Farley was chosen as the winner, and she designated the \$250 "prize" to go to Hebron House in Waukesha.

### **COUNCIL REPORT**

Council Moderator, the Rev. Jean Dow, made the following motion:

**Motion:** To elect Nominating Committee members as presented in the Class of 2023:  
Sara Grant (E) Forest Park  
Lance Loveall (M) First (Kenosha)  
Eileen Pierce (E) Immanuel

There were no nominations from the floor, and **the motion was approved.**

### **NOMINATING COMMITTEE REPORT**

The moderator of the Nominating Committee, the Rev. Lance Loveall, made the following motion:

**Motion:** To elect the following as presented:  
**Commission on Transitional Ministries**  
Dottie Halverson (M) HR (Class of 2022)  
Judi Holmes-Jensen (M) Chaplain (Class of 2023)  
**Commission on Pastoral Ministries**  
Teresa Larson (M) Immanuel (Class of 2021)  
**Committee on Representation**  
Eileen Pierce (E) Immanuel (Class of 2022)  
**Commission on Congregational Vitality**  
Margaret Keehn (E) Calvary (Class of 2023)  
Nicole Blanks (M) Delafield (Class of 2023)  
**Presbytery Planning Commission**  
Matt Lee (M) Kettle Moraine (Class of 2022)  
Scott Samuelson (M) Crossroads (Class of 2023)

There were no nominations from the floor, and **the motion was approved.**

**COUNCIL REPORT** (continued)

Council Moderator, the Rev. Jean Dow, presented the paperwork for the formation of the **Racial Equity and Justice Task Force**. The following people have been selected to serve:

Ashanti Cook, Calvary Presbyterian Church, Milwaukee  
Heidi Erven Rowley, Crossroads Presbyterian Church, Mequon  
Nicole Farley, Validated Ministry, Gurnee  
Mark Fraley, Wauwatosa Presbyterian Church, Wauwatosa  
Barbara Garth, Christ Presbyterian Church, Milwaukee  
Jenny Gleichauf, Covenant Presbyterian Church, Racine  
Jerry Johnson, Christ Presbyterian Church, Milwaukee  
Wambui Kamuiru, West Granville Presbyterian Church, Milwaukee  
Bill Leonard, Linn Presbyterian Church, Lake Geneva  
Michelle Miller, Grace Presbyterian Church, Beaver Dam  
Gail Monsma, Rock Prairie Presbyterian Church, Janesville  
Roxanne Rhinehart, Good Shepherd Trinity, Milwaukee  
Elizabeth Tan, Forest Park Presbyterian Church, New Berlin  
William Welburn, Immanuel Presbyterian Church, Milwaukee  
Rachel Yates, Presbytery Staff to the Task Force

The Rev. Beth Patton presented the San Jose Covenant renewal between the Presbytery, San Jose Parish in Beloit, and the South Central Synod of Wisconsin ELCA. This covenant confirms the desire to continue this important partnership as part of our Matthew 25 initiative. The following motion was made:

**Motion:** To renew the Covenant of Understanding between San José Parish, the South Central Synod of Wisconsin - ELCA, and the Presbytery of Milwaukee as presented.

After discussion, **the motion was approved unanimously.**

**COMMISSION ON TRANSITIONAL MINISTRIES**

The Rev. Mary Carlin, moderator of Commission on Transitional Ministries, presented Dr. LaQuetta Clipps to be approved and enrolled as the Temporary Pastor at Christ Presbyterian Church in Milwaukee. Ruling Elder NeBritt Herring spoke on behalf of the congregation in support of Dr. Clipps. The Rev. Jerry Kramer spoke on behalf of the Commission on Transitional Ministries in support of Dr. Clipps. The following motion was made:

**Motion:** Under the Presbytery policy on Enrollment of Ministers of Other Christian Churches for Temporary Service and Validation of Ministry, CTM moves that the Presbytery of Milwaukee approve Dr. LaQuetta Clipps in a temporary pastoral position at Christ Presbyterian Church and enroll her as a minister member of the Presbytery during her time of service.

Dr. Clipps left the meeting during the discussion. After discussion, the motion was approved and Dr. Clipps was welcomed back to the meeting with applause. Nicole Farley welcomed her, and asked her to say a few words. She will be enrolled as a minister member of the presbytery during her time of service at Christ Presbyterian Church.

Mary Carlin presented a First Read of the new **Dissolution Policy** of the Presbytery of Milwaukee. If there are questions or concerns, people are encouraged to contact any member of the Commission on Transitional Ministries. This policy will be voted on at the May presbytery gathering.

### **MATTHEW 25 BREAKOUT SESSIONS**

Moderator Judy Jaggard recapped the Housing initiative on Matthew 25 during the past months, and we watched a brief video with homeowner Kimber Watson from Habitat for Humanity in Milwaukee, and then we broke into breakout rooms to discuss what we learned, and how we and our congregations responded to this Housing Initiative and what was learned.

### **PRESBYTERY EXECUTIVE REPORT**

Presbytery Executive Rachel Yates thanked outgoing Moderator Judy Jaggard for her dedication and service as Presbytery Moderator during this very unusual pandemic year requiring Zoom presbytery gatherings. Judy was presented thank you gifts for her leadership.

### **FIRST (FOX LAKE) ADMINISTRATIVE COMMISSION REPORT**

Administrative Commission moderator, Elder Jim Halverson presented the final report on the closing of First (Fox Lake) Presbyterian Church, and the commission's recommendation for allocating the proceeds of the sale of the building. Two motions were made, and Moderator Jaggard suggested that they be voted on together.

**Motion:** To receive the final report and approve the recommendations of the Administrative Commission at First (Fox Lake) Presbyterian Church.

**Motion:** To dissolve with thanks the Administrative Commission at First (Fox Lake) Presbyterian Church.

After discussion, there was a **motion to amend** the first motion to read as follows:

“To receive the final report of the Administrative Commission at First (Fox Lake) Presbyterian Church and approve only the recommendation of the Administrative Commission to repay the unpaid Per Capita (\$10,310.15) to the Presbytery of Milwaukee.”

After lengthy discussion, the **amendment to the first motion was approved, and the new amended first motion was approved.**

There was another motion made to defer the Administrative Commission's recommendation of the allocation of the remaining \$21,826.34 to the next presbytery meeting. Stated Clerk Christian Boyd determined that since the original first motion was amended, the remaining funds dispersal was not approved and therefore is automatically referred to the Trustees, which is the Presbytery Council. **With this understanding, the maker of the motion withdrew the motion. Council, as trustees, will now decide how the remaining \$21, 826.34 will be dispersed.**

**The original second motion, “to dissolve with thanks the Administrative Commission at First (Fox Lake) Presbyterian Church” was then approved.**

### **NEW BUSINESS**

There was no new business.

### **WORSHIP**

Worship included the installation and commissioning of new officers, and Communion, which was presided by the Rev. Jennifer Gleichauf and the Rev. Sarah Walker-Cleaveland, from Covenant Presbyterian Church.

The meeting was concluded with a video of the singing of the hymn, **For Everyone Born.**

Respectfully submitted,

Christian Boyd, Stated Clerk

These minutes were approved on May 22, 2021.

**CONSENT AGENDA**March 9, 2021

The following items appear to be matters that require no debate. Therefore, they are listed together and will be voted upon together as one motion. However, any presbyter may request that any item of business be removed from the Consent Agenda for individual consideration. The Consent Agenda includes the written reports of presbytery committees and commissions. The moderator's contact information is included with each agenda item. Presbyters are encouraged to contact the moderator prior to the meeting with questions.

**The Stated Clerk moves:**

- **That the agenda for the March 9, 2021 gathering of the Presbytery be adopted.**
- **That the [Minutes](#) of the November 12, 2020 Stated gathering of the Presbytery be approved.**
- **That members of Christ Presbyterian Church be given voice for today's gathering.**
- **That the following written reports be received:**

Commission on Congregational Vitality Report pp. 4-4a  
Commission on Pastoral Ministries Report p. 5  
Commission on Transitional Ministries Report pp. 6-11  
Disaster Preparedness & Response Task Force Report p. 12  
Foundation Report pp. 13-24  
Personnel Committee Report pp. 25-40  
Stated Clerk Report pp. 41-43  
Treasurer Report pp. 44-47

**Commission on Congregational Vitality Report to March 9, 2021 Presbytery Gathering****Commission Members**

Ashanti Cook (moderator)	Catherine Neal
Nicole Melara	Jim Ziegler
Cathy Manthei	Lydia Spotswood
Chris Davis	Ann Gibbs (staff)

The commission has been working on efforts to support congregations in vitality efforts and is focusing on the marks of Lifelong Discipleship and Leadership Development for this year.

**Lifelong Discipleship**

Following the Advent devotion series, CCV is supporting efforts for a Lenten series available to all through a weekly link in Fresh Impressions. Word about this series was sent to pastors serving congregations and clerks of session. As the series uses the work of A Sanctified Art, CCV offered to provide electronic or printed copies to our smaller congregations of the daily devotion booklet.

The commission followed up on interest in forming a Presbytery-wide confirmation class. Based on responses (and lack thereof) it was determined to revisit this in another year. Several congregations indicated enthusiasm for such an effort but no youth for a class this year.

**Leadership Development**

The commission is working on a resource page for congregations to provide opportunities for online training of officers and other leadership development resources.

In an effort to better discern how congregations are doing (what is going well and where there is interest and room for new initiatives or efforts), the commission is requesting annual reports from our congregations. This request recognizes the realities and difficulties of this past year for all our congregations and acknowledges that not everyone will have an annual report from the past year at this time. The hope is to be able to celebrate ways congregations are already engaging in vitality efforts while helping us narrow in on ways to better support congregations towards vitality.

**Actions Taken**

The commission approved the re-commissioning of elders Rachel Yates and Sara Miles to officiate communion for congregations in the Presbytery as needed. This commissioning is for a one-year term and may be renewed again. The commission also approved Sara Miles to continue to officiate communion as needed in her home congregation of First Kenosha.

The commission encourages pastors and sessions to promote the weekly Presbytery newsletter to their members! This is a source of free faith formation resources, opportunities to learn what other congregations are doing and celebrate your own, and so much more. Please consider linking the Presbytery Fresh Impressions page to your home congregation's website, and if you haven't so before sending a copy of a recent edition to your members. There is a link there for people to easily sign up to receive it weekly.

**Thanks for service.** The CCV is grateful for the presence and work of Dee Anderson (who stepped off earlier last year) and Lydia Spotswood who just completed her term. While this is a brand new commission as of last year, both Dee and Lydia came onboard after years of service on a previous commission. We thank you for your gifts and ministry and service to the presbytery!

**Commission on Congregational Vitality Report (continued)****Invitation to Congregations**

The following email was sent out to Ministers and Clerks:

Greetings from your Commission on Congregational Vitality (CCV). Our Commission was formed last year in the Presbytery restructuring and like all of us have found our ministry tasks challenged by COVID. We've been adapting in these times providing opportunities for Congregational Vitality grants and seeking ways to support congregations. This past year some of those efforts included working with the Presbytery Council to provide COVID relief grants which aided 22 congregations and two validated ministries, resources for Advent and Lent, and check in with clerks of session along with our Disaster Response Team. We are working on developing a resource page for Leadership Development including online resources for new officer training. As we continue to discern what other efforts are needed, we believe we could gain helpful insight through congregational annual reports. To that extent we are inviting our congregations to share with us a copy of your congregational annual report from 2020. We know that 2020 was anything but a typical year and that the impacts of COVID and more have affected all our ministries. We also know that we have resilient congregations who have provided vital ministry to their members and communities, and we'd like to celebrate that with you while at the same time seeking ways we might encourage and support such endeavors in the future. We also know that not every congregation may have had an annual congregational meeting with report this year, and in those cases hope you will let us know and feel free to put together a summary of what you've been up to.

We also welcome suggestions from you! Please send annual reports, summaries, and/or suggestions to Ann Gibbs [agibbs@pbymilwaukee.org](mailto:agibbs@pbymilwaukee.org).

Ashanti Cook, Moderator [ashanti.k.c@gmail.com](mailto:ashanti.k.c@gmail.com)

## Commission on Pastoral Ministries Report

### March 9, 2021 Presbytery Meeting

#### Commission Members

Terry Hennesy (moderator)	Lori Patton
Lois Pearson (secretary)	Erin Hittle
Elizabeth McCord	Tracey Pomeroy
Brett Swanson	Ann Gibbs (staff)

#### Validated Ministry

At its January 5, 2021 meeting the Commission met with Rev. Meagan Ludwig who transferred her membership from Mission Presbytery and is serving as a chaplain at Ascension St. Mary's Hospital. **Action Taken** The Commission approved Meagan Ludwig's chaplaincy as a valid ministry of the Presbytery of Milwaukee.

#### Joint Effort with CTM

The Commission reviewed the updates to the dissolution policy provided by CTM and made its recommendations.

#### Support of Pastors

Cohorts: CTM is working to put together cohort opportunities for pastors in the presbytery. A cohort for new pastors (new to ministry and/or the presbytery) began early February, which includes guidance and support of a coach from Leaderwise. A cohort for those in transitional ministry is beginning and another for those in chaplaincy positions is in the works.

Addiction: CPM has begun discussion and is engaging in learning to provide support and guidelines for clergy members of the Presbytery who are experiencing or recovering from substance abuse or addiction(s). This has included checking with other presbyteries on best practices and insights as well as consultation with a counselor recommended by Leaderwise.

#### People Under Care

Mark Fraley (Wauwatosa) candidate 3<sup>rd</sup> year at McCormick Theological Seminary  
 Lisa Lynne Kirkpatrick (Linn) inquirer completing her coursework at Garrett Evangelical Seminary  
 Madeline Ajack (Faith Springs) inquirer 1<sup>st</sup> year Princeton Theological seminary

#### Thanks to members rolling off CPM

The Commission is grateful for the work of Lois Pearson and Tracey Pomeroy as Commission members. We will miss you and deeply appreciate your years of commitment and care to the work of this team and in service to our pastors and churches.

Terry Hennesy, Moderator  
[pastorterry@genevaonline.com](mailto:pastorterry@genevaonline.com)

Presbytery of Milwaukee, March 9, 2021  
**Commission on Transitional Ministries**  
**Presbytery of Milwaukee**  
**March 9, 2021**

## APPENDIX

On behalf of the Presbytery of Milwaukee, the Commission on Transitional Ministries took the following actions between October 28, 2020 and February 23, 2021.

### **TRANSITIONS**

Approved the transfer of the Rev. Christopher B. Davis to Plains and Peaks Presbytery.

Approved the transfer into the Presbytery of the Rev. Meagan Ludwig from Mission Presbytery.

Approved the transfer into the Presbytery of the Rev. Kerri Allen from Chicago Presbytery.

Approved the transfer into the Presbytery of the Rev. Dorothy (Dottie) Halverson, HR, from East Iowa Presbytery.

### **ACTIONS TAKEN FOR PASTORAL SEARCH PROCESS**

Recorded determination of suitability and fit of candidate as solo pastor at First (Racine) Presbyterian Church, if the way be clear.

Voted to recommend Dr. LaQuetta Clippis to serve as pastor of Christ Presbyterian Church under the Presbytery's policy on Enrollment of Ministers of Other Christian Churches for Temporary Service and Validation of Ministry.

Approved the MIF submitted by First (Janesville) Presbyterian Church.

Approved the MIF submitted by Tippecanoe Presbyterian Church.

Approved the MIF submitted by Faith Presbyterian Church.

Approved the position description for a  $\frac{3}{4}$  time position for San Jose Parish.

### **ACTIONS TAKEN FOR CONTRACTS**

Approved renewal of bridge pastor contract between North Shore Presbyterian Church and the Rev. Nicole Melara.

Approved renewal of temporary contract between Vernon Presbyterian Church, the Rev. Fiona Nicolaisen, and the Rev. Jerry Kramer.

### **ADDITIONAL ACTIONS**

Approved the appointment of Rachel Yates to moderate congregational meeting at North Lima Presbyterian Church.

Approved appointment of Lee Tan to moderate congregational meeting for Faith Presbyterian Church.

Approved Moderator's renewal of pulpit supply arrangement between Faith Presbyterian Church and the Rev. Beth Patton to continue through Easter.

Approved Calvary Presbyterian Church's request for the Rev. Fiona Nicolaisen to serve as pulpit supply in Lent and on Easter.

Approved Moderator's appointment of Cathy Manthei to moderate congregational meeting for the installation of officers at First (Richfield) Presbyterian Church.

Will be submitting a FIRST READ of a Presbytery Dissolution Policy at the March 9<sup>th</sup>, 2021 Presbytery Gathering.

Submitted by,

Mary Carlin, Moderator, [rev.marycarlin@gmail.com](mailto:rev.marycarlin@gmail.com)

## Policy on Dissolution of a Pastoral Call Presbytery of Milwaukee (\_\_\_\_\_)

Unless otherwise stated in this policy, “Presbytery” means the Commission on Transitional Ministries (CTM), which has been given responsibility for the actions described herein.

### Reasons for Dissolution of a Pastoral Call

There are five primary reasons that a pastoral call with a congregation may be dissolved:

- Resignation due to New Call/Life Change/Renunciation of Jurisdiction
- Lack of Compatibility
- Retirement, Incapacity, or Death of a Pastor
- Reduction in Force or Dissolution of a Congregation
- Misconduct (as defined by the Constitution of the Presbyterian Church (USA))

Cessation of pastoral duties with the congregation begins on the effective date of dissolution. If there are circumstances making it appropriate for duties to cease before the dissolution, the parties shall determine whether the pastor should be placed on administrative leave (paid or unpaid), subject to final approval by the Presbytery. The dissolution of the pastoral call may be initiated by the pastor, the session, or the Presbytery; but pastoral relationships may be dissolved only by the Presbytery. The party seeking dissolution should plan that a minimum of 30 days is needed to dissolve a call and should provide affected parties as much notice as possible.

### The Process for Dissolution of a Pastoral Call

(Based on the Book of Order and Presbytery of Milwaukee Stated Clerk’s Advisory Opinion on the Role of the Presbytery in the Dissolution of Pastoral Relationships, dated July 23, 2020 (Advisory Opinion))

#### Pastor, Co-Pastor or Associate Pastor Requests (G-2.0902 and Advisory Opinion)

A pastor seeking dissolution of a pastoral call shall contact the Moderator(s) of the CTM or the Presbytery staff person who supports the CTM and state the reasons for requesting to dissolve the pastoral relationship. The CTM will appoint a liaison to work with the congregation and the pastor through the dissolution process. The liaison will meet with the session and pastor to discuss the dissolution process and, should it be the case, listen to reasons as to why the relationship should not be dissolved. Should the pastor and session, with the concurrence of the CTM, determine that dissolution is the necessary step, the pastor shall send a letter of resignation to the session (for contracted positions) and/or the congregation (for installed positions). At the appropriate time, determined by the reasons for dissolving an *installed* pastoral relationship, the session shall call a congregational meeting (under leadership of a CTM-appointed moderator) to vote upon the request for dissolution. If the congregation does not concur with dissolution of an installed pastor relationship, the CTM shall hear from the congregation, through its elected commissioners, the reasons why the Presbytery should not dissolve the pastoral relationship. If the congregation fails to appear or if its reasons for retaining

the relationship are judged insufficient, the request may be granted and the pastoral relationship dissolved. G-2.0902. CTM as a Commission of the Presbytery of Milwaukee shall take action upon the request and inform the pastor and session of its decision.

For *contracted* positions, the process is similar except that the vote to request the Presbytery to dissolve the call shall be taken by the session, without a congregational vote.

#### Congregation Requests (G-2.0903 and Advisory Opinion)

If any congregation desires an *installed* pastoral relationship to be dissolved, the Clerk of Session (or approved session representative) shall contact the Moderator(s) of the CTM or the Presbytery staff person who supports the CTM and state the reasons for requesting to dissolve the pastoral relationship. The CTM will appoint a liaison and, as needed a session moderator, to work with the congregation and the pastor through the dissolution process. The session, in concurrence with the CTM and any appointed session moderator, shall send a letter to the congregation stating the reasons for requesting a dissolution of the pastoral call and shall call a congregational meeting to vote upon the request that the Presbytery dissolve the call. A CTM designee shall moderate the congregational meeting. If the pastor does not concur with the request to dissolve the relationship, the Presbytery shall hear from the pastor the reasons why the Presbytery should not dissolve the relationship. If the pastor fails to appear or if the reasons for maintaining the relationship are judged insufficient, the relationship may be dissolved. G-2.0903. CTM as a Commission of the Presbytery of Milwaukee shall take action upon the request and inform the pastor and session of its decision.

For *contracted* positions, the process is similar except that the vote to request the Presbytery to dissolve shall be taken by the session, without a congregational vote.

#### Presbytery Action (G-2.0904 and Advisory Opinion)

The Presbytery may inquire into reported difficulties in a congregation and may dissolve the pastoral relationship if, after consultation with the pastor, the session, and the congregation, it finds the church's mission under the Word imperatively demands it. If the Presbytery initiates the dissolution, the CTM will appoint a liaison and other support to work with the pastor, session and congregation.

#### **Compensation Policy for Dissolution of a Pastoral Call**

Before a pastoral call is dissolved, the pastor and session (or congregation for installed positions) should also agree on the financial terms of the dissolution, including an ending date for salary, any benefits, and paid leave time, in a manner consistent with any contracted terms and the Presbytery's Personnel Policies for Pastors. In addition, the parties should agree on any terms for release of church-owned property to the pastor, disposition of any church-provided housing, and other matters necessary to winding up the parties' relationship. The parties may negotiate terms beyond these requirements, but not less than these.

The terms of dissolution must be approved by vote of the congregation for installed pastor positions or of the session for contracted pastor positions, as well as CTM before the terms of dissolution become effective.

Normally when the dissolution is due to the pastor's (1) resignation due to accepting a new call or other life change, (2) retirement, or (3) death, continuation of compensation and benefits is not expected from the congregation. When dissolution is due to incapacity, the session, CTM, and the pastor should cooperate to provide any short-term or long-term disability benefits that were part of the pastor's contract or terms of call, including benefits offered through the Board of Pensions. In all of these situations, the congregation may choose to offer continuation of compensation and benefits out of affection and respect or the need of the pastor.

When dissolution is due to the congregation's reduction in force or its dissolution, there is no expectation of continuation of compensation if the pastor and the Presbytery have received at least 90 days' notice.

When dissolution is due to incompatibility, continuation of compensation as set forth below is required. "Incompatibility" includes significant differences between a pastor's gifts/ministry and a congregation's sense of needed pastoral gifts, changed or disrupted ministry environment, poor performance, conflict, or any other situation that brings into question the viability of the pastoral relationship. Before dissolution is sought on this ground, the CTM must be consulted by both parties so that options other than dissolution may be assessed. As used below, "full compensation" means the effective salary components set forth in the pastor's terms of call or contract, plus any unused vacation benefits under the contract or terms of call, up to 3 weeks.

1. Transitional, Interim, and Bridge Pastors: Full compensation as agreed upon in the contract shall be provided for 30 days after the effective date of dissolution, or until the expiration of the contract or the pastor begins work in another position, whichever occurs first. One month's compensation shall be added for each additional year of service not to exceed three months.
2. Stated Supply and Commissioned Pastors: In the first year of the pastorate, full compensation as agreed upon in the contract shall be provided for 30 days after the effective date of dissolution, or until the expiration of the contract or the pastor begins work in another position, whichever occurs first. One month's compensation shall be added for each additional year of service not to exceed three months.
3. Designated Pastors: In the first year of the pastorate, full compensation as agreed upon in the terms of call shall be provided for 30 days after the cessation of employment, the pastor begins work in another position, or the end of the designated period, whichever occurs first. One month's compensation shall be added for each additional year of service not to exceed three months.
4. Called and Installed Pastors: Full compensation shall be provided for three months after the cessation of employment or the pastor begins work in another position, whichever occurs first.

### **Dispute Protocols**

In the event that either the congregation or pastor disputes a dissolution (or for contracted relationships, the session and the pastor dispute the contract termination), then the Presbytery's Dissolution of Pastoral Call Mediation and Arbitration Process governs.

These terms shall be applied to all contracts executed after the date this policy was approved by the Presbytery and all terms of call approved or revised after the date this policy was approved by the Presbytery. By agreement, the parties can agree to an earlier application date. The requirements of this policy cease to apply-but may continue to serve as guidelines where appropriate-in situations involving legal and/or ecclesiastical judicial proceedings.

Disaster Preparedness and Response Task Force  
Report to Presbytery of Milwaukee  
March 9, 2021

The Disaster Preparedness and Response Task Force (DP&R TF) continues to support church leadership throughout the Presbytery regarding the COVID-19 pandemic, church security, and other areas as they arise. Resources and updates are shared as they become available. Monthly meetings with the Clerks of Session are being held, providing an opportunity for the Clerks to share with and learn from one another.

Topics of focus in December 3rd were:

- Possible Presbytery-wide Confirmation class for congregations
- Ordination or installation of new officers/elders/deacons during a pandemic
- Advent Christian Formation series, "Witness to Hope, Peace, Joy and Love"

Topics of focus in January 7th were:

- VIRUSES AND VACCINES: WHAT YOU NEED TO KNOW webinar by Lisa Allgood
- Virtual Annual Meetings
- FEMA's 2021 Security Grant Program for Faith-based Groups - to strengthen preparedness for, and property security against, terrorist attacks, including active shooting incidents.

Topics of focus in February 11th were:

- Holding our Plans Loosely: Returning to Church 2.0 (Wisconsin Council of Churches 1/14/2021 webinar and document)
- Mental health resources to uplift and inspire
- Mental health resources and response for congregations, clergy and mid-councils
- Virtual and at Home Holy Week Resources and Ideas by Wisconsin Council of Churches

On January 16<sup>th</sup>, all Clerks of Session and/or pastors were contacted by DP&R task force members to verify the receipt of an email containing concern regarding church security threats surrounding the inauguration. The email contained a letter from Presbytery leadership in response to the expressed concern of the Stated Clerk of GA and Wisconsin Council of Churches. These warnings are taken seriously with the hope that they will never be realized, much like one takes appropriate action in response to a tornado warning.

The task force realized its two-year anniversary in December, 2020. Upon invitation from Council, Marilyn shared the goals and accomplishments from the past two years. Also shared were goals and plans to move forward with assisting the presbytery and individual churches in creating disaster preparedness plans, conducting annual disaster preparedness church assessments, offering a presbytery-wide training event, and providing resources and support as needs arise.

We will continue to offer monthly meetings with Clerks and provide updated resources as long as the need exists. Our next meeting with Clerks will be March 11<sup>th</sup> at 4:15 PM and 7:00 PM. The task force will meet next on March 19<sup>th</sup>. Task force members continue to be available to assist church leadership upon request.

Respectfully submitted,  
Marilyn Stone  
[mmstone52@att.net](mailto:mmstone52@att.net)

DP&R Task Force Members: Judi Holmes-Jensen, Ben Neal (Council liaison), Catherine Neal, Wayne Vaughn, Mike Williams, and Marilyn Stone

# PRESBYTERY OF MILWAUKEE FOUNDATION, INC.

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## 2020 ANNUAL REPORT

6767 W. GREENFIELD AVE. STE 202  
MILWAUKEE, WI 53214

[OFFICE@PBYMILWAUKEE.ORG](mailto:OFFICE@PBYMILWAUKEE.ORG)

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## Presbytery Executive Letter

2020 Presbytery of Milwaukee Foundation Annual Report

Siblings in Christ,

On behalf of the Presbytery of Milwaukee, I am pleased to share this 2020 Annual Report of the Presbytery of Milwaukee Foundation, Inc. Due to the pandemic, 2020 was a year of unpredictable markets, changing congregational contexts, and shifting budgets. Despite these challenges, the Foundation managed your funds well. Through strategic investment, the Foundation stabilized the income stream to the Presbytery, allowing us to continue uninterrupted our pastoral support and congregational vitality efforts. We offered COVID-19 grants for all types of ministries in the Presbytery that helped us adapt to the changing needs of our communities, and we committed funds to Common Ground in exchange for a Presbytery-wide membership in this grassroots change organization.

One-third of the Presbytery's operating revenues comes from investment earnings of the Foundation. The Annual Report documents the careful investment of funds by the Foundation and, in turn, their support of vital ministries of the Presbytery and tangible return in value to our congregations.

The Foundation is organized under Wisconsin law and was incorporated on March 16, 1995, to manage assets to fulfill the mission of the Presbytery of Milwaukee. The Foundation is a church-affiliated organization of the Presbytery, and under the Presbytery's Manual of Operation, the Foundation controls all matters related to the revenues, investments, and expenditures of the Foundation consistent with decisions of the Presbytery Council.

We are grateful for the volunteer service of excellent board members, drawn from within the Presbytery: Dee Talley (President), David L. Holle (Treasurer), Christina Trompler, and Tom Finger. We were saddened by the unexpected death of board member and Vice-President James O. Parrish, who brought wisdom, faith, and good cheer to the Foundation. We also give thanks to God for Robin Muller, who served as our adviser from Morgan Stanley, and Chris Halverson, who acted as our Recording Secretary. Together, these individuals have made decisions that maximized the Foundation returns so that the Presbytery can commit resources in furtherance of God's mission.

With gratitude,

*Rachel Yates*

Rachel Yates  
Presbytery Executive

## President Letter

Warmest greetings to you all from the Board of Directors of the Presbytery of Milwaukee Foundation,

As some of you know, the members of the Board that manage the financial assets of the Presbytery include both lay and clergy representatives from around the Presbytery, including, in 2020, Christina Trompler, from Lisbon; Tom Finger, from Janesville First; David Holle, from First Racine; and Dee Talley, HR, from Grafton. Jim Parrish, from Covenant Racine, served with the Board until his death in November. The board was wisely and graciously supported by Presbytery staff members Rachel Yates our Presbytery Executive, and Chris Halverson our Office Manager and Associate Stated Clerk. We were also carefully and competently advised by Robin Muller, Ruling Elder from Good Shepherd Trinity, who met with us as a representative of Morgan Stanley. The Board ordinarily gather four times a year on a Wednesday afternoon at the office of the Milwaukee Presbytery in West Allis, but this year our Wednesday meetings were all via Zoom, an accommodation to COVID restrictions that was adequate, but not especially gratifying.

Our mission, “the management of assets to fulfill the mission of the Presbytery of Milwaukee,” has three parts: the preservation of the assets, the growth of the assets, and the careful monitoring of receipts to and disbursements from Presbytery assets as directed by the Presbytery. Monitoring receipts and disbursements is fairly routine, so most years the Board spends most of its time and energy on trying to safely grow our assets. However, in 2020, with the coming of COVID-19 and the accompanying market volatility, we found ourselves thinking much more about asset preservation. To that end we opted to maintain our conservative investment posture and to shift additional assets to cash ensuring our ability to support the month-to-month needs of the Presbytery regardless of further movement in the market. We also asked Council Moderator Jean Dow, HR, to attend quarterly meetings to keep us in touch with Council thinking regarding emerging needs as congregations began to feel the full impact of the year.

We began the year with assets totaling \$2,269,312, and after supporting the mission of the Presbytery in the amount of \$232,695, we ended with \$2,107,575. It was not the growth that we had hoped for, but certainly not the loss that market volatility might have caused.

Of course none of us has any way of knowing what impact the pandemic will have on our lives, and, more to the point, on our churches, but we must assume that the impact will provide an ongoing challenge for the Presbytery and its asset manager, the Foundation. Continued careful and imaginative fiscal stewardship will be necessary to ensure the availability of resources congregations will need as they adapt.

I want to thank those on the Board and those who support its work for their faithfulness to a real behind-the-scenes task. And I wish them well in the years to come.

Respectfully submitted,

*Dee Talley*

Dee Talley, President  
The Presbytery of Milwaukee Foundation

## Secretary/Treasurer Letter

January 13, 2021

The purpose of the Presbytery of Milwaukee Foundation, Inc. (Foundation) is the management of assets to fulfill the mission of the Presbytery of Milwaukee, Presbyterian Church U.S.A (Presbytery). The Presbytery Manual of Operations – Chapter 14: Foundation, the Foundation Bylaws, and the Secretary/Treasurer Financial Procedures were all updated or written and approved in 2019 and are included in the 2019 Annual Report. These documents were not changed in 2020. The Board is in compliance with these documents and welcomes a 2020 financial audit or review.

The 2020 Foundation Board members are Dee Talley – Class of 2020, Tom Finger – Class of 2020, Christina Trompler – Class of 2021, David L. Holle – Class of 2021, and James O. Parrish – Class of 2021. James O. Parrish, age 80, died peacefully at his home Wednesday November 4, 2020. Rachel Yates, Presbytery Executive; Robin Muller, Morgan Stanley Investment Advisor; and Chris Halverson, Recording Secretary also attend these meetings. The Foundation Board met remotely via Zoom in 2020 as follows:

April 8, 2020 – Dee Talley was elected as President and James Parrish was elected as Vice President. David Holle continued as Secretary/Treasurer. A motion was approved to sell \$200,000 of Morgan Stanley investments to increase cash balances held in the Morgan Stanley account.

May 27, 2020 – A loan payment from Common Ground of \$150,000 was deposited into the Morgan Stanley account. The Morgan Stanley investments were increased by \$160,000 and rebalanced.

August 12, 2020 – After minutes were approved and reports received, a motion was made and approved to adjourn the Board meeting and immediately reconvene via zoom, as an informal group, to consider reinvestment of funds to Alliance Bernstein Strategic Research Balanced Portfolio.

November 18, 2020 – Christina Trompler was elected as Vice President. After considerable informal discussion, between the previous Board meeting and this meeting, a motion was made and approved to reinvest \$200,000 in A. B. Strategic Research Balanced funds.

Thank you to Board Members, and Rachel Yates, Robin Muller, and Chris Halverson who balanced the Presbytery needs for a stream of cash, the need to invest conservatively and socially responsibly, the changing investment strategies, and the volatile financial markets. We did well.

The Secretary/Treasurer is ready to assist as needed and to make financial matters a little more understandable. Please contact me with any questions at [dholle@wi.rr.com](mailto:dholle@wi.rr.com).

Peace

*David L. Holle*

David L. Holle

Secretary/Treasurer

# Financial Reports and Statements

## Presbytery of Milwaukee Foundation, Inc.

### Secretary/Treasurer's Report

#### Year to Date December 31, 2020

The December 31, 2020 Balance Sheet shows that during 2020 the total assets of the Foundation have decreased by \$(161,737.16) from a December 31, 2019 balance of \$2,269,312.37 to a December 31, 2020 balance of \$2,107,575.21. The December 31, 2020 Balance Sheet shows a cash balance of \$336,630.90, representing 16.25% of the total Morgan Stanley account balance. This cash balance means that the Foundation can meet Presbytery needs for many months without taking money from investments and reflects the Board's concern for the volatility in the market and the needs of the Milwaukee Presbytery.

The December 31, 2020 Statement of Activity shows that during 2020 the Morgan Stanley cash and investments increased in value by \$87,824.30. This represents a 2020 return of 4.22% on the Morgan Stanley beginning account balance of \$2,081,003.88. During 2019 the Morgan Stanley cash and investments increased in value by \$313,520.64 or 15.64%.

The Morgan Stanley Reconciliation Report shows that during December 2020, the AB Strategic Research Balanced Fund account increased in value by 2.99% and the Other M.S. Investments increased in value by 1.90%. The Foundation Board will consider transferring additional investments to the AB Strategic Research Balanced Fund at the January 13, 2021 Board meeting. Also attached is page 6 of 44 of the Morgan Stanley Consolidated Summary Report for December 31, 2020.

During 2021 an automatic cash transfer of \$15,860 per month will be made from the Foundation to the Presbytery to support general expenses. Additional funds may be requested as needed.

Sincerely,

*David L. Holle*

David L. Holle  
Secretary/Treasurer  
January 3, 2021

**PRESBYTERY OF MILWAUKEE FOUNDATION INC.**  
**Balance Sheet**

<b>ASSETS</b>	<u>Dec. 31, 2019</u>	<u>Nov. 30, 2020</u>	<u>Dec. Change</u>	<u>Dec. 31, 2020</u>
Morgan Stanley Account				
Cash, Money Market & C.D.s	\$ 249,761.83	\$ 339,570.78	\$ (2,939.88)	\$ 336,630.90
Investments	<u>1,831,242.05</u>	<u>1,714,585.05</u>	<u>\$ 20,349.01</u>	<u>1,734,934.06</u>
Total Morgan Stanley Acct.	\$ 2,081,003.88	\$ 2,054,155.83	\$ 17,409.13	\$ 2,071,564.96
Loans Receivable				
- Common Ground	\$ 150,000.00	\$ -	\$ -	\$ -
- Southminster Church	<u>38,308.49</u>	<u>36,010.25</u>	<u>-</u>	<u>36,010.25</u>
Total loans Receivable	<u>\$ 188,308.49</u>	<u>\$ 36,010.25</u>	<u>\$ -</u>	<u>\$ 36,010.25</u>
<b>TOTAL ASSETS</b>	<b><u>\$ 2,269,312.37</u></b>	<b><u>\$ 2,090,166.08</u></b>	<b><u>\$ 17,409.13</u></b>	<b><u>\$ 2,107,575.21</u></b>

**EQUITY**

Congregational Vitality	\$ 30,000.00	\$ 30,000.00	\$ -	\$ 30,000.00
San Jose Ministry Project Grants	28,000.00	28,000.00	-	28,000.00
Supporting Pastors - COM	49,250.00	35,975.74	-	35,975.74
Towner Scholarships	<u>13,531.67</u>	<u>11,231.67</u>	<u>-</u>	<u>11,231.67</u>
Total Committed Equity - Designated by Presbytery	\$ 120,781.67	\$ 105,207.41	\$ -	\$ 105,207.41
Uncommitted Equity	<u>2,148,530.70</u>	<u>1,984,958.67</u>	<u>17,409.13</u>	<u>2,002,367.80</u>
<b>TOTAL EQUITY</b>	<b><u>\$ 2,269,312.37</u></b>	<b><u>\$ 2,090,166.08</u></b>	<b><u>\$ 17,409.13</u></b>	<b><u>\$ 2,107,575.21</u></b>

**PRESBYTERY OF MILWAUKEE FOUNDATION INC.****Statement of Activity**

	<b>Dec. 31, 2020</b>			
	<b>YTD</b>		<b>YTD</b>	
	<u>Nov. 30, 2020</u>	<u>Dec. Change</u>	<u>Dec. 31, 2020</u>	
<b>Morgan Stanley</b>				
Morgan Stanley Change in Value	\$ 52,684.15	\$ 35,140.15	\$ 87,824.30	4.22%
Morgan Stanley Advisory Fees	<u>(15,328.52)</u>	<u>(1,537.02)</u>	<u>(16,865.54)</u>	-0.81%
Morgan Stanley Change in Value and Fees as a percentage of beginning account total	\$ 37,355.63	\$ 33,603.13	\$ 70,958.76	
	1.80%	1.61%	3.41%	
<b>Transfers</b>				
Presbytery Support	\$ (178,134.00)	\$ (16,194.00)	\$ (194,328.00)	
Southminster loan payment received	2,298.24	-	2,298.24	
Southminster loan balance reduced	(2,298.24)	-	(2,298.24)	
Common Ground loan received	150,000.00	-	150,000.00	
Common Ground loan balance reduced	(150,000.00)	-	(150,000.00)	
Small claims action settlement	14.11	-	14.11	
Towner Scholarships grants	(2,300.00)	-	(2,300.00)	
Covid-19 grants	(12,807.77)	-	(12,807.77)	
Pastoral Support Grants	(13,274.26)	-	(13,274.26)	
2020 Grant to Common Ground	<u>(10,000.00)</u>	<u>-</u>	<u>(10,000.00)</u>	*
Transfers Increase (Decrease)	<u>\$ (216,501.92)</u>	<u>\$ (16,194.00)</u>	<u>\$ (232,695.92)</u>	
Net Change in Total Assets	<u>\$ (179,146.29)</u>	<u>\$ 17,409.13</u>	<u>\$ (161,737.16)</u>	

\* First of four annual \$10,000 grants to Common Ground

PRESBYTERY OF MILWAUKEE FOUNDATION INC.

Balance Sheet  
2020

ASSETS	Dec. 31, 2019	Jan. 31, 2020	Feb. 29, 2020	Mar. 31, 2020	April 30, 2020	May 31, 2020	June 30, 2020	July 31, 2020	August 31, 2020	Sept. 30, 2020	Oct. 31, 2020	Nov. 30, 2020	Dec. 31, 2020
Morgan Stanley Account	\$ 249,761.83	\$ 233,097.37	\$ 216,753.98	\$ 203,401.09	\$ 428,661.46	\$ 413,575.61	\$ 397,818.46	\$ 363,562.92	\$ 347,814.78	\$ 332,077.14	\$ 303,123.40	\$ 339,570.78	\$ 336,630.90
Cash, Money Market & C.D.s	1,831,242.05	1,843,661.72	1,764,786.59	1,580,278.01	1,434,655.15	1,626,426.71	1,644,217.36	1,686,067.44	1,732,049.71	1,708,079.38	1,686,130.99	1,714,585.05	1,734,934.06
Investments	2,081,003.88	2,076,759.09	1,981,540.57	1,783,679.10	1,863,316.61	2,040,002.32	2,042,035.82	2,049,630.36	2,079,864.49	2,040,156.52	1,989,254.39	2,054,155.83	2,071,564.96
Total Morgan Stanley Acct.	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00
Loans Receivable	188,308.49	188,308.49	188,308.49	188,308.49	188,308.49	188,308.49	188,308.49	188,308.49	188,308.49	188,308.49	188,308.49	188,308.49	188,308.49
- Common Ground	38,308.49	38,308.49	38,308.49	38,308.49	38,308.49	38,308.49	38,308.49	38,308.49	38,308.49	38,308.49	38,308.49	38,308.49	38,308.49
- Southminster Church	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00
Total Loans Receivable	\$ 188,308.49	\$ 188,308.49	\$ 188,308.49	\$ 188,308.49	\$ 188,308.49	\$ 188,308.49	\$ 188,308.49	\$ 188,308.49	\$ 188,308.49	\$ 188,308.49	\$ 188,308.49	\$ 188,308.49	\$ 188,308.49
TOTAL ASSETS	\$ 2,269,312.37	\$ 2,265,067.58	\$ 2,169,849.06	\$ 1,971,987.59	\$ 2,050,763.26	\$ 2,077,448.97	\$ 2,079,482.47	\$ 2,086,215.17	\$ 2,116,449.30	\$ 2,076,741.33	\$ 2,025,264.64	\$ 2,090,166.08	\$ 2,107,575.21

EQUITY

Congregational Vitality	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
San Jose Ministry Project Grants	28,000.00	28,000.00	28,000.00	28,000.00	28,000.00	28,000.00	28,000.00	28,000.00	28,000.00	28,000.00	28,000.00	28,000.00	28,000.00
Supporting Pastors - COM	49,250.00	49,250.00	49,250.00	49,250.00	49,250.00	49,250.00	49,250.00	49,250.00	49,250.00	49,250.00	49,250.00	49,250.00	49,250.00
Towner Scholarships	13,531.67	13,531.67	13,531.67	13,531.67	13,531.67	13,531.67	13,531.67	13,531.67	13,531.67	13,531.67	13,531.67	13,531.67	13,531.67
Total Committed Equity	\$ 120,781.67	\$ 120,781.67	\$ 120,781.67	\$ 120,781.67	\$ 120,781.67	\$ 120,781.67	\$ 120,781.67	\$ 120,781.67	\$ 120,781.67	\$ 120,781.67	\$ 120,781.67	\$ 120,781.67	\$ 120,781.67
Designated by Presbytery	2,148,530.70	2,144,285.91	2,049,067.39	1,851,205.92	1,929,981.59	1,956,667.30	1,958,700.80	1,987,594.76	2,017,828.89	1,978,120.22	1,920,057.23	1,984,958.67	2,002,367.80
Uncommitted Equity	\$ 2,269,312.37	\$ 2,265,067.58	\$ 2,169,849.06	\$ 1,971,987.59	\$ 2,050,763.26	\$ 2,077,448.97	\$ 2,079,482.47	\$ 2,086,215.17	\$ 2,116,449.30	\$ 2,076,741.33	\$ 2,025,264.64	\$ 2,090,166.08	\$ 2,107,575.21
TOTAL EQUITY	\$ 2,269,312.37	\$ 2,265,067.58	\$ 2,169,849.06	\$ 1,971,987.59	\$ 2,050,763.26	\$ 2,077,448.97	\$ 2,079,482.47	\$ 2,086,215.17	\$ 2,116,449.30	\$ 2,076,741.33	\$ 2,025,264.64	\$ 2,090,166.08	\$ 2,107,575.21

PRESBYTERY OF MILWAUKEE FOUNDATION INC.

Statement of Activity  
2020

	2019	January	February	March	April	May	June	July	August	September	October	November	December	2020 YTD
Morgan Stanley	\$ 313,520.64	\$ 13,465.93	\$ (77,595.55)	\$ (180,196.10)	\$ 96,272.75	\$ 44,150.99	\$ 19,555.94	\$ 46,473.86	\$ 47,830.70	\$ (22,111.78)	\$ (17,631.59)	\$ 82,469.00	\$ 35,140.15	\$ 87,824.30
- Change in Value	(17,340.81)	(4,428.97)	(4,428.97)	(4,428.97)	(4,303.08)	(4,271.28)	(4,328.44)	(4,385.80)	(4,416.68)	(4,302.19)	(4,340.43)	(4,373.56)	(4,537.02)	(16,865.54)
- Advisory Fee	296,179.83	11,949.21	(79,024.52)	(181,667.47)	94,969.67	42,879.71	18,227.50	45,088.06	46,414.02	(23,513.97)	(19,062.02)	81,095.44	33,603.13	70,958.76
Total	14.78%	0.57%	-3.80%	-8.73%	4.56%	2.06%	0.88%	2.17%	2.23%	-1.13%	-0.92%	3.90%	1.61%	3.41%
% of Beginning Balance														
Transfers (excluding loan transfers)	\$ (191,882.00)	\$ (16,194.00)	\$ (16,194.00)	\$ (16,194.00)	\$ (16,194.00)	\$ (16,194.00)	\$ (16,194.00)	\$ (16,194.00)	\$ (16,194.00)	\$ (16,194.00)	\$ (16,194.00)	\$ (16,194.00)	\$ (16,194.00)	\$ (194,328.00)
Presbytery Support	(5,083.50)	-	-	-	-	-	-	-	-	-	-	-	-	-
Camp Scholarships	(750.00)	-	-	-	-	-	-	(11,419.26)	-	-	(1,855.00)	-	-	(13,274.26)
Pastor Support	20,000.00	-	-	-	-	-	-	-	-	-	-	-	-	-
Congregational Vitality	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Covid-19 Grants	-	-	-	-	-	-	-	(8,442.10)	-	-	(4,365.67)	-	-	(12,807.77)
Towner Scholarship	3,331.00	-	-	-	-	-	-	(2,300.00)	-	-	-	-	-	(2,300.00)
Grant to Common Ground	-	-	-	-	-	-	-	-	-	-	(10,000.00)	-	-	(10,000.00)
Bethany Admin. Council	(50,000.00)	-	-	-	-	-	-	-	-	-	-	-	-	-
San Jose Ministry Project	(2,000.00)	-	-	-	-	-	-	-	-	-	-	-	-	-
Undesignated	3,160.08	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	\$ (223,224.42)	\$ (16,194.00)	\$ (16,194.00)	\$ (16,194.00)	\$ (16,194.00)	\$ (16,194.00)	\$ (16,194.00)	\$ (38,355.36)	\$ (16,179.89)	\$ (16,194.00)	\$ (32,414.67)	\$ (16,194.00)	\$ (16,194.00)	\$ (232,695.92)
Net Change in Assets	\$ 72,955.41	\$ (4,244.79)	\$ (95,218.52)	\$ (197,861.47)	\$ 78,775.67	\$ 26,685.71	\$ 2,033.50	\$ 6,732.70	\$ 30,234.13	\$ (39,707.97)	\$ (51,476.69)	\$ 64,901.44	\$ 17,409.13	\$ (161,737.16)

Prepared By David L. Holle January 3, 2021  
Secretary/Treasurer Presbytery of Milwaukee Foundation Inc.  
File: Foundation Financials Twelve Months 2020

Morgan Stanley Reconciliation

Balance Sheet

Morgan Stanley Account

ASSETS

	Dec. 31, 2019	Oct. 31, 2020	Nov. 30, 2020	Dec. 31, 2020	Total YTD	%	Total YTD	%
Morgan Stanley								
- Money Market Fund	\$ 249,761.83	\$ 303,123.40	\$ 339,570.78	\$ 336,630.90	\$ 87,824.30	3.96%	\$ 87,824.30	1.69%
- Stocks and Bonds	1,831,242.05	1,686,130.99	1,714,585.05	1,734,934.06	(16,865.54)	-0.07%	(16,865.54)	-0.81%
Total Morgan Stanley Assets	\$ 2,081,003.88	\$ 1,989,254.39	\$ 2,054,155.83	\$ 2,071,564.96	(194,328.00)		150,000.00	
					2,298.24		2,298.24	
					(2,300.00)		(2,300.00)	
					14.11		14.11	
					(12,807.77)		(12,807.77)	
					(13,274.26)		(13,274.26)	
					(10,000.00)		(10,000.00)	
Total Change to Morgan Stanley Accounts	\$ (91,749.49)	\$ 64,901.44	\$ 64,901.44	\$ 17,409.13	\$ (9,438.92)		\$ (9,438.92)	
Check figure	\$ (91,749.49)	\$ 64,901.44	\$ 64,901.44	\$ 17,409.13	\$ (9,438.92)		\$ (9,438.92)	ok

ASSET ALLOCATION

	Dec. 31, 2019	%	Oct. 31, 2020	%	Nov. 30, 2020	%	Dec. 31, 2020	%
Cash in all accounts	\$ 249,761.83	12.00%	\$ 303,123.40	15.24%	\$ 339,570.78	16.53%	\$ 336,630.90	16.25%
Equities	866,818.02	41.65%	556,880.10	27.99%	609,260.42	29.66%	625,017.57	30.17%
Fixed Income & Preferred	624,336.07	30.00%	878,507.62	44.16%	875,891.97	42.64%	877,840.54	42.38%
Alternatives	340,087.96	16.34%	250,743.27	12.60%	229,432.66	11.17%	232,075.95	11.20%
Total Morgan Stanley Assets	\$ 2,081,003.88	100.00%	\$ 1,989,254.39	100.00%	\$ 2,054,155.83	100.00%	\$ 2,071,564.96	100.00%

ACCOUNTS

Cash Account only	\$ 287,116.20	14.43%	\$ 320,924.54	15.62%	\$ 304,733.11	14.71%
AB Strategic Research Balanced Fund Account	-	0.00%	200,160.79	9.74%	205,891.59	9.94%
Morgan Stanley Investments Account	1,702,138.19	85.57%	1,533,070.50	74.63%	1,560,940.26	75.35%
Total Morgan Stanley Accounts	\$ 1,989,254.39	100.00%	\$ 2,054,155.83	100.00%	\$ 2,071,564.96	100.00%

By David L. Holle January 3, 2021

Secretary/Treasurer Presbytery of Milwaukee Foundation Inc.

File name: Morgan Stanley YTD December 31, 2020

December 2020

Account	Monthly Change	Adv. Fee	Change in Value	Monthly %
AB	\$ 5,730.80	(262.47)	\$ 5,993.27	2.99%
MS	\$ 27,869.76	(1,274.55)	\$ 29,144.31	1.90%

**Consolidated Summary**

**CHANGE IN VALUE OF YOUR ACCOUNTS (includes accrued interest)**

	This Period (1/31/20-12/31/20)	This Year (1/1/20-12/31/20)
<b>TOTAL BEGINNING VALUE</b>	\$2,054,155.83	\$2,051,000.88
Credits	—	\$02,804.57
Debits	(17,751.02)	(800,067.70)
Security Transfers	—	—
<b>Net Credits/Debits/Transfers</b>	<b>\$(17,751.02)</b>	<b>\$(87,263.22)</b>
Change in Value	35,140.13	\$7,534.30
<b>TOTAL ENDING VALUE</b>	<b>\$2,071,464.96</b>	<b>\$1,971,694.98</b>

*Net Credits / Debits include investment advisory fees as applicable. See Activity section for details.*

**MARKET VALUE OVER TIME**  
The below chart displays the most recent thirteen months of Market Value.

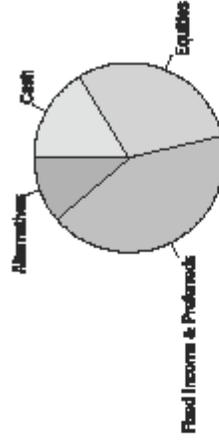


This chart does not reflect corrections to Market Value made subsequent to the data depicted. It may exclude transactions in Alternative or Preferred where we are not the custodian, which could delay the reporting of Market Value.

**ASSET ALLOCATION (includes accrued interest)**

	Market Value	Percentage
Cash	\$380,890.00	18.25
Equities	625,017.57	30.17
Fixed Income & Preferreds	877,840.54	42.38
Alternatives	282,076.95	11.20
<b>TOTAL VALUE</b>	<b>\$2,071,864.96</b>	<b>100.00%</b>

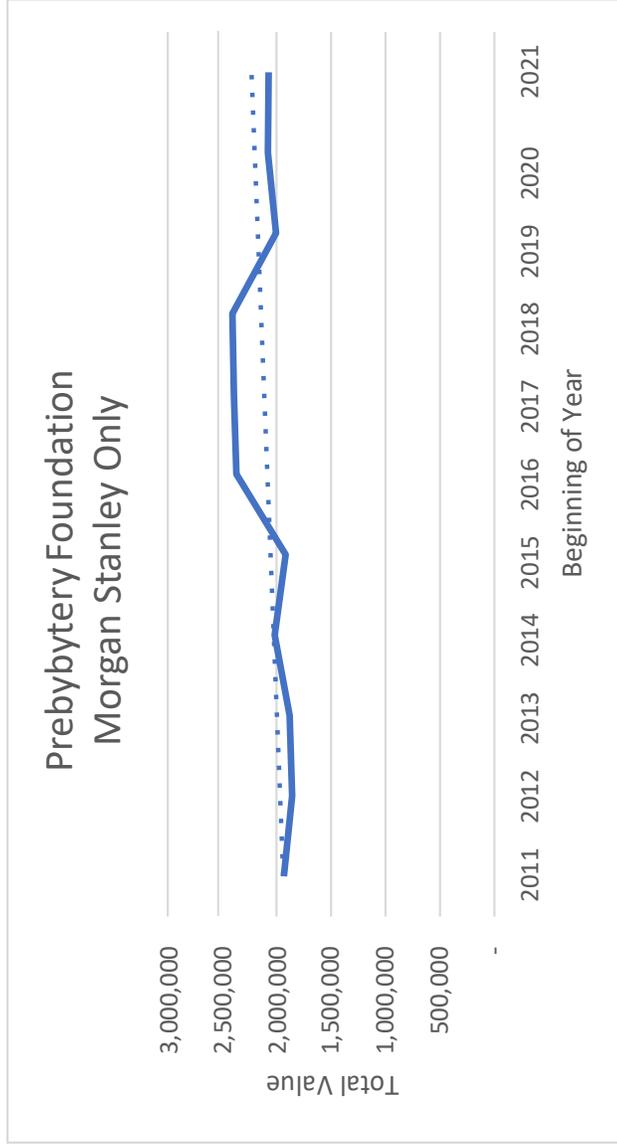
FDC rules apply and Bank Deposits are eligible for FDIC insurance but are not covered by SIPC. Cash and securities (including MIFIs) are eligible for SIPC coverage. See Expanded Disclosure. Value may include assets externally held, which are provided to you as a courtesy, and may not be covered by SIPC. For additional information, refer to the corresponding section of this statement.



This asset allocation represents holdings in a tradeable fund, and projected netted Cash/SPAC and MIFIs balances. These classifications do not constitute a recommendation and may differ from the classification of instruments for regulatory or tax purposes.

Presbytery of Milwaukee Foundation Inc.  
Morgan Stanley Historical Balances

Year	Beginning Balance
2010	1,826,381
2011	1,931,928
2012	1,857,391
2013	1,881,608
2014	2,018,327
2015	1,915,156
2016	2,371,186
2017	2,393,849
2018	2,406,534
2019	2,005,384
2020	2,081,004
2021	2,071,565



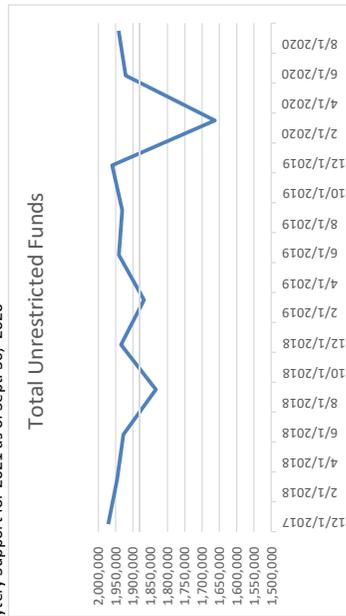
Prepared by David L. Holle  
January 9, 2021

Presbytery of Milwaukee Foundation- Last 12 Quarters

	9/30/2016	12/31/2016	3/31/2017	6/30/2017	9/30/2017	12/31/2017	3/31/2018	6/30/2018	9/30/2018	12/31/2018	3/31/2019	6/30/2019	9/30/2019	12/31/2019	3/31/2020	6/30/2020	9/30/2020
Total Unrestricted	2,044,623	1,958,683	2,012,535	1,957,375	1,924,635	1,971,457	1,945,787	1,927,253	1,833,891	1,934,400	1,867,950	1,940,753	1,931,183	1,960,222	1,662,898	1,921,253	1,941,536
Total Assets	2,693,504	2,644,185	2,705,003	2,640,303	2,603,770	2,656,935	2,628,565	2,607,697	2,496,589	2,196,357	2,269,247	2,301,848	2,290,278	2,269,312	1,971,988	2,079,482	2,076,741
Less:																	
WCC (Cong. Vitality)	-10,000	-10,000	-10,000	-10,000	-10,000	-10,000	-10,000	-10,000	-10,000	-10,000	-10,000	-30,000	-30,000	-30,000	-30,000	-30,000	-21,558
Loan-PBY	-150,000	-150,000	-150,000	-150,000	-150,000	-150,000	-150,000	-150,000	-150,000	-150,000	-150,000	-150,000	-150,000	-150,000	-150,000	-150,000	0
Loan Churches	-7,651	-54,550.00	-51,884	-50,294	-49,229	-49,229	-49,229	-49,229	-43,517	-41,756	-41,756	-40,894	-40,894	-38,308	-38,308	-37,447	-36,585
Restricted Assets	-26,270	-26,717.00	-27,443	-27,443	-27,781	-28,387	-28,920	-28,920	-28,646	0	0	0	0	0	0	0	0
Towner Funds	-8,082	-8,182	-8,182	-8,182	-10,201	-10,201	-10,201	-10,201	-10,201	-10,201	-10,201	-10,201	-10,201	-13,532	-13,532	-13,532	-11,232
Bethany- Hispanic Nee	-189,340	-189,340	-189,340	-189,340	-189,340	-189,340	-189,340	-189,340	-189,340	-50,000	-189,340	0	0	0	0	0	0
Bethany - Admin. Commission										-50,000	-50,000	-50,000	-50,000	-50,000	-50,000	-50,000	-28,000
San Jose Ministry Project Grants										-30,000	-30,000	-30,000	-30,000	-30,000	-30,000	-30,000	-28,000
Supporting Pastors - COM										-50,000	-50,000	-50,000	-50,000	-49,250	-49,250	-49,250	-37,831
Subtotal	2,302,161	2,205,396	2,265,548	2,203,454	2,166,154	2,219,778	2,190,875	2,170,007	2,064,885	1,934,400	1,867,950	1,940,753	1,931,183	1,960,222	1,662,898	1,921,253	1,941,536
Less:																	
Camp Corbin	-257,538	-246,713	-253,013	-246,079	-241,519	-248,321	-245,088	-242,754	-230,994	0	0	0	0	0	0	0	0

Average	1,943,279	12 qtr. rolling average as of 06/30/2019	1,903,215	12 qtr. rolling average as of 09/30/2020
10% budget	194,328	\$16,194 monthly	190,322	\$15,860 monthly
15% Loans	291,492		285,482	
Less Loans outstanding	-190,894		-37,447	
Loan Balance Available	100,598		248,035	

The data from 09/30/2018 to 09/30/2020 prepared by David L. Holle, Foundation Secretary/Treasurer on October 3, 2020  
 File name: Presbytery Support for 2021 as of Sept. 30, 2020



The Secretary/Treasurers determined the 12-quarter revolving average for the last three years based on the June 30 to June 30 periods. The amount that may be used to balance the 2021 Presbytery budget was determined to be \$190,181 or \$15,848 or per month as of 06/30/2020. If the calculation was based on the 12 quarters ending 9/30/2020, the 2021 amount that could be used to balance the Presbytery budget would be \$190,322 or \$15,860 per month.

The first reading of the 2021 Presbytery budget on 9/29/2020 proposed undesignated support of \$230,181. The additional \$40,000 would be drawn from the Foundation if it becomes necessary.

David L. Holle Foundation Secretary/Treasurer

For all of us, this past year has been more than a challenge. I honestly do not think I need to say more than that! But I do want to let you all know how well our Presbytery of Milwaukee staff has managed during this time. They are an incredibly healthy, wise, thoughtful, caring group who have been able to work together during a time of pandemic and separation. During this time they showed care for each other, care for our congregations, and provide leadership in new and innovative ways. It's been impressive to be with them over the past year!

We as Presbytery Personnel along with council gifted each of them in hopes to show our gratitude. And while I am not sure any size gift would have been enough considering the past year, we did want to provide a gesture of thanks. We are blessed to have each one of them!

Normally, we have an annual review with each of the staff. This past year was so unusual, though, it just did not make sense to hold a review in a normal way. Everything has been changing making it difficult to assess, and we have no idea what things will be like when we emerge from the pandemic. One thing is for sure, as we go forward things will be different than from what they were. An annual review would not be helpful. We decided it would be wiser to check in with each of our staff and see how they were holding up. We also asked for their insights as to how they envision the work of the Presbytery as we enter into a new norm to give insight to how we might organize when we do emerge. We thank each of them for sharing and hope that 2021 might be smoother than 2020.

At the request of the Presbytery Council and with thanks to Rev. Nicole Farley for her policy writing, the Personnel Committee examined draft amendments to the existing Personnel Policies for staff of the Presbytery. In particular, the Council requested the proactive development of policies related to electronic communications and social media. In the process of considering those amendments, unrelated provisions also were identified that needed clarification or were outdated. At our direction, these were reviewed by legal counsel. Council approved the amendments at its February 9, 2021 meeting. The redlined version is attached for information.

The Personnel Committee commends the electronic communications and social media policies to our congregations as a possible template for your use. These policies apply only to Presbytery staff, but could be adapted for use by congregations or other ministries to fit your particular needs and context.

God's peace,

Matt Lee  
Moderator, Milwaukee Personnel Committee  
[Leematt360@gmail.com](mailto:Leematt360@gmail.com)

1 PERSONNEL POLICIES

2 Presbytery of Milwaukee

3 INTRODUCTION: These policies do not constitute a contract. Their terms are  
4 implemented in accordance with the Constitution of the Presbyterian Church (USA)  
5 including its provisions for Administrative Staff (G-3.0110.)

6 These policies may be withdrawn or changed at any time and without notice by action of  
7 the Presbytery upon recommendation of the Personnel Committee. Presbytery's  
8 interpretation or application of these policies shall be final and binding on all employees.  
9 All previous policies and procedures, to the extent that they are inconsistent with this  
10 document, are hereby revoked.

11 Employees may resign their employment at any time and for any reason, and the  
12 Presbytery reserves the same right regarding the discontinuation of an individual's  
13 employment.

14 THEOLOGY OF EMPLOYMENT: The Presbytery of Milwaukee, a governing body of  
15 the Presbyterian Church (USA), is a community of faith called into being by God's grace  
16 in Jesus Christ, "...known by its convictions as well as by its actions." (F-2.01)

17 The work of the Presbytery of Milwaukee is to be understood as being defined within the  
18 context of the Constitution of the Presbyterian Church (USA), which consists of the  
19 Book of Confessions and the Book of Order, and within the definition of its own mission.

20 The Presbytery's personnel system is designed to reflect the continuing mission  
21 concerns of the Presbytery, including program and budgetary decisions. The Presbytery  
22 recognizes that employees are an important part of the Presbytery's continuing mission.  
23 Their contributions are respected and appreciated. Presbytery employees are often  
24 required to perform duties outside of usual Presbytery office hours in order to meet  
25 staffing needs and operational demands. At the same time, Presbytery recognizes the  
26 need to consider a healthy work-life balance, including Sabbath time, for its employees.  
27 Employees are encouraged to consult with supervisors, and supervisors will consult  
28 with employees, on strategies to maintain that balance, consistent with this paragraph.

29 SCOPE AND APPLICATION OF THE PERSONNEL POLICIES: The personnel policies  
30 are established by the Presbytery with regard to all staff which it employs. The  
31 Presbytery commends these policies to its congregations. It is the intent of these  
32 policies to conform, where necessary, to the requirements of applicable state laws. In  
33 the event that these policies conflict with applicable state law, state law shall prevail.

34 DEVELOPMENT AND ADMINISTRATION OF PERSONNEL POLICIES AND  
35 PROCEDURES: The Presbytery is responsible to:

36 Equal Employment Opportunity: provide for a plan to implement equal  
37 opportunity employment consistent with the principles of inclusiveness of the  
38 Presbyterian Church (USA).

39 Compensation: develop and administer a process of job classification and  
40 compensation.

41 Reimbursement of Expenses: develop and administer a process for the  
42 reimbursement of employee related expenses.

43 Continuing Education: develop and administer a process of continuing education  
44 compatible with the needs of the Presbytery and the career goals of the  
45 employee.

46 Benefits: provide employee benefits compatible with the goals and financial  
47 capacity of the Presbytery.

48 Employee Concerns and Problems: establish and administer a procedure for  
49 resolving job related problems.

50 Distribution: provide to each employee a copy of the Presbytery's personnel  
51 policies.

## 52 1. BASIC POLICIES

53 1.1. Inclusiveness: The Presbytery is an equal opportunity employer. All  
54 decisions regarding employment (including termination) will be made without  
55 discrimination on the basis of race, color, religion, sex, national origin, age,  
56 marital status, sexual orientation, disability, or any other category as defined  
57 in federal or state law. (except where a category is determined to be a bona  
58 fide occupational qualification)

59 1.2. Drug and Alcohol Dependency: The Presbytery recognizes that alcoholism  
60 and other drug dependencies are a significant problem with a potential for  
61 causing severe effects to the Presbytery's work force. Employees are  
62 expected to perform their jobs efficiently, safely and in a professional  
63 business-like manner. Therefore, it is the Presbytery's intent to provide a  
64 drug-free, healthful, safe, and secure work environment.

65 1.3. Sexual Harassment: All employees of the Presbytery are governed by the  
66 "Ethical Boundaries" policy of the Presbytery.

67 1.3.1. The Presbytery strongly condemns discrimination based upon sex,  
68 including sexual harassment. Such conduct will not be tolerated in  
69 any form, by any person.

70 1.3.2. All sexual harassment conduct in the workplace, whether committed  
71 by supervisory or non-supervisory personnel, is prohibited. Such  
72 conduct includes but is not limited to:

73 a. Inappropriate touching, making unwelcome sexual advances or  
74 propositions, requests for sexual favors, unwelcome sexual  
75 flirtations, verbal abuse of a sexual nature, graphic/verbal  
76 comments about an individual's body, sexually degrading

- 77 words, the display of sexually suggestive objects or pictures, or  
78 other verbal or physical contact of a sexual nature
- 79 b. Making sexual harassment conduct a condition of obtaining  
80 employment or continuing employment; or
- 81 c. Making submission to or rejection of sexual harassment conduct  
82 the basis for employment decisions affecting the employee; or
- 83 d. Creating an intimidating, hostile or offensive work environment  
84 because of sexual harassment conduct.
- 85 1.3.3. Employees who believe that they have been the subjects of sexual  
86 harassment should report the alleged act immediately to their  
87 supervisor. If they do not feel comfortable talking to that individual,  
88 they may speak with any executive or administrative staff person, or  
89 a member of the Personnel Committee.
- 90 1.3.4. Any supervisor, agent, or other employee who has been found by the  
91 Presbytery, after appropriate investigation, to have sexually  
92 harassed another employee, will be subject to appropriate sanctions,  
93 depending upon the circumstances, from a warning in their  
94 personnel file up to and including termination.
- 95 1.4. Other Types of Harassment:
- 96 1.4.1. The Presbytery prohibits harassment in any form by its employees  
97 based on categories of race, color, religion, sex, national origin, age,  
98 marital status, sexual orientation, disability, or any other category  
99 as defined in federal or state law.
- 100 1.4.2. Harassment is defined as verbal or physical conduct which is  
101 insulting or intimidating, has the effect of interfering with an  
102 individual's work performance, or creates an intimidating, hostile or  
103 offensive work environment.
- 104 1.4.3. It shall be the responsibility of each employee to maintain an  
105 environment which is free from such harassment and to report  
106 incidents of conduct which they believe to constitute such  
107 harassment.
- 108 1.4.4. Employees who believe they have been the subjects of harassment  
109 described in Section 1.4.2 should report the alleged act immediately  
110 to their supervisor. If they do not feel comfortable talking to that  
111 individual, they may speak with any executive or administrative staff  
112 person, or a member of the Personnel Committee.
- 113 1.4.5. Any supervisor, agent, or other employee who has been found by the  
114 Presbytery, after appropriate investigation, to have harassed another  
115 employee, will be subject to appropriate sanctions, depending upon

116 the circumstances, from a warning in their personnel file up to and  
117 including termination.

118 1.5. Conflict of Interest:

119 1.5.1. No employee shall accept any gift, gratuity, service in kind, or any  
120 special favor from any person or persons or businesses which  
121 provide or receive goods and services, or which seek to provide or  
122 receive goods and services from the Presbytery. However, minor  
123 courtesies such as luncheons, dinners, or similar arrangements in  
124 connection with business discussions may be received.

125 1.5.2. In addition, if any employee is called upon to participate in a decision  
126 in which the interests of the Presbytery conflict with their personal  
127 interests, the employee shall abstain from participating in the  
128 decision.

129 1.5.3. Employees who hold other paid positions shall ensure that such  
130 outside employment will not interfere with the performance of their  
131 duties or produce a conflict of interest in the pursuit of those duties.  
132 Any question regarding this shall be reviewed with their supervisor.

133 1.5.4. All employees shall avoid even the appearance of conflict of interest,  
134 special interest, or any other inappropriate conduct. If an employee  
135 discovers that they may be in a position of conflict, they shall  
136 immediately report this situation to their supervisor.

137 1.6. Nepotism: No person may be employed in a position that is under the direct  
138 supervision of an immediate family member (spouse, parent, parent-in-law,  
139 child, grandchild, brother, sister, grandparent) or a member of the same  
140 household or where the family or household member, by virtue of the position  
141 held in the Presbytery, has authority to influence the employee's salary,  
142 promotion, or other aspects of employment. This applies both to original  
143 employment and changes in employment by promotion, demotion, transfer,  
144 or reorganization.

145 1.7. Solicitation or Distribution:

146 1.7.1. It is the policy of the Presbytery to ensure productive work  
147 environments where employees and program operations may  
148 function without disruption.

149 1.7.2. Employees may not advertise services, solicit another employee, or  
150 collect from another employee while either employee is on work time.  
151 "Work time" is defined as all time on the job other than before and  
152 after work, at meal periods, and during break times.

153 1.7.3. The e-mail system, social media accounts, and other internet may  
154 not be used to solicit for causes outside the interests of the  
155 Presbytery.

156 1.8. Security of Presbytery Records and Confidentiality:

157 1.8.1. It is the policy of the Presbytery that employees are required to  
158 protect organization records entrusted to them or accessible to them  
159 against unauthorized access, loss, or destruction. These records  
160 include all written or computerized information produced by or for the  
161 Presbytery.

162 1.8.2. Employees may be assigned records or computer accounts identified  
163 by their personal names; however, the documents and information  
164 produced or stored in these and all records and accounts remain the  
165 property of the Presbytery.

166 1.8.3. It is the responsibility of all employees to respect and protect  
167 information of a confidential nature. Do not post in social media  
168 internal reports, policies, procedures, or other internal confidential  
169 communications or private communications related to affiliated  
170 ministries or congregations.

171 1.9. Electronic Communications

172 1.9.1. Every Presbytery employee is provided access to an electronic mail  
173 (e-mail) system, social media platforms, servers (physical or cloud-  
174 based), and the internet. Social media includes all means of  
175 communicating or posting information or content of any sort on the  
176 internet, including blogs, personal web sites, social networking, or  
177 affinity web sites, web bulletin boards or chat rooms, whether or not  
178 associated or affiliated with the Presbytery, as well as any other form  
179 of electronic communication. Employees are solely responsible for  
180 what they post online or email through Presbytery accounts.

181 Electronic communications are an integral part of personal, social,  
182 professional, and business communications and networks. Such  
183 communications can enhance the relationships and the conduct of  
184 the ministry of the Presbytery. However, the use of electronic  
185 communications also presents certain risks and carries certain  
186 responsibilities. To assist in making responsible decisions about use  
187 of electronic communications, this policy applies to all employees  
188 who work for the Presbytery.

189 1.9.2. These resources have been provided by the Presbytery for use in  
190 conducting Presbytery business. All communications and information  
191 transmitted by, received from, or stored in this system are Presbytery  
192 records and property of the Presbytery. These files are subject to the  
193 ecclesiastical discovery process. Employees have no right of

194 personal privacy in any matter stored in, created, received, or sent  
195 over the Presbytery's e-mail system, social media platforms, or  
196 server (physical or cloud-based). Even if employees use a password  
197 to access the e-mail system, social media platforms, servers, or  
198 internet, the confidentiality of any message or file stored in, created,  
199 received, or sent from the Presbytery e-mail system, or social media  
200 platforms, servers, or internet is not guaranteed nor diminishes the  
201 right of the Presbytery to access information. No privacy right is  
202 established by the use of a password on Presbytery systems.

203 1.9.3. Employees are not authorized to retrieve or read any e-mail  
204 messages sent through the Presbytery's server that are not sent to  
205 them without prior approval from the intended recipient, Presbytery  
206 Executive, or Chair of the Personnel Committee. Employees are not  
207 authorized to grant access to any e-mail system, social media  
208 platform, computer system, or server of the Presbytery to anyone  
209 who is not an employee of the Presbytery or designated user, except  
210 as authorized by the Presbytery Executive or the Chair of the  
211 Personnel Committee.

212 1.9.4. The Presbytery's policies against sexual or other harassment apply  
213 fully to the e-mail system, social media accounts, and internet, and  
214 any violation of those policies is grounds for disciplinary action up to  
215 and including termination.

216 1.9.5. Organization-provided laptops, computers, and cellular telephones  
217 may not be used for transmitting, retrieving, or storing any  
218 communications of a defamatory, discriminatory, harassing, or  
219 pornographic nature. The Presbytery may use software to identify  
220 inappropriate or sexually explicit internet sites. Such sites may be  
221 blocked from access by the Presbytery.

222 1.9.6. The following actions are forbidden: using disparaging, abusive,  
223 profane, or offensive language; creating, viewing, or displaying  
224 materials that might adversely or negatively reflect upon the  
225 Presbytery or be contrary to the Presbytery's values or best interest;  
226 and engaging in any illegal activities, including piracy, extortion,  
227 blackmail, copyright infringement, and unauthorized access of any  
228 organization-provided equipment. No messages or posts should be  
229 created or sent if they contain intimidating, hostile, or offensive  
230 materials concerning race, color, religion, gender, age, national  
231 origin, disability, veteran status, or any other classification protected  
232 by law.

233 1.9.7. Employees should write e-mail communications, social media posts,  
234 or internet communications with care, judgment, and responsibility.  
235 Always be fair, courteous, and respectful. Be honest and accurate  
236 when posting information or news on behalf of the Presbytery;

237 acknowledge and correct any mistakes as soon as they are  
238 discovered. The following standards should be observed:

239 Where appropriate, electronic communications should:

- 240 • be informative / educational
- 241 • be inspirational
- 242 • challenge us to live more fully into our faith
- 243 • help us see our commonality as God's children
- 244 • inspire us to go and "do likewise"
- 245 • promote community within the presbytery, the larger national
- 246 church, and our ecumenical partners
- 247 • make us aware of work still to be done toward God's will
- 248 • promote our events

249 Electronic communications should not:

- 250 • promote personal agendas
- 251 • be judgmental, divisive, insulting, or "snarky"
- 252 • use inappropriate or offensive language or images
- 253 • endorse politicians or specific political views
- 254 • share private posts of others without permission

255 1.9.8. Presbytery understands it makes its computer equipment available to  
256 employees for their personal use other than during work hours.  
257 However, employees should use the presbytery equipment for  
258 personal use only using personal log-ins and accounts. Employees  
259 should never conduct personal communications, personal shopping  
260 or other transactions, personal blog or social media postings, or the  
261 like, using presbytery accounts or log-ins. Employees should express  
262 only personal opinions when posting to any personal media and  
263 should never represent themselves as spokespersons of the  
264 Presbytery unless the communication is within the scope of their  
265 responsibilities and authority. If the Employee wishes to post to  
266 personal media in a way critical of the Presbytery or the Presbyterian  
267 Church (USA), the post should still meet the standards of 1.9.6 and  
268 1.9.7 and include a disclaimer such as "The postings on this site are  
269 my own and do not necessarily reflect the views of my Employer."

270 1.9.9. Employees must not use the Presbytery e-mail addresses to register  
271 on social networks, blogs, or other online tools utilized for exclusively  
272 personal use.

273 1.9.10. The Presbytery has the right, but not the duty, to monitor any and all  
274 of the aspects of its computer system, including, but not limited to,  
275 monitoring sites visited by employees on the internet, monitoring  
276 chat groups and news groups, reviewing material downloaded or

277 uploaded by employees to the internet, reviewing social media posts,  
278 and reviewing e-mail sent and received by employees.

279 1.9.11. Use of the Presbytery's e-mail system, social media platforms, and  
280 internet constitutes consent by the employee to all the terms and  
281 conditions of this policy.

## 282 2. EMPLOYMENT CATEGORIES AND TERMS

283 2.1. Executive Staff: Executive staff are selected through a nominating process  
284 and elected by the Presbytery for an indefinite term in accordance with  
285 provisions of the Form of Government (G-3.0110) and/or in accordance with  
286 guidelines adopted by the Presbytery. In addition to an annual personnel  
287 review, there shall be a comprehensive review at least every five years for  
288 these positions.

289 2.2. Administrative Staff: Administrative staff are selected through a nominating  
290 process, with input from the Personnel Committee, and are elected by the  
291 Presbytery for defined terms in accordance with provisions of the Form of  
292 Government (G-3.0110) and/or in accordance with guidelines adopted by the  
293 Presbytery. There shall be an annual personnel review for these positions.

294 2.3. When Executive or Administrative staff involve Teaching Elders, these staff  
295 members are not just employed, but are called to their positions. Terms of  
296 Call will be in accordance with provisions of the Form of Government (G-  
297 3.0110) and/or in accordance with guidelines adopted by the Presbytery.

298 2.4. Other Staff: All other employees of the Presbytery are hired by the  
299 Presbytery Executive, and confirmed by the Presbytery Council, in  
300 consultation with and upon approval of the Personnel Committee. There  
301 shall be an annual personnel review for these positions.

302 2.5. Employees hired on a part-time basis (less than 40 hours per week) will be  
303 subject to the same general conditions and expectations as full-time  
304 employees. Eligible benefits will be calculated on a pro-rated basis.  
305 Holidays will apply in accordance with an employee's regular work schedule.

306 2.6. The Presbytery Executive may at times hire employees on a temporary basis  
307 to fulfill particular needs of the presbytery. These employees will normally  
308 work no more than six month assignments and will normally not be benefits  
309 eligible. They will, however, be subject to the same general conditions and  
310 expectations as other employees. Temporary staff will be hired in  
311 consultation with the Presbytery Council and the Personnel Committee.

312 2.7. Interim Employment:

313 2.7.1. The Presbytery will provide continuity of services when a vacancy  
314 occurs in a key position by appointing an interim person, if necessary  
315 and appropriate, to serve until the position is filled or abolished. This

316 policy applies whether positions are full or part-time. Interim  
 317 positions will be appointed by Presbytery Council, in consultation  
 318 with the Presbytery Executive and the Personnel Committee

319 2.7.2. No one serving on a temporary or interim basis in an elected position  
 320 may be hired to fulfill that same position on a regular basis, except  
 321 by a 2/3 vote of the Presbytery, provided the original search process  
 322 for such elected positions was conducted in full compliance with the  
 323 provisions of G-3.0110.

### 324 3. POSITION DESCRIPTIONS

325 A position description will be developed for all positions and will be reviewed  
 326 periodically.

### 327 4. SALARY ADMINISTRATION

328 4.1. Salaries will be initially determined through competitive benchmarking,  
 329 utilizing both internal and external data.

330 4.2. Salaries will be reviewed annually and adjusted, as appropriate, based on  
 331 the employee's performance, changes in the consumer price index, market  
 332 information, and other considerations.

333 4.3. Ordinarily, any salary adjustments will be made annually. Changes in the  
 334 terms of call for a Teaching Elder must be recommended to the Presbytery  
 335 for approval.

336 4.4. All honoraria received, having to do directly with the work of the Presbytery,  
 337 shall be turned in to the Presbytery. Honoraria received for services not  
 338 related to the position description may be retained by the staff person.

339 4.5. Social Security: For Ruling Elders or non-ordained staff, the Presbytery pays  
 340 the employer's share of social security tax; and the employee's share is  
 341 withheld from the wages. Teaching Elders are considered self-employed for  
 342 social security purposes and are responsible for the payment of their  
 343 contribution.

### 344 5. BENEFITS

345 Regular full-time and part-time employees who work twenty or more hours a week  
 346 are eligible for benefits.

347 5.1. Pension: All eligible full-time employees are entitled to a pension  
 348 contribution through the Board of Pensions. Dues shall be paid by the  
 349 Presbytery at the required percentage. Questions regarding eligibility,  
 350 benefit levels, or other issues shall be determined solely by reference to the  
 351 provisions of the Board of Pensions.

352 5.2. Health Insurance and Disability Benefits: Health insurance coverage and  
 353 disability benefits for Teaching Elders are provided by the Board of Pensions,

354 and will be covered by the Presbytery at the required percentage of income.  
 355 For all other employees, health insurance and disability benefits will be  
 356 negotiated at the time of hire.

357 5.3. Worker's Compensation Insurance is provided to all employees according to  
 358 the provisions of State law.

359 5.4. Unemployment Insurance: Presbytery employees are excluded from  
 360 unemployment compensation insurance pursuant to Wisconsin statutes.

361 5.5. Moving Expenses: Moving and relocation expenses will be determined at  
 362 the time an employment search is initiated.

363 5.6. Housing Loans: Executive staff may be given assistance through a loan by  
 364 the Synod.

365 5.7. Holidays

366 5.7.1. There shall be twelve paid holidays per year: New Year's Day,  
 367 Martin Luther King, Jr. Day, Good Friday, Memorial Day, Fourth of  
 368 July, Labor Day, Thanksgiving Day, the Day after Thanksgiving,  
 369 Christmas Eve Day, Christmas Day, and two other days to be  
 370 determined with the Presbytery Executive at the beginning of each  
 371 year.

372 5.7.2. When a holiday falls on a Saturday or Sunday, it will be observed as  
 373 a holiday on the nearest Friday or Monday, respectively.

374 **6. GUIDELINES FOR VACATION PAY**

375 6.1. A vacation with pay is provided for all employees. Vacations are not  
 376 cumulative; earned vacation days not used in the calendar year will be  
 377 forfeited, except when special provision has been made by the Presbytery  
 378 Executive, or the Personnel Committee in the case of the Presbytery  
 379 Executive.

380 6.2. Full-time executive and administrative staff are entitled to a minimum of **one**  
 381 **full-month 20 days** of vacation per calendar year. In the case of Teaching  
 382 Elders, provisions for vacation will be outlined in the Terms of Call. Other  
 383 staff are entitled to an annual vacation computed according to the following  
 384 schedule:

385	employment less than one year	10 working days, pro-rated
386	beginning the first full year	10 working days per year
387	through the fourth year	
388	beginning the fifth year	15 working days per year
389	through the ninth year	
390	ten+ years	20 working days per year

- 391 Exceptions to these guidelines may be negotiated with the Presbytery  
392 Executive at the time of hiring.
- 393 Ordinarily, staff may not take vacation time during the first three months of  
394 their employment.
- 395 6.3. Specific vacation dates shall be determined in advance in consultation with  
396 the employee's supervisor.
- 397 **7. LEAVE WITH PAY**
- 398 7.1. Military Leave: Time off for Military Reserve duty as required by law shall be  
399 allowed.
- 400 7.2. Jury Duty: Time off for jury service shall be allowed. For up to a maximum  
401 of two weeks per year, the Presbytery will ordinarily pay the difference  
402 between the individual's normal and customary pay less whatever the  
403 individual receives for jury duty.
- 404 7.3. Parental Leave:
- 405 7.3.1. In cases of normal childbirth or adoption, eight weeks of paid leave  
406 shall be granted. If both parents are in the same employing unit  
407 payroll, only one parental leave can be granted. However, leave  
408 may be shared by two parents. Additional time away shall be treated  
409 as a leave of absence without pay. Parental leave must be taken  
410 within sixty days of the birth of a biological child or placement of an  
411 adoptive child.
- 412 7.3.2. In the event of medical complications due to pregnancy, necessary  
413 leave time will be treated as sick leave.
- 414 7.3.3. In the event of medical complications due to childbirth, such that the  
415 employee is not able to return within eight weeks; such leaves will  
416 use available sick leave.
- 417 7.4. Health and Medical Leave: Employees are entitled to up to ten working days  
418 of sick leave each calendar year, cumulative up to ninety days. At the time of  
419 termination of employment (either voluntary or involuntary), an employee  
420 shall have no claim for pay in lieu of unused sick leave.
- 421 7.5. Family and Medical Leave: Employees may take up to twelve weeks of  
422 unpaid, job-protected leave to care for a spouse, child, or parent with a  
423 serious medical condition, or for a serious health condition that makes the  
424 employee unable to perform the essential functions of their job.
- 425 7.6. Emergency Leave: A maximum of three days per year shall be allowed for  
426 emergency leave arising out of the death of an immediate member of the  
427 family. In the event of serious illness or other emergency related to an

428 immediate member of the family, such leave may be allowed by the  
429 Presbytery Executive, or, in the case of the Presbytery Executive, by the  
430 Personnel Committee.

431 **8. LEAVE WITHOUT PAY**

432 Employees may be granted leave without pay. Paid benefits (e.g., pensions,  
433 health insurance) may be continued at the employee's own expense, as allowed  
434 by the benefit provider, but paid leave benefits, (e.g. vacation, sick leave or  
435 holidays) will not accrue during this period. The leave is subject to the approval of  
436 the Personnel Committee upon recommendation of the Presbytery Executive.

437 **9. CONTINUING EDUCATION**

438 9.1. Continuing education benefiting the employee and the Presbytery shall be  
439 encouraged. Employees are to submit plans for continuing education to their  
440 supervisor for consideration. Leave with pay and assistance for expenses for  
441 continuing education may be granted by the Presbytery Executive. All  
442 Teaching Elders will be granted two weeks of study leave for continuing  
443 education as outlined in their terms of call.

444 9.2. After six years of continuous employment by the Presbytery, executive staff  
445 may apply for an extended continuing education leave with full pay, as  
446 outlined in the Presbytery's sabbatical policy. Such application will include a  
447 detailed written plan of study, with clearly identified goals, and must be  
448 approved by the Presbytery Council, upon recommendation of the Personnel  
449 Committee.

450 9.3. After completion of any continuing education leave, a written report shall be  
451 submitted to the person's supervisor.

452 **10. PROCEDURES FOR ADDRESSING EMPLOYEE CONCERNS AND**  
453 **PROBLEMS**

454 10.1. The Presbytery encourages a positive, supportive work environment. If  
455 issues arise, employees should feel free to bring the matter to their  
456 supervisor or to the Personnel Committee. Additionally, employees will be  
457 invited to meet periodically with members of the Personnel Committee to  
458 maintain positive communication and support.

459 10.2. The employee should promptly contact the Presbytery Executive or Chair of  
460 the Personnel Committee to report a violation of these Personnel Policies by  
461 another employee. The Presbytery prohibits taking negative action against  
462 any employee for reporting a possible deviation from this policy or for  
463 cooperating in an investigation. Any employee who retaliates against another  
464 staff member for reporting a possible deviation from this policy or for  
465 cooperating in an investigation will be subject to disciplinary action, up to and  
466 including termination.

467 **11. SEPARATIONS FROM EMPLOYMENT**

468 11.1. Employment separations: It is the policy of the Presbytery of  
469 Milwaukee that employment relationships are at-will and may be terminated  
470 at any time with or without cause by the employee or by the Presbytery  
471 (except as otherwise required by state law).

472 Separations may occur for many reasons including voluntary resignation,  
473 termination without prejudice, reduction in force or position elimination,  
474 retirement, or death.

475 11.2. Upon separation as an employee of the Presbytery, the employee  
476 shall immediately stop using the Presbytery's e-mail system, social media  
477 platforms, and servers, and shall return all computer equipment belonging to  
478 the Presbytery. The employee shall also cease using any Presbytery e-mail  
479 distribution lists. Any exceptions to this provision may be granted only by the  
480 Presbytery Executive or the Personnel Committee Moderator. The separating  
481 employee is required to provide the Presbytery Executive or Personnel  
482 Committee Moderator with all Presbytery account and computer passwords  
483 related to the employee. Failure to do so may result in legal action.

## 484 12. UNSATISFACTORY PERFORMANCE AND INVOLUNTARY TERMINATION

485 12.1. Occasionally, an employee's behavior or work performance is unsatisfactory.  
486 When this arises, normally the employee's supervisor will meet with the  
487 employee in an effort to improve the unsatisfactory behavior or performance.  
488 However, the Presbytery reserves the sole right to determine whether  
489 disciplinary action should occur and the nature and extent of the discipline to  
490 be imposed. This process may include verbal warning(s), written warning(s),  
491 suspension or termination, all in the sole discretion of the Presbytery. In this  
492 connection, the Presbytery reserves the right to bypass one or more of the  
493 options set forth above. While it is not possible to list every type of behavior  
494 that might be deemed a problem, the following list includes examples of  
495 behavior which may result in discipline up to and including termination:

496  
497 Unsatisfactory performance, insubordination, neglect in the care and use of  
498 Presbytery property and funds, unexcused absence and/or repeated  
499 tardiness, moral turpitude, actions damaging to the interests of the  
500 Presbytery, violation of Presbytery personnel policies, falsification of time  
501 keeping records, reporting to work under the influence of alcohol or drugs,  
502 threatening violence in the workplace, sexual or other unlawful harassment,  
503 possession, distribution, sale, transfer, or use of alcohol or illegal drugs in the  
504 workplace. The examples cited above are for illustration only and shall not  
505 be considered as comprehensive or limiting the Presbytery's right to  
506 administer discipline in its sole discretion.

507 12.2. In the event of involuntary separation of other staff, the Presbytery Executive,  
508 in consultation with and upon approval of the Personnel Committee, will  
509 terminate any staff employee.

510 12.3. In the event of involuntary separation of Executive or Administrative staff, the  
511 termination will be handled by the Personnel Committee in consultation with  
512 the Presbytery Council and in accordance with provisions of the Form of  
513 Government (G-3.0110) and/or in accordance with guidelines adopted by the  
514 Presbytery.

### 515 **13. REDUCTION IN FORCE**

516 13.1. Reduction in force, because of the discontinuance of a project or  
517 retrenchment in budget or for other circumstances arising out of no fault of  
518 the employee, is at the sole discretion of the Presbytery.

519 13.2. Written notice of such reduction will come from the Presbytery Executive  
520 after consultation with the Personnel Committee. As much notice as  
521 possible, with a minimum of 30 days, shall be given. Reemployment before  
522 the expiration of the notice period may decrease eligible severance benefits.

523 13.3. When notice is given, severance allowance will be given in relation to length  
524 of service with the Presbytery as follows:

- 525 • less than one year of service - one week
- 526 • one year or more - one week per year of service to a maximum of  
527 twelve weeks

528 13.4. Pay in lieu of 30 days' notice may be given if so determined by the  
529 Presbytery. In such cases, severance allowance may be adjusted. Vacation  
530 time accrued shall be honored with time or pay at the time of severance.

### 531 **14. VOLUNTARY TERMINATION OF EMPLOYMENT**

532 14.1. Employees wishing to terminate their employment with the Presbytery should  
533 submit a written resignation to their supervisor, indicating the reason for  
534 terminating employment as well as the last day they expect to work.

535 14.2. A minimum of thirty calendar days' notice is requested of executive, and  
536 administrative staff and fourteen calendar days' notice of other staff.

537 14.3. Upon receipt of a resignation, the Presbytery Executive should arrange for an  
538 exit interview with the employee, placing in that person's file the resignation  
539 letter and a summary of the exit interview.

540 14.4. In the instance of the resignation of the Presbytery Executive, the resignation  
541 letter shall be submitted to the Presbytery Moderator, with a copy to the  
542 chairperson of the Personnel Committee. The Personnel Committee, in  
543 consultation with the Presbytery Moderator, is responsible for the exit  
544 interview.

545 14.5. Pay will be granted for accrued vacation if notice is given.

546 14.6. Former staff persons are encouraged to recognize and respect responsible  
547 ethical boundaries in relationships and responsibilities with the Presbytery,  
548 its members, and congregations.

549 **15. DISABILITY**

550 Disability is a mental or physical condition that causes an inability of an employee  
551 to fully function on the job. Disability leaves for temporary situations may be  
552 recommended by the Personnel Committee in consultation with the Presbytery  
553 Executive. These disability leaves will be based on the recommendations of a  
554 physician and subject to approval by the Presbytery for executive and  
555 administrative positions, or the Presbytery Council for all other positions.

556 Disabilities that become permanent conditions may result in disability retirements  
557 or separations. In these cases, the Personnel Committee will assist in facilitating  
558 the retirement or separation.

559 **16. DEATH IN SERVICE**

560 When the death of a member of the Presbytery staff occurs, the spouse, or  
561 dependents, shall receive a separation allowance. The amount shall be equivalent  
562 to the salary (including any housing allowance) of the deceased for thirty days  
563 from the time of death.

**Stated Clerk Report**

- Roster of those on the Permanent Judicial Commission whose terms have expired in the last six years:
  - 2020 - Paul Bargren (E), Terry Hennesy (M), David Hermann (E)
  - 2018 – Will Houts (M), Barb Klemp (E), Larry Nunley (E)
  - 2016 – Judy Bell (E), Jim Rand (M), Mary Steege (M)
- The Session Annual Statistical Report has been submitted by 41 churches, showing a decrease in membership from 6195 to 5899 members for 2020.
- The Synod has deferred the 2019 and 2020 administrative review of presbyteries (minutes, rolls, manuals) until May 21, 2021.

**ANNUAL REPORT OF THE STATED CLERK TO THE PRESBYTERY OF MILWAUKEE  
FOR THE YEAR 2020**

Number of Churches in the Presbytery 1/1/20	42
Number of Churches in the Presbytery 12/31/20	42

**MINISTERIAL CHANGES**

**Number of Ministers in Presbytery, 1/1/20 **93****

Ministers received from other Presbyteries	8
Halverson, Dorothy	East Iowa
Larson, Teresa	Lake Michigan
Ludwig, Meagan	Mission
Monsma, Gail	Detroit
Reichelderfer, Glen	Blackhawk
Samuelson, Scott	Chicago
Steiner, Stephanie	John Knox
Trimboli, Kimberly	Charleston-Atlantic
Ministers received from other Denomination	0
Ordination to Ministry of Word and Sacrament	0
<b><u>Total Gains</u></b>	<b><u>8</u></b>
Ministers dismissed	0
Ministers removed from roll	0
Ministers died	1
Lucio, Iris Colon	2/25/2020
<b><u>Total Losses</u></b>	<b><u>1</u></b>

**MINISTERS ON ROLL, December 31, 2020 **100****

**2021 Minister Imbalance**

**2021 REPORT ON THE IMBALANCE OF MINISTER AND ELDER REPRESENTATION  
IN THE PRESBYTERY OF MILWAUKEE**

When the number of resident ministers entitled to vote in the presbytery is greater than the number of elders so entitled, the imbalance will be addressed according to G-3.03, and it is recommended that additional elder commissioners be empowered according to their committee/commission membership.

The number of Ministers on the Rolls January 1, 2021	100
Less non-resident Ministers and non-active HR Ministers	25

**REGULARLY VOTING MINISTER MEMBERS** **75**

Churches with regular voting Elders	
One vote	40
Two votes*	2
Mequon, Crossroads	
Milwaukee, Immanuel	

\*Churches reporting a membership of over 500 in the 2020 GA Statistics

**REGULARLY VOTING ELDERS** **44**

**IMBALANCE (Ministers minus Elders)** **31**

The Stated Clerk moved that the imbalance of ministers and elders be addressed as follows:

That the imbalance of minister and elder representation be addressed, effective March 10, 2021, by allowing ruling elders who are elected to a committee of Presbytery, Commissioned Ruling Elders with a commission, Certified Christian Educators, members of administrative commissions, GA/Synod commissioners and YADS, Treasurer, and Associate Stated Clerk to attend Presbytery as voting members.

Votes given to:

Elder members of the following standing committees and commissions of presbytery:

CCV	4
CTM	5
CPM	3
Council	5
Nominating	3
Foundation	3
Commissioned Ruling Elder(s)	1
Administrative Commission Ruling Elders	2
Synod Commissioner/YAD	1
Treasurer	1
Presbytery Executive	1
Associate Stated Clerk	1

**Total** **30**

**This would empower 30 additional Elder Commissioners.**



**Presbytery** Milwaukee  
**Address** 6767 W Greenfield Ave #202, Milwaukee, WI 53214  
**Phone** 414-292-2740 **Fax** 414-292-2750  
**Email** [office@pbymilwaukee.org](mailto:office@pbymilwaukee.org)  
**Web Site** [www.pbymilwaukee.org](http://www.pbymilwaukee.org)

**Membership**

Prior Active Members	6195	Adjusted membership	6182
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<b>Gains</b>		<b>Losses</b>	
Certificate	18	Certificate	22
Youth Professions	39	Deaths	141
Professions & Reaffirmations	40	Deleted for any Other Reason	217
<b>Total Gains</b>	<b>97</b>	<b>Total Losses</b>	<b>380</b>
<b>Total Ending Active Members</b>	<b>5899</b>		

<b>Baptisms</b>		Average Weekly Worship Attendance	2244
Presented by Others	31	Female Members	3194
At Confirmation	2	Friends of the Congregation	861
All Other	1	Ruling Elders on Session	342
		Do you have Deacons? Yes / No	32 / 9

<b>Age Distribution of Active Members</b>		<b>People with Disabilities</b>	
25 & Under	683	Hearing impairment	174
26 - 40	748	Sight impairment	49
41 - 55	1009	Mobility impairment	247
56 - 70	1521	Other impairment	130
Over 70	1603		
<b>Total Age Distribution</b>	<b>5564</b>		

<b>Christian Education</b>			
Birth - 3	113	Grade 7	72
Age 4	68	Grade 8	44
Kindergarten	62	Grade 9	77
Grade 1	60	Grade 10	56
Grade 2	53	Grade 11	72
Grade 3	53	Grade 12	49
Grade 4	58	Young Adults	82
Grade 5	53	Over 25	805
Grade 6	59	Teachers/Officers	215
		<b>Total Christian Education</b>	<b>2051</b>

<b>Racial Ethnic</b>			
Asian/Pacific Islander/South Asian	67	Native American/Alaska Native/Indigenous	14
Black/African American/African	116	White	5181
Middle Eastern/North African	160	Multiracial	50
Hispanic/Latino-a	48		
		<b>Total Racial Ethnic</b>	<b>5636</b>

<b>Financial Data</b>			
Annual Income	10,802,019	Mission Expenses	1,217,384
Annual Expenses	9,882,006	Personnel Expenses	5,547,065
		Facilities Expenses	1,674,052

**PRESBYTERY OF MILWAUKEE**  
**Treasurer Comments to the Financial Statements**  
**December 2020**

**Statement of Financial Position**

Cash and Cash Equivalents total \$130,576 which includes petty cash, (\$50) and cash in bank (\$130,525.64).

Other Assets – Prepaid Insurance totals \$4,089. The policy is amortized over the twelve-month policy period and renews on November 15<sup>th</sup> each year.

Liabilities total \$12,063 which includes Accounts Payable, (\$9,919) Southminster – PBY Due to Foundation (\$1,150). Both liabilities were paid in full in January 2021. Special Offerings Pass Through small balances are primarily due to timing of receipts and payments.

Unrestricted Net Assets total \$61,409 and are reflective of current year (\$41,078) and historical (\$20,330) revenues higher than expenses. Donor Restricted Accounts which are restricted for specific purposes total \$61,193.

**Statement of Activities**

Total Revenue for the year ended December 31, 2020 is \$505,141 which is approximately 93% of anticipated revenue. This unfavorable variance is primarily due to Per Capita (\$147,589), Mission Support (\$117,225) and Foundation Support (\$207,602) Revenue being less than anticipated. The unfavorable variance in Foundation Support revenue is offset by reduced activity expenses which were to be funded by the Foundation.

Total Expense for the year ended December 31, 2020 is \$464,063 which is approximately 86% of anticipated expense. Total Personnel Expenses (\$318,868) are approximately 98% of anticipated (\$325,887) at year end. Total Administrative Expenses (\$44,639) are approximately 90% of anticipated (\$49,413) at year end. Total Standing Commissions Expenses (\$100,556) are approximately 60% of anticipated (\$166,561) The overall favorable variance is primarily due to activities being reduced due to the COVID-19 pandemic.

Revenue Over Expenses (Net Income) is \$41,078 for the year ended December 31, 2020. This favorable year-end result is primarily due to revenue being less than expected offset by activities being reduced due to the COVID-19 pandemic.

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Accounts

<b>Assets</b>		
<b>Current Assets</b>		
<b>Cash and Cash Equivalents</b>		
1.00.1011 - Petty Cash	\$50.00	
1.00.1013 - Tri City 9774 Checking	\$84,983.65	
1.00.1014 - Tri City 5201 checking	\$45,541.99	
<b>Total Cash and Cash Equivalents</b>	<u>\$130,575.64</u>	
<b>Total Current Assets</b>		<b>\$130,575.64</b>
<b>Other Assets</b>		
1.00.1150 - Prepaid Insurance	\$4,089.25	
<b>Total Other Assets</b>		<u>\$4,089.25</u>
<b>Total Assets</b>		<u><u>\$134,664.89</u></u>
<b>Liabilities &amp; Net Assets</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
1.00.2005 - Accounts Payable	\$9,919.33	
1.00.2011 - 403B Deduction Payable	\$300.00	
1.00.2095 - Southminster-PBY Due to Foundation	\$1,149.52	
<b>Special Offerings Pass Through</b>		
1.00.2040 - One Great Hour of Sharing Payable	(\$186.00)	
1.00.2044 - Peacemaking Offering - GA Payable	\$124.00	
1.00.2048 - Special Offering PM Meeting Payable	\$556.00	
1.00.2049 - Other Special Offerings Payable	\$200.00	
<b>Total Special Offerings Pass Through</b>	<u>\$694.00</u>	
<b>Total Current Liabilities</b>		<u>\$12,062.85</u>
<b>Total Liabilities</b>		<u>\$12,062.85</u>
<b>Net Assets</b>		
<b>Unrestricted</b>		
1.00.3000 - Unrestricted/Undesignated Net Asset	\$20,330.34	
Unrestricted This Year	\$41,078.21	
<b>Total Unrestricted</b>	<u>\$61,408.55</u>	
<b>Donor Restricted Accounts</b>	<u>\$61,193.49</u>	
<b>Total Net Assets</b>		<u>\$122,602.04</u>
<b>Total Liabilities &amp; Net Assets</b>		<u><u>\$134,664.89</u></u>

Accounts	MTD Actual (Cur Month)	MTD Budget (Cur Month)	MTD Budget/Actual (Cur Month)	YTD Actual (Current Yr)	Annual Budget (Current Yr)	Annual Budget/Actual (Current Yr)	% of Annual Budget Used (Current Yr)
<b>Revenue</b>							
Per Capita	\$27,378.56	\$12,693.26	\$14,685.30	\$147,858.68	\$152,320.00	(\$4,461.32)	97.07 %
Mission Support	\$16,557.07	\$10,875.00	\$5,682.07	\$117,225.02	\$130,500.00	(\$13,274.98)	89.83 %
Foundation Support	\$16,194.00	\$18,582.87	(\$2,388.87)	\$207,602.26	\$228,994.00	(\$21,391.74)	90.66 %
Administrative	(\$1,533.47)	\$833.37	(\$2,366.84)	\$12,455.10	\$10,000.00	\$2,455.10	124.55 %
Other Rev-Restriction Released	\$0.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00	\$0.00	100.00 %
<b>Total Revenue</b>	<u>\$58,596.16</u>	<u>\$42,984.50</u>	<u>\$15,611.66</u>	<u>\$505,141.06</u>	<u>\$541,814.00</u>	<u>(\$36,672.94)</u>	<u>93.23 %</u>
<b>Expenses</b>							
<b>Personnel Expenses</b>							
Presbytery Executive	\$9,689.26	\$10,040.06	\$350.80	\$117,135.81	\$120,481.38	\$3,345.57	97.22 %
Office Manager	\$5,209.25	\$5,453.45	\$244.20	\$64,130.29	\$65,441.40	\$1,311.11	98.00 %
Assoc for Ministry Vitality	\$7,952.97	\$8,045.80	\$92.83	\$96,309.03	\$96,550.37	\$241.34	99.75 %
Communications Associate	\$1,275.00	\$1,400.00	\$125.00	\$15,894.34	\$16,800.00	\$905.66	94.61 %
Stated Clerk	\$974.08	\$965.75	(\$8.33)	\$11,188.96	\$11,589.00	\$400.04	96.55 %
Payroll Expenses	\$1,185.78	\$1,189.50	\$3.72	\$14,209.64	\$14,274.88	\$65.24	99.54 %
Treasurer	\$0.00	\$62.50	\$62.50	\$0.00	\$750.00	\$750.00	0.00 %
<b>Total Personnel Expenses</b>	<u>\$26,286.34</u>	<u>\$27,157.06</u>	<u>\$870.72</u>	<u>\$318,868.07</u>	<u>\$325,887.03</u>	<u>\$7,018.96</u>	<u>97.85 %</u>
<b>Administrative Expenses</b>	\$4,236.17	\$4,117.75	(\$118.42)	\$44,638.76	\$49,413.00	\$4,774.24	90.34 %
<b>Standing Commissions</b>							
Council	\$4,083.33	\$4,257.99	\$174.66	\$48,235.46	\$60,095.00	\$11,859.54	80.27 %
Congregational Vitality Comm	\$2,954.85	\$4,791.63	\$1,836.78	\$26,878.02	\$57,500.00	\$30,621.98	46.74 %
Transitional Ministries Comm	\$1,080.00	\$1,150.00	\$70.00	\$4,059.80	\$13,800.00	\$9,740.20	29.42 %
Pastoral Ministries Comm	\$180.00	\$2,013.87	\$1,833.87	\$18,132.74	\$24,166.00	\$6,033.26	75.03 %
Planning Commission	\$3,000.00	\$916.63	(\$2,083.37)	\$3,250.00	\$11,000.00	\$7,750.00	29.55 %
<b>Total Standing Commissions</b>	<u>\$11,298.18</u>	<u>\$13,130.12</u>	<u>\$1,831.94</u>	<u>\$100,556.02</u>	<u>\$166,561.00</u>	<u>\$66,004.98</u>	<u>60.37 %</u>
<b>Total Expenses</b>	<u>\$41,820.69</u>	<u>\$44,404.93</u>	<u>\$2,584.24</u>	<u>\$464,062.85</u>	<u>\$541,861.03</u>	<u>\$77,798.18</u>	<u>85.64 %</u>
<b>Revenue Over (Under) Expenses</b>	\$16,775.47	(\$1,420.43)	\$18,195.90	\$41,078.21	(\$47.03)	\$41,125.24	0.00 %

Accounts	Beginning Balance	Restricted Revenue	Restricted Expenses	Credit Adjustments	Debit Adjustments	Ending Balance
<b>Donor Restricted Accounts</b>						
1.00.9002 - First Pres Fox Lake	\$0.00	\$0.00	\$0.00	\$32,136.49	\$0.00	\$32,136.49
1.00.9005 - First Pres Fox Lake Bequest	\$0.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00	\$0.00
1.00.9007 - Peacemaking/Walz	\$0.00	\$0.00	\$0.00	\$13,303.71	\$62.00	\$13,241.71
1.00.9012 - Ghana Project	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00
1.00.9020 - Welsh Presbytery	\$0.00	\$0.00	\$0.00	\$1,106.39	\$552.43	\$553.96
1.00.9022 - Emonds Educational Fund	\$0.00	\$0.00	\$0.00	\$1,343.53	\$0.00	\$1,343.53
1.00.9025 - Margaret Towner Scholarship Fund	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00	\$0.00
1.00.9027 - Vitality Covid-19 Grants	\$0.00	\$0.00	\$0.00	\$12,807.77	\$13,189.97	(\$382.20)
1.00.9029 - Common Ground Grant	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00
1.00.9031 - Matthew 25	\$0.00	\$0.00	\$0.00	\$118,261.00	\$103,961.00	\$14,300.00
<b>Total Donor Restricted Accounts</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$221,458.89</b>	<b>\$160,265.40</b>	<b>\$61,193.49</b>

## Presbytery of Milwaukee Racial Equity and Justice Task Force

### Rationale:

At its September 2020 meeting, the Presbytery of Milwaukee affirmed the Presbyterian Church (USA)'s call to become a Matthew 25 Presbytery. The three foci of this denomination-wide initiative include building congregational vitality, eradicating systemic poverty, and dismantling structural racism. As part of our effort to address matters of structural racism, the Presbytery Council is appointing a Racial Equity and Justice Task Force.

We believe that the Gospel of Jesus Christ calls us to this work. More than twenty years ago, the 211th General Assembly of the PC(USA) (1999) adopted a paper, "Facing Racism: A Vision of the Beloved Community," that states, in part:

*"God created human beings, a diverse family, to live together and to love one another as God loves us. We violate God's intention for the human family by creating false categories of value and identity, based on identifiable characteristics such as culture, place of origin, and skin color. We use these categories to create a race-based system, which benefits some while oppressing others. Racism is fundamentally a spiritual problem because it denies our true identity as children of God."*

Last summer, the 224th General Assembly overwhelmingly approved a recommendation related to these matters, entitled "On the Church in this Moment in History: Responding to the Sin of Racism and a Call to Action." It calls the PC(USA) to develop plans for action in addressing institutional racism and oppression within the church and, among other things, recommends "that PC(USA) congregations, mid-councils, and all General Assembly Entities develop and adopt an antiracism policy in their bylaws."

We believe that the church is the Body of Christ in the world and that, in the words of the apostle Paul, "when one member suffers, all suffer together with it" (I Corinthians 12:26). This means that any policies, practices, and structures that serve to ignore, oppress, or otherwise negatively impact persons of color violate our call to be Christ's body, affirming the gifts and ensuring the inclusion of all its members.

As Christians in the Reformed Tradition, we believe that the church is "reformed and always being reformed," and that we are called "to work for the transformation of society by seeking justice and living in obedience to the

Word of God” (BOO, F-2.05). We believe that events in our communities and country are the context and catalyst, given to us by God in this particular time and place, to be about the ongoing work of reformation, and that this includes a commitment to dismantling structural racism.

### **Tasks of the Task Force:**

The Racial Equity and Justice Task Force of the Presbytery of Milwaukee is charged to:

- Review and study the history of systemic racism and anti-racism efforts in the PC(USA).
- Conduct an “internal audit” of the Presbytery’s policies and practices – an honest look at how racism has functioned and continues to function, both explicitly and implicitly, within the Presbytery of Milwaukee.
- Engage all congregations in the Presbytery, including a review of current efforts related to racial equity and justice.
- Evaluate and recommend educational opportunities and resources for both individuals and congregations.
- Provide Presbytery-wide opportunities for learning, conversation, and action.
- Recommend a concrete strategy toward change in the Presbytery, which might include the development of an anti-racism policy and/or training for clergy.

The Task Force may decide to engage consultants or other outside resources to complete their work. Necessary funding will be reviewed and considered by the Presbytery Council.

### **Reporting:**

The Task Force will report to the Presbytery Council on a regular basis, and to the Presbytery Assembly through the Council.

We trust that a commitment to honestly examining our past and evaluating and acting in the present will lead us faithfully into God’s future.

### **Covenant of Understanding**

This is a three-year, renewable covenant, effective on the last date signed below. The South Central Synod of Wisconsin (the Synod) and the Presbytery of Milwaukee (Presbytery), as partners in ministry, are grateful to be witnesses to Jesus Christ and to partner with God's people in San José Parish, Beloit, WI. All three entities desire to continue to work together to serve the Hispanic population of the Beloit community including surrounding areas and so enter into this Covenant of Understanding.

#### **San José Ministry Purpose**

1. Serve as a worshipping community, with pastoral care, spiritual formation, and social fellowship for its members.
2. Provide outreach to unchurched Latinx persons, both to welcome them into the life and worship of San José and to create ministries that address particular needs of the Latinx community.
3. Develop ministries that both advocate for and serve the needs, concerns, and rights of the Latinx community, including outreach to Latinx persons in medical and correctional settings, where no ministry is currently available.
4. Develop resources for sustaining the ministry of San José.
5. Collaborate with non-Hispanic worshipping communities to extend hospitality to Latinx brothers and sisters and to mutually advocate for needs, concerns, and rights in the broader community.

#### **Shared Governance**

1. A Leadership Team formed by those who attend worship regularly at San José will provide leadership for the ministry of San José.
2. Any person who serves San José in pastoral Word and Sacrament ministry during this covenant must be approved by both the Synod and the Presbytery, and must be rostered by the Synod or a minister member of the Presbytery.
3. A joint ecumenical council made up of at least two persons appointed by the Synod, two persons appointed by the Presbytery, and two persons on the Leadership Team will meet at least quarterly to support the ministry and provide guidance with denominational matters.
4. Annually, the ecumenical council will appoint two Co-Conveners to be responsible for setting the agenda, sending out notices for meetings, and taking and sending minutes to appropriate committees and persons. One Co-Convener shall be from San José.
5. The Synod and the Presbytery will each designate one other person to serve as staff to the ecumenical council. Those who serve San José with pastoral leadership will also serve as staff to the ecumenical council.

**Property**

- 1. San José is currently sharing the building at 617 Saint Lawrence Avenue, Beloit, WI, with St. Paul’s Lutheran Church of the ELCA.
- 2. No property will be leased or bought on behalf of San José Parish without prior agreement by all parties.

**Finances and Budget**

- 1. San José Parish is an ecumenical partnership between the Synod and the Presbytery. Both the Synod and the Presbytery will provide financial support to San José, but they are not required to provide equal financial support. Other support may come from other ELCA and PC(USA) congregations and organizations, individuals, grants, and contributions from the members of the San José Parish. We acknowledge that all will work together to glorify God and serve God’s people to the best of our abilities given the resources available.
- 2. The Leadership Team will develop a three-year budget projection and annual ministry budget and will share it with the ecumenical council for approval.

**Renewal**

The ecumenical council should discuss whether to renew or amend this covenant six months before its expiration. Renewal and amendments are subject to the decision-making processes of the Synod and Presbytery.

\_\_\_\_\_

Bishop Joy Mortensen-Wiebe  
 South Central Synod of Wisconsin  
 Evangelical Lutheran Church in America

Date: \_\_\_\_\_

\_\_\_\_\_

Rev. Dr. Christian D. Boyd, Stated Clerk  
 Presbytery of Milwaukee of the Presbyterian Church (USA)

Date: \_\_\_\_\_

\_\_\_\_\_

Member of the San José Parish

Date: \_\_\_\_\_

**Presbytery of Milwaukee Policy on  
Enrollment of Ministers of Other Christian Churches for Temporary Service  
And Validation of Ministry  
Approved by the Presbytery on February 4, 2020**

If, during the approved search process, a session identifies a pastor who is not a minister of the Word and Sacrament or a Commissioned Pastor in the Presbyterian Church (U.S.A.) to serve as its pastor, the session may request that the Presbytery of Milwaukee (“Presbytery”) approve a minister of “another Christian church” (G-2.0506) to serve their congregation in a temporary pastoral relationship. Service by individuals who are minister members of denominations in full communion or correspondence with the Presbyterian Church (U.S.A.) is governed by the Book of Order, not this policy.

The Presbytery may validate the ministry of a minister of another Christian church to service in a temporary pastoral relationship when the following conditions have been met:

- satisfaction of the requirements of preparation for such service according to the Presbytery’s own rules; and
- enrollment as a temporary member of the Presbytery, having affirmed the order and discipline of the Presbyterian Church (U.S.A.) in a manner satisfactory to the Presbytery.

The minister shall be subject to examination by the full Commission on Transitional Ministry (CTM). Following successful examination, CTM will recommend validation of the applicant for temporary pastoral service by the Presbytery on the floor of Presbytery allowing for questions and clarification. A member of the Presbytery may request examination of the minister of the floor of Presbytery. Final approval shall be by vote of the Presbytery.

The Presbytery, in its validation, may authorize the minister to preach and lead worship, to administer the Sacraments, and to officiate at marriages where permitted by state law. The Presbytery, in its validation, may also authorize the minister to moderate the session of the congregation with which he or she is approved to serve and to moderate congregational meetings, after a period of evaluation by a member of the Presbytery and the CTM.

Approval of a validated ministry is valid for up to one year and authorizes the holder to perform only the ministerial functions named in the validation for the requesting congregation. The validated ministry may be renewed for successive one-year terms upon agreement of the congregation’s session, the minister, and the Presbytery through its agency or commission, following a review by CTM at the end of each term. The CTM may at any time withdraw the validation of the minister and request the presbytery to remove the minister from its rolls for reasons it deems good and sufficient.

By enrolling in the Presbytery, the individual is accountable to the Presbytery and subject to its jurisdiction for all purposes, including discipline. While enrolled temporarily in the Presbytery, the individual may also retain membership in their other denomination or Christian church. Enrollment in the Presbytery will end once the individual’s validated ministry has concluded.

During the tenure of the temporary service and once enrolled in the Presbytery, the individual shall ordinarily attend all meetings of the Presbytery and be seated as a minister with voice and vote.

The rules which guide this policy shall be approved by the Presbytery. The CTM is authorized to develop additional procedures or guidelines within these rules that it deems necessary to implement the policy.

### AUTHORITY

The 223rd General Assembly (2018) approved an authoritative interpretation (AI) of G-3.0104 and G-3.0201 to replace the 1992 authoritative interpretation (*Minutes*, 1992, Part I, p. 308, paragraph 21.088, *Req. 92-10*). The new AI guides the policy of the Presbytery of Milwaukee in the enrollment and validation of ministries of ministers of other Christian churches.

The Book of Order (G-2.0506) permits presbyteries to enroll a minister of another Christian church as a temporary member for a period of service, either in a temporary pastoral relationship or in an installed position (Formula of Agreement ministers only).

The function of a minister and the moderator of a session is more than simply to provide pastoral services and conduct meetings according to standards of parliamentary procedure. The minister and moderator are the presence of presbytery and the Presbyterian Church (U.S.A.) in that congregation and council (session). The moderator ensures that the congregation's session continues to be a member church and council which at times acts as the whole church, as noted in F-3.0201 through F-3.0203:

- “The particular congregations of the Presbyterian Church (U.S.A.) wherever they are, taken collectively, constitute one church, called the church” (F-3.0201).
- “This church shall be governed by presbyters, that is, ruling elders and teaching elders (also called ministers of the Word and Sacrament)” (F-3.0202).
- “These presbyters shall come together in councils in regular gradation. These councils are sessions, presbyteries, synods, and the General Assembly. All councils of the church are united by the nature of the church and share with one another responsibilities, rights, and powers as provided in this Constitution. The councils are distinct, but have such mutual relations that the act of one of them is the act of the whole church performed by it through the appropriate council ...” (F-3.0203).

The church expects its ministers to be guided by our polity and abide by its discipline so that they are equipped to define and interpret the Constitution in any setting where decisions are made relative to the denomination. Sessions must make decisions that are constitutional. Presbyterian ministers are accountable for the advice they give. Non-Presbyterian Church (U.S.A.) ministers cannot be so held.

The *Book of Order* defines a council as consisting of “presbyters, that is, ruling elders and teaching elders (also called ministers of the Word and Sacrament” (F-3.0202)). Thus, a basic quality of our polity is that a council consists of ruling elders and ministers of the Word and Sacrament making decisions together. The 1992 AI concluded that to permit ministers who are not members of the Presbyterian Church (U.S.A.) to moderate sessions would jeopardize this fundamental principle of Presbyterian polity.

However, the Constitution permits a presbytery to “enroll a minister of another Christian church who is serving temporarily in a validated ministry in this church, or in an installed relationship under the provisions of the Formula of Agreement (*Book of Order*, Appendix B; G-5.0202), when the minister has satisfied the requirements of preparation for such service established by the presbytery’s own rule.” (G-2.0506). Installed ministers have answered the constitutional questions of W-4.0404 and have thus placed themselves under the jurisdiction of the Presbyterian Church (U.S.A.), enabling them to serve as moderator.

Accordingly, under G-2.0506 and the 2018 AI, a presbytery may also validate the ministry of a member of “another Christian church” to service in a temporary pastoral relationship, including as session moderator, when the following conditions have been met:

- enrollment as a temporary member of a presbytery, having affirmed the order and discipline of the Presbyterian Church (U.S.A.) in a manner satisfactory to the presbytery;
- satisfaction of the requirements of preparation for such service according to the presbytery’s own rules, including its “rule for moderators when the session is without a moderator for reasons of vacancy or inconvenience” (G-3.0201). A presbytery may require training in Presbyterian polity and other areas in these rules.

Per the 2018 AI, this interpretation shall also apply to temporary members of a presbytery serving as moderator of a congregational meeting.

**Commission on Transitional Ministries**  
**Rules for Enrollment of Ministers of Other Christian Churches for Temporary Service**  
**And Validation of Ministry**

Pursuant to the Presbytery of Milwaukee's Policy on Enrollment of Ministers of Other Christian Churches for Temporary Service and Validation of Ministry, the Commission on Transitional Ministries ("CTM") was authorized to apply these rules to implement this policy. No part of these rules should be interpreted as inconsistent with the policy.

Eligibility

To qualify for enrollment and validation, applicants must have been invited by the requesting session to apply and must meet the following requirements:

1. Applicants must have been ordained and practicing ministers of their Christian churches for at least 5 years and must demonstrate significant experience and involvement in that denomination in a majority of the following areas: administering the sacraments; conducting worship services; providing spiritual leadership; participating in the preaching and teaching ministry of the church; providing pastoral care; and managing a local congregation or institution.
2. Applicants must receive endorsement from the requesting session. The session must endorse and support the applicant throughout the application process and service to the Church. Upon receipt of the application, the CTM will contact the session to arrange for a visit to discuss the responsibilities of the session for endorsing the applicant, specifically:
  - a) Endorsement by the session means that it has reviewed the applicant's application, examined the person with regard to their motives for seeking this ministry, and has been made fully aware that the person intends to fulfill the validation process.
  - b) The session, in its endorsement, agrees to support both the applicant and their ministry as a temporary pastor. This shall include providing the applicant with fair compensation in accordance with the Presbytery's guidelines for Commissioned Pastors.
  - c) The Clerk of Session and at least one other member of the session must participate with the applicant in training related to Presbyterian polity.
3. Applicants must complete an application, which includes preparation of a statement of faith. The applicant shall send the completed application to the Stated Clerk for the Presbytery of Milwaukee (the "Presbytery"). The application shall include an acknowledgement that the applicant must sign the Presbytery's standard covenant among the pastor, Presbytery, and session of the requesting congregation affirming the jurisdiction, order, and discipline of the Presbyterian Church (U.S.A.); acknowledging the responsibilities of enrolled members of the Presbytery; committing to the requirements for validation of their ministry for temporary service; acknowledging the limits of the validation; agreeing that the validation may be revoked at any time by the Presbytery on the same grounds as removal of a Presbyterian

minister under a temporary relationship with a session; and specifying the terms of the contract.

4. Applicants must complete the Safe Gatherings certification process or another Presbytery-approved process for the protection of children and vulnerable adults and must undergo a background check.
5. Following its meeting with the session, the CTM will hold a face-to-face interview with the applicant.
6. Applicants must demonstrate to a credentialing team of CTM members (or others designated by CTM) that they have sufficient knowledge of the following subjects: Old and New Testament Study and Interpretation; Reformed Theology; Worship and Sacraments; Presbyterian Polity; Preaching; Pastoral Care; and Christian Education. Demonstration may be through transcripts from colleges, universities, seminaries or Bible colleges, or other relevant experience. If this knowledge cannot be demonstrated at the time of application, the Presbytery will assign a mentor who will offer tutoring to the applicant until such knowledge can be demonstrated. The applicant may also be directed to appropriate academic coursework where necessary and applicable.
7. Applicants must complete a psychological assessment by a Presbytery-approved consultant. The applicant, congregation, and Presbytery will each assume one-third of the cost for this assessment. Before the process continues, applicants must grant permission for the information gained in the assessment process to be shared with the CTM.
8. Following approval by the Presbytery, the applicant will not moderate session or congregational meetings for a period of six months. A member of the Presbytery, appointed by the CTM, will moderate these meetings providing an opportunity for the applicant to demonstrate their knowledge of Reformed Theology and Presbyterian Polity. The member and the CTM will perform an evaluation at the end of the six month period, at which time the member may continue to moderate these meetings or the applicant may be given permission to take over these responsibilities.

CTM may not validate the ministry until all requirements have been met; except, however, if the only remaining requirement is demonstration of substantive knowledge in the subjects specified above, CTM may grant permission to the minister to preach as pulpit supply in the requesting congregation when invited by the session and while instruction is being provided.

Once all requirements are met, CTM shall bring the request for validation, with its recommendation, to the floor of the Presbytery at a regular or special meeting and shall answer any questions of the Presbytery related to its recommendation and the applicant. If the Presbytery approves validation of the temporary ministry, then CTM shall request that the Stated Clerk enroll the pastor as a minister member of the Presbytery. The individual will be notified in writing when all requirements for enrollment and ministry validation have been met. If the term of the validated ministry is renewed for an additional term, opportunities for continuing education will be provided. Individuals covered by this policy will be considered eligible for the Presbytery's continuing education funds.

Individuals whose ministry has been validated for temporary service will be assigned a liaison by CTM for the duration of their validated ministry and a mentor who is a minister of the Word and Sacrament in good standing with the Presbyterian Church (U.S.A.). Oversight of the enrolled temporary minister rests with the CTM, as with any other contracted minister member of the Presbytery.

As the role of a Temporary Supply Pastor is, by its title, temporary, and a reflection of pastoral transition and discernment within a congregation, oversight of the process and minister rests with CTM, although CTM may engage other members of the Presbytery as needed in its oversight.

# Dr LaQuetta Clipps

**REVEREND**

SPIRITUAL LEADER

*To equip the saints for the work of ministry, for building up the body of Christ  
Ephesian 4:12*



Dr. LaQuetta D. Clipps, has been chosen by God for service to the Body of Christ. She has been gifted with a unique ability to empower and equip the people of God and to encourage them to press on despite their life's circumstances. Dr. Clipps has an unwavering commitment to reach souls within the community.

Dr. Clipps strongly believes and teaches that there is an assignment for those chosen by God to stand as a leader on at least one of the 7 pillars (mountains) of influence. She walks in His confidence and acknowledges that two of her pillars of influence are religion and education. She has owned and operated a Christian childcare center and preschool for over 14 years. In an effort to further build the Kingdom of God, she founded a K4-8th grade Christian school, Divine Destiny, of which she is the C.E.O.

Dr. Clipps knows first-hand the importance of knowing your spiritual worth. After overcoming various obstacles in her life, this mother of two has experienced how God will catapult your life from one of set-backs to set-ups. Dr. Clipps is a servant-leader and has a passion to minister to hurting people. She believes that it is through the process of healing and transformation that each individual begins the journey on their Divine Destiny. Dr. Clipps has been an ordained pastor for over 14 years. As well as being an entrepreneur and pastor, she is also a workshop facilitator, writer and conference speaker. She earned her Master's Degree in Educational Leadership and her Doctorate in Divinity.

## REFORMED THEOLOGY & PRESBYTERIAN POLITY

### Guided by:

Rev. Nicole Farley

### COURSE DESCRIPTION

These conversations will provide an overview of the Reformed faith, an exploration of the intersection of the Reformed and the Black Church experience, an overview of the hallmarks of the Presbyterian Church (USA) denomination, and the practice of Presbyterian Church (USA) polity (both within the local church context and within the connectional bodies of the larger church).

### OBJECTIVES

- to provide doctrinal language around what it means to be part of the Reformed tradition through discussion of its essential tenets and qualities;
- to provide opportunity to self-define how Christ Presbyterian lives as inextricably Reformed and Black;
- to provide a basic grounding in how it looks to identify and express the faith of community through life and worship that are particularly Presbyterian.

### BIBLIOGRAPHY

#### Required:

*The Book of Confessions and The Book of Order. The Constitution of the Presbyterian Church (USA).* Parts I. and II. (current at this writing: 2016, 2019/2021)

e-versions can be found at: <http://oga.pcusa.org/section/mid-council-ministries/constitutional-services/constitution/>

Allen, Kerri N. and Donald K. McKim. *Lenten Reflections on The Confession of Belhar*. Witherspoon Press: Louisville, 2016

Boesak, Allan A. *Black and Reformed: Apartheid, Liberation, and the Calvinist Tradition*. Wipf & Stock: Eugene, OR, 1984.  
specifically, chapters 9 and 10

Gambrell, David. *Presbyterian Worship: Questions & Answers*. Westminster John Knox Press: Louisville, 2019.

Jelks, Randal Maurice. "Waters of Babylon: To Be an African-American Presbyterian." *Perspectives: A Journal of Reformed Thought*. May 1992.

McKim, Donald K. *Presbyterian Questions, Presbyterian Answers (Revised Edition)*. Westminster John Knox Press: Louisville, 2017.

Ray Jr., Dr. Stephen G. "Dogma, Doctrine, and Action: Reformed Identity and the Christian Life."

**Recommended:**

*The Presbyterian Handbook*. Geneva Press: Louisville, 2006.

Cannon, Katie Geneva. *Katie's Canon: Womanism and the Soul of the Black Community*. Bloomsbury Academic: New York, 1998.

Gray, Joan S. and Tucker, Joyce C. *Presbyterian Polity for Church Leaders (Fourth Edition)*. Geneva Press: Louisville, 2012.

Gray, Joan S. *Spiritual Leadership for Church Officers: A Handbook*. Geneva Press: Louisville, 2009.

Guthrie Jr., Shirley C. *Always Being Reformed: Faith for a Fragmented World (Second Edition)*. Westminster John Knox Press: Louisville, 2008.  
specifically, chapters 2, 3, and 4

Leith, John H. *Introduction to the Reformed Tradition: A Way of Being the Christian Community (Revised Edition)*. Westminster John Knox Press: Louisville, 1981.  
specifically, chapters 3, 4, and 5

Ray Jr., Dr. Stephen G. *Do No Harm: Social Sin and Christian Responsibility*. Fortress Press: Minneapolis, 2003.  
specifically, chapters 4 and 5

Small, Joseph D. Editor. *Conversations with the Confessions: Dialogue in the Reformed Tradition*. Geneva Press: Louisville, 2005.

Williams, Delores S. *Sisters in the Wilderness: The Challenge of Womanist God-Talk*. Orbis Books: Maryknoll, New York, 2013.  
specifically, chapters 6 and 8

Wilmore, Gayraud S. *Black Religion and Black Radicalism: An Interpretation of the Religious History of African Americans (Third Edition, Revised)*. Orbis Books: Maryknoll, New York, 1998.  
specifically, chapters 9 and 10

Wilmore, Gayraud S. *Black and Presbyterian: The Heritage and the Hope*. Witherspoon Press: Louisville, 2006.

**SYLLABUS****Being Reformed**

including

- the Protestant Reformation
- *Reformata, Semper Reformanda*

- the nine motifs of Reformed theology
- characteristics of Reformed theology
- historic names in early Reformed theology and their particular contributions
- what “predestination” means and does not mean

### **Being Black and Reformed**

including introductions to / explorations of the works of

- Rev. Kerri N. Allen
- Rev. Dr. Allan A. Boesak
- Rev. Dr. Katie Geneva Cannon
- Rev. Dr. James H. Cone
- Rev. Dr. Randal M. Jelks
- Rev. Dr. Stephen G. Ray
- Dr. Delores S. Williams
- Rev. Dr. Gayraud Wilmore

### **Being Presbyterian**

including

- an overview of the Book of Order
- an overview of the Book of Confessions
- a dive into the newest confession, *The Confession of Belhar*
- the history of divisions and reunifications
- understanding leadership in the Presbyterian Church (USA) and in the Presbytery of Milwaukee, along with some case studies for expanded learning

### **Living Presbyterian: The Practicalities of Presbyterian Governance**

including

- writing new bylaws
- writing a Manual of Administrative Operations (as dictated by the *Book of Order*, G-3.0106)
- planning for a Congregational Meeting
- preparing a Nominating Committee

### **Living Presbyterian: The Practicalities of Presbyterian Worship**

including

- discussions around the physical fixtures for the sacraments, the font and the table
- the traditional (White / colonial) order of worship
- faithful alternatives to the traditional order of worship which make room to express both Presbyterianism and Blackness
- sampling a variety of Reformed worship resources for liturgy and song
- shared worship leadership

## Nominating Committee Report

*Blue= to be elected*

	<u>Class</u>	<u>Name</u>	<u>Church</u>
<b>Presbytery Moderator</b>	2021	Nicole Farley (M)	Validated Ministry
<b>Presbytery Vice Moderator</b>	2021	Kent Tess-Mattner (E)	West Granville
<b>Commission on Transitional Ministries</b>	2021	Cindy Thomas (E)	Calvary
	2022	(M)	
	2022	(M) or (E)	
	2022	<i>Dottie Halverson (M)</i>	<i>Honorably Retired</i>
	2023	Jerry Kramer (M)	Honorably Retired
	2023	Kathy Dummer (E)	Wauwatosa
	2023	(E) or (M)	
	2023	<i>Judi Holmes-Jensen (M)</i>	<i>Chaplain</i>
<b>Commission on Pastoral Ministries</b>	2021	Don Elliott (E)	Southminster
	2021	<i>Teresa Larson (M)</i>	<i>Immanuel</i>
	2023	Erin Hittle (M)	Chaplain - Avalon Square
	2023	Nancy Ponstein (E)	Crossroads
	2023	Sara Miles (E)	First Kenosha
<b>COR</b>	2022	<i>Eileen Pierce (E)</i>	<i>Immanuel</i>
	2022	Steve Fringer (M)	Validated Ministry
<b>Commission on Congregational Vitality</b>	2021	Ashanti Cook (E)	Calvary
	2023	<i>Margaret Keehn (E)</i>	<i>Calvary</i>
	2023	<i>Nikki Blanks (M)</i>	<i>Delafield</i>
	2023	(E)	
<b>Council</b>	2023	Kent Tess-Mattner (E)	Vice Moderator
	2023	Bill Petterson (M)	Honorably Retired
	2023	Bill Leonard (E)	Linn
<b>Foundation</b>	2023	Tom Finger (E)	Rock Prairie
	2023	(M)	
<b>Ordination Exam Readers</b>	2021	Rachel Yates (E)	Presbytery Executive
	2021	Sarah Walker-Cleaveland (M)	Covenant
<b>Permanent Judicial Commission</b>	2026	Keith Pierce (E)	Immanuel
	2026	Beth Patton (M)	At Large
	2026	Victor Plantinga (E)	Immanuel
<b>Presbytery Planning Commission</b>	2021	(E)	
	2022	<i>Matt Lee (M)</i>	<i>Kettle Moraine</i>
	2023	Kent Tess-Mattner (E)	Vice Moderator
	2023	<i>Scott Samuelson (M)</i>	<i>Crossroads</i>
<b>Synod Commissioner</b>	2023	Paula Tillen (E)	Southminster
<b>Stated Clerk</b>	2023	Christian Boyd (M)	Southminster
<b>Treasurer</b>	2021	Gail Boerema (E)	Forest Park
<b>Interfaith Council Board</b>	2023	Paul Neymeyr (E)	Forest Park

## First (Fox Lake) Presbyterian Church Administrative Commission Report

Introduction: At the request of the First Presbyterian Church of Fox Lake session the Presbytery proceeded to appoint an Administrative Commission to work with the session toward closure. The Presbytery acted on the request at the November 27, 2018 meeting. The following members were appointment by Moderator Lee Tan in December of 2018: Jim Halverson (E) Moderator, Chris Davis (M), Sherry Helmer (E), Fiona Nicolaisen (M), Eileen Pierce (E).

Jim Halverson and Eileen Pierce met by zoom conference with Presbytery staff to receive information regarding the church and review the Presbytery's policy for dissolving a congregation.

In early January of 2019 the Administrative Commission began work on the necessary tasks to close the church including a final service, congregational action and a service of Closure by the Presbytery. In addition, we began working to take care of legal matters necessary in closing a church.

Care for the congregation was a priority during the transition period.

Chris Davis worked to obtain the deed and a realtor to assist with the sale of the property. Sherry Helmer, commission member as well as Fox Lake clerk of session was instrumental in inventory of the building contents as well as disposition of personal property.

The final service was held on January 20, 2019, followed by a congregational meeting to vote on a motion to dissolve the congregation. A motion was prepared in consultation with Attorney Kevin Sjostrom.

At the congregational meeting the congregation voted to approve the following motion:

*The congregation/session of First Presbyterian Church of Fox Lake (formerly Presbyterian Church of Fox Lake) resolves, in accordance with Sections of G-4-0203 and G-40205 of the Book of Order. (a) to discontinue regular meetings of the congregation and abandon the work of First Presbyterian Church of Fox Lake, (b) to request The Presbytery of Milwaukee of the Presbyterian Church (U.S.A.) to assume possession and control of the real and personal property of First Presbyterian Church of Fox Lake, and (d) to delegate to The Presbytery of Milwaukee of the Milwaukee of the Presbyterian Church (U.S.A.) the authority to hold, use, apply, sell or otherwise dispose of such property as the presbytery may direct, limit and appoint.*

The Commission planned a Service of Closure for the Presbytery to recognize 95 years of ministry of the First Presbyterian Church of Fox Lake. The service was scheduled for February 24 at 3:00 p.m., due to weather conditions the Presbytery service was

postponed until March 24, 2019. Chris Davis planned and coordinated the service and a reception was held immediately following. Approximately 45 people attended the service.

The church property was listed for sale and arrangements for removal of personal property was organized, items given to members, local organizations and others. A list of all the items is included as an appendix to this report.

The congregation requested to give the bell to the Community Congregational Museum and the commission agreed to that request unless the church was sold to another church.

The property was sold to a private party. The closing of the property was held on September 26, 2019. Details regarding the removal of the bell were to be worked out with new owner and the museum.

Due to weather and the pandemic removal of the bell was delayed for several months. The new owner decided to have the steeple removed as well. Due to the size of the steeple the Community Congregational Museum was unable to keep the steeple as it was too large. The owner gave the steeple to another person, who has restored it and it is located nearby. The church sign was also given to the museum.

All church records including session minutes, registers and financial and legal documents have been submitted to the Presbytery.

Below is the financial summary as provided by the Presbytery office followed by recommendations from the Commission for use of the funds.

### **Fox Lake Financial Summary**

<b>Description</b>	<b>Amount</b>
Starting Balance – March 2019 (Transfer from Fox Lake Accounts to Presbytery)	\$651.51
2019 Expenses	-\$2082.50
Sale of Building – September 2019	\$33,567.48
Bequest – November 2019	\$20,000.00
Presbytery Action to use bequest in Presbytery's 2020 budget	-\$20,000.00
<b>Ending Balance</b>	<b>\$32,136.49</b>

**Proposed Use of Funds:**

- Fox Lake Church had struggled for many years to pay their annual per capita. Over the last 10 years, 2010-2019, the church was only able to pay \$625.85 and the Presbytery covered the remaining \$10,310.15.
  - **Recommendation:** Designate \$10,310.15 from the Fox Lake holdings to the Milwaukee Presbytery as compensation for the per capita shortfall.
- There is a sense that some of the funds should be made available to do God's work in the Fox Lake area. Examples of outreach in the area could take many forms. Examples might include special church programs or projects, signs, equipment for worship or education, church sponsored community events. According to the Financial Summary, there would be \$21,826.34 left after the per capita repayment.
  - **Recommendation:** Designate the remaining \$21,826.34 from the Fox Lake holdings to the Commission on Congregational Vitality to oversee the awarding of grants for outreach projects in the Fox Lake region. Churches that serve the region surrounding Fox Lake would be allowed to submit a grant application. This would include churches in the neighboring presbyteries of Winnebago and John Knox in addition to the Milwaukee Presbytery.

The Commission is grateful for the opportunity to serve the Presbytery.

Jim Halverson, Moderator  
Chris Davis  
Sherry Helmer  
Eileen Pierce  
Fiona Nicolaisen

## Appendix

### Fox Lake First Presbyterian Church Dispersal List Fox Lake, WI

- Many members, former members and friends-2 current hymnals that was used and a pew Bible
- Linda and Al Voight (member)-painting of the church done by Jessie Jansen that was 17x21 and storage containers from the kitchen
- Dwight Bloohm-donated framed tapestry (Jesus as the shepherd with his sheep) from his mother in honor of his sister; he was going to give it to his nephew (it had donated for his mother) who owns Springbrook to hang there
- Decker Family-Last Supper picture donated by their mother, Norma Decker
- Donna Gossink(member)-two folding chairs
- Jody Henken (quilter)-8x10 picture of Jesus
- Maas Family (members)-coffee pot, nesco, riding lawn mower
- Dawn Reed (member)-refrigerator
- Meinders (former members)-donations from family-Large cross in front of the sanctuary and candle lighter
- Dahlkes (former members)- donations from family-smaller wooden cross, candle lighter, Bible and Bible Stand
- Deb Desjarlais (member)-nesco
- Kathie Arndt (member)-smaller nesco, banner and smaller kitchen items
- Laurie Nelson (member)-clock hung in the dining room
- Sherry Helmer (member)-folding chairs, mower walk behind, choir pew, piano light, Westminster chime clock
- Markesan Resident Home, Inc. (Dawn Reed is Certified Dietary Manager)-2 nescos, 2 smaller nescos, paper items as plates, cups, napkins; several different smaller kitchen items such as coffee carafes, juice pitchers, ice cream sundae cups, plates, cups, saucers, silverware, serving dishes and platters, creamers, sugar bowls, some of the decorations as flowers, these items were used in their food service that was being turned into restaurant style service for the residents
- Fox Lake Historical Society-Community Congregational Museum-1955 filmstrip and program "...And on Earth Peace" from ROA's Films, Milwaukee; 1950 General Electric Clock that was plugged in the dining room; Last Supper Tapestry that hung above the doors in the back of the sanctuary; 2 nescos; Framed Roll Call from our Service Members; several hymnals and Bibles; Postcard framed from the Methodist Church; bell; copy machine

Note: Tower was too big for the Museum to hold the bell so they will only have the bell. The Museum is located at 206 South College Avenue. On a side note, the tower was given to Bob Dolan by the new church owner and he restored it and that is located at 309 Academy just up from the church. He purchased a bell from Kentucky to replace the bell.

### Fox Lake Presbyterian Church



Photos taken November 9, 2020